

Small Business Enterprise
Goods and Services
Advisory Board Meeting

July 21, 2016

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**Miami-Dade County
Small Business Enterprise
Goods and Services
Advisory Board Meeting**

Thursday, July 28, 2016

Stephen P. Clark Center, 111 N.W. 1st Street
19th Floor SBD Main Conference Room
@10:30 a.m.

AGENDA

- I. Welcome/Introductions**
- II. SBD Sections**
 - a. Certification – Claudious Thompson (SBD Certification Unit)
 - b. Utilization Report – Veronica Clark (SBD Data Management)
 - c. Bonding, Financial Assistance & Outreach – Vivian Walters, Jr. (SBD Business, Outreach & Education)
- III. New Business**
 - a. Small Business Development Firm Recognition
- IV. Old Business**
 - a. Approval of May 19, 2016 Meeting Minutes
- V. Adjournment**

NEXT SUGGESTED BOARD MEETING: Wednesday, September 15, 2016 at 10:30 a.m.

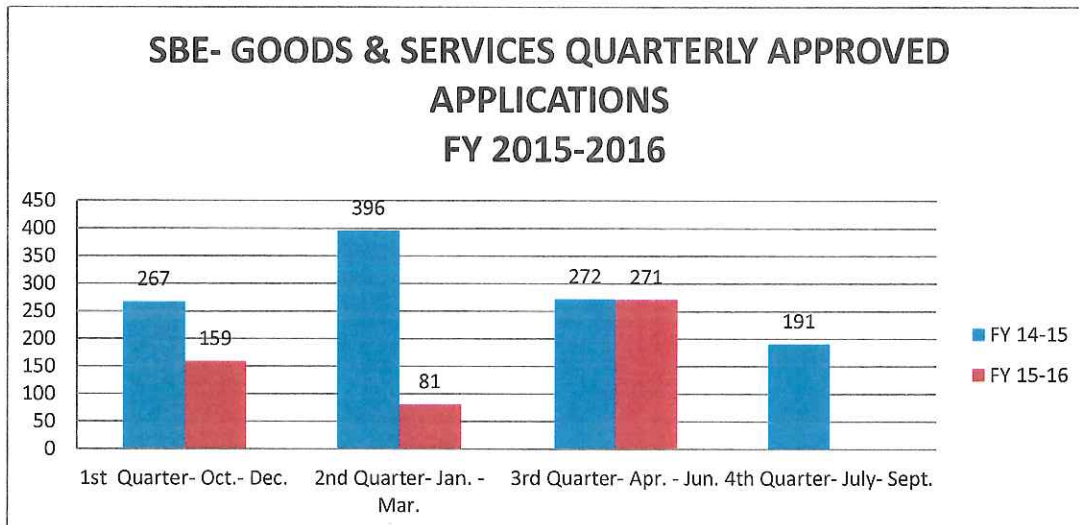
Delivering Excellence Every Day

INTERNAL SERVICES DEPARTMENT
 SMALL BUSINESS DEVELOPMENT (SDB)
 SMALL BUSINESS ENTERPRISE - GOODS & SERVICES PROGRAM QUARTERLY REPORT
 FY 2015-2016
 *PERIOD: April 1, 2016- June 30, 2016

		3rd Quarter YTD Amount	
	Total Certified SBE- Goods & Services Firms as of June 30, 2016		1,541
1	New Applications Received:	47	
2	New Applications Under Review and Pending Review:	20	
3	Approved New, Annual and Recertification Applications :	271	
4	Recertification and Annual Applications Received:	243	
5	Recertification and Annual Applications Under Review:	154	
6	Denied	0	
7	Graduated	6	

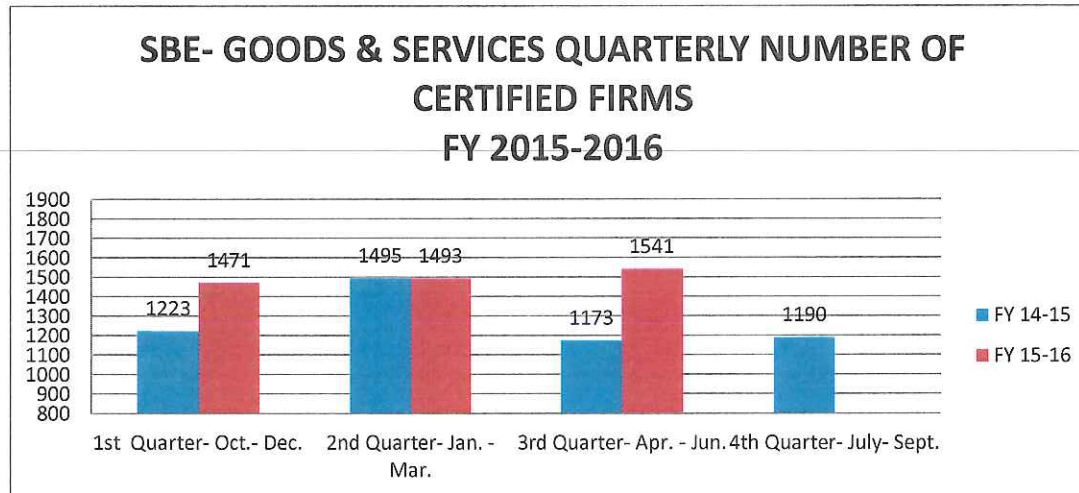
*This report was printed on July 26, 2016.

Chart#1



INTERNAL SERVICES DEPARTMENT
SMALL BUSINESS DEVELOPMENT (SDB)
SMALL BUSINESS ENTERPRISE - GOODS & SERVICES PROGRAM QUARTERLY REPORT
FY 2015-2016
PERIOD: April 1, 2016 - June 30, 2016

Chart #2



Miami-Dade County
SBE/Goods & Services Program
 Applicable Contracts
(October 1, 2015 – June 30, 2016)

CONTRACTS \$50K AND ABOVE

There were 102 projects approved for award totaling \$177,612,691.

- Of the \$177 million, 15 projects have Small Business Enterprise measures totaling \$4,187,745 or 2.36%.
 - \$2,619,000 as Prime (Set-asides)
 - \$1,568,745 as Subcontractors (Goals)
 - \$898,460 as Open market (Non-set-aside)
- Of the projects awarded during this period, SBE-Goods and Services firms are participating as Prime and/or Subcontractors (with or without measures) for a dollar value of **\$5,086,205** or **2.86%**.

Contracted

	SBE-Goods & Services/Black	SBE-Goods & Services/Hispanic	SBE-Goods & Services/Women	SBE-Goods & Services/Other (Unidentified)	Total SBE-Goods & Services
SET-ASIDE	\$2,471,000	\$0	\$148,000	\$0	\$2,619,000
GOALS	\$311,522	\$968,175	\$344,925	\$0	\$1,624,622
TOTAL MEASURES	\$2,782,522	\$968,175	\$492,925	\$0	\$4,243,622
OPEN MARKET	\$0	\$898,460	\$0	\$0	\$898,460
TOTAL	\$2,782,522	\$1,866,635	\$492,925	\$0	\$5,142,082

Miami Dade County
Small Business Development
Projects Awarded
Award Date Between October 1, 2015 and June 30, 2016

<i>Contract Measure</i>	<i>RC Date</i>	<i>Adv. Date Award Date</i>	<i>Award Amount</i>	<i>Paid</i>	<i>Measure Amount</i>	<i>Firm Name</i>
PROCUREMENT						
ANIMAL SERVICES						
FB-00264 1 Veterinary Laboratory Supplies	NO MEASURE	07/17/2015 03/01/2016	\$3,500,000		\$0	Idexx Distribution, Inc.
FB-00343 1 Animal Identification Microchips	NO MEASURE	03/21/2016 06/02/2016	\$446,200		\$0	Found Animals Foundation, Inc.
R-218-16 1 Prevention Of Cruelty To Animals	NO MEASURE	04/06/2016	\$75,000		\$0	South Florida S P C A, Inc.
R-81-11(2) 1 Prevention Of Cruelty To Animals	NO MEASURE	10/01/2015	\$100,000		\$0	South Florida S P C A, Inc.
			<u>\$4,121,200</u>		<u>\$0</u>	
AVIATION						
15-23-0904-AV-YV-1 1 Police Rated, Admin, Utility Vehicles(Av 2016 F150 V-Vii)	NO MEASURE	06/03/2016	\$69,431		\$0	Don Reid Ford, Inc.
BW9330-5/20-1 1 Servicing For Dash Door Automatic Doors	NO MEASURE	03/03/2010 01/01/2016	\$2,321,199.9		\$0	Dash Door And Closure Service, Inc.
E9855-0/16 1 Automatic Doors Maintenance & Repair Services	NO MEASURE	12/14/2015	\$185,000		\$0	Dash Door And Closure Service, Inc.
FB-00186-1 1 Single Stream Recycling Collection And Disposal Services	NO MEASURE	05/01/2016	\$247,008		\$0	World Waste Recycling, Inc.
RFP713-1 1 Midair Airport Liability Insurance Program Broker Services (Rfp)	NO MEASURE	01/20/2010 10/02/2015	\$125,000		\$0	Aon Risk Services South, Inc.
SS9441-5/21-1 1 led On-Call Software Maintenance And Support Services (led Support Services, Llc.)	NO MEASURE	08/04/2010 03/01/2016	\$54,189		\$0	led Support Services, Llc
			<u>\$3,001,827.9</u>		<u>\$0</u>	

COMMUNITY ACTION AGENCY

Miami Dade County
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9585-4/17-4 1 Summer Food Service Program	03/16/2011	06/01/2016	\$1,344,309.6		\$0	Greater Miami Caterers, Inc
CP9878-CO 1 Confirmation Purchase To Pay Atci Communications		06/27/2016	\$132,776.8		\$0	Atci Communications, Inc. CAUCASIAN - M
			\$1,477,086.4		\$0	
ELECTIONS						
BW8488-5/17-4 1 Optical Scan Units	08/08/2007	01/14/2016	\$2,000,000		\$0	Election Systems & Software, Inc.
IB-00333 1 Model 2000 Voting Booths		02/16/2016 04/05/2016	\$75,000		\$0	Election Works, Inc.
			\$2,075,000		\$0	
FINANCE						
R0924511R1 1 Consulting Services Erp Assistance		10/26/2015	\$241,868		\$0	Plante & Moran Pllc
			\$241,868		\$0	
FIRE RESCUE						
IB-00267 1 Pratt And Whitney Engine Services, Rentals, Oem Parts And Repairs		09/17/2015 05/01/2016	\$300,300		\$0	Vector Aerospace Helicopter Services, Inc.
			\$300,300		\$0	
INFORMATION TECHNOLOGY DEPARTMENT						
43230000-15-2 1 Microsoft Licenses And Services		04/22/2016	\$990,000		\$0	Software House International, Inc.
BW8207-2/12-3 1 Licensing And Support For Gis Solution	01/10/2007	11/01/2015	\$2,900,000		\$0	Environmental Systems Research Institute, Inc.
FB-00323 1 Long Distance Telephone Services		12/23/2015 03/21/2016	\$925,000		\$0	Airespring, Inc.

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IB-00354 1 Hewlett Packard Servers And Services		03/22/2016 05/25/2016	\$230,625		\$0	Computer Systems Support Inc CAUCASIAN - M
IB-00380 1 Panasonic Touchpads, Accessories, And Services		06/14/2016	\$183,378.96		\$0	Cdw Government, Llc
			<u>\$5,229,003.96</u>		<u>\$0</u>	
INTERNAL SERVICES						
BW8523-5/17-4 1 Inovah Cashiering System	08/08/2007	01/01/2016	\$224,658		\$0	N Harris Computer Corporation
			<u>\$224,658</u>		<u>\$0</u>	
INTERNAL SERVICES						
RFP707-1 1 Third Party Administrator For Flexible Spending Accounts		01/01/2016	\$150,000		\$0	Fringe Benefits Management Company
			<u>\$150,000</u>		<u>\$0</u>	
INTERNAL SERVICES						
BW9754-5/25-1 1 Cloud-Hosted Communications System Service And Maintenance Agreement		01/01/2016	\$360,000		\$0	Twilio, Inc.
BW9868-ID 1 Advisory Consulting Services		06/13/2016	\$83,838		\$0	Periscope Holdings, Inc.
E9879-AV 1 Emergency Repairs Of Plb Tunnel Flooring		06/16/2016	\$90,217.88		\$0	Ameribridge Services, Llc
EPFRFP-00214 1 Actuarial Studies And Related Services		04/29/2015 10/02/2015	\$90,000		\$0	A M I Risk Consultants, Inc. ASIAN - F
EPFRFP-00246 1 Land Planning Consultant		07/14/2015 12/04/2015	\$400,000		\$0	Johnson Engineering, Inc.
EPFRFP-00274 1 Deadly Force Policy Audit		09/23/2015 02/18/2016	\$310,000		\$0	Police Executive Research Forum

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FB-00220 1 Liquid Waste Handling Services		05/04/2015 10/01/2015	\$221,000		\$0	Carlos Rivero Plumbing & Septic Tank Contractor, Inc.
FB-00250 1 Locksmith Services		07/23/2015 10/02/2015	\$499,734		\$0	American Security Group A-1, Inc. DBE, LDB BLACK - M
FB-00260 1 Hydrogen Peroxide		07/17/2015 12/01/2015	\$7,350,000		\$0	U.S. Peroxide, Llc
FB-00275 1 Jci Bms Maintenance		08/27/2015 12/09/2015	\$714,000		\$0	Johnson Controls, Inc.
FB-00277 1 Security Coverings For Windows And Doors		09/15/2015 12/01/2015	\$631,000		\$0	Vpsecurity, Llc
FB-00288 1 Closed Circuit Television (Cctv) Equipment Installation		09/04/2015 11/01/2015	\$294,500		\$0	Automated Port Solutions, Inc. SBE/GS HISPANIC - M
FB-00289 1 Boiler Maintenance & Repair Service		09/04/2015 04/01/2016	\$347,000		\$0	South Florida Boiler And Gas Services, Inc.
FB-00300 1 Bailiff's Uniforms For Miami-Dade County	SET ASIDE: 100%	12/21/2015 06/01/2016	\$148,000		\$148,000	Monica Manufacturing Corp. Dba All Uniform Wear LDB, SBE/GS HISPANIC - F
FB-00301 1 Aqueous Ammonia		11/04/2015 06/01/2016	\$1,341,000		\$0	Airgas Specialty Products, Inc.
FB-00334 1 Lease Of Digital Microform Scanners & Laser Printer		02/23/2016 06/01/2016	\$141,003		\$0	Mts Software Solutions, Inc.
FB-00363 1 Auto Tag Registration Renewal Reminder Notice		03/24/2016 06/10/2016	\$685,250		\$0	Cathedral Corporation
GS-35F-0265X-1 1 Social Media Solutions		03/03/2016	\$50,000		\$0	Immix Technology Inc
IB-00324 1 Glass Spheres, Types I & Iii (Beads For Aviation)		12/15/2015 06/01/2016	\$235,000		\$0	Florida Transcor, Inc.

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ITN15NH-105 1 Laboratory Supplies		10/06/2015	\$5,935,000		\$0	Fisher Scientific Company L.L.C.
L603 1 Social Services Information System		06/23/2016	\$153,265		\$0	Bowman Systems, Llc
L9166-1/21 1 Galileo On-Line Registration System		12/09/2015	\$250,000		\$0	Assessment Technology, Inc.
L9240-9/25 1 Tour Andover Bms Maintenance		10/01/2015	\$237,586		\$0	Advanced Control Corporation, Inc.
MMS15001 1 Pharmaceutical Supplies		11/03/2015	\$1,092,000		\$0	Cardinal Health 110, Inc.
RFP-00126 1 Forensic Casework For Dna Analyses		09/12/2014 10/06/2015	\$3,000,000		\$0	The Bode Technology Group, Inc.
RFP834-2(2) 1 Accidental Death And Dismemberment & Police Benevolent Association Survivors' Benefit Insurance Programs		01/01/2016	\$800,000		\$0	Aon Consulting, Inc.
SS9490-2/16-2 1 Model 8832 Data Loggers		05/30/2016	\$73,470		\$0	Esc Agilaire Lic D/B/A Agilaire Lic
			\$25,532,863.88		\$148,000	
					.58%	
INTERNAL SERVICES						
1233-5/19-2 1 Elevator Maintenance Services And Modernization Of Elevator Equipment For Various Miami-Dade County Departments		06/10/2009 06/01/2016	\$1,247,979		\$0	Thyssenkrupp Elevator Corporation
9676-3/17-2 1 Emc Storage Upgrade, Maintenance And Support Services		10/01/2015	\$131,062.71		\$0	Cdw Government, Llc
RFP527B-4(5) 1 Certification Services Ufas		06/17/2016	\$95,000		\$0	Adaag Consulting Services, Llc HISPANIC - F

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RFP545C-1 1 Collector For Curbside Recycling		10/01/2015	\$23,870,000		\$0	Progressive Waste Solutions Of Fl, Inc. Dba Waste Services Of Florida, Inc.
RFP724-1 1 Employee Group Legal Services Program		01/01/2016	\$4,956,800		\$0	Arag Group Insurance Company
			\$30,300,841.71		\$0	
INTERNAL SERVICES						
0925-1/21-1 1 Furnish Equipment/Coffee & Related Items	11/10/2010	02/01/2016	\$186,000		\$0	Aramark Refreshment Services, Llc
			\$186,000		\$0	
JUVENILE SERVICES						
BW8938-10/23-4 1 Case Management Software Vendor Hosting Service	02/18/2009	03/05/2016	\$84,612		\$0	Gottlieb & Wertz Inc
			\$84,612		\$0	
PARKS, RECREATION AND OPEN SPACES						
IB-00304 1 Mimo Cash Management System		10/20/2015 03/03/2016	\$81,750		\$0	Coin Currency & Document Systems Of Florida, Inc.
R-114-16 1 Management Of 2016 Miami International Agriculture, Horse And Cattle Show		02/02/2016	\$200,000		\$0	Moreno Firms, Inc.
			\$281,750		\$0	
PUBLIC HOUSING AND COMMUNITY DEVELOPMENT						
FB-00312 1 Healthcare Staffing Services	SET ASIDE (GROUP I): 100%	10/27/2015 06/01/2016	\$1,183,000		\$1,183,000	Integrated Holdings, Inc. SBE/GS BLACK - M
FB-00312 2 Healthcare Staffing Services	SET ASIDE (GROUP I I): 100%	10/27/2015 06/01/2016	\$1,183,000		\$1,183,000	American Home Health Agency, Inc. SBE/GS BLACK - M

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FB-00312 3 Healthcare Staffing Services		10/27/2015 06/01/2016	\$1,183,000		\$0	Csi Catalanos Nurses Registry
SS7991-15/22-10 1 Emphasys Computer Solutions Software And Maintenance		03/27/2016	\$500,000		\$0	Emphasys Software
			<u>\$4,049,000</u>		<u>\$2,366,000</u>	
					58.43 %	
PUBLIC WORKS AND WASTE MANAGEMENT						
7915-4/15-4 1 Location Of Underground Utilities		07/07/2010 12/01/2015	\$540,000		\$0	High Tech Engineering Incorporated SBE/CONS, SBE/GS HISPANIC
FB-00345 1 Repair Of Central Transfer Station Compactors		02/19/2016 05/12/2016	\$400,000		\$0	L. J. B. Equipment Sales, Inc.
IQ-00278 1 To Purchase A Drone For Public Works And Waste Management Department		09/22/2015 11/02/2015	\$60,987		\$0	Gpserv Inc
L9867-1/20 1 Scale House Software Maintenance And Support Services		06/24/2016	\$1,235,000		\$0	Paradigm Software L.L.C.
			<u>\$2,235,987</u>		<u>\$0</u>	
PUBLIC WORKS AND WASTE MANAGEMENT						
EPP-RFP691-4(4) 1 Trash & Recycling Center Access Management Devices		06/24/2009 02/01/2016	\$63,960		\$0	Advanced Technical Group, Inc. SBE/GS HISPANIC - M
			<u>\$63,960</u>		<u>\$0</u>	
TRANSIT						
14-C09 1 Heavy Duty Transit Coaches		04/01/2016	\$2,670,000		\$0	Gillig, Llc
BW9856-MT 1 Air-Conditioned Bus Passenger Shelter		06/28/2016	\$89,000		\$0	Future Systems Us Inc

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BW9872-MT 1 Model 2070ix Traffic Signal Controller Project		06/10/2016	\$240,000		\$0	Econolite Control Products, Inc.
			\$2,999,000		\$0	
WATER AND SEWER						
EPP-RFP682-5(5) 1 Radar-Rainfall Services		03/01/2016	\$65,124		\$0	Vieux & Associates, Inc.
FB-00296 1 Natural Gas Consulting Services	11/24/2009	10/27/2015 05/12/2016	\$375,000		\$0	Trienergy Solutions Lic
			\$440,124		\$0	
RFP/RFQ						
AVIATION						
RFP NO. MDAD-02-14 1 Request For Proposals For Airport Network Media Programming Services		03/26/2015 05/17/2016	\$150,000		\$0	Ac Holdings, Inc.
RFP NO. MDAD-05-14 1 Retail Consultant Services		03/20/2015 02/11/2016	\$902,250		\$225,562.5	Unison Consulting, Inc.
			\$1,052,250		\$225,562.5	
					21.44%	
ELECTIONS						
RFP604-5(5) 1 Ballot On Demand		05/01/2016	\$2,700,000		\$0	Runbeck Election Services, Inc.
			\$2,700,000		\$0	
FINANCE						
EPPRFP-00314 1 Cash Management Consulting Services	06/06/2007	02/22/2016	\$294,000		\$0	Hilltop Holdings Inc.

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RFP764A-2(2) 1 External Independent Auditing Services	02/02/2011	10/01/2015	\$920,000		\$276,000	Mcgladrey & Pullen Llp
			\$1,214,000		\$276,000	
					22.73%	
INFORMATION TECHNOLOGY DEPARTMENT						
RFP14-06 1 Automated Fare Collection System		06/06/2016	\$76,000		\$0	Paybyphone Technologies Inc.
RFP526-6(8) 1 Cellular (Wireless) Services & Equipment	02/14/2007	11/01/2015	\$5,127,248		\$0	At&T Mobility National Accounts Lic
			\$5,203,248		\$0	
INTERNAL SERVICES						
EPP-RFP8570-8(10) 1 Electronic Voting System	11/14/2007	06/11/2016	\$78,000		\$0	Granicus, Inc.
			\$78,000		\$0	
INTERNAL SERVICES						
RFP730-1(2) 1 External Independent Auditing Services - Clerk Of The Circuit And County (Rfp)	04/28/2010	10/13/2015	\$105,000		\$105,000	The Sharpton Group, P.A. SBE/GS BLACK - M
			\$105,000		\$105,000	
					100.00%	
INTERNAL SERVICES						
RFP684-2(5) 1 Master Property Insurance Program (Rfp)	04/15/2009	05/04/2016	\$350,000		\$0	Arthur J. Gallagher Risk Management Services, Inc.
			\$350,000		\$0	
INTERNAL SERVICES						

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EPP-RFQ891-1 1 Kennel Pool Services		05/01/2016	\$80,000		\$0	Super Comfort Kennels
RFP-00197 1 Marina Management Software Solution		04/03/2015 04/01/2016	\$343,588		\$0	Star Americas Software Solutions Llc
RFP-00226 1 Psychological Testing And Evaluation		08/03/2015 02/18/2016	\$2,788,000		\$0	Law Enforcement Psychological Counseling Associates, Inc.
RFP-00294A 1 External Independent Auditing Services For General Segment		03/02/2016 06/21/2016	\$2,940,000		\$0	Mcgladrey & Pullen Llp
RFP-00294B 1 External Independent Auditing Services For Aviation Segment	GOAL: 30%	03/02/2016 06/21/2016	\$1,181,700		\$354,510	Cherry, Bekaet & Holland Llp
RFP-00294C 1 External Independent Auditing Service Water And Sewer Segment	GOAL: 30%	03/02/2016 06/29/2016	\$800,000		\$240,000	Marcum Llp Dbm Marcumrachlin
RFP-00294D 1 External Independent Auditing Services For Transit Segment	GOAL: 30%	03/02/2016 06/29/2016	\$800,000		\$240,000	Crowe Horwath Llp
RFP360A-10 1 Enterprise Resource Planning (Erp)	NO MEASURE	01/18/2016	\$750,000		\$0	Oracle America, Inc.
RFP545A-1 1 Collector Curbside Recycling Program 545	NO MEASURE	10/01/2015	\$53,130,000		\$0	World Waste Recycling, Inc.
RFP559-6(U) 1 Self-Funded Medical Program	NO MEASURE	01/01/2016	\$14,000,000		\$0	Avmed, Inc
					\$834,510	
					1.09%	
INTERNAL SERVICES						
RFP796-2(2) 1 External Independent Auditing Services	GOAL: 30%	10/01/2015	\$495,000	\$335,000	\$148,500	Kpmg Llp

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RFP796-2(2) 2 External Independent Auditing Services		10/01/2015	\$169,575		\$50,872.5	Marcum Lip Dba Marcumrachlin
RFP796-2(2) 3 External Independent Auditing Services		10/01/2015	\$111,000		\$33,300	Crowe Horwath Lip
RFQ789-2(2) 1 Financial Consulting Services For Ocitt		02/01/2016	\$250,000		\$0	Infrastructure Management Group, Inc.
			\$1,025,575	\$335,000	\$232,672.5	
					22.69%	
PARKS, RECREATION AND OPEN SPACES						
EPP-RFP532-7(7) 1 Parks & Recreation Business Management Software		06/15/2016	\$94,000		\$0	Us Edirect Inc
			\$94,000		\$0	
RFP-00168 1 Body Worn Cameras And Video Management Solution		06/03/2015 03/24/2016	\$5,477,000		\$0	Viewu, Llc
			\$5,477,000		\$0	
PUBLIC WORKS AND WASTE MANAGEMENT						
RFQ845-1(1) 1 Title And Closing Services		04/01/2016	\$162,368		\$0	National Title And Abstract Company D/B/A J G S Properties, Inc.
			\$162,368		\$0	
VARIOUS						
EPP-RFQ885(1) 1 Bee Eradication Services		02/01/2016	\$139,500		\$0	Tower Pest Control, Inc.
			\$139,500		\$0	
WATER AND SEWER						

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<i>Contract Measure</i>	<i>RC Date</i>	<i>Adv. Date Award Date</i>	<i>Award Amount</i>	<i>Paid</i>	<i>Measure Amount</i>	<i>Firm Name</i>
EPP-RFP701-3(3) 1 Hydraulic Water And Wastewater Modeling Software Solution		06/09/2016	\$203,380		\$0	Mwh Soft, Inc.
			\$203,380		\$0	
Grand Totals:			\$177,612,691.85	\$335,000	\$4,187,745	2.36%

Miami Dade County

Small Business Developed Projects Awarded

Award Date Between October 1, 2015 and June 30, 2016

Contract Measure	RC Date	Adv. Date	Award Amount	Paid	Measure Amount	Firm Name
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There were 102 projects approved for award totaling \$177,612,691.85

Of the Award Amounts, 15 projects have Small Business Enterprise measures totaling \$4,187,745.00

ASIAN	F		\$90,000			
BLACK	M		\$2,970,734			
CAUCASIAN	M		\$363,401.8			
HISPANIC	F		\$243,000			
HISPANIC	M		\$358,460			
HISPANIC			\$540,000			
PRIME NO ETHNICITY NO GENDER			\$173,047,096.05			

(Multiple Firm's Award Amount are not include on the breakdown)

Report Criteria:

Contract Amount >= 50,000.

Award Date Between October 1, 2015 and June 30, 2016

Project Type: PROCUREMENT, QTR, PROCUREMENT, RFP/RFQ

Department: ERROR [DO NOT USE THIS CODE] MIAMI-DADE OFFICE OF EMERGENCY MANAGEMENT, EDEE HAMMER, AMERICAN AIRLINES ARENA, ADMINISTRATIVE OFFICE OF COURT, ANIMAL SERVICES, COUNTY ATTORNEY, AUDIT AND MANAGEMENT SERVICES, AVIATION, MIAMI DADE AVIATION DEPARTMENT - AA, MIAMI DADE AVIATION DEPARTMENT - STP, MIAMI DADE AVIATION - FIRE, MIAMI DADE AVIATION-POLICE DEPARTMENT, BUILDING CODE COMPLIANCE, DEPARTMENT OF BUSINESS DEVELOPMENT, BUILDING MANAGEMENT AND BUDGET, COMMUNITY ACTION AGENCY, BOARD OF COUNTY COMMISSIONERS, DIST # 1 - COMMISSIONER BETTY FERGUSON, DIST # 2 COMMISSIONER DORREN D. ROLLE, DIST # 3 COMMISSIONER DR. BARBARA CAREY, DIST # 4 COMMISSIONER GWEN MARGOLIS, DIST # 5 COMMISSIONER BRUNO BARREIRO, DIST # 6 COMMISSIONER REBECA SOSA, DIST # 7 COMMISSIONER JIMMY L. MORALES, DIST # 8 COMMISSIONER KATY SORENSON, DIST # 9 COMMISSIONER DENNIS MOSS, DIST # 10 COMMISSIONER JAVIER SOUTO, DIST # 11 COMM. JOE A MARTINEZ, DIST # 12 COMMISSIONER DR. MIRIAM ALONSO, DIST # 13 COMMISSIONER NATACHA S. MILLAN, COUNTY COMMISSION SUPPORT STAFF, COUNTY COMMISSION CHAIRPERSON, HOUSING AND COMMUNITY DEVELOPMENT OFFICE OF THE MAYOR, COMMUNITY AFFAIRS, COUNTYWIDE HEALTH CARE PLANNING, CHIEF INFORMATION OFFICER, CLERK OF COURTS, COUNTY MANAGER'S OFFICE, COMMUNITY ACTION AND HUMAN SERVICES, CITY OF MIAMI, CAPITAL IMPROVEMENTS, CORRECTIONS & REHABILITATION, CONSUMER SERVICES, COMMUNICATIONS, CULTURAL AFFAIRS, AMERICANS WITH DISABILITIES ACT COORD, DADE COUNTY PUBLIC SCHOOLS, ENVIRONMENTAL RESOURCES MANAGEMENT, SPECIAL DISASTERS COUNTYWIDE, COMMISSION ON ETHICS & PUBLIC TRUST, ECONOMIC DEVELOPMENT COORDINATION, EGOV, EMERGENCY MANAGEMENT, ELECTIONS, OFFICE OF EMERGENCY MANAGEMENT, EMPLOYEE RELATIONS, DEPARTMENT, INFORMATION TECHNOLOGY DEPARTMENT, DADE COUNTY EXPRESSWAY AUTHORITY, EMPOWERMENT ZONE, HUMAN RIGHTS & FAIR EMPLOYMENT PRACTICES, FINANCE, FIRE RESCUE, OFFICE OF GRANTS COORDINATION, INDEPENDENT REVIEW PANEL, COMMUNITY INFORMATION AND OUTREACH, GENERAL SERVICES ADMINISTRATION, PUBLIC HOUSING AND COMMUNITY DEVELOPMENT, HOUSING FINANCE AUTHORITY, HOMELAND SECURITY, HISTORIC PRESERVATION, HUMAN RESOURCES, HUMAN SERVICES, HOMELESS, TRUST, HURRICANE RECOVERY, ECONOMIC DEVELOPMENT & INTERNATIONAL TRADE, INTERNAL SERVICES, INSPECTOR GENERAL, INFORMATION TECHNOLOGY DEPARTMENT, JUDICIAL ADMINISTRATION, JACKSON MEMORIAL HOSPITAL, JUSTICE SYSTEM SUPPORT, JUVENILE SERVICES, LIBRARY, OFFICE OF THE MAYOR, MIAMI ART MUSEUM, MIAMI BEACH, MIAMI DADE ECONOMIC ADVOCACY TRUST, MEDICAL EXAMINER, MIAMI LAKES, METRO-MIAMI ACTION PLAN TRUST, MIAMI MUSEUM OF SCIENCE, METROPOLITAN PLANNING ORGANIZATION, TRANSIT, NEIGHBORHOOD COMPLIANCE, NON DEPARTMENTAL LAW LIBRARY, BASEBALL STADIUM (NON DEPARTMENTAL), DOLPHIN STADIUM (NON DEPARTMENTAL), MIAMI DADE AVIATION - NORTH TERMINAL, OFFICE OF AGENDA COORDINATOR, ADMINISTRATIVE OFFICE OF THE COURTS, OFFICE OF COMMISSION AUDITOR, OFFICE OF EMPLOYEE RECOGNITION, OFFICE OF PERFORMANCE IMPROVEMENT, SUSTAINABILITY, PROPERTY APPRAISAL, PERFORMING ARTS CENTER, POLICE, REGULATORY AND ECONOMIC RESOURCES, DEPARTMENT OF PLANNING, DEVELOPMENT & REGULATION, PROCUREMENT MANAGEMENT, PARKS, RECREATION AND OPEN SPACES, OFFICE OF PUBLIC TRANSPORTATION MANAGEMENT, PUBLIC DEFENDER, PUBLIC WORKS AND WASTE MANAGEMENT, PUBLIC WORKS DEPARTMENT - EXPEDITE, PUBLIC WORKS DEPARTMENT - Q, PUBLIC WORKS WASTE MANAGEMENT, PLANNING & ZONING, COMMUNITY ADVOCACY, STATE ATTORNEY OFFICE, DEPARTMENT OF SMALL BUSINESS DEVELOPMENT, SUSTAINABILITY, PLANNING, & ECONOMIC DEVELOPMENT, SOUTH FLORIDA EMPLOYMENT DEPARTMENT, SPECIAL HOUSING PROGRAMS, SAFE NEIGHBORHOOD PARKS, SEAPORT SOLID WASTE MANAGEMENT, OFFICE OF CHIEF TECHNOLOGY OFFICER, TEAM METRO, CITIZENS INDEPENDENT TRANSPORTATION TRUST, URBAN ECONOMIC REVITALIZATION TASK FORCE, UMMA COORDINATOR, VIZCAYA MUSEUM & GARDENS, OFFICE OF WATER MANAGEMENT, WATER AND SEWER, VARIOUS

Exclude Multiple Primes

Summary Breakdown by Prime-Ethnicity

**Internal Services Department
Small Business Development
Business Outreach and Education
May 19, 2016 - July 8, 2016**

**1 Pending Application		Total for Period	YTD Total
Activity #	Bonding Assistance		
1	Firms Assisted with Bonding Needs	0	7
2	Bond Application Received	0	1
3	Bonding Applications Approved	0	1
4	Bond Applications Denied	0	0
5	Value of Approved Bond Applications	0	250000
Financial Assistance			
1	Firms Assisted with Loan Needs	1	6
2	Loan Application Received **	1	5
3	Loan Applications Approved	0	1
4	Loan Application Denied	0	4
5	Value of Approved Loan Applications	0	15000

		Total for Period
Activity #	Assistance Provided to Small Business Enterprise-Construction Program	
1	Certification Applications Reviewed	30
2	Prompt Payment Issues (Received and Resolved)	8
3	Contract Issues (Received and Resolved)	8
4	Needs Assessment Meetings (NAMS)	26
5	Contact with SBEs (Weekly Calls / Phone Blitz)	312
6	Technical Assistance	36
7	Contact with SBE-Goods & Services firms (emailing and highlighting contract opportunities)	3360

		Total for Period
Activity #	Training, Education and Outreach Activities	
1	Small Business Development (sponsored) Workshops and Forums	5
2	Number of Attendants	117
3	Partnership Workshops & Forums	14
4	Number of Firms (with whom contact was made)	119
5	Department Training – 14 Prompt Payments / SBE-G&S Changes	68

Small Business Enterprise Services

Advisory Board

Summary of Meeting

May 19, 2016

6-Appointed 4-Quorum

Start Time: 10:40 am

End Time: 11:10 am

<u>Members Present</u>	<u>Members Absent</u>
Kathy Emery	<u>Anthony Rodriguez</u>
Denise Mincey-Mills	Maria Gonzalez
<u>Yamileth Pereyra</u>	
Michael Joseph	

Others Present

Veronica Clark (SBD Chief), Claudious Thompson (SBD Chief), Vivian Walters Jr (SBD Chief), Sheila Hoilett, Amber Lawhorn (Jackson Health Systems), Shawn Gannon (SBD), Carlos Ansuarez (SBD), Latori Foster (SBD), Laquita Oliver (SBD), Alecia Anderson (SBD), Roberto Tirado (SBD), Margaret Moss (WASD), Christopher Mallot (Mainland Plumbing), Latica Cooper(SBE), Cara Millione (SBE), Steve Shapiro (SBE)

I. **Welcome/Introductions-** Board members and the audience introduced themselves.

II. **SBD Sections**

- a. **Certification** – Claudious Thompson (SBD Certification Unit) – Thompson, Chief of Certification presented the Certification report. The report covers April 1, 2016 – May 16, 2016 (the day the report was printed). SBD has a total of 1628 certified G&S firms as of May 16, 2016. Certification received 19 applications; of which 9 are pending review. No firms were denied or graduated during this quarter. No questions were asked.
- b. **Utilization Report** – Veronica Clark (SBD Policy and Legislation Management) – Clark, Chief of Data and Policy Management presented the award report. At the meeting in March, Mr. Holsendolph requested a report that shows the number of firms in the program versus the number of firms with zero dollars. ITD is still developing a comprehensive report. However, Ms. Clark provided a report of the department's small purchase orders, which are contracts up to \$100k of which 40% of those dollars went to small business. In small purchase orders there is a lot more participation of small businesses. No questions were asked.
- c. **Bonding, Financial Assistance & Outreach** – Vivian Walters, Jr. (SBD Business, Outreach & Education) – Walters, Chief of Business Outreach and Education presented the firm assistance and outreach report. Nine firms were assisted. Four applications were approved valued at \$235k. No applications were denied. One financial assistance application was received and it was denied. Bonding, Financial Assistance, and Outreach attended and hosted 28 workshops and made contact with 791 firms. Board member Mincey-Mills asked if the prompt payment issues are being resolved. Mr. Walters answered that prompt payment trainings are being conducted with department, prime,

and subcontractors, so SBD catches a lot of the issues before they escalate and he expects the prompt payment issue number to decrease.

III. Old Business

- a. **Approval of Meeting Minutes January 21, 2016** - Board members reviewed the minutes from the January 21, 2016 meeting, Board member Joseph motioned to approve the minutes, Board member Mincey-Mills seconded the motion, and the minutes were approved unanimously.
- b. **Approval of Meeting Minutes March 29, 2016** - Board members reviewed the minutes from the March 29, 2016 meeting, Board member Mincey-Mills motioned to approve the minutes, Board member Joseph seconded the motion, and the minutes were approved unanimously.
- c. **Other Business**- Chairperson Emery asked if there were any other comments or concerns of the audience and the board.

A gentleman and lady requested to speak to someone regarding small business issues. Mr. Walters agreed to meet with them both following the meeting.

Board member Mincey-Mills asked if the departments have goal requirements. Ms. Clark answered that each department has a minimum 10% SBD goal, and that departments makes goal recommendations to SBD and we review independently. Mr. Walters noted that some projects are not assigned goals due to funding source. Chairperson Emery requested that the report reflects a no measure due to funding source. Board member Pereyra stressed her interest in seeing a presentation from Procurement to discuss their practices and guidelines for goal setting and increasing small business participation.

Chairperson Emery mentioned a psychological services contract that goes to the same firm each time. Ms. Clark suggested that the changes being made to Mentor-Protégé and Joint Venture programs may help that issue and offered to present changes at the next meeting.

IV. Adjournment - Having no further business, Chairperson Emery adjourned the meeting, and Board Member Mincey-Mills seconded the motion.

*******Directives*******

- 1) Board member Mincey-Mills requested the Aviation and Procurement department directors discuss projects with no measures and issues they are having placing measures at the next meeting.
- 2) Board member Joseph requested to send the attendance (from the Sunset Review) of the board by email.
- 3) Chairperson Emery requested that the reports specify if the projects are no measure due to funding source.
- 4) Board member Pereyra requested a presentation from Procurement on guidelines and how they set measures.
- 5) Ms. Clark requested that we add changes to the Mentor-Protégé and Joint Venture to the agenda.

