GOAL SETTING COMMITTEE
OFFICIAL SUMMARY MEETING MINUTES
Monday January 29, 2024
10:00 a.m.

ATTENDEES

COMMITTEE MEMBERS PRESENT (voting)

Denise Mincey-Mills, Economic Development and Diversity Compliance – GSC Chair -
Mary Coker – Direct Procurement & Warehousing Services
Luis Perez – Procurement and Warehousing designee
Shelly Maloni – Capital Programs and Chief of Facilities and Construction Management designee (2) votes
Ryan Smith – Business Support Center
Max Rosario – IT
Jason Green – SBBC – Infrastructure Services
Teressa Hall – SBBC – end-user dept
Allen Behnke – SBBC – end-user dept
Mary Mulder - Food And Nutrition Services
Ashton Henry -Risk Management
Teresa Marci – IT

COMMITTEE MEMBERS PRESENT (non-voting)

Anne Marie Richards – EDDC
Tasha Campbell-PMOR – EDDC
Benjamin F. Osborne – PPO
Cynthia Gomez – PWS
Edgar Lugo – PWS
Ernesto Perez - PWS
Susan Dale - PWS
Julio Gonzalez - PWS
Adriana Rodriguez - PWS
Vincent Jones - PWS
Alex Jurado - PWS
Mark Cohen - PWS
Michael Scott – PWS
Belinda Defoor - PWS
Charles High – PWS

ZOOM Virtual Meeting Attendance

Jennifer D. Andreu – Executive Director, Operations
Shaheewa Jarrett Gelin, Esq., SBAC
Marleen Padron - EDDC
Thais Clemente Oliveira De - PWS
Benjamin F. Osborne - PPO
Dillon F. Giorgis -
Allen H. Behnke - PPO
Mark Dorsett – PPO
Sonia Coley – Capital Programs
Maria Campas –
Deborah Czubkowski – Chief Facilities & Construct Mgmt Office
Brian Farrell
Jennifer Harpalani – Audit Department

CALL TO ORDER

Ryan Smith made motion to move items to the floor.

Ms. Denise Mincey- Mills introduced the items:

Items presented by Procurement & Warehousing Services

1. New Solicitation No: ITB24-252
New Solicitation Title: **Fire Alarm Monitoring**
Proposed Spend Authority of New Solicitation: **$100,000**
Category Code(s) (Materials Group) for New Solicitation: **285**
Requesting Department: **Physical Plant Operations**
Brief Description of Items/Nature of Services Requested**: The purpose is to solicit bids to provide Fire Alarm Monitoring Services for the Physical Plant Operations (PPO) Department**.
Term of Solicitation: **3 Years.**
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:

Ms. Mary Mulder – represented the end user dept. After much discussion, a motion from the end user department was approved and seconded. . Motion passed unanimously
Ms. Mincey-Mills made motion to change from ITB to RFP…
After many discussions with PPO and, Edgar Lugo and Mary Coker - PWS – a motion was made by PPO and PWS to remove and go to Sole Sourcing.

2. New Solicitation No: RFP24-275
New Solicitation Title: **Mainline Foods and Distribution Services**
Proposed Spend Authority of New Solicitation: **($83,000,000.00) TBD**
Category Code(s) (Materials Group) for New Solicitation: **390 - Foods: Perishable**
Requesting Department: **Food and Nutrition Services Department**
Brief Description of Items/Nature of Services Requested: **The purpose is to solicit bids on MAINLINE FOODS AND SUPPLIES FOR CAFETERIAS from qualified food distributors, for the Food and Nutrition Services Department.**
Term of Solicitation: **3 years**
How will the solicitation be structured (e.g. firm, fixed, quotes, preapproved vendor, etc.) **Fixed**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

3. New Solicitation No: RFP25-009
New Solicitation Title: **Milk, Other Dairy Products and Fruit Juices**
Proposed Spend Authority of New Solicitation: **($36,000,000.00)**
Category Code(s) (Materials Group) for New Solicitation: **FNS**
Requesting Department: **Food and Nutrition Services Department**
Brief Description of Items/Nature of Services Requested: **The purpose is to solicit bids on Milk, Other Dairy Products and Fruit Juices for Cafeterias from qualified food suppliers, offering to procure, warehouse and deliver school food service products for the Food and Nutrition Services Department.**
Term of Solicitation: **3 years**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.) **Fixed**

NOTES: Ms. Denise Mincey-Mills brought **RFP24-275**, Mainline food and distribution services. to the floor for discussion: **ITB 25-009** was added based on conversations with Ms. Mary Mulder – Representative for Food and Nutrition Services.

Food and Nutrition Services will be responsible for holding vendors accountable for Small Business participation and reporting back to PWS and EDDC.

Mary Coker made motion Goal – Open with encouragement, future participation.by Ryan Smith.

- **RFP24-275 -Mainline Foods and Distribution Services**
- **ITB 25-009** - **Milk, Other Dairy Products and Fruit Juices**
    - *In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research.*
        - *OPEN- NO Affirmative Procurement Initiative ASSIGNED – (EDDC OUTREACH)*

4. New Solicitation No: ITB24-280
New Solicitation Title: **Backup & Recovery Software Licensing**
Proposed Spend Authority of New Solicitation: **$ 5,164,92**
Category Code(s) (Materials Group) for New Solicitation: **20810**
Requesting Department: **Information Technology Division**
Brief Description of Items/Nature of Services Requested: Prior to this bid, IT utilized Backup Exec, which is a free software application included with our NetApp Network Attached Storage (NAS). Backup Exec is insufficient to meet the needs of Broward Schools. IT completed an extensive review and comparison of product offering prior to

selecting VEEAM as the backup solution of choice. See the Executive Summary from the board item for more specifics.
Term of Solicitation: **3 Years, with 2- 1 Year renewals**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.) : **Preapproved vendor**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought **ITB24-280** to the floor for discussion:

After much discussion, Jason Greenberg – end-user representative discussed the solicitation and accepted EDDC's recommendation. Ms. Mincey-Mills made motion to accept EDDC's Recommendation – Seconded by Ryan Smith. . Motion passed unanimously

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research; the GSC has applied a Price Preference API.
  - *A 2% PRICE PREFERENCE IF PRIME IS CERTIFIED FIRM, Additional 1% IF Firm is SBBC Certified Asian/American (for a Total of 3%)*

5. New Solicitation No: ITB24-236-1
New Solicitation Title: **Technology Computing Devices, Access, & Deployment**
Proposed Spend Authority of New Solicitation: **$50,000,000-$90,000,000**
Category Code(s) (Materials Group) for New Solicitation: **204**
Requesting Department: **TEC**
Brief Description of Items/Nature of Services Requested: This bid consists of three (3) groups: Group 1 Laptop Devices, Group 2 Desktop Devices, and Group 3 Services. Group 1 and Group 2 specifications and specific configurations are detailed in Section 4 of this bid and Group 3 minimum requirements are outlined in Section 5 of this bid.
Term of Solicitation: **3 – 5 years**
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 ITB24-236-1 to the floor for discussion:

After much discussion, with Mary Coker – PWS and Maximo Rosario- end-user representative -
Ms. Mincey-Mills deferred to the originating department to make motion:
Max Rosario made motion to add subcontracting to Deployment. Seconded by Mary Coker - PWS Motion passed unanimously.

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research.
  - *the GSC has applied mandatory subcontracting API for Group 3 (Deployment).*

6. New Solicitation No: RFP24-137
New Solicitation Title: **Audit Management Software**
Proposed Spend Authority of New Solicitation:
Category Code(s) (Materials Group) for New Solicitation: **20810**
Requesting Department: **Audit Department**

Brief Description of Items/Nature of Services Requested: **The purpose is to receive Proposals Audit Management Software for the Auditing Department**
Term of Solicitation: **3 Years with Two 92) one (1) year renewal option**
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 **RFP24-137** to the floor for discussion: after much discussion with Jennifer Harpalani – originating department – Audit Services. Deferred to Ernesto Perez – PWS.
Ms. Mincey-Mills made motion to accept EDDC's recommendation seconded by Ryan Smith. Motion passed unanimously.

In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research.

- *The GSC has applied 2% PRICE PREFERENCE IF PRIME IS CERTIFIED FIRM, Additional 1% IF Firm is SBBC Certified Asian- American (for a Total of 3%)*

7. New Solicitation No: ITB24-199
New Solicitation Title: **Ceiling Tile & Acoustical Wall, Installation & Materials**
Proposed Spend Authority of New Solicitation: **$ 500,000**
Category Code(s) (Materials Group) for New Solicitation: **FMR**
Requesting Department: **Physical Plant Operations Dept.**
Brief Description of Items/Nature of Services Requested: **The purpose is to solicit bids for Ceiling Tile and Acoustical Wall, Installation and Materials for the Physical Plant Operations Department**.
Term of Solicitation: **3 – 5 years**
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: approx.

NOTES: Ms. Denise Mincey-Mills brought **ITB24-199** to the floor for discussion**,** after much discussion with PPO and PWS – originating department.
A motion was made to accept EDDC's recommendation seconded by Ryan Smith. Motion passed unanimously.

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research.
  - *The GSC has applied A Twenty percent (20%) – mandatory MBE – African American/Asian-American Subcontracting on installation*

8. New Solicitation No: RFP24-257
New Solicitation Title**: Electronic Door Access Control Installation & Repair Services**
Proposed Spend Authority of New Solicitation: **$2,100,000**
Category Code(s) (Materials Group) for New Solicitation: **68002**
Requesting Department: **Information Technology Division**
Brief Description of Items/Nature of Services Requested: **The purpose of the Solicitation is to purchase Door Access Control which includes, but is not limited to, electronic locks, card readers, keyless entry systems, gate and door hardware, intercom/video phones, key cards, access control management software, and electronic security training for the Information Technology Division.**
Term of Solicitation: **3 years with 2 - 1-year renewal options**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.)

NOTES: Ms. Denise Mincey-Mills brought RFP24-257 to the floor for discussion, after much discussion with the IT security representative Teresa Macri made recommendation to use Evaluation Points No mandatory subcontracting.
A motion was made to accept EDDC's recommendation seconded. Motion passed unanimously.

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research.
  - *A TOTAL of 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH THE DISTRICT.*

9. New Solicitation No: RFP25-001
New Solicitation Title: **Construction, Operational and Information Technology Auditing Services**
Proposed Spend Authority of New Solicitation: **$3,200,000**
Category Code(s) (Materials Group) for New Solicitation: **BOS**
Requesting Department: **Office of the Chief Auditor**
Brief Description of Items/Nature of Services Requested: **The purpose of the Solicitation is to contract with a licensed public accounting firm certified by the State of Florida, licensed to practice public accounting in the State of Florida and is in good standing with the Florida Department of Professional Regulations for the Office of the Chief Auditor.**
Term of Solicitation: **3 years**
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.) **Fixed**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought RFP25-001 to the floor for discussion, after much discussion with the IT Auditing representative Ali Arcese- agreed to the EDDC recommendation for Evaluation Points.
A motion was made to accept EDDC's recommendation seconded. Motion passed unanimously.

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research, the GSC has applied an Evaluation Preference For Prime Bidders.
  - *The Evaluation Preference for "Prime Bidders: The SBBC shall award a maximum of Fifteen (15) points, to Prime Bidder/Proposer(s) for participation: An Additional Five (5) Points (for a total of 20 points) to first time EDDC Certified ESVMWBE Prime Bidder(s).*

10. New Solicitation No: RFP25-002
New Solicitation Title: **Student and Athletic Accident Insurance Coverage**
Proposed Spend Authority of New Solicitation: **$70,000**
Category Code(s) (Materials Group) for New Solicitation: **BOS**
Requesting Department: **Risk Management**
Brief Description of Items/Nature of Services Requested: **The purpose of the Solicitation is to contract State of Florida as an Insurance Agent/Broker for Student and Athletic Accident Insurance Coverage for Risk Management Department.**
Term of Solicitation: 2 years
How will the solicitation be structured (e.g.) firm, fixed, quotes, preapproved vendor, etc.) **Fixed**
Total Number of Registered ESMWVBEs in Category Code(s) from B2Gnow:

NOTES: Ms. Denise Mincey-Mills brought RFP25-002 to the floor for discussion, after much discussion with the Risk Management representative Ashton Henry. Ms. Mincey-Mills made motion to change to *OPEN- NO Affirmative Procurement Initiative ASSIGNED – (EDDC OUTREACH)*
recommendation seconded by Shelly Maloni/Ryan Smith. Motion passed unanimously.

- In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research, the GSC has approved that is Solicitation is -*OPEN- NO APIS ASSIGNED - EDDC OUTREACH REQUIRED*

ITEM No: 11: New Solicitation No: RFP25-004
New Solicitation Title: **Class Rings**
Proposed Spend Authority of New Solicitation: **No Financial Impact to the District**
Category Code(s) (Materials Group) for New Solicitation: **080 / 20167**
Requesting Department: **Academics**
Brief Description of Items/Nature of Services Requested: **The purpose is to receive Proposals for Class Rings for the Academics Department**
Term of Solicitation: **4 Years with additional Year one (1)**
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:

ITEM No: 12: New Solicitation No: RFP25-005
New Solicitation Title: **Senior Portraits**
Proposed Spend Authority of New Solicitation: **No Financial Impact to the District**
Category Code(s) (Materials Group) for New Solicitation: **91572**
Requesting Department: **Academics**
Brief Description of Items/Nature of Services Requested: **The purpose high schools and centers with a pool of qualified companies from which to choose their Senior Portraits provider. SBBC reserves the right to increase the pool of qualified companies each subsequent year (anniversary date) of the term of the contract, if deemed necessary by SBBC (Academics Department)**
Term of Solicitation: **3 Years with Two(2) One (1) Year renewal option**
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: **25**

ITEM No:13: New Solicitation No: RFP25-006
New Solicitation Title**: CAPS, GOWNS, AND ANNOUNCEMENTS**
Proposed Spend Authority of New Solicitation: **$215,000**
Category Code(s) (Materials Group) for New Solicitation: **ROBES, CAPS, & GOWNS; 20137 HONOR CORDS; 966 PRINTING & TYPESETTING SERVICES (INCLUDES DIPLOMAS)**
Requesting Department: **Academics**
Brief Description of Items/Nature of Services Requested: **The purpose is to provide high schools and centers with a pool of qualified companies from which to choose their caps, gowns, and announcements provider. Requested by the Academics Department**
Term of Solicitation: **4 Years with one (1) additional Year**
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: **26**

ITEM No:14: New Solicitation No: RFP25-007
New Solicitation Title: **School Pictures (Excludes Senior Portraits)**
Proposed Spend Authority of New Solicitation: **No Financial Impact to the District**
Category Code(s) (Materials Group) for New Solic**itation: 91572**
Requesting Department: **Academics**
Brief Description of Items/Nature of Services Requested: **The purpose high schools and centers with a pool of qualified companies from which to choose their Senior Portraits provider. SBBC reserves the right to increase the pool of qualified companies each subsequent year (anniversary date) of the term of the contract, if deemed necessary by SBBC (Academics Department)**
Term of Solicitation: **3 Years with Two (2) One (1) Year renewal option**
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 the following RFPs to the floor for discussion, after much discussion with the Academics Department representative and PWS Ms. Mincey-Mills made motion accept EDDC's recommendation on all the items listed below:

- **RFP 25-004 – Class Rings**
- **RFP25-005 -Senior Portraits**
- **RFP 25-006 – Caps. Gowns and Announcements and Diplomas**
- **RFP 25-007 – School Pictures (Excluding Senior Portraits) recommendation seconded by Shelly Maloni/Ryan Smith. Motion passed unanimously.**

    - In accordance with SBBC Policy No. 3330, and the results of the 2023 Disparity Study conducted by Keen Independent Research, the GSC has approved *The EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT.*
      Recommendation seconded by/Ryan Smith. Motion passed unanimously.

NEXT MEETING:

Monday February 26th

ADJOURNMENT

The meeting was adjourned at 10:40 a.m.

RESULTS OF JAN. 29 - GSC MEETING - PER BOARD POLICY 3330 AND THE RESULTS OF THE 2023 DISPARITY STUDY CONDUCTED BY KEEN INDEPENDENT RESEARCH.

	PURCHASING AGENT	NEW SOLICITION #	ITB/RFP/PROJECT TITLE	REQUESTING DEPARTMENT	INDUSTRY	API APPROVED
1	Alex Jurado	ITB24-252	Fire Alarm Monitoring	Physical Plant Operations (PPO)	OTHER SERVICES	NO API ASSIGNED SOLE SOURCE
2	Thais Souza	ITB24-275	Mainline Foods and Distribution Services	Food and Nutrition Services	GOODS AND OTHER SERVICES	OPEN- NO APIS ASSIGNED - EDDC OUTREACH REQUIRED
3	Ernesto Perez	ITB24-280	Backup & Recovery Software Licensing	Information Technology Division	PROFESSIONAL SERVICES	2% PRICE PREFERENCE IF PRIME IS CERTIFIED FIRM, Additional 1% IF Firm is SBBC Certified Asian-American (for a Total of 3%)
4	Ernesto Perez	ITB24-236-1	Technology, Computing Devices, Access, & Deployment	Information and Technology Department	GOODS/ PROFESSIONAL SERVICES	MANDATORY API SUBONTRACTING (GROUP 3 DEPLOYMENT)
5	Thais Souza	ITB25-009	Milk, Other Dairy Products and Fruit Juices	Food and Nutrition Services	GOODS	OPEN- NO APIS ASSIGNED - EDDC OUTREACH REQUIRED
6	Ernesto Perez	RFP24-137	Audit Management Software	Audit Department	PROFESSIONAL SERVICES	2% PRICE PREFERENCE IF PRIME IS CERTIFIED FIRM, Additional 1% IF Firm is SBBC Certified Asian-American (for a Total of 3%)
7	Martine Cadesca	ITB24-199	Ceiling Tile & Acoustical Wall, Installation & Materials	Physical Plant Operations Dept.	CONSTRUCTION	MANDATORY 20 % AA/ ASIAN SUBCONTRACTING ON INSTALLATION)
8	Ernesto Perez	RFP24-257	Electronic Door Access Control Installation & Repair Services	Information and Technology Department	CONSTRUCTION /PROFESSIONAL SERVICES	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT
9	Belinda Defoor/ Charles High	RFP25-001	Construction, Operational, and IT Auditing Services.	Office of the Chief Auditor	PROFESSIONAL SERVICES	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT

RESULTS OF JAN. 29 - GSC MEETING - PER BOARD POLICY 3330 AND THE RESULTS OF THE 2023 DISPARITY STUDY CONDUCTED BY KEEN INDEPENDENT RESEARCH.

	PURCHASING AGENT	NEW SOLICITION #	ITB/RFP/PROJECT TITLE	REQUESTING DEPARTMENT	INDUSTRY	API APPROVED
10	Belinda Defoor/ Charles High	RFP25-002	Student and Athletic Accident Insurance	Risk Management	OTHER SERVICES	OPEN- NO APIS ASSIGNED - EDDC OUTREACH REQUIRED
11	Adriana Rodriguez	RFP25-004	Class Rings	Associate Superintendent - Non Traditional Schools	GOODS	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT
12	Adriana Rodriguez	RFP25-005	Senior Portraits	Associate Superintendent - Non Traditional Schools	PROFESSIONAL SERVICES	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT
13	Adriana Rodriguez	RFP25-006	Caps, Gowns, Announcements & Diplomas	Associate Superintendent - Non Traditional Schools	GOODS	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT
14	Adriana Rodriguez	RFP25-007	School Pictures (Excludes Senior Portraits)	Associate Superintendent - Non Traditional Schools	PROFESSIONAL SERVICES	EVALUATION POINTS: 15 EDDC POINTS, ADDITIONAL 5 IF PRIME IS FIRST TIME EDDC CERTIFIED BIDDER WITH DISTRICT