Established 1915
BROWARD
County Public Schools

GOAL SETTING COMMITTEE
OFFICIAL SUMMARY MEETING MINUTES
Monday, June 24th, 2024
10:00 a.m.

ATTENDEES

COMMITTEE MEMBERS PRESENT (voting)
Denise Mincey-Mills, Economic Development and Diversity Compliance
Ryan Smith – Business Support Center
Edgar Lugo – Capital Programs
Michelle Wilcox – User Department Designee(Teaching and Learning)
Cenira Infante – PWS Designee
Mark Cohen – Facilities and Construction Designee
Alex Jurado – User Department Designee (PPO)

COMMITTEE MEMBERS PRESENT (non-voting)
Anne Marie Richards – EDDC
Tasha Campbell – EDDC
Diana Agenor - EDDC

ZOOM Virtual Meeting Attendance
Sonja Coley – Capital Programs
Heidy Maxwell - EDDC

CALL TO ORDER

Ms. Mincey-Mills made the opening remarks, then made a motion to approve the Minutes from the May 20th GSC meeting, motion was second by Ryan Smith – Business Support Services, motion passed unanimously.

Ms. Mincey-Mills then Entertained a motion to move new business to the floor, so moved by Ryan Smith – Director Business Support Services, seconded Sonja Coley.

The following Items Presented by the Procurement & Warehousing Services Dept.

New Solicitation No: **ITB25-038**
New Solicitation Title: **Paints, Caulks, Sealers, Related Coatings, and Accessories**
Proposed Spend Authority of New Solicitation: **$1,686,000**
Category Code(s) (Materials Group) for New Solicitation: **630**
Requesting Department: **Physical Plant Operations**
Brief Description of Items/Nature of Services Requested **To use the paints, caulks, sealers and related coatings and accessories at various schools and facilities - Districtwide.**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.)
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.) **Competitive Solicitation.**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought **ITB25- 038** to the floor for discussion:
Alex Jurado – Purchasing Agent represented PWS, and the user Department (PPO). Mr. Jurado explained that this is an ITB for the purchase of Goods only, no services. He referenced the "old" solicitation FY21-108, and that the API assigned at that time was a Vendor Rotation, to include at least one (1) certified ESVMWBE. Ms. Mincey-Mills questioned the purpose of the bid, and the service behind the goods that are being purchased. Mr. Jurado confirmed that the services will be performed internally by district staff. Ms. Mincey-Mills asked for the committee to review EDDC's recommendation, and asked Mr. Jurado if the end user department would like to make a recommendation on ESVMWBE inclusion, or if there were additional conversations they would like to have regarding this item. Ms. Mincey- Mills then asked if the user department would like to proceed with EDDC's recommendation of applying a 3% ESVMWBE PRICE PREFERENCE IF PRIME IS CERTIFIED ESVMWBE. Mr. Jurado agreed to EDDC's recommendation, Ms. Mincey-Mills made motion, which was second by Mark Cohen, item passed unanimously.

2. New Solicitation No: **ITB24-370**
New Solicitation Title: **Aluminum Covered Walkways Tradewinds ES**
Proposed Spend Authority of New Solicitation: **$780,000.**
Category Code(s) (Materials Group) for New Solicitation: **909**
Requesting Department: **Capital Programs**
Brief Description of Items/Nature of Services Requested**: To shield the students and staff from inclement weather while traversing to the portable classrooms.**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.)
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought **ITB24-312** to the floor for discussion: Mr. Alex Jurado is the Purchasing Agent representing PWS. Sonja Coley is the Director of Capital Programs, she gave a brief description of the item, and went on to explain that she had a concern regarding the previous ITB (ITB24-298) which is similar just different school location. Ms. Coley's concern was about the Firm that was awarded the contract. She went on say that there were only two bids received and mentioned that the subcontracting requirement may have had an impact on why we only had two Bids. One from a General Contractor, and who's bid was higher in cost that the specialty contractor who has been awarded multiple projects of the same type. Ms. Coley also went on to explain that the subcontractor listed on the GC's bid specialize in Acoustics, and voiced her concerns that the district may not be getting the best cost.

Ms. Mincey - Mills and asked if there was a recommendation from the User Department to include Small Businesses in District contracts. Ms. Mincey Mills explained that we would like to give opportunity to everyone that is qualified, willing and able to do business with the district. Not just the same firm that the user department has been utilizing consistently. Ms. Mincey-Mills also explained that this firm was non-compliant with EDDC's requirements, she went on to explain that there will be a Mandatory Goal on this ITB and stated that she is not pleased that it cost more, however, EDDC is pleased that another small, certified business is getting an opportunity. Ms. Mincey-Mills asked if Capital Programs would like to make a recommendation on how we can make sure that small businesses have an opportunity to participate. Ms. Coley responded that the Contractor that was awarded is not the best contractor. She also stated that this is a specialty, and that her recommendation was to reject all bids, however, the decision was made that they had to award to the GC. Ms. Mincey Mills added that the "specialty" firm that Ms. Coley is referencing seems to have a "lock" on these projects, and that hopefully, this time around, they will be receptive to working with an EDDC certified subcontractor. She went on to explain that the bid docs submitted by this contractor did not list a subcontractor, even though it was MANDATORY. Ms. Mincey Mills added that the API will be the same on this ITB as the last, and hopefully, this time around the contractor of record, who has been doing it in the past normally (as is appears there is a lock on this contract) will have a subcontractor, and that may make a difference. As we go forward with the API that will be the same as the last ITB of this kind, hopefully the contractor of record, who has been doing it in the past will understand that the district is serious with small business participation on these contracts, and hopefully we can assist them in helping them identify a subcontractor. Ms. Mincey explained that we do have a concierge service, and that we will be reaching out to assist.

After back-and-forth conversations regarding the competency of the GC and the Subcontractor that was listed on the bid. Mark Cohen requested a list of EDDC certified Firms to be included with the bid, to which Ms. Mincy Mills agreed that we will provide. Anne Marie Richards requested a defined scope, so EDDC can pull a list of certified firms by discipline and send to PWS to include as part of the bid doc. Ms. Mincey-Mills explained that to be fair EDDC will be recommending the same API as the previous bid (ITB 24-298) which is a 10- 20% Mandatory subcontracting which is per Policy 3330, and more importantly per the Disparity Study that was approved in January of this year (2024). Ms. Mincey-Mills went on to explain to that members and attendees should always remember that EDDC is operating under this disparity study, and this is "our" charge from the district. We will continue to do our job that, but we certainly want to work with everybody at the table to ensure that small businesses are not necessarily causing the district more money, but certainly still working within the requirements and still have an opportunity to bid. Ms. Mincey-Mills also stressed that this would serve as notification to those folks who have been on these projects before, that the district is serious about small business participation. Ms. Mincey-Mills also stated that she will definitely accept Mark's recommendation to include the list of certified firms in the bid. Ms. Mincey- Mills made motion to accept EDDC's recommendation of A Ten - Twenty percent (10-20%) mandatory Local Subcontracting API that applies to African American/Asian-American MBEs, Second by Sonja Coley, motion passed unanimously.

3. New Solicitation No**: RFP25-XXX (Pending)**
New Solicitation Title: **Travel Agency and Tour Operation Services**
Proposed Spend Authority of New Solicitation: **$3,000,000**
Category Code(s) (Materials Group) for New Solicitation: **BOS/924, 963, 95258, 96178, 96216, 96287, 96288**
Requesting Department: **Teaching and Learning - Chris Bolton, Assistant Director**
Brief Description of Items/Nature of Services Requested: **Travel Agency and Tour Operation Services**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.): **preapproved vendors**
Award Method: **Multi Award, receiving 70 points or more**

Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought item **No: RFP25-XXX (Pending)** to the floor for discussion :
Purchasing Michelle Wilcox, Purchasing Agent (PWS). Represented the user department and explained the reason for the purchase. Michelle explained it's for travel agencies that would probably plan the entire school trip, Ms. Wilcox used the example of if there is a school that is planning a trip to the Macys day parade, the awarded vendor will be responsible for scheduling flights, booking hotel stay, and transportation. She also went on to explain that in the past there were a total of ten (10) firms awarded.
Ms. Mincey-Mills commented that she did indeed review the last award, and that she was happy to see that we're trying to keep our money in Broward County by contracting local firms, and not send it to other states. Ms. Mincey-Millas also stated that she was happy to see that nine (9) of the twelve (12) were local Firms and three (3) of those were certified by Broward County Public Schools, She also stated that there are plans to get as many of the "locals" certified between now and the time the bid is coming out. Ms. Mincey Mills referred to a statement from the last solicitation where all Firms that score a minimum of 70 points were awarded a contract, she stated that we do know we have at least three Certified, and she agrees with the system of awarding a pool of preapproved vendors and thinks that it is absolutely the way to go. Ms. Mincey Mills made motion to accept EDDC's recommendation of Evaluation Points. Up to 15 evaluation points, 20 if they are a first time prime EDDC bidder with the district. Ms. Mincey Mills went on to explain that EDDC has gotten a lot of questions surrounding the scoring Metrix, and she went on to explain how the Evaluation Points are awarded, and that it is fully legal and a legally defensible methodology. Ms. Mincey-Mills made motion to accept EDDC recommendation of (15) points, to Prime Bidder/Proposer(s) for EDDC participation: An additional Five (5) Points (for a total of 20 points) will be awarded to first time EDDC Certified ESVMWBE Prime Bidder(s). Motion was second by Cenira Infante, motion passed unanimously.

Ms. Mincey-Mills adjourned the June 24th GSC meeting at 10:53 am

NEXT MEETING:

July 22nd, 2024

ADJOURNMENT – 10:53 am

GSC MEETING ITEMS - JUNE 24, 2024- PER BOARD POLICY 3330 AND THE RESULTS OF THE 2023 DISPARITY STUDY CONDUCTED BY KEEN INDEPENDENT RESEARCH (KIR)

#	PURCHASING AGENT	NEW SOLICITION #	ITB/RFP/PROJECT NAME	REQUESTING DEPARTMENT	INDUSTRY	API APPROVED BY THE GSC ON JUNE 24TH
1	Alex Jurado	ITB25-038	Paints, Caulks, Sealers, Related Coatings, and Accessories	PHYSICAL PLANT OPERATIONS	GOODS	3% PRICE PREFERENCE IF PRIME IS SBBC CERTIFIED E/S/V/M/WBE
2	Alex Jurado	ITB24-370	Aluminum Covered Walkways Tradewinds ES	CAPITAL PROGRAMS	CONSTRUCTION	A Ten - Twenty percent (10-20%) Mandatory Local Subcontracting API is added and is applied per Board Policy 3330 and the Results of the 2023 Disparity Study conducted by Keen Independant Research - Business Category - Construction for African American/Asian-American MBEs
3	Michelle Wilcox	RFP25-XXX (Pending)	Travel Agency & Tour Operation Services	TEACHING AND LEARNING	OTHER SERVICES	EVALUATION POINTS: 15 EDDC Points, Additional Five (5) points If PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT