

**OFFICIAL MEETING MINUTES
OF THE
OFFICE OF EQUAL BUSINESS OPPORTUNITY
GOAL SETTING COMMITTEE**

SEPTEMBER 4, 2024

**WEDNESDAY
3:30 P.M.**

**50 SOUTH MILITARY TRAIL
WEST PALM BEACH, FL**

MEMBERS:

Mark Broderick, Facilities Development and Operations (FDO)
Tonya Davis Johnson, Division Director V, Office of Equal Business Opportunity (OEBO),
Chair
Keith Clinkscale, Division Director V, Office of Financial Management & Budget (OFMB)
Ryan Maher, Assistant County Attorney I
Melody Thelwell, Purchasing Director, Purchasing
Brenda Znachko, Division Director III, OFMB

COUNTY STAFF PRESENT:

Jason Crosby, Deputy Director, FDO
Allen Gray, Small Business Development Manager, OEBO
Megan Harp, Administrative Assistant II, OEBO
Irwin Jacobowitz, Division Director V, Purchasing
Deirdre Kyle, Small Business Development Specialist III, OEBO
Gilberto Massari, Buyer, Purchasing
Pameka McNeal, Purchasing Administrator, Palm Tran
Terry Newton, Small Business Development Specialist II, OEBO
Steven Pisano, Environmental Manager, Environmental Resources Management (ERM)
Rangile Santiago, Contracts Compliance Coordinator, Palm Tran
Richard Sena, Assistant County Attorney I
Yamel Vasquez, Contract Manager, ERM

PRESENT VIA WEBEX:

Tarquiesha Brown, Randolph Construction Group
Brown Electrical Solutions
Nicole Davis, Contract Analyst, OEBO
Thomas Galassi, Facilities Manager, Palm Tran
Tylene Henry, National Association of Black Women in Construction, Inc.
Kenisha James, Financial Analyst II, OEBO
Theresa Lawrence, Small Business Development Specialist I, OEBO
Kristen Monnett, Purchasing Manager, Purchasing
Christine Roberts-Kelly, Intention Enterprises

Bob Schafer, Ranger Construction
Antonia Smith, Outreach and Public Information Coordinator, OEBO
Regina Smith, Blooni Designs & Contracting
Seabron Smith, TED Center
Melody Thelwell, Purchasing Director, Purchasing
Angie Whitaker, Small Business Development Specialist II, OEBO

CLERK OF THE CIRCUIT COURT & COMPTROLLER'S OFFICE STAFF PRESENT:

Chayanne Munet, Deputy Clerk

ALSO IN ATTENDANCE:

Akini Akini, Core Construction

I. Call to Order

The chair called the meeting to order at 3:30 p.m.

Ms. Harp called the roll.

Present: Mark Broderick, Keith Clinkscale, Ryan Maher, and Brenda Znachko

Absent: Tonya Davis Johnson and Melody Thelwell

(CLERK'S NOTE: Allen Gray attended and served as chair in place of Ms. Davis Johnson, and Irwin Jacobowitz attended and served as a member in place of Melody Thelwell.)

Mr. Gray called for self-introductions of the WebEx attendees.

II. Adoption of the September 4, 2024, Agenda

MOTION to adopt the agenda. Motion by Irwin Jacobowitz, seconded by Ryan Maher, and carried 6-0.

III. Approval of August 21, 2024, minutes

MOTION to approve the August 21, 2024, minutes. Motion by Keith Clinkscale, seconded by Irwin Jacobowitz, and carried 6-0.

IV. Review of Projects

1. Project No: Limestone Creek Public Use Facilities Replacement – ERM \$563,966
Ms. Vasquez provided details on the proposed project recommendations.

Mr. Newton said the OEBO agreed with the recommendation.

Ms. Znachko requested clarification regarding the recommended verbiage for construction APIs. Responding to Ms. Znachko's inquiry, Mr. Sena confirmed that there would be no subcontractors on this project, and he said that applying the API under the verbiage outlined on the solicitation sheet would fall within the Florida Statutes, EBO, and GSC's discretion.

MOTION to apply the recommended SBE Price Preference. Motion by Irwin Jacobowitz, seconded by Keith Clinkscale, and carried 7-0.

CITATION: 2-80.27(1)(e)

2. Project No: Bus Stops with Shelters and Amenities Maintenance Services – PALM \$1,156,810

Ms. McNeal provided details on the proposed project recommendations.

Mr. Newton said the OEBO agreed with the recommendation.

Ms. Znachko asked for clarification as to why a subcontracting goal could not be utilized.

Mr. Sena clarified, stating that the goods and services did not meet the total contracted amount required for a subcontracting goal.

Ms. Thelwell inquired about a prior bus stop-related RFP that had been awarded and its differences between the currently proposed RFP.

Ms. McNeal explained that the previously awarded RFP had not included bus stops with shelters and amenities.

Discussion continued regarding specifics on the contract for the project.

Ms. Thelwell requested that the project be postponed until further research could be done to ensure that there were no duplications between the two RFP.

Discussion continued.

MOTION to postpone Item 2 until the next GSC meeting. Motion by Irwin Jacobowitz, seconded by Ryan Maher, and carried 7-0.

3. Project No: Pre-Qualification for Signage – FDO \$663,000

Mr. Broderick provided details on the proposed project recommendations.

Ms. Kyle said the OEBO agreed with the recommendation.

Responding to an inquiry from Mr. Jacobowitz, Mr. Broderick confirmed that the expenditure amount of \$663,000 was the total amount for the proposed five years.

MOTION to apply the recommended SBE Price Preference. Motion by Brenda Znachko, seconded by Irwin Jacobowitz, and carried 6-0.

CITATION: 2-80.27(5)(f)

4. Project No: 2022-045830 & 2023-024839 CM@Risk for Fire Station #25 and #33 – FDO \$21,000,000

Mr. Broderick provided details on the proposed project recommendations.

Ms. Kyle said the OEBO agreed with the recommendation.

MOTION to apply the EBO PPM Attachment 3 Pilot Program Evaluation Preference for mentoring up to 5% for CM SBE Partnering, the Evaluation Preference for SBE Participation up to 10% for the SBE Participation Plan, and to have the construction department return to the GSC prior to subcontractor bidding for the mandatory subcontracting goal. Motion by Brenda Znachko, seconded by Keith Clinkscale, and carried 6-0.

CITATION: EBO PBO PPM Attachment 3

V. OLD BUSINESS

No old business was discussed.

VI. NEW BUSINESS

S/M/WBE Project Update Success Stories

No comments were made.

VII. COMMITTEE COMMENTS

No comments were made.

VIII. DIRECTORS COMMENTS

No comments were made.

IX. PUBLIC COMMENT

No comments were made.

X. ADJOURNMENT

At 3:54 p.m., the chair declared the meeting adjourned.