

**SMALL BUSINESS ENTERPRISE
GOODS AND SERVICES
ADVISORY BOARD PACKET**

October 18, 2018

TABLE OF CONTENTS

AGENDA

SBE GOODS AND SERVICES CERTIFICATION REPORT	1
SBE GOODS AND SERVICES UTILIZATION REPORT	2
SBE GOODS AND SERVICES BUSINESS OUTREACH AND EDUCATION REPORT	3
ATTENDANCE AND TERM REQUIREMENTS	4
MEETING MINUTES AUGUST 16, 2018	5

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

Thursday, October 18, 2018
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 Section Chief, Certification*)
 - b. Utilization Report** – Tracie Auguste (*SBD Section Chief, Policy and Legislation Management*)
 - c. Business Outreach & Education** – Lawanda Wright-Robinson (*SBD Section Chief, Business Outreach & Education*)
- III. Old Business**
 - a.** Approval of August 16, 2018 Meeting Minutes
- IV. New Business**
 - a.** Discussion of agenda items to present to the Mayor
 - b.** Attendance and Term requirements (Michou Jean, Board Liaison)
 - New vacancies for the G&S advisory board
 - c.** Discussion on the next meeting date
 - d.** Request for future agenda items
- V. Reasonable opportunity for the public to be heard before County boards (Sec. 2-11.39.3)**
- VI. Adjournment**

NEXT BOARD MEETING: Thursday, December 20, 2018 at 10:30 a.m.

Delivering Excellence Every Day

**MIAMI-DADE
COUNTY**

Certification Type: SBE Goods and Services

PERIOD: August 1, 2018 to September 30, 2018

			Total Amount	African American	Caucasian	Hispanic	Asian	Native American	Other	Female
1 2 3 4	Total Certified SBE-G&S as of 10/1/18		1268	260	184	788	23	1	12	391
	Approved Applications (New, Annual Renewal, Recertification)	39								
	Graduated	5								
	Denied	0								
	Removed	25								

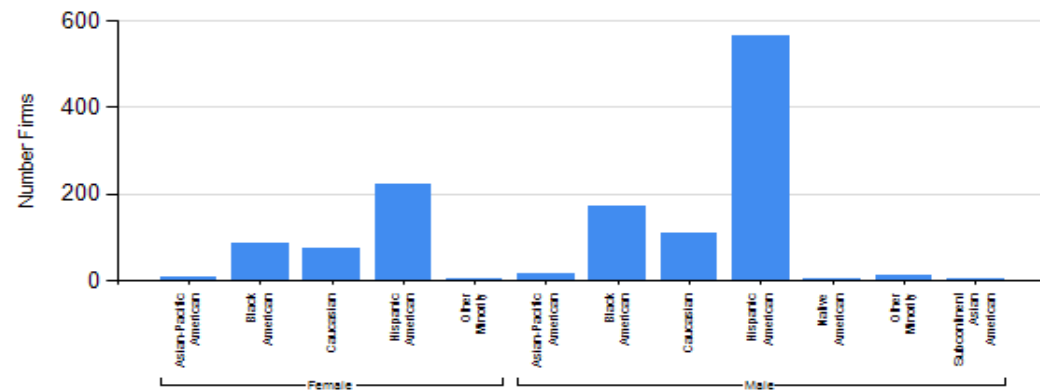
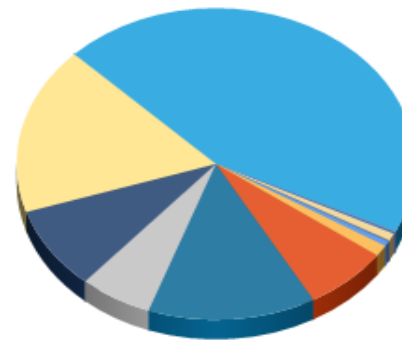
Note: The SBE program is race and gender neutral. This report is for informational purposes only.

Certified Directory - Ethnicity & Gender Summary

As of 10/1/2018

Ethnicity & Gender Summary

Ethnicity	Gender	Number Firms
Asian-Pacific American	Female	6
Asian-Pacific American	Male	15
Black American	Female	87
Black American	Male	173
Caucasian	Female	75
Caucasian	Male	109
Hispanic American	Female	221
Hispanic American	Male	567
Native American	Male	1
Other Minority	Female	2
Other Minority	Male	10
Subcontinent Asian American	Male	2
Total Firms		1268



SBE-Goods & Services Advisory Board

Utilization Report

October 01, 2017 – September 30, 2018

There were 184 contracts approved for award totaling \$467,770,307.

Of the 184 contracts, 72 were eligible for Small Business Enterprise (SBE) measures and 112 were not eligible for SBE measures due to the projects being emergencies, bid waivers, sole sources, legacy, funding source, or revenue generating projects.

The 72 contracts are valued at \$105,405,740. Of these:

- 7 contracts had SBE measures and were awarded to certified firms for a total of \$11,777,555 (or 11.22% of the eligible \$105,003,449).
- 65 contracts eligible for SBE measures were advertised with a Bid Preference or Selection Factor.

9 contracts that were not eligible for SBE measures (open market) were awarded to certified SBE-G&S firms in the amount of \$6,937,776.

For this period, SBE-G&S firms are participating on projects as Primes or Subcontractors for a total of \$18,715,331 (or 17.82% of the eligible \$105,405,740).

Internal Services Department
Small Business Development (SBD)
Small Business Enterprise – Goods & Services
Business Outreach and Education Section
August 1, 2018 to September 30, 2018

		Total for Period	YTD Total
Activity	Assistance Provided to Small Business Enterprise- Construction Program		
1	Certification Application Assistance	130	308
2	Needs Assessment Meetings (NAMS)	17	51
3	Technical Assistance	243	1071
4	Payment Issues	3	11
4.1	Payment Issues Related Dollars	\$23,657	\$223,743
5	Prompt Payment Issues	0	0
5.1	Prompt Payment Related Dollars	0	0
6	Contract Issues (Non-dollar related)	1	6
7	Contact with SBE-Construction Firms (emails highlighting contract opportunities	1629	4096

		Total for Period	YTD Total
Activity	Training, Education and Outreach Activities		
1	Small Business Development (sponsored) Workshops and Forums	1	9
1.1	Number of Attendants	15	336
2	Partnership Workshops & Forums	3	26
2.1	Number of Firms (with whom contact was made)	126	771
Activity	Technical Training & Development Workshops		
3	None		0
3.1	n/a		

appointment is being made; and (3) a copy of a background check regarding criminal history, if any, of each applicant performed by the Office of the Inspector General.

(Ord. No. 80-136, § 5, 12-16-80; Ord. No. 09-95, § 1, 11-3-09)

Sec. 2-11.38.2. - Term of office.

- (a) The terms of office of the members of each board shall be staggered.
- (b) No board member shall serve more than eight (8) consecutive years on any one (1) board. The provisions of this section shall not apply to current board members. Nothing set forth in this subsection above shall prohibit any individual from being reappointed to a County board after a hiatus of two (2) years. Notwithstanding the foregoing, the Board of County Commissioners may, by a resolution adopted by a two-thirds (2/3) vote of members present, waive the restriction that a particular member of a board may not serve more than eight (8) consecutive years on that board or any other term limit applicable to a particular board member.
- (c) Additionally, notwithstanding any other provision of the Code or of any resolution, the term of every board member nominated by a Commissioner shall automatically expire when:
 - (1) The nominating Commissioner leaves office; or
 - (2) The nominating Commissioner's term of office expires.

The provisions of this subsection shall be applicable to the terms of County Commissioners which expired in October 1998, and thereafter.

(Ord. No. 80-136, § 6, 12-16-80; Ord. No. 93-104, §§ 5, 7, 10-19-93; Ord. No. 93-114, §§ 6, 8, 10-21-93; Ord. No. 99-04, § 1, 1-21-99; Ord. No. 10-06, § 1, 1-21-10)

Sec. 2-11.38.3. - Uniform rule for filling of open vacancies on boards that remain unfilled for thirty days.

Notwithstanding any other provision of the Code or of any resolution, if a vacancy on any County board which is subject to individual commissioner appointment remains unfilled for more than thirty (30) days, it may thereafter be filled by action of the County Commission.

(Ord. No. 95-94, § 1, 6-6-95)

Sec. 2-11.39. - Attendance requirement.

Notwithstanding any other provision of this Code, any board member shall be automatically removed if, in a given fiscal year: (i) he or she is absent from two (2) consecutive meetings without an acceptable excuse; or, (ii) if he or she is absent from three (3) of the board's meetings without an acceptable excuse. A member of a County board shall be deemed absent from a meeting when he or she is not present at the meeting at least seventy-five (75) percent of the time. An "acceptable excuse" is defined as an absence for medical reasons, business reasons, personal reasons, or any other reason which the board, by a two-thirds vote of the membership, deems appropriate. By a two-thirds (2/3) vote of the members of the full Board of County Commissioners, the provisions of this section may be waived.

(Ord. No. 80-136, § 7, 12-16-80; Ord. No. 93-69, § 1, 7-15-93; Ord. No. 94-129, § 1, 6-21-94; Ord. No. 97-195, § 1, 11-4-97)

Sec. 2-11.39.1. - Quorum.

SMALL BUSINESS DEVELOPMENT ADVISORY BOARD VACANCIES

A&E MEMBERSHIP INFORMATION

MEMBER NAME	APPOINTED-NOMINATED BY
VACANT	COMMISSION DISTRICT 8- DANIELLA LEVINE CAVA
VACANT	COMMISSION DISTRICT 9- DENNIS C. MOSS
VACANT	COMMISSION DISTRICT 10- SEN. JAVIER D. SOUTO
VACANT	COMMISSION DISTRICT 6- REBECA SOSA
VACANT	COMMISSION DISTRICT 13- ESTEBAN BOVO, JR.
VACANT	MAYOR- CARLOS A. GIMENEZ
ARGUDIN, IVETTE O.	COMMISSION DISTRICT 12- JOSE "PEPE" DIAZ
BENJAMIN, CHRISTOPHER E.	COMMISSION DISTRICT 1- BARBARA J. JORDAN
CANGAHUALA, CONRAD SERGIO	COMMISSION DISTRICT 11- JOE A. MARTINEZ
CEPEDA, ALISA	COMMISSION DISTRICT 3- AUDREY M. EDMONSON
CRESPI, JUAN A.	COMMISSION DISTRICT 4- SALLY A. HEYMAN
JACOBS, CHERYL H.	COMMISSION DISTRICT 5- BRUNO A. BARREIRO
JOSEPH, MICHAEL	COMMISSION DISTRICT 2- JEAN MONESTIME
SWAIN, DEBORAH	COMMISSION DISTRICT 7- XAVIER L. SUAREZ
TANSEL, BERRIN	MAYOR- CARLOS A. GIMENEZ

GOODS & SERVICES MEMBERSHIP INFORMATION

MEMBER NAME	APPOINTED-NOMINATED BY
VACANT	COMMISSION DISTRICT 1- BARBARA J. JORDAN
VACANT	COMMISSION DISTRICT 4- SALLY A. HEYMAN
VACANT	COMMISSION DISTRICT 6- REBECA SOSA
VACANT	COMMISSION DISTRICT 5- BRUNO A. BARREIRO
VACANT	COMMISSION DISTRICT 9- DENNIS C. MOSS
VACANT	COMMISSION DISTRICT 10- SEN. JAVIER D. SOUTO
VACANT	COMMISSION DISTRICT 11- JUAN C. ZAPATA
VACANT	MAYOR- CARLOS A. GIMENEZ
VACANT	MAYOR- CARLOS A. GIMENEZ
BAKER, CARMEN VIERA	COMMISSION DISTRICT 8- DANIELLA LEVINE CAVA
EMERY, KATHY E	COMMISSION DISTRICT 3- AUDREY M. EDMONSON
HOLSENDOLPH, DARRYL	COMMISSION DISTRICT 2- JEAN MONESTIME
MIZRAHI, ELIZABETH DELGADO	COMMISSION DISTRICT 13- ESTEBAN BOVO, JR.
PEREYRA, YAMILETH	COMMISSION DISTRICT 12- JOSE "PEPE" DIAZ
VIVAR, SANDRA DI MARE	COMMISSION DISTRICT 7- XAVIER L. SUAREZ

LIVING WAGE COMMISSION

MEMBER NAME	APPOINTED-NOMINATED BY
VACANT	COMMISSION DISTRICT 1- BARBARA J. JORDAN
VACANT	COMMISSION DISTRICT 3- AUDREY M. EDMONSON
VACANT	COMMISSION DISTRICT 4- SALLY A. HEYMAN
VACANT	COMMISSION DISTRICT 10- SEN. JAVIER D. SOUTO
VACANT	COMMISSION DISTRICT 2- JEAN MONESTIME
VACANT	MAYOR- CARLOS A. GIMENEZ
VACANT	MAYOR- CARLOS A. GIMENEZ
BRASWELL, MARCUS	COMMISSION DISTRICT 8- DANIELLA LEVINE CAVA
CUNDARI ROELANS, ALYSSA GABRIELLE	COMMISSION DISTRICT 6- REBECA SOSA
FRIED, JONATHAN L	COMMISSION DISTRICT 9- DENNIS C. MOSS
MASDEU-VERGARA, ANNETTE E.	COMMISSION DISTRICT 5- BRUNO A. BARREIRO
RIBERO, SARA	COMMISSION DISTRICT 7- XAVIER L. SUAREZ
ROSENBERG, ARTHUR J.	COMMISSION DISTRICT 12- JOSE "PEPE" DIAZ
SALEM, MICHAEL	COMMISSION DISTRICT 13- ESTEBAN BOVO, JR.
SMITH, JEANETTE	COMMISSION DISTRICT 11- JUAN C. ZAPATA

CONSTRUCTION MEMBERSHIP INFORMATION

Category	MEMBER NAME	APPOINTED-NOMINATED BY
LOCAL BONDING INDUSTRY	VACANT	BOARD OF COUNTY COMMISSIONERS
LOCAL BANKING AND FINANCIAL INDUSTRY	VACANT	BOARD OF COUNTY COMMISSIONERS
CERTIFIED CSBE	VACANT	BOARD OF COUNTY COMMISSIONERS
	VACANT	ORGANIZATION- MIAMI-DADE CHAMBER OF COMMERCE
	VACANT	ORGANIZATION- CONTRACTOR'S RESOURCE CENTER
	VACANT	ORGANIZATION- CONSTRUCTION ASSOCIATION OF FLORIDA
	VACANT	ORGANIZATION- ALLIED MINORITY CONTRACTOR'S ASSOCIATION, INC.
	BAER, KENNETH	ORGANIZATION- UNDERGROUND CONTRACTORS' ASSOCIATION OF SOUTH FLORIDA, INC.
	BAER, ROBERT	ORGANIZATION- ENGINEERING CONTRACTOR'S ASSOCIATION OF SOUTH FLORIDA, INC.
	BROWN-ALFARO, DOROTHY	ORGANIZATION- CSBE ASSOCIATION, INC.
	DERRER, WILLIAM R.	ORGANIZATION- SO. FLORIDA CHAPTER OF THE ASSOCIATED GENERAL CONTRACTORS OF AMERICA
	EVERETT, SHIRLEY	ORGANIZATION- NATIONAL ASSOCIATION OF BLACK WOMEN IN CONSTRUCTION
	GONZALEZ, ALEXIS	ORGANIZATION- LATIN BUILDERS' ASSOCIATION
	HOUSTON, JESSIE BERNARD	ORGANIZATION- THE BAC FUNDING GROUP