

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

May 20, 2021

**Miami-Dade County
Small Business Enterprise Goods and Services Advisory Board Meeting
Thursday, May 20, 2021 @10:30 a.m.**

Board Members

Stephen P. Clark Center, 111 N.W. 1st Street,
19th Floor Conference Room

Public Virtual Meeting Zoom URL:
<https://miamidade.live/SBE-GoodsServicesBoard>
Webinar ID: 917 5751 5924

AGENDA

- I. Welcome/Introductions (10 min)**
- II. SBD Section Reports (30 min)**
 - a. Certification** – Laurie Johnson (SBD Section Chief)
 - b. Utilization Report** – Rossi Siewnarine (SBD Section Chief)
 - c. Business Outreach & Education** – Lawanda Wright-Robinson (*SBD Section Chief, Business Outreach & Education*)
- III. Old Business (20 min)**
 - a. Goods & Services Taskforce Discussion
 - b. Approval of January 21, 2021 Meeting Minutes
 - c. Approval of March 18, 2021 Meeting Minutes
- IV. New Business (20 min)**
 - a. Request for future agenda items
- V. Reasonable opportunity for the public to be heard before County Boards (Sec. 2-11.39.3) (5 min)**
- VI. Adjournment (5 min)**

NEXT BOARD MEETING: July 15, 2021

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- January 1, 2021 to February 28, 2021	
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G&S CERTIFICATION REPORT

Certification Type: SBE-GS		
PERIOD: March 1, 2021 to May 1, 2021		

					Total Amount	African American	Caucasian	Hispanic	Asian	Native American	Other						
Total Certified SBE-GS as of 5/1/21					1396	264	179	919	25	0	9	Female	Male	Total Amount			
		New	1 year Renewal	3 year Recert											427	969	1396
1	Approved Applications (New, Annual Renewal, Recertification)	392	540	464	1396												
2	Graduated				4												
3	Denied				1												

This is a race and gender neutral program. This report is for informational purpose only.

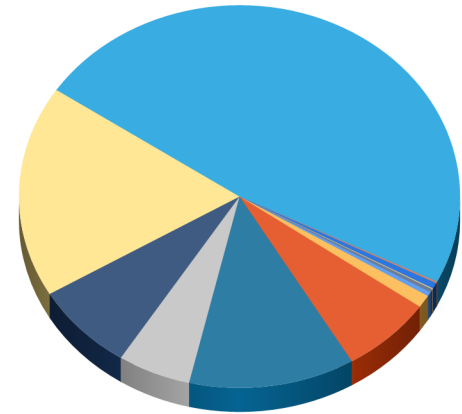
Note: The SBE program is race and gender neutral. This report is for informational purposes only.

Certified Directory - Ethnicity & Gender Summary

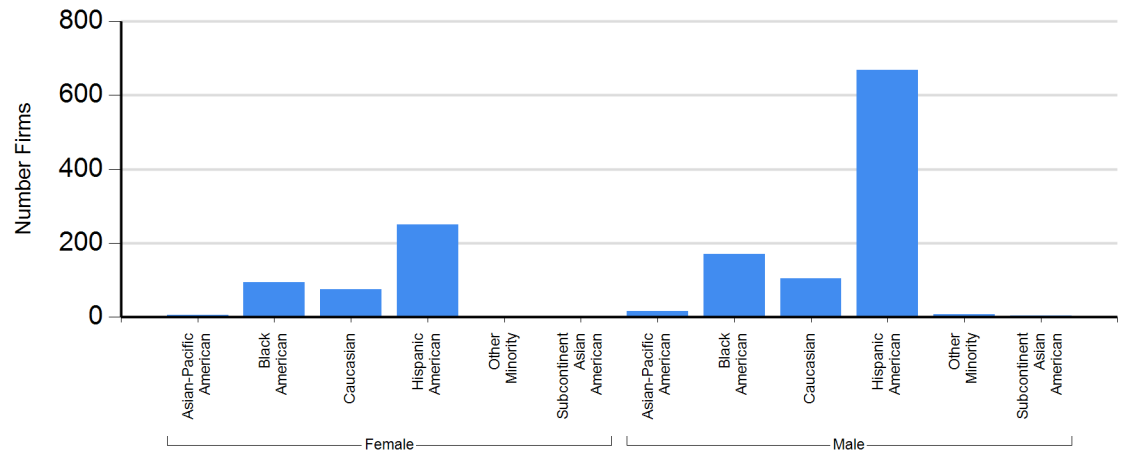
As of 5/1/2021

Ethnicity & Gender Summary

Ethnicity	Gender	Number Firms
Asian-Pacific American	Female	5
Asian-Pacific American	Male	15
Black American	Female	94
Black American	Male	170
Caucasian	Female	75
Caucasian	Male	104
Hispanic American	Female	250
Hispanic American	Male	669
Other Minority	Female	2
Other Minority	Male	7
Subcontinent Asian American	Female	1
Subcontinent Asian American	Male	4
Total Firms		1396



- Asian-Pacific American - Female
- Asian-Pacific American - Male
- Black American - Female
- Black American - Male
- Caucasian - Female
- Caucasian - Male
- Hispanic American - Female
- Hispanic American - Male
- Other Minority - Female
- Other Minority - Male
- Subcontinent Asian American - Female
- Subcontinent Asian American - Male

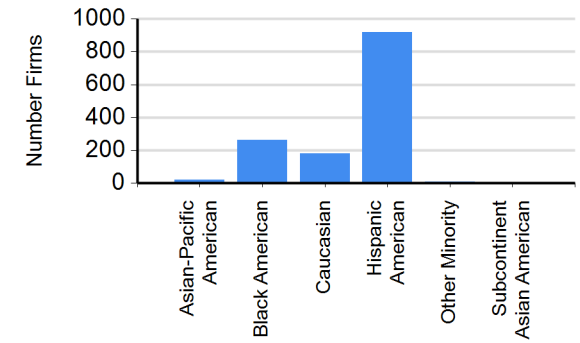
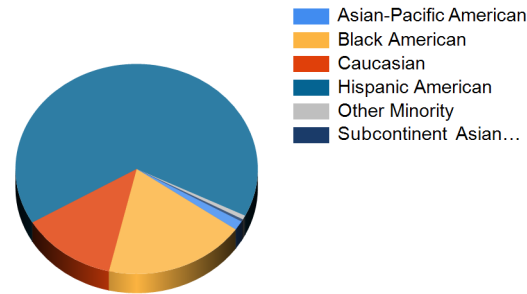


Certified Directory - Ethnicity & Gender Summary

As of 5/1/2021

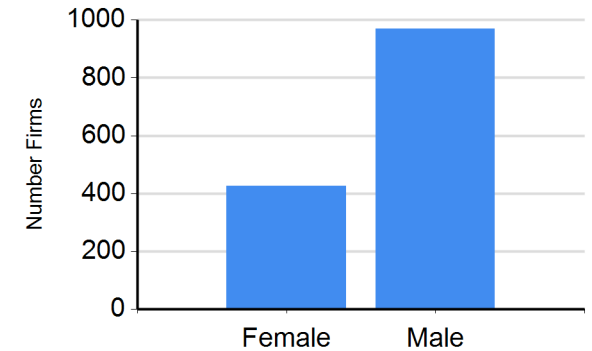
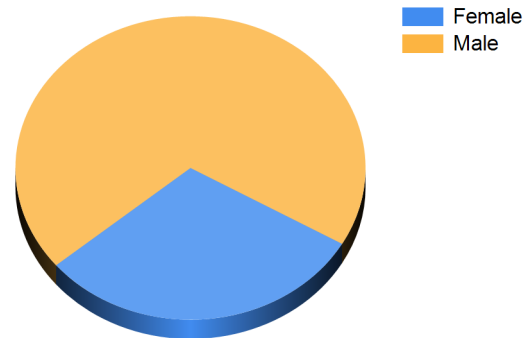
Ethnicity Summary

Ethnicity	Number Firms
Asian-Pacific American	20
Black American	264
Caucasian	179
Hispanic American	919
Other Minority	9
Subcontinent Asian American	5
Total Firms	1396



Gender Summary

Gender	Number Firms
Female	427
Male	969
Total Firms	1396

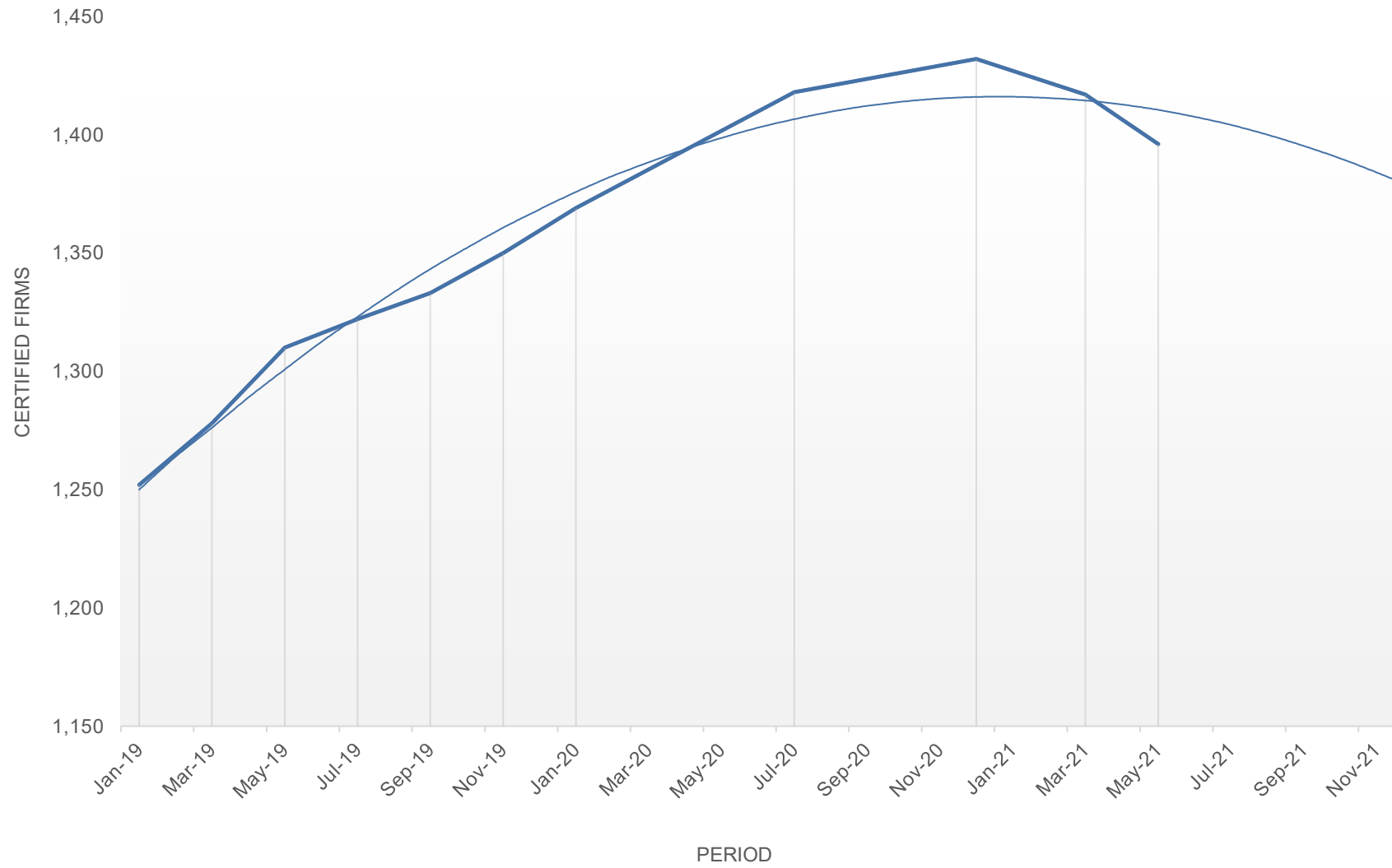


G&S CERTIFICATION THREE YEAR DATA

**Certification Comprehensive Report of
The Past 3 years data from 2019-2021
Number of Certified Firms by Period**

Period	Certified Firms
Jan-19	1,252
Mar-19	1,278
May-19	1,310
Jul-19	1,322
Sep-19	1,333
Nov-19	1,350
Jan-20	1,369
Jul-20	1,418
Dec-20	1,432
Mar-21	1,417
May-21	1,396
Jul-21	
Sep-21	
Nov-21	

Certified Firms Over Time



Number of Certified Firms By Period

Period	Certified Firms
1/31/2019	1252
3/31/2019	1278
5/31/2019	1310
7/31/2019	1322
9/30/2019	1333
11/30/2019	1350
1/31/2020	1369
7/31/2020	1418
12/1/2020	1432
3/1/2021	1417
5/1/2021	1396
7/1/2021	
9/1/2021	
11/30/2021	



G&S UTILIZATION REPORT

Miami-Dade County
Small Business Enterprise (SBE) – Goods & Services (G&S) Program
 SBE Utilization Overview
 Mar 1, 2021 – May 1, 2021

PAYMENTS TO SBE-G&S FIRMS

In this period, payments to all vendors on Goods & Services contracts totaled \$126,695,093.

- Under existing contracts and pre-qualification pools, SBE-G&S firms were paid a total of \$17,363,505 or 7.04% of total payments.

AWARDED CONTRACTS

There were 23 G&S contracts approved for award totaling \$48,315,270

- 10 contracts were not eligible for SBE measures due to being a no measure because of **other reasons, sole source/bid waiver/legacy/revenue-generating contract, method of award, confirmation purchase, accessing of a state contract, emergency, or funding source.**
- Of the 23 G&S contracts awarded this period, 10 contracts totaling \$26,201,613 were awarded to firms with a Miami-Dade address (or 54.23%)

CONTRACTS AVAILABLE FOR SMALL BUSINESS PARTICIPATION

There were 13 contracts available for SBE measures totaling \$41,878,791.

- 13 contracts were advertised as a SBE Bid Preference or Selection Factor.
Of the contracts awarded during this period, SBE-G&S firms are participating as Prime and/or subcontractors (with or without measures) for a dollar value of \$402,695.

SBE-G&S Contracted Breakdown by Race/Ethnicity/Gender

	SBE-G&S/Black Male	SBE-G&S/Hispanic Male	SBE-G&S/Women	SBE-G&S/Other or Unidentified	Total SBE-G&S
SET-ASIDE	\$0	\$0	\$0	\$0	\$0
GOALS	\$0	\$0	\$0	\$0	\$0
TOTAL MEASURES	\$0	\$0	\$0	\$0	\$0
OPEN MARKET	\$0	\$402,695 (100%)	\$0	\$0	\$402,695
TOTAL	\$0	\$402,695 (100%)	\$0	\$0	\$402,695

In addition, there were 8 contracts that were not awarded to a single vendor.

- 4 contracts included certified firms:
 - 0 SBE-G&S firms were awarded under a contract awarded to multiple firms.
 - 3 SBE-G&S firms were included in a pre-qualification pool.

Contract Number	Contract Title	Original Contract Value	Pool contract	No Measure Reason	Goal	Start Date	End Date	Contract Type
BW9645-8/22-8	MDPD PCB AIM MANAGEMENT SOFTWARE	\$15,636.00	No pool single vendor award	Bid Waiver	0.00%	3/1/2021	2/28/2022	Goods & Services
BW9993-2/23-1	ANTI-VIOLENCE INITIATIVE PROJECT MGMT	\$1,798,415.00	No pool single vendor award	Bid Waiver	0.00%	4/1/2021	3/31/2022	Goods & Services
CP-10130	SPCC VIP ENTRANCE	\$37,695.00	No pool single vendor award	Confirmation Purchase	0.00%	3/16/2021	3/31/2021	Goods & Services
E-10128	PCA PURCHASE AND INSTALL EMERGENCY	\$1,107,738.00	No pool single vendor award	Bid Waiver	0.00%	3/5/2021	8/4/2021	Goods & Services
EPPRFP-00314-1(3)	CASH MANAGEMENT CONSULTING SERVICES	\$57,600.00	No pool single vendor award	Selection Factor	0.00%	3/1/2021	2/28/2022	Goods & Services
EPPRFP-01524	OFFICE SYSTEMS RECONFIGURATION SERVICES	\$594,787.00	No pool single vendor award	Selection Factor	0.00%	3/1/2021	2/28/2025	Goods & Services
FB-00624-2(3)	MICROGRAPHIC SERVICES	\$50,000.00	no pool multiple vendor award	Bid Preference	0.00%	3/1/2021	2/28/2022	Goods & Services
FB-00624-2(3)_0001	MICROGRAPHIC SERVICES	\$0.00			0.00%	3/1/2021	2/28/2022	Goods & Services
FB-00624-2(3)_0002	MICROGRAPHIC SERVICES	\$0.00			0.00%	3/1/2021	2/28/2022	Goods & Services
FB-01489	CREMATION AND/OR INTERMENT SERVICES	\$796,900.00	No pool single vendor award	Bid Preference	0.00%	4/1/2021	3/31/2025	Goods & Services
FB-01523	LIQUID HYDROGEN PEROXIDE SOLUTION	\$7,992,000.00	No pool single vendor award	Bid Preference	0.00%	5/1/2021	4/30/2026	Goods & Services
FB-01564	ENGRAVED BADGES INSIGNIAS	\$759,158.00	Pool contract	Bid Preference	0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0001	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0002	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0003	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0004	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0005	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01564_0006	ENGRAVED BADGES INSIGNIAS	\$0.00			0.00%	3/1/2021	2/28/2023	Goods & Services
FB-01649	TRAFFIC CONES	\$439,567.73	no pool multiple vendor award	Bid Preference	0.00%	3/1/2021	2/29/2024	Goods & Services
FB-01649_0001	TRAFFIC CONES	\$0.00			0.00%	3/1/2021	2/29/2024	Goods & Services
FB-01649_0002	TRAFFIC CONES	\$0.00			0.00%	3/1/2021	2/29/2024	Goods & Services
GS-35F-0503M	GENERAL PURPOSE COMMERCIAL INFOR TECHNO	\$245,000.00	No pool single vendor award	Other Government Entity Contract	0.00%	3/16/2021	3/15/2022	Goods & Services
L9439-4/21-4	PITNEY BOWES GROUP1 SOFTWARE MAINTENANCE	\$167,000.00	No pool single vendor award	Legacy	0.00%	3/1/2021	2/28/2022	Goods & Services

L9837-3/23-3	DELTA CONTROLS BMS SERVICES	\$365,000.00	No pool single vendor award	Legacy	0.00%	3/1/2021	2/28/2023	Goods & Services
RFP-01229	PRIVATE ATTORNEY SERVICES	\$1,200,000.00	No pool single vendor award	Fed Funded	0.00%	3/18/2021	3/31/2024	Goods & Services
RFP-01385-1(4)	SEAWEED REMOVAL & MECHANICAL BEACH CLEAN	\$2,730,000.00	No pool single vendor award	Selection Factor	0.00%	5/1/2021	4/30/2022	Goods & Services
RFP-01651	MEDICARE MANAGED CARE CONSULTING SERVICE	\$999,995.00	No pool single vendor award	Fed Funded	0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01452	PURCHASE OF FIRE HYDRANTS & PARTS	\$2,525,000.00	Pool contract	Bid Preference	0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01452_0001	PURCHASE OF FIRE HYDRANTS & PARTS	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01452_0002	PURCHASE OF FIRE HYDRANTS & PARTS	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01452_0003	PURCHASE OF FIRE HYDRANTS & PARTS	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01452_0004	PURCHASE OF FIRE HYDRANTS & PARTS	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01528	VERITAS SOFTWARE LIC & MAINT SVCS PRE-QU	\$5,633,273.00	Pool contract	Bid Preference	0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01592	VOICE/DATA COMMUNICATION PRODU/SVCS PREQ	\$18,983,505.00	Pool contract	Bid Preference	0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01592_0001	VOICE/DATA COMMUNICATION PRODU/SVCS PREQ	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01592_0002	VOICE/DATA COMMUNICATION PRODU/SVCS PREQ	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01592_0003	VOICE/DATA COMMUNICATION PRODU/SVCS PREQ	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01592_0004	VOICE/DATA COMMUNICATION PRODU/SVCS PREQ	\$0.00			0.00%	4/1/2021	3/31/2026	Goods & Services
RTQ-01623	ANTENNA TOWER MAINTENANCE AND REPAIR	\$500,000.00	Pool contract	Bid Preference	0.00%	5/1/2021	4/30/2026	Goods & Services
RTQ-01709	ENGINEERING,DRAFTING & ART SUPPLIES PREQ	\$817,000.00	Pool contract	Bid Preference	0.00%	4/1/2021	3/31/2024	Goods & Services
RTQ-01709_0001	ENGINEERING,DRAFTING & ART SUPPLIES PREQ	\$0.00			0.00%	4/1/2021	3/31/2024	Goods & Services
RTQ-01709_0002	ENGINEERING,DRAFTING & ART SUPPLIES PREQ	\$0.00			0.00%	4/1/2021	3/31/2024	Goods & Services
RTQ-01709_0003	ENGINEERING,DRAFTING & ART SUPPLIES PREQ	\$0.00			0.00%	4/1/2021	3/31/2024	Goods & Services
SS7991-15/22-15	EMPHASYS SOFTWARE AND MAINTENANCE	\$500,000.00	No pool single vendor award	Sole Source	0.00%	3/27/2021	3/26/2022	Goods & Services

Assigned Department	Vendor Type	Business Name	Current Certification	Vendor ID	Utilization Type	Ethnicity	Gender
Information Technology	Prime	ON TARGET PERFORMANCE SYSTEMS, INC.	N/A	20529438	Prime Contractor	Caucasian	Male
Juvenile Services	Prime	UMMAH FUTURES INTERNATIONAL LLC	N/A	20529443	Prime Contractor	Black American	Male
Internal Services	Prime	REGOSA ENGINEERING SERVICES, INC.	SBE-Con, SBE-GS	20503845	Prime Contractor	Hispanic American	Male
Aviation	Prime	CAVOTEC USA INC	N/A	20940521	Prime Contractor		
Finance Department	Prime	HILLTOP HOLDINGS INC.	N/A	20051935	Prime Contractor	Caucasian	Male
Various	Prime	WEGMAN ASSOCIATES OF GEORGIA, INC	N/A	20529647	Prime Contractor	Caucasian	Male
Information Technology	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Information Technology	Prime	COURT RECORD & DATA MANAGEMENT	N/A	20447524	Prime Contractor	Caucasian	Female
Information Technology	Prime	NATIONAL SECURITY & TRUST COMPANY	N/A	20105419	Prime Contractor	Caucasian	Male
Medical Examiner	Prime	ARCELAYS FUNERAL SERVICES LLC	N/A	20559344	Prime Contractor	Hispanic American	
Water & Sewer	Prime	Source Technologies, LLC	N/A	20896245	Prime Contractor		
Miami-Dade County Default Department	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Miami-Dade County Default Department	Prime	LOU'S POLICE DISTRIBUTORS, INC.	N/A	20529610	Prime Contractor	Hispanic American	Female
Miami-Dade County Default Department	Prime	PATRICKS UNIFORMS of florida	N/A	20227189	Prime Contractor	Other Minority	Female
Miami-Dade County Default Department	Prime	Dana Safety Supply, Inc.	N/A	20007074	Prime Contractor	Caucasian	Male
Miami-Dade County Default Department	Prime	MIAMI PARTNERS LLC	SBE-GS	20502582	Prime Contractor	Caucasian	Female
Miami-Dade County Default Department	Prime	Lawmen's & Shooters' Supply, Inc.	N/A	20089819	Prime Contractor	Caucasian	Male
Miami-Dade County Default Department	Prime	Global Trading, Inc.	SBE-GS	20483479	Prime Contractor	Asian-Pacific American	Male
Various	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Various	Prime	AMERICAN FASTENERS CORPORATION	DBE	20098063	Prime Contractor	Hispanic American	Male
Various	Prime	SAFETY ZONE SPECIALISTS	N/A	20040469	Prime Contractor	Caucasian	Male
Libraries	Prime	T-MOBILE USA	N/A	20059774	Prime Contractor	Caucasian	Male
Information Technology	Prime	Pitney Bowes Software Inc	N/A	20537809	Prime Contractor	Caucasian	Male

Various	Prime	South Florida Controls, Inc.	SBE-Con	20373234	Prime Contractor	Hispanic American	Male
Public Housing and Community Development	Prime	DE LEON & DE LEON, PA.	N/A	20503407	Prime Contractor	Black American	Male
Parks, Recreation and Open Spaces	Prime	BEACH RAKER LLC	N/A	20897630	Prime Contractor	Caucasian	Male
Fire Department	Prime	Public Consulting Group LLC	N/A	20105080	Prime Contractor	Caucasian	Male
Various	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Various	Prime	Core & Main LP	N/A	20033676	Prime Contractor	Caucasian	Female
Various	Prime	Ferguson Facilities Supply	N/A	20515282	Prime Contractor		
Various	Prime	Fortiline Waterworks	N/A	20328878	Prime Contractor	Caucasian	Male
Various	Prime	JWC ENVIRONMENTAL LLC	N/A	20730692	Prime Contractor	Caucasian	Male
Miami-Dade County Default Department	Prime	SHI International Corp	N/A	20187433	Prime Contractor		Female
Miami-Dade County Default Department	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Miami-Dade County Default Department	Prime	STEP CG, LLC	N/A	20721406	Prime Contractor	Other Minority	Male
Miami-Dade County Default Department	Prime	CONVERGEONE, INC.	N/A	20426614	Prime Contractor		
Miami-Dade County Default Department	Prime	ProSys Information Systems	N/A	20294071	Prime Contractor	Caucasian	Female
Miami-Dade County Default Department	Prime	RESTORED DIGITAL SOLUTIONS, LLC	SBE-GS	20702458	Prime Contractor	Hispanic American	Male
Miami-Dade County Default Department	Prime	DEEP SOUTH COMMUNICATIONS, LLC	N/A	20108504	Prime Contractor	Other Minority	Male
Various	Prime	Miami-Dade County Prime	N/A	20488906	Prime Contractor		
Various	Prime	Blick Art Materials LLC	N/A	20057890	Prime Contractor	Caucasian	Male
Various	Prime	DUNCAN-PARNELL INC	N/A	20457247	Prime Contractor		
Various	Prime	FLORIDA LEVEL & TRANSIT CO., INC.	N/A	20530064	Prime Contractor		
Public Housing and Community Development	Prime	EMPHASYS SOFTWARE	N/A	20114769	Prime Contractor	Caucasian	Male

Compliance Contact	Email	Phone	Fax	Address1	City	State	Zip
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Noel Guerrero	Noelg@amerifast.com	3058851717	3058855278	7323 NW 66 STREET	MIAMI	FL	33166
Holly Mason	ofcmgr@safetyzonespecialists.com	8638163402	8638163437	2318 OLD COMBEE ROAD UNIT 107	LAKELAND	FL	33805
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Test Prime	testprime@miamidade.gov	6023259277		111 NW 1st Street	Miami	FL	33128
Susan Reed	tina.vitale@coreandmain.com	3143722913	3144328481	18701 SW 108TH AVENUE	MIAMI	FL	33157
Drew Petonick	central.education@ferguson.com	9134497833		200 ATLANTIC AVE	NEW HYDE PARK	NY	11040
Jeff Brouillette	info@fortiline.com	2104441199	2104441199	7025 NORTHWINDS DRIVE NW	CONCORD	NC	28027
CONTACT PERSON	sales@jwce.com	9498333888	7147511913	2850 S RED HILL, STE 125	SANTA ANA	CA	92705
Thomas Naelon	diversityteam@shi.com	8887648888	7323176991	200 E. BROWARD BLVD SUITE 1200	FORT LAUDERDALE	FL	33301
Test Prime	testprime@miamidade.gov	6023259277		111 NW 1st Street	Miami	FL	33128
SARA VOSS	svoss@stepcg.com	5137956000		50 E. RIVERCENTER BLVD. #900	COVINGTON	KY	41011
GLADYS T LOZADA	jhilgreen@convergeone.com	2126131055		10900 NESBITT AVENUE SOUTH	BLOOMINGTON	MN	55437
Michele M Garcia	sheryl.bradley@prosysis.com	6782681300		6025 THE CORNERS PARKWAY #120	NORCROSS	GA	30092
Jasmin Martin	mike@rdsteam.com	3054811456	7864544979	1900 NW 135th Ave	MIAMI	FL	33182
RHETT WESTERMAN	rhett@dscnetworks.com	2256271000	2256271001	20331 Highland Road	Baton Rouge	LA	70817
Test Prime	testprime@miamidade.gov	6023259277		111 NW 1st Street	Miami	FL	33128
Tamby Peterson	contracts@dickblick.com	8007047744	8006218293	695 US HWY 150 E	GALESBURG	IL	61401
Earl Soeder	earl.soeder@duncan-parnell.com	9548182610	4076015816	621 Brookhaven Drive	Orlando	FL	32803
Terry Mc Kay	tmckay@ftgeosystems.com	9547635300	9544624121	809 PROGRESSO DR	FT LAUDERDALE	FL	33304
JOHN F WILKENS	jwilkens@emphasys-software.com	2313472639	2313472639	8550 NW 33RD STREET SUITE 200	DORAL	FL	33122

G&S BUSINESS OUTREACH AND EDUCATION REPORT

- October 1, 2020 to December 31, 2020
- January 1, 2021 to February 28, 2021
 - March 1, 2021 to April 30, 2021

Internal Services Department
Small Business Development (SBD)
Small Business Enterprise – Goods & Services
Business Outreach and Education Section
October 1, 2020 to December 31, 2020

		Total for Period	YTD Total
Activity	Assistance Provided to Small Business Enterprise-Goods & Services Program		
1	Certification Assistance	53	53
2	Needs Assessment Meetings (NAMS)	6	6
3	Technical Assistance	268	268
4	Payment Issues	6	6
4.1	Payment Issues Related Dollars	\$223,652	\$223,652
5	Prompt Payment Issues	0	0
5.1	Prompt Payment Related Dollars	0	0
6	Contract Issues (Non-dollar related)	0	0
7	Contact with SBE-Goods & Services Firms (emails highlighting contract opportunities)	2,721	2,721

		Total for Period	YTD Total
Activity	Training, Education and Outreach Activities		
1	Small Business Development (sponsored) Workshops and Forums	3	3
1.1	Number of Attendants	125	125
2	Partnership Workshops & Forums	6	6
2.1	Number of Firms (with whom contact was made)	381	381
Activity	Technical Training & Development Workshops		
3		0	0
3.1	n/a		

Internal Services Department
Small Business Development (SBD)
Small Business Enterprise – Goods & Services
Business Outreach and Education Section
January 1, 2021 and February 28, 2021

		Total for Period	YTD Total
Activity	Assistance Provided to Small Business Enterprise- Goods & Services Program		
1	Certification Assistance	57	110
2	Needs Assessment Meetings (NAMS)	4	10
3	Technical Assistance	198	466
4	Payment Issues	6	12
4.1	Payment Issues Related Dollars	\$65,493	\$289,145
5	Prompt Payment Issues	0	0
5.1	Prompt Payment Related Dollars	0	0
6	Contract Issues (Non-dollar related)	4	4
7	Contact with SBE-Goods & Services Firms (emails highlighting contract opportunities)	1390	4,111

		Total for Period	YTD Total
Activity	Training, Education and Outreach Activities		
1	Small Business Development (sponsored) Workshops and Forums	2	5
1.1	Number of Attendants	65	190
2	Partnership Workshops & Forums	4	10
2.1	Number of Firms (with whom contact was made)	120	501
Activity	Technical Training & Development Workshops		
3		0	0
3.1	n/a		

Internal Services Department
Small Business Development (SBD)
Small Business Enterprise – Goods & Services
Business Outreach and Education Section
March 1, 2021 and April 30, 2021

		Total for Period	YTD Total
Activity	Assistance Provided to Small Business Enterprise- Goods & Services Program		
1	Certification Assistance	88	198
2	Needs Assessment Meetings (NAMS)	15	25
3	Technical Assistance	200	666
4	Payment Issues	5	17
4.1	Payment Issues Related Dollars	\$43,703	\$332,848
5	Prompt Payment Issues	3	3
5.1	Prompt Payment Related Dollars	\$653,255	\$653,255
6	Contract Issues (Non-dollar related)	3	7
7	Contact with SBE-Goods & Services Firms (emails highlighting contract opportunities)	1,273	5,384

		Total for Period	YTD Total
Activity	Training, Education and Outreach Activities		
1	Small Business Development (sponsored) Workshops and Forums	4	9
1.1	Number of Attendants	280	470
2	Partnership Workshops & Forums	5	15
2.1	Number of Firms (with whom contact was made)	228	729
Activity	Technical Training & Development Workshops		
3		0	0
3.1	n/a		

**BUSINESS OUTREACH AND EDUCATION
THREE YEAR DATA**

Goods & Services
BOE Three Year Data FY 2018 - FY 2020

Activity	Assistance Provided to Small Business Enterprise- Goods & Services Program	YTD Total 2018	YTD Total 2019	YTD Total 2020
1	Certification Assistance	308	831	615
2	Needs Assessment Meetings (NAMS)	51	108	51
3	Technical Assistance	1,071	2,070	1,175
4	Payment Issues	11	34	35
4.1	Payment Issues Related Dollars	\$223,743	\$1,125,670	\$1,220,619
5	Prompt Payment Issues	0	5	0
5.1	Prompt Payment Related Dollars	\$0	\$84,669	\$0
6	Contract Issues (Non-dollar related)	6	21	12
7	Contact with SBE-Goods & Services Firms (emails highlighting contract opportunities)	4,096	11,554	10,503

Activity	Training, Education and Outreach Activities	YTD Total 2018	YTD Total 2019	YTD Total 2020
1	Small Business Development (sponsored) Workshops and Forums	9	31	17
1.1	Number of Attendants	336	1,356	672
2	Partnership Workshops & Forums	26	64	28
2.1	Number of Firms (with whom contact was made)	771	2,791	976
Activity	Technical Training & Development Workshops			
3	County Department Tiers and Preference Training	0	5	3
3.1	n/a			

JANURARY 21, 2021 MEETING MINUTES

Miami-Dade County
Small Business Enterprise – Goods and Services
Advisory Board Meeting
January 21, 2021 Meeting Minutes

Start Time: 10:41 am
 End Time: 12:52 pm

10 – Appointed
 6 – Quorum

(E)=Excused (U) = Unexcused

<u>Members Present (8)</u>	<u>Members Absent (2)</u>
Carmen Baker	Elizabeth Delgado Mizrahi (E)
Miriam Collada-Myers	Kathy E. Emery (Chairperson) (E)
Jeanette Gatto	
Michaeljohn Anthony Green	
Darryl Holsendolph	
Daniel Ribero	
Aida Luis Sanchez-Gomez	
John A. Ramiez	

I. Welcome/Introductions

- i. Michou Jean (SBD) brought the Goods and Services Advisory Board meeting to order. Darryl Holsendolph welcomed the board and gave brief remarks.

II. SBD Section Reports

a. Certification – Laurie Johnson (SBD Section Chief)

Ms. Johnson presented the certification report for the period of August 1st – December 1st, 2020 with a total of 1,462 certified SBE-GS firms. Board members and staff discussed the details provided in the report.

b. Utilization Report – Patrick Hines (SBD Sr. Professional Service Specialist)

Mr. Hines presented the SBE Utilization report for the period of August 1st – December 1st, 2020. Payments to SBE – G&S firms in contractual dollars totaled \$256,594,431. 95 Goods & Services contracts were approved and awarded totaling \$332,566,263. 56 – Contracts were not eligible for SBE measures. 27 of the 95 Contracts were awarded to Miami-Dade firms, totaling \$42,053,663. Board members and staff discussed the details provided in the report.

c. Business Outreach & Education – Lawanda Wright-Robinson (SBD Section Chief, Business Outreach & Education)

Ms. Wright-Robinson presented the SBE Business Outreach & Education report for the period of August 1st – December 1st, 2020. She presented the totals for the assistance provided to SBE – G&S program, Training Education and Activities, and Technical Training & Development Workshops. She mentioned that due to COVID-19 restrictions, Technical Training & Development Workshops were postponed. Ms. Wright-Robinson informed the Advisory Board that new and safe methods will be adopted for future Technical Training & Development Workshops. Board member Michaeljohn Anthony Green asked for clarification on the terminology of the report. Ms. Wright-Robinson provided clarity of the report jargon.

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Small Business Enterprise – Goods and Services
Advisory Board Meeting
January 21, 2021 Meeting Minutes

III. Old Business

a. Goods & Services Taskforce Discussion

Mr. Holsendolph gave an overview of the October 15th, 2020 Memorandum and the current progression of the Goods and Services Taskforce. He provided an overview of the recommendations that were presented to the Board of County Commissioners. The Goods and Services Advisory Board members praised the work that the Taskforce has accomplished. Gary Hartfield (SBD Director) elucidated the Goods and Services Advisory Board's role amongst the Taskforce and both Industry & Contracts and Policy Working groups.

b. Approval of August 20, 2020 Meeting Minutes

John A. Ramirez made a motion to approve the August 20, 2020 Meeting Minutes. The motion was seconded by Miriam Collada-Myers. The motion passed (Approved 8-0).

IV. New Business

a. Approval of 2021 Meeting Dates

Michaeljohn Anthony Green made a motion to approve the 2021 meeting dates. The motion was seconded Miriam Collada-Myers. The motion passed (Approved 8-0).

V. Reasonable opportunity for the public to be heard before County Boards (Sec. 2-11.39.3)

Stephannie Cetoute asked about the Janitorial Services pool. Ms. Johnson provided clarification and proper procedures to follow.

VI. Adjournment

Carmen Viera Baker made a motion to adjourn. The motion was seconded by John A. Ramirez. The motion passed (Approved 8-0). The meeting adjourned at 12:52 PM.

MARCH 18, 2021 MEETING MINUTES

Miami-Dade County
Small Business Enterprise – Goods and Services
Advisory Board Meeting
March 18, 2021 Meeting Minutes

Start Time: 10:41 AM
End Time: 12:32 PM

9 – Appointed
5 – Quorum

(E)=Excused (U) = Unexcused

<u>Members Present (7)</u>	<u>Members Absent (2)</u>
Carmen Baker	Elizabeth Delgado Mizrahi
Miriam Collada-Myers	Aida Luis Sanchez-Gomez
Jeanette Gatto	
Michaeljohn Anthony Green	
Darryl Holsendolph	
John A. Ramiez	
Daniel Ribero	

I. Welcome/Introductions

- i. Michou Jean (SBD) brought the Goods and Services Advisory Board meeting to order. Darryl Holsendolph welcomed the board and gave brief remarks.

II. SBD Section Reports

a. Certification – Laurie Johnson (SBD – Section Chief)

Ms. Johnson presented the certification report for the period of December 1, 2020 – March 1, 2021 with a total of 1,417 certified SBE-GS firms. Mr. Holsendolph asked Ms. Johnson about the effects that COVID – 19 has had on the Certification process, Ms. Johnson noted that during this reporting quarter, there has been an increase in new application submissions. Many firms, that are in good standing with their certification, if under a County contact, have been extended grace periods to submit any required documentation, which may be pending due to limited, physical staff, and firms working remotely.

b. Utilization Report – Patrick Hines (SBD Sr. Professional Service Specialist)

Mr. Hines presented the SBE Utilization report for the period of December 1st, 2020 – March 1, 2021. Payments to SBE – G&S firms in contractual dollars totaled \$246,111,192. Under existing contracts and pre-qualification pools, SBE-G&S firms were paid a total of \$17, 636,505 or 7.04% of total payments. Goods & Services contracts were approved and awarded totaling \$289,566,263. 43 Contracts were not eligible for SBE measures. 24 of the 59 Contracts were awarded to Miami-Dade firms, totaling \$19,081,089. Board members and staff discussed the details provided in the report and Ms. Johnson clarified various interpretations made by the Board members.

c. Business Outreach & Education – Lawanda Wright-Robinson (SBD Section Chief, Business Outreach & Education)

Ms. Wright-Robinson presented the SBE Business Outreach & Education report for the period of December 1, 2020 – March 1, 2021. She presented the totals for the assistance provided to SBE – G&S program, Training Education and Activities, and Technical Training & Development Workshops. Ms. Wright-Robinson mentioned that

Miami-Dade County
Small Business Enterprise – Goods and Services
Advisory Board Meeting
March 18, 2021 Meeting Minutes

due to COVID-19 restrictions, Technical Training & Development Workshops had to transition to a virtual approach with more intuitive tools.

Carmen Baker motioned all the reporting sections to provide a comparison data for the past 3 fiscal years: 2021, 2020, 2019 in the month of March. This would give the G&S Advisory Board an overview of the goals that have been established and if goals have been met. Mr. Holsendolph seconded the motion that SBD Staff provide these reports. The motion passed (Approved 6-1); Miriam Collada-Myers opposed.

III. Old Business

a. Goods & Services Taskforce Discussion

Mr. Holsendolph briefed the Board on the recommendations that were submitted and approved. He discussed the procurement policies and Implementing Orders that the working group have been working on. He also mentioned how the Mayor's Virtual Townhall and what was presented on behalf of the Goods and Services Task Force and Working Groups.

b. Approval of January 21, 2021 Meeting Minutes
– Item was deferred to next meeting.

IV. New Business

a. Mr. Holsendolph was voted in as the Chairman of the Goods and Services Advisory Board. Ms. Baker nominated and motioned that Mr. Holsendolph become the Chairman of the Goods and Services Advisory Board and Jeanette Gatto seconded the motion. The motion passed (Approved 7-0).

b. Ms. Baker was voted to become a member of the Goods and Services Task Force. John Ramirez motioned that Ms. Baker be approved as the newest member of the Goods and Services Task Force and Michaeljohn Green seconded the motion. The motion passed (Approved 7-0)

V. Reasonable opportunity for the public to be heard before County Boards (Sec. 2-11.39.3)

Iris Garcia asked how to do better business with the County and what it takes to have success with the County. Mr. Holsendolph informed Ms. Garcia about the Goods and Services Task Force Survey that would be released, and a vital piece to inform the Task Force of important concerns and insights. Mr. Holsendolph also invited Ms. Garcia to virtually attend the Goods and Services Task Force monthly meetings.

Gloria Fonseca asked about the data and the reason why the Goods and Services Advisory Board was interested in its collection.

Chairwoman Makeba Gassant of the Industry/Contracts Working Group within the Goods and Services Task Force chimed in to welcome everyone and informed them of what the Task Force and the Working Groups have been diligently working on.

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VI. Adjournment

John Ramirez made a motioned to adjourn and seconded by Miriam Collada-Myers. The motion passed (Approved 7-0). The meeting adjourned at 12:32 PM.