GOAL SETTING COMMITTEE
OFFICIAL SUMMARY MEETING MINUTES
Monday, June 23, 2025
10:00 a.m.

COMMITTEE MEMBERS PRESENT (Voting)

Jennifer Andreu – Economic Development and Diversity Compliance
Edgar Lugo – Designee, Procurement and Warehousing Services
Ryan Smith – Director, Business Support Center
Sandra Garzon – Designee, Office of Facilities & Construction
Allen Behnke – Physical Plant Operations

COMMITTEE MEMBERS PRESENT (Non-Voting)

Anne Marie Richards – EDDC
Tasha Campbell-PMOR – EDDC
Michael Scott- Director - EDDC

TEAMS Virtual Meeting Attendance

Shaheewa Jarrett
Jasmine Jones – EDDC

CALL TO ORDER

APPROVAL OF PREVIOUS MINUTES

Anne Marie Richards called the meeting to order at 10:01 a.m. Ms. Richards introduced herself and requested a motion to accept the May 2025 meeting minutes. The motion was entered by Edgar Lugo, seconded by Jennifer Andreu, and passed. After introductions of attendees present and online, Ms. Richards conducted the roll call of voting members present.

Ms. Richards requested a motion to move new business to the floor, motioned by Jennifer Andreu – Director of Operations, and seconded by Ryan Smith – Director, Business Support Center. The motion passed unanimously. Ms. Richards brought the first item to the floor for discussion.

1. New Solicitation No: ITB (Pending)

New Solicitation Title: Signs – Products, Installation, and Repair
Proposed Spend Authority: $1,000,000
Category Code(s): FMR
Requesting Department: Physical Plant Operations – Allen Behnke
Brief Description: The Physical Plant Operations (PPO) Department will utilize this bid to purchase a variety of signage and repair existing signage for interior and exterior locations.
Structure: Price-driven
Award Method: Lowest bidder
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES:
Mr. Allen Behnke, representing PPO, provided a brief overview of the solicitation. He explained that this item will solicit both internal and external signs, related products, and installation for the District. It was agreed that one Prime and two or three Alternates would be awarded for each zone. Ms. Richards requested a motion to accept EDDC's API recommendation of a 3% price preference if the prime is an SBBC-certified small business. The motion was entered by Allen Behnke, seconded by Edgar Lugo. The motion passed unanimously. Ms. Richards brought the second item to the floor for discussion.

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2. New Solicitation No: ITB (Pending)

New Solicitation Title: Portable Fold-Out Structures – Shelters
Proposed Spend Authority: $500,000
Category Code(s): FMR
Requesting Department: Capital Programs Budget – Divine Amoah/Sonja Coley
Brief Description: This bid provides a mechanism for schools and administrative sites to obtain auxiliary or detached storage units for various purposes. Historically, items (excess furniture, materials, supplies, products) have been stored in electrical or mechanical rooms not designated for storage, creating safety hazards and Florida Building Code violations. Additionally, administrative and maintenance locations have existing auxiliary storage units for hazardous materials (petroleum-based or chemical) that are no longer repairable and need replacement. This bid provides weatherproof storage with optional accessories for air conditioning, lighting, electrical, and windows/doors, depending on campus or facility needs.
Structure: Price-driven
Award Method: Lowest bidder, 1 prime and multiple alternates

NOTES:
Ms. Sandra Garzon provided an overview, stating that the solicitation will provide compliant storage for materials and supplies in multiple locations as needed. Ms. Garzon entered a motion to accept EDDC's API recommendation of a 3% price preference if the prime is SBBC-certified small business. The motion was seconded by Ryan Smith. The motion passed unanimously. Ms. Richards introduced the third and final item.

3. New Solicitation No: RFP (Pending)

New Solicitation Title: School and Department Furniture
Proposed Spend Authority: $38,310,000
Category Code(s): FMR
Requesting Department: Physical Plant Operations – Allen Behnke
Brief Description: The purpose of this RFP is to solicit proposals from qualified vendors to provide furniture solutions, including space solutions and products for school furniture delivery, installation, and other related services commonly used in schools and administrative offices.
Structure: Price-driven
Award Method: Lowest bidder, pool of vendors
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES:
Mr. Allen Behnke provided an overview of this solicitation for supply and installation of school and department furniture. Additional discussions considered changing to an ITB; however, it was agreed that the RFP would remain. Mr. Behnke entered a motion to accept EDDC's recommendation of evaluation points up to fifteen (15) if the prime is SBBC-certified small business, seconded by Edgar Lugo. The motion passed unanimously.

There were no additional discussions or new business. Ms. Richards delivered closing remarks and requested a motion to adjourn. The motion was entered by Jennifer Andreu, seconded by Edgar Lugo.

NEXT MEETING:

July 21, 2025

NEW SOLICITATIONS DUE:

July 17, 2025

ADJOURNMENT

The meeting was adjourned at 10:23 a.m.

GSC MEETING ITEMS - JUNE 23 , 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 #	MATERIALS GROUP	API ASSIGNED BY GSC ON JUNE 23, 2025	ITB/RFP/PROJECT NAME	REQUESTING DEPARTMENT
1	EDGAR LUGO	ITB (PENDING)	NEW Solicitation	FMR	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	Signs - Products, Installation And Repair	Physical Plant Operations - Allen Behnke
2	EDGAR LUGO	ITB (PENDING)	NEW Solicitation	FMR	3% PRICE PREFERENCE IF PRIME IS EDDC CERTIFIED E/S/V/M/WBE	The Portable Fold-Out Structures	The Office of Capital Programs -Sonja Coley
3	EDGAR LUGO	RFP (PENDING)	RFP FY 21-106	FMR	EDDC EVALUATION POINTS - Up to Fifteen EDDC Points Awarded	School And Department Furniture	Physical Plant Operations - Allen Behnke