



IMPORTANT NOTICE

March 13, 2024

**Office of
Equal Business Opportunity**

50 South Military Trail, Suite 202
West Palm Beach, FL 33415
(561) 616-6840
www.pbcgov.com/oebo



**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor
Maria G. Marino, Vice Mayor
Gregg K. Weiss
Michael A. Barnett
Marcy Woodward
Sara Baxter
Mack Bernard

County Administrator

Verdenia C. Baker

Dear Industry Stakeholders:

On March 12, 2024, the Board of County Commissioners (BCC) adopted the amended Equal Business Opportunity (EBO) Ordinance to increase the gross revenue size standards for small business enterprises (SBE). The new standards are as follows:

- Construction: \$13 million
- CCNA Professional Services: \$7 million
- Non-CCNA Professional Services: \$5.7 million
- Goods: \$7 million
- Other Services: \$5.7 million

In addition, SBEs that graduate while working on a contract with a Small, Minority and/or Women Business participation goal will count towards the established goal for the life of the contract and until the contract ends.

If your annual revenue, averaged over the past three (3) years, does not exceed the newly revised size standards, you are eligible to apply for certification. A notification will be placed on the EBO website when the amendment is effective and when you may submit your application. The EBO website is [Office of Equal Business Opportunity Home \(pbcgov.org\)](http://Office of Equal Business Opportunity Home (pbcgov.org)).

Applications for certification may take up to ninety (90) business days to review and may be expedited to a twenty (20) business day review for a \$300.00 fee. You can find instructions to submit your electronic application on the EBO website under the Documents tab.

I have attached a copy of the proposed EBO Ordinance Amendment for your convenience. If you have questions, please contact your former EBO Specialist or our office at 561-616-6840.

Sincerely,

Tonya Davis Johnson, Director

cc: Palm Beach County Board of County Commissioners
Verdenia Baker, County Administrator
Reginald Duren, Assistant County Administrator
Denise Coffman, County Attorney
Richard Sena, Assistant County Attorney

*"An Equal Opportunity
Affirmative Action Employer"*