



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT
Governmental Center Annex**

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

MEMORANDUM

DATE: November 15, 2024

TO: Lisa Morrison, Human Resources Manager
Human Resources Division

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

SANDY-MICHAEL
MCDONALD

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MICHAEL MCDONALD
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FROM: Maribel Feliciano, Assistant Director
Office of Economic and Small Business Development

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SUBJECT: No CBE Goal for Group Term Life and Related Insurance

Broward County, via the Human Resources Division, is seeking to secure a contract with a vendor that can provide comprehensive, fully insured, employer and employee-paid, after-tax, voluntary Group Term Life and Accidental Death and Dismemberment (AD&D) Insurance (Group Life), including enrollment support and administration services for benefit-eligible employees, retirees and eligible dependents (Members).

Currently there is an insufficient number of CBE firms that can provide the required services. Therefore, consistent with the Broward County Business Opportunity Act, as amended, Sec. 1-81.3(a)(1), no CBE goal is applicable for this project. According to Sec. 1-81.10(a)(1) of the Act, if a responsive, responsible bid is received from a certified CBE firm that is within ten percent (10%) of the lowest bid received from a non-CBE firm, the CBE shall be offered the opportunity to match the lowest bid. Similarly, Per Sec. 1-81.10(a)(2) if a non-CBE firm is the highest-ranked firm, and a responsive, responsible CBE firm receives a score that is within five percent (5%) of the score obtained by the non-CBE firm, the highest-ranked responsive, responsible CBE 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.

Eligibility for the CBE program is based on economic/size standards; the program does not utilize race or gender criteria for either certification or goal methodology purposes. The above assignment is based on our examination of the scope of work and cost estimate as submitted to the Office of Economic and Small Business Development by the Using Agency.

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

cc:

Donna-Ann Knapp, Small Business Development Manager, OESBD
Olga Sheyner, Small Business Development Specialist, OESBD