



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT
Governmental Center Annex

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674

MEMORANDUM

DATE: May 16, 2019

TO: James Ellis, Information Systems Manager
Human Services Department

THRU: Sandy-Michael McDonald, Director *SM*
Office of Economic and Small Business Development

FROM: Freddy Castillo, Small Business Development Manager *FC*
Office of Economic and Small Business Development

SUBJECT: No CBE Goal for HSD Direct Services Application

This memorandum supersedes previous memorandum dated March 29, 2019

Human Services Department (HSD) will be soliciting proposals for a new Human Services Management System (HSMS), which will be provided as a Software as a Service (SaaS) or Cloud solution. The new HSMS will replace existing software solutions as the primary business application for program components of Family Success Administration Division, Elderly and Veterans Services Division, and Crisis Intervention Services Division. The web-based SaaS or Cloud solution will provide case management, information and referral, service documentation, citation management, utilization review and fiscal functional requirements.

A review of the Small Business Certified Firm Directory revealed five (5) certified County Business Enterprise (CBE), but only one (1) meets the requirements to provide these services. Therefore, consistent with the Broward County Business Opportunity Act of 2012, as amended, Sec. 1-81.3 (1) (a), if there are fewer than two (2) certified CBEs available to participate in a specific project, no CBE goal will be applicable. Additionally, HSD reported that because of the proprietary nature of the project, confidentiality of client data, and requirements to comply with privacy laws, the use of sub-contractor (s) is not recommended.

In accordance with Sec. 1-81.10 (a) (1) of the Broward County Business Opportunity Act, as amended, if a responsive, responsible bid is received from a certified CBE or SBE firm that is within ten percent (10%) of the lowest bid received from a non-CBE or non-SBE firm, the CBE or SBE shall be offered the opportunity to match the lowest responsive, responsible bid. The CBE or SBE firm shall be deemed the lowest responsive, responsible bidder. In addition, Section 1-81.10 (a) (2) states, in part, that if the Evaluation Committee determines that a non-CBE or non-SBE proposer, who responds to a Request for Proposal (RFP), is the highest-ranked proposer, and a responsive, responsible CBE or SBE receives a score within

No CBE Goal for HSD Direct Services Application

Page | 2

five percent (5%) of the score obtained by the non-CBE or non-SBE, the highest-ranked CBE or SBE proposer shall be considered the highest-ranked proposer and shall have the opportunity to proceed to negotiations with the County for award of the contract.

This contract is not subject to the Broward County Workforce Investment Program.

If you have any concerns regarding available subcontracting opportunities, please contact our office at (954) 357-6400.

cc: Maribel Feliciano, Assistant Director, OESBD
Oswaldo Casco, Small Business Development Supervisor, OESBD