GOAL SETTING COMMITTEE
OFFICIAL SUMMARY MEETING MINUTES
Monday, November 18, 2024
10:02 a.m.

ATTENDEES

COMMITTEE MEMBERS PRESENT (voting)
Denise Mincey-Mills, Economic Development and Diversity Compliance
Mauricio Stradiotti – Director, Procurement and Warehousing
Ryan Smith – Director, Business Support Center
Allen Behnke - Physical Plant Operations
Edgar Lugo – Purchasing Agent, PWS
Cenira Infante – Assistant Director, PWS

COMMITTEE MEMBERS PRESENT (non-voting)
Anne Marie Richards – EDDC
Tasha Campbell-PMOR – EDDC
Tyrri McCloud – Strategic Sourcing, Manager

ZOOM Virtual Meeting Attendance
Jennifer Andreu – Ex. Director Operations
Dr Dildra Martin- Ogburn - Office of the Chief Financial Officer
Sonja Coley – Capital
Heidy Maxwell – EDDC
Vincent Jones - EDDC

CALL TO ORDER
APPROVAL OF PREVIOUS MINUTES

Ms. Mincey-Mills called the meeting to order at 10:02 am. The first order of business was the introductions of attendees present and online. Denise Mincey-Mills delivered the opening remarks and Anne Marie Richards conducted the rollcall of the voting members present. Denise Mincey-Mill made motion to approve the Minutes of the October 28th. GSC meeting. Ryan Smith – Director, Business Support Center made motion to accept the October 28th. Meeting Minutes, seconded by Mauricio Stradiotti – Director, Procurement and Warehousing. The motion passed unanimously.

Ms. Mincey-Mills requested a motion to move new business to the floor, motioned by Mauricio Stradiotti – Director, Procurement and Warehousing, and seconded by Edgar Lugo – Manager, PWS, motion passed unanimously.

API ASSIGNMENTS

Ms. Mincey-Mills informed the committee that a total of twelve solicitations were received. However, nine of those items were reviewed by the EDDC with no API's assigned for one of three reasons. The solicitation was a(n):

- Additional Spend Authority
- Agreement
- Piggyback

A list of all items was included in the GSC meeting packet.
Since all three items for discussion were from the Benefits Department. Denise Mincey-Mills asked Dr. Ogburn if the committee could discuss the three items as a group or individually. Dr Ogburn opted for individual discussions. Denise Mincey-Mills brought the first item to the floor for discussion - Anne Marie Richards introduced the item.

1. New Solicitation No**: RFP (PENDING)**

New Solicitation Title: **Group Disability Coverage for School Board Employees**
Proposed Spend Authority of New Solicitation: **$ 10,000,000 (3 Years)**
Category Code(s) (Materials Group) for New Solicitation:
Requesting Department: **Office of the Chief Financial Officer**
Brief Description of Items/Nature of Services Requested: ***To provide Group Disability Coverage for School Board Employees***
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.): Preapproved Vendor/(s): **Pre-Approved Vendor**
Award Method: **Single Award Vendor**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Anne Marie Richards asked Dr. Ogburn to provide an overview of the solicitation. Dr. Ogburn stated that **Group Disability Coverage for School Board Employees** is one of the core insurance that is provided by the School Board. She also stated that the District is looking to have a new contract in place effective January 01, 2026. Denise Mincey- Mills shared the EDDC's recommendation of evaluation points. The EDDC has a total of 20 evaluation points and recommends a subcontractor/subconsultant participation commitment. If the subcontractor/subconsultant participation commitment on the total value of the contract is from 5% to 9% subcontractor/subconsultant participation, the EDDC will award 10 points. If the subcontractor/subconsultant participation commitment on the total dollar volume is 10% or greater, the EDDC will award 15 points. Dr. Ogburn requested a better understanding of the definition of subcontracting as it relates to various types of insurance. Denise Mincey- Mills explained that there are 17 small businesses that have the capacity to provide insurance, and although they probably cannot provide insurance at the level that the larger contractors will. The previous Prime Bidder/Proposer(s) listed EDDC subcontractor/subconsultants on the Proposals, and the goal is to continue to utilize affirmative procurement initiatives to ensure that small businesses have an opportunity to participate in all solicitations. She stated that it would be in the best interest of the small business community to provide subcontractor/ subconsultant opportunities on all three of these solicitations. It was also agreed that moving forward, the term "subconsultant" will be used in place of "subcontractor" for clarification.
Mauricio Stradiotti – Director, Procurement and Warehousing recommended for clarity and even to prevent potential protests, that the distribution of the EDDC points, be as follows:

- Less than 5% subcontractor/subconsultant participation, should be awarded 0 points
- 5% to less than 10% subcontractor/subconsultant participation, should be awarded 10 points
- 10% and greater subcontractor/subconsultant participation, should be awarded 15 points

Dr Dildra Martin- Ogburn requested that the qualifying percentages be lowered and after additional deliberation. It was determined that, firms with:

- less than 3% subcontractor/subconsultant participation, should be awarded 0 points
- 3% to less than 5% subcontractor/subconsultant participation, should be awarded 5 points
- 5% to less than 10% subcontractor/subconsultant participation, should be awarded and greater subcontractor/subconsultant participation, should be awarded 10 points
- 10% and greater subcontractor/subconsultant participation, should be awarded 15 points

Edgar Lugo – Purchasing Agent, PWS entered a motion to approve the API recommendations. Motion seconded by Cenira Infante – Assistant Director, PWS. The motion passed unanimously.
Dr Dildra Martin- Ogburn - Office of the Chief Financial Officer added that the negotiations of these RFPs included "additional staffing…minority student scholarships, as well as the annual Benefits of Love Project…to benefit homeless students and their families". These points will be awarded by the originating department under the community umbrella.

Denise Mincey-Mills brought the second item to the floor for discussion - Anne Marie Richards introduced the item.

2. New Solicitation No**: RFP (PENDING)**

New Solicitation Title: **Group Medical Benefits for School Board Employees**
Proposed Spend Authority of New Solicitation: **$ 33,000,000**
Category Code(s) (Materials Group) for New Solicitation:
Requesting Department: **Office of the Chief Financial Officer**
Brief Description of Items/Nature of Services Requested: ***To provide Group Medical Benefits to School Board Employees***

How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.): Preapproved Vendor/(s): **Pre-Approved Vendor**
Award Method: **Single Award Vendor**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: **0**

NOTES: Anne Marie Richards asked Dr. Ogburn to provide an overview of the solicitation. Dr. Ogburn stated that she would like to apply the same percentage and points recommended for the **Group Disability Coverage for School Board Employees**. Denise Mincey-Mills entertained the motion. Motion entered by Ryan Smith – Director, Business Support Center, seconded by Mauricio Stradiotti – Director, Procurement and Warehousing. The motion passed unanimously.

Denise Mincey-Mills brought the third item to the floor for discussion - Anne Marie Richards introduced the item

3. New Solicitation No**: RFP (PENDING)**

New Solicitation Title: **Retirement Plan Administration and Investment Management Services**
Proposed Spend Authority of New Solicitation: **$ 0**
Category Code(s) (Materials Group) for New Solicitation:
Requesting Department: **Office of the Chief Financial Officer – Dr. Dildra Martin-Ogburn**
Brief Description of Items/Nature of Services Requested**: to provide Retirement Plan Administration and Investment Management Services to District Employees.**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.): Preapproved Vendor/(s): **Pre-Approved Vendor**
Award Method: **Single Award Vendor**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow: **0**

NOTES: Anne Marie Richards asked Dr. Ogburn to provide an overview of the solicitation. Dr. Ogburn explained that with this contract, employees can invest the value of sick or vacation time with the awarded vendor. There is no cost to the District or dollar amount associated with this solicitation as, "this company earns their monies through the investment and so they take a small percentage of that." Denise Mincey-Mills discussed the proposals received during the solicitations for the current contract and recommended the use of the same percentage and points structure as the **Group Disability Coverage for School Board Employees,** and **Group Medical Benefits for School Board Employees.** After much discussion, Mauricio Stradiotti – Director, Procurement and Warehousing recommended that a point schedule be implemented based on the Prime's committed dollar value to the subconsultant on the proposal. Therefore, subconsultant commitments:

- under $5000 will receive zero points.
- $5,000 to under $10,000 will receive ten points.
- $10,000 and above will receive 15 points.

Mauricio Stradiotti – Director, Procurement and Warehousing entered his recommendations as a motion, seconded by Ryan Smith – Director, Business Support Center. The motion passed unanimously.

There were no new businesses or open discussions. Ryan Smith entered a motion to adjourn the meeting, seconded by Mauricio Stradiotti – Director, Procurement and Warehousing.

NEXT MEETING:
December 16, 2024

NEW SOLICTATIONS DUE:
December 11, 2024

ADJOURNMENT
The meeting was adjourned at 10:37 a.m.

GSC MEETING -NOVEMBER 18, 2024 - PER BOARD POLICY 3330 AND THE RESULTS OF THE RESULTS OF THE 2023 DISPARITY STUDY CONDUCTED BY KEEN INDEPENDENT RESEARCH (KIR)

#	P.A ASSIGNED	"NEW" RFQ/RFP /ITB #	"OLD" RFQ/RFP /ITB #	COMM. CODE	ITB/RFP /PROJECT NAME	USER DEPARTMENT	APIs APPROVED BY GSC ON NOVEMBER 18TH 2024	
1	Belinda Defoor	RFP (PENDING)	FY21-033	953 / HRS	Group Disability Coverage for School Board Employees	Office of the Chief Financial Officer - Dr. Dildra Martin-Ogburn	Evaluation Points for ESVMWBE Subconsultant /Subcontractor Participation Commitment Based on Evaluation Points Table:	**EVALUATION POINTS TABLE** < 3% — ZERO (0) > 3% - ≤ 5% — 5 - POINTS > 5% - < 10% — 10 - POINTS ≥ 10% — 15 - POINTS
2	Belinda Defoor	RFP (PENDING)	FY21-016	953 / HRS	Group Medical Benefits for School Board Employees	Office of the Chief Financial Officer - Dr. Dildra Martin-Ogburn	Evaluation Points for ESVMWBE Subconsultant /Subcontractor Participation Commitment Based on Evaluation Points Table:	**EVALUATION POINTS TABLE** < 3% — ZERO (0) > 3% - ≤ 5% — 5 - POINTS > 5% - < 10% — 10 - POINTS ≥ 10% — 15 - POINTS
3	Belinda Defoor	RFP (PENDING)	FY21-031	953 / HRS	Retirement Plan Administration & Investment Management Services	Office of the Chief Financial Officer - Dr. Dildra Martin-Ogburn	Evaluation Points for ESVMWBE Subconsultant /Subcontractor Participation Commitment Based on Evaluation Points Table:	**EVALUATION POINTS TABLE** < $5,000 — ZERO (0) > $5,000 - ≤ $10,000 — 10 - POINTS > $10,000 — 15 - POINTS