JANUARY 27, 2025, GSC MEETING MINUTES:

ATTENDEES

COMMITTEE MEMBERS PRESENT (Voting):

- Ryan Smith – Business Support Center, Director
- Allen Behnke – PPO, Manager
- Brandon Pitman – Grounds, Manager
- Divine Amoah – Capital Programs, Director
- Edgar Lugo – PWS, Purchasing Agent
- Cenira Infante – PWS, Assistant Director - Designee

COMMITTEE MEMBERS PRESENT (Non-Voting):

- Anne Marie Richards – Economic Development and Diversity Compliance, Coordinator
- Jennifer Andreu – Economic Development and Diversity Compliance, Executive Director
- Tasha Campbell – EDDC
- Michael Scott – EDDC

ZOOM Virtual Meeting Attendance:

- Jasmine Jones – EDDC
- Heidy Maxwell – EDDC
- Mark Cohen – PWS
- Nafisa Seeram – PWS

CALL TO ORDER

Anne Marie Richards, Economic Development and Diversity Compliance Coordinator, made the opening remarks, asked attendees to introduce themselves, discussed the composition of the Goal Setting Committee, and conducted roll call. Ms. Richards explained the committee members' subjection to sunshine laws, the overall purpose of the Goal Setting Committee, the use of APIs, District Policy 3330, and the results of the Keen Industry Independent research.

Ms. Richards concluded the opening remarks and requested a motion to bring new items to the floor for discussion. The motion was made by Divine Amoah and seconded by Allen Behnke. Motion passed unanimously.

AGENDA ITEMS

1. New Solicitation No: ITB25-143

Title: Plumbing Supplies
Proposed Spend Authority: $4,307,000
Category Code(s): FMR

Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Description: This Catalog Discount bid enables the Stockroom to have a ready source to purchase plumbing supplies, parts, fixtures, pipes, tubing, and related items at firm discounts to support the Physical Plant Operations Department. Maintaining plumbing and mechanical systems ensures a sanitary, safe, and healthy environment. **Solicitation Structure:** Preapproved Vendor(s), Lowest Bid
Award Method: Pre-Qualified Firm

NOTES: Ms. Richards requested an overview of ITB25-143. Mr. Allen Behnke explained that this solicitation is for the procurement of basic plumbing supplies. Ms. Richards then requested a motion to accept the EDDC's recommendation of a 3% Price Preference if the Prime contractor is an EDDC Certified Small Business. The motion was made by Divine Amoah and seconded by Edgar Lugo. Motion passed unanimously.

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2. New Solicitation No: ITB 26-001

Title: SOMAT Waste Disposal System Maintenance
Proposed Spend Authority: $1,327,000
Category Code(s): FMR
Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Description: This bid is for procuring maintenance services and repair parts for SOMAT Waste Disposal machines located in school and center cafeterias. **Solicitation Structure:** Quotes
Award Method: Lowest Responsive, Responsible Bidder

NOTES: Ms. Richards requested an overview of ITB26-001. Mr. Allen Behnke explained that this solicitation is for SOMAT Waste Disposal machine maintenance and repairs. He detailed that these machines grind cafeteria waste before it enters the compact system. Ms. Richards requested a motion to accept the EDDC's recommendation of a 3% Price Preference if the Prime contractor is an EDDC Certified Small Business. The motion was made by Ryan Smith and seconded by Edgar Lugo. Motion passed unanimously.

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3. New Solicitation No: RFP25-144

Title: Debris Monitoring Services for Natural Disasters
Proposed Spend Authority: $3,000,000
Category Code(s): 99030 GSE
Requesting Department: Emergency Management – Mitchelle Epstein
Description: Debris monitoring services for natural disasters.
Solicitation Structure: Preapproved Vendor(s)
Award Method: Qualifying Points

NOTES: Ms. Richards requested an overview of RFP25-144. Edgar Lugo explained that this solicitation is for hiring a consultant to assist the School Board during emergencies and natural disasters, including FEMA reimbursement processes. Divine Amoah suggested that the title could be clearer. After discussion, it was agreed to amend the title to include "Consulting for Recovery Services." Ms. Richards requested a

motion to accept the EDDC's recommendation of Evaluation Points for EDDC Certified Small Businesses. The motion was made by Divine Amoah and seconded by Cenira Infante. Motion passed unanimously.

Annemarie Richards introduced the fourth item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

4. New Solicitation No: ITB 26-002

New Solicitation Title: Electrostatic Painting for Metal Surfaces
Proposed Spend Authority of New Solicitation: $1,260,000
Category Code(s) (Materials Group) for New Solicitation: FMR
Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Brief Description of Items/Nature of Services Requested: This bid is utilized by the Physical Plant Operations (PPO) Department to repaint structures made of various metals throughout the District, including playground equipment, covered walkways, fencing, railings, lockers, and more. This specialized type of painting produces a protective and extremely durable factory-like finish for metal surfaces.
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)? Preapproved Vendor(s)
Award Method: Pre-Qualified Firm
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: [Pending]

NOTES: Ms. Richards requested an overview of ITB26-002. Allen Behnke (PPO) explained that this solicitation is for the procurement of electrostatic painting services. This is a specialized process using chemicals that not every painting vendor provides. It requires a unique preparation process, and the PPO Department agrees with the EDDC's recommendations. Ms. Richards then asked for a motion to accept the EDDC's recommendation of a 3% Price Preference if the Prime is an EDDC Certified Small Business. **Motioned by Edgar Lugo, seconded by Ryan Smith – Business Support Center. Motion passed unanimously.**

Annemarie Richards introduced the fifth item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

5. New Solicitation No: ITB 26-003

New Solicitation Title: Cleaning and Inspection of Cafeteria Hoods
Proposed Spend Authority of New Solicitation: $895,000
Category Code(s) (Materials Group) for New Solicitation: FMR
Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Brief Description of Items/Nature of Services Requested: Cleaning and inspection of cafeteria hoods.
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)? Quotes
Award Method: Pre-Qualified Firm: Lowest Bid
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: [Pending]

NOTES: Ms. Richards requested an overview of ITB26-003. Allen Behnke (PPO) explained that this solicitation is for the cleaning, evaluation, and reporting of deficiencies in cafeteria hoods. Ms. Jennifer Andreu asked whether vendors would be responsible for both inspection and repair. Mr. Behnke clarified that while vendors will inspect and report issues, repairs are typically minimal. He also noted that repair services are covered under a separate contract for the fire suppression system. It was agreed that the solicitation title would be amended to **"Cleaning and Inspection of Cafeteria Hoods"** to more accurately reflect the scope of work. Ms. Richards asked for a motion to accept the EDDC's recommendation of a 3% Price Preference if the Prime is an EDDC Certified Small Business. **Motioned by Divine Amoah, seconded by Cenira Infante – PWS Designee. Motion passed unanimously.**

Annemarie Richards introduced the sixth item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

6. New Solicitation No: RFQ (Pending)

New Solicitation Title: Design Professional Services - Charles Drew ES
Proposed Spend Authority of New Solicitation: $1,000,000
Category Code(s) (Materials Group) for New Solicitation: [Pending]
Requesting Department: Office of Capital Budget – Divine E. Amoah
Brief Description of Items/Nature of Services Requested: Architectural services.
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)? Quotes
Award Method: Pre-Qualified Firm: Lowest Responsive Responsible Bidder
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: [Pending]

NOTES: Ms. Richards requested an overview of this RFQ. Divine Amoah (Capital Programs) explained that this solicitation is for the selection of a consultant to perform design services, including all required disciplines for the project. Ms. Richards presented the EDDC's recommendations for evaluation points, which include a **20% subcontracting goal for EDDC Certified Small Businesses. Motioned by Edgar Lugo, seconded by Cenira Infante – PWS Designee. Motion passed unanimously.**

Annemarie Richards introduced the seventh item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

7. New Solicitation No: RFP25-095

New Solicitation Title: Grounds Maintenance Services
Proposed Spend Authority of New Solicitation: $10,567,956
Category Code(s) (Materials Group) for New Solicitation: 988/GSE
Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Brief Description of Items/Nature of Services Requested: Grounds maintenance services, including lawn cutting, debris collection, and related maintenance tasks.
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)? Preapproved Vendor(s)

Award Method: Pre-Qualified Firms by Region
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: [Pending]

NOTES: Ms. Richards requested an overview of RFP25-095. Allen Behnke (PPO) explained that this solicitation is for comprehensive grounds maintenance services across multiple sites. Ms. Jennifer Andreu inquired about the existence of a separate "Landscaping" bid. Mr. Behnke and Edgar Lugo clarified that this solicitation will replace the **"Grounds Maintenance"** contract, set to expire in June 2025. Mr. Behnke also noted that the contract will be divided into **seven (7) regions**. Ms. Richards requested a motion to accept the EDDC's recommendation of **15 EDDC points, with an additional 5 points if the Prime is a first-time certified bidder with the District. Motioned by Divine Amoah – Office of Capital Budget, seconded by Cenira Infante – PWS Designee. Motion passed unanimously.**

Additional Note: At the request of **Ryan Smith – Business Support Center, Director,** Item No. 3 (RFP25-144: **Debris Monitoring Services for Natural Disasters**) was brought back for discussion and reevaluation. Mr. Smith requested that **this solicitation match the recommendations of RFP25-095: Grounds Maintenance Services** (i.e., **15 EDDC points, with an additional 5 points for first-time certified bidders**). **Motioned by Edgar Lugo, seconded by Divine Amoah – Office of Capital Budget. Motion passed unanimously.**

Annemarie Richards introduced the eighth item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

8. New Solicitation No: ITB 25-153

New Solicitation Title: Storm Sewer and Sewer Maintenance and Repair
Proposed Spend Authority of New Solicitation: $750,000
Category Code(s) (Materials Group) for New Solicitation: FMR
Requesting Department: Physical Plant Operations (PPO) – Allen Behnke
Brief Description of Items/Nature of Services Requested: Storm sewer and sewer main cleaning and repair
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)? Quotes
Award Method: Pre-Qualified Firm: Lowest Responsive Responsible Bidder
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES:
Allen Behnke (PPO) explained that this solicitation is for storm sewer and sewer maintenance, which is done on an annual basis or as needed. Ms. Richards asked for a motion to accept the EDDC's recommendation of a 3% price preference if the prime contractor is an EDDC-certified small business. The motion was made by Edgar Lugo (PWS) and seconded by Divine Amoah (Office of Capital Programs). The motion passed unanimously.

Annemarie Richards introduced the ninth and final item on the agenda, which was presented to the Goal Setting Committee by the Procurement & Warehousing Services Department.

9. New Solicitation No: RFQ25-051

New Solicitation Title: CMAR Services – Parkway MS
Proposed Spend Authority of New Solicitation: $34,000,000
Category Code(s) (Materials Group) for New Solicitation: CON
Requesting Department: Capital Programs Budget – Divine Amoah / Sonja Coley
Brief Description of Items/Nature of Services Requested:
How will the solicitation be structured (e.g., firm, fixed, quotes, preapproved vendor, etc.)?
Preapproved Vendor(s)
Award Method: Pre-Qualified Firm
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

The new addition/building shall consist of the design of the following spaces: administration, media center, cafeteria (food services), ESE self-contained classrooms, non-magnet music classrooms, and a single point of entry. Additional design scope of work shall include, but is not limited to, landscaping, irrigation systems, safety and security systems, an adequate HVAC system, energy conservation design, electrical systems (including low voltage), site work (including drainage), a new covered walkway to complement existing structures and to connect all buildings on-site, an adequate gymnasium and staff parking, adequate parent pick-up/drop-off areas, and the extension of the existing bus drop-off and covered drop-off. Space sizes and design intent shall be in accordance with the SBBC (District) Educational Specifications. The work will be performed in phases to coordinate with maintaining campus occupancy.

NOTES:
Ms. Richards requested an overview of item RFQ25-051. Mr. Divine Amoah (Office of Capital Programs) explained that this solicitation is for CMAR services at Parkway Middle School to provide preconstruction and construction services for the replacement of the main building, media center, and cafeteria.

Mr. Amoah requested an explanation of the EDDC's recommendations. Ms. Richards detailed that 25% at the management level will be allocated for preconstruction, with subconsultants at this level assisting with the work—including staffing—before actual construction begins. The 40% requirement will be at the construction level.

Edgar Lugo (PWS) asked if it was possible to reduce these percentages. Ms. Richards advised that, based on the last two projects where these percentages were exceeded, the current recommendations are attainable. Ms. Andreu added that not only is the goal attainable, but when entered into the Goal Setting Module, the suggested percentage was 53%.

After much discussion, Ms. Richards requested a motion to accept the EDDC's recommendation of evaluation points, with a **mandatory 25% allocation to EDDC-certified firms during the preconstruction phase** and a **mandatory 40% allocation to EDDC-certified firms during the construction phase**. The motion was made by Divine Amoah (Office of Capital Programs) and seconded by Cenira Infante (PWS Designee). The motion passed unanimously.

MEETING ADJOURNMENT

There were no additional discussions. Ms. Richards requested a motion to adjourn the meeting. The motion was made by Divine Amoah and seconded by Cenira Infante. The January 27, 2025, Goal Setting Committee meeting was adjourned at 10:37 AM.

NEXT MEETING:

Date: February 18, 2025

GSC MEETING ITEMS - JANUARY 27, 2025 PER BOARD POLICY 3330 AND THE RESULTS OF THE 2023 DISPARITY STUDY CONDUCTED BY KEEN INDEPENDENT RESEARCH (KIR)

#	P.A ASSIGNED	"NEW" RFQ/RFP /ITB #	"OLD" RFQ/RFP /ITB #	COMMODITY CODE	API ASSIGNED BY GSC ON JANUARY 27, 2025	ITB/RFP/PROJECT NAME	REQUESTING DEPARTMENT
1	MARK COHEN	ITB 25-143	FY22-243	423720/ 670	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	Plumbing Supplies	Physical Plant Operations (PPO) Allen Behnke
2	MARK COHEN	ITB 26-001	FY21-093	931/FMR	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	SOMAT Waste Disposal System Maintenance:	Physical Plant Operations (PPO) Allen Behnke
3	NAFISA SEERAM	RFP25-144	FY20-202	99030/GSE	EVALUATION POINTS: 15 EDDC Points, Additional Five (5) points If PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT	Consulting for Recovery Services for Natural Disaster	School Safety and Emergency Management Services - Mitchell Epstein
4	MARK COHEN	ITB 26-002	N/A	91054/GSE	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	Electrostatic Painting For Metal Surfaces	Physical Plant Operations (PPO) Allen Behnke
5	NAFISA SEERAM	ITB26-003	N/A	936/GSE	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	Maintenance, Cleaning, and Inspection of Cafeteria Hoods	Physical Plant Operations (PPO) Allen Behnke
6	MARK COHEN	RFQ25-XXX (PENDING)	N/A	907/CON	EVALUATION POINTS WITH A MANDATORY 20% SUBCONTRACTING QUALIFIER	Design Professional Services - Charles Drew ES	Office of Capital Programs - Divine Amoah
7	NAFISA SEERAM	RFP25-095	FY22-045	988/GSE	EVALUATION POINTS: 15 EDDC Points, Additional Five (5) points If PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT	Grounds Maintenance Services	Physical Plant Operations (PPO) Allen Behnke
8	NAFISA SEERAM	ITB25-153	N/A	385/FNS	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED SMALL BUSINESS	Storm Sewer and Sewer Main Cleaning and Repair:	Physical Plant Operations (PPO) Allen Behnke
9	MARK COHEN	RFQ25-051	N/A	914/CON	EVALUATION POINTS WITH A MANDATORY TWENTY- FIVE PERCENT (25%) EDDC CERTIFIED SUBCONSULTANT/SUBCONTRACTOR PARTICIPATION COMMITMENT AT MANAGEMENT LEVEL DURING PRE-CONSTRUCTION; AND FORTY PERCENT (40%) AT CONSTRUCTION PHASE	CMAR Services - Parkway Middle School	Office of Capital Programs - Divine Amoah