

## **GOAL SETTING COMMITTEE**

**Wednesday, March 6, 2019 – 2:00 p.m.**  
**Room 2N-144 - 2<sup>nd</sup> Floor**  
**Office of Equal Business Opportunity**  
**50 South Military Trail**  
**West Palm Beach, FL 33415**

## **REVISED MINUTES (2)**

### **Members Present:**

David Behar  
Steve Carrier  
Keith Clinkscale  
Juan Cueto  
Vernetha Green  
Irwin Jacobowitz  
Tonya Davis Johnson  
Holly Knight  
Mike Martz  
Kathy Scarlett  
Brenda Znachko

### **Non Member Attendees**

Conrad Ailstock, WUD  
Marva Brown, Purchasing  
Laura Cates, Fire Rescue  
Joe Chaison, ERM  
Ralph Estime, ERM  
Sandra Feliciano, ERM  
Allen Gray, OEBO  
Michelle Han, OEBO  
Craig Irwin, Stantec  
Kenisha James, OEBO  
Deirdre Kyle, OEBO  
Deanna MacDonald, Fire Rescue  
Henry Melendez, WUD  
Matt Mitchell, ERM  
Pollop Phonpornwithoon, WUD  
Kristeena Pinto, WUD  
Dmitriy Shvets, ERM  
Tammy Smith, Purchasing  
Michael Stahl, ERM  
Michael Technow, WUD  
Laura Thompson, ERM  
John Visconti  
Angie Whitaker, OEBO

### **I. CALL TO ORDER**

Meeting called to order at 2:10 p.m. by Tonya Davis Johnson.  
Roll called, all voting parties present.

**II. ADOPTION OF AGENDA**

Allen Gray asked to amend the agenda to add a blanket goal for DPOs under \$5,000 for Purchasing to the March 6, 2019 agenda. Motion by Irwin Jacobowitz to accept the agenda with the additional item, seconded by Brenda Znachko.

**Motion to adopt the agenda with changes carried 6-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**III. ADOPTION OF MINUTES**

Motion by Brenda Znachko to approve the February 20, 2019 minutes, with the correction of a typo after Irwin Jacobowitz' name. Motion seconded by Kathy Scarlett.

**Motion to adopt the minutes with changes carried 6-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**IV. REVIEW OF PROJECTS**

Tonya Davis Johnson reported that there are a total of three projects on today's agenda.

**Project 1 – ACC Design Rev022119, Facility Renewal/Replacement – FDO**

**Discussion**

**Recommendation: 20% SBE Subcontracting Goal and SBE Evaluation Up to 15 Points.**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 5-1.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	NO

**Project 2 –Project No. 17044A – Contract Renewal, Electrical Repairs – Fire Rescue**

**Discussion**

**Recommendation: Renewal**

Motion to accept recommendation by, Kathy Scarlett seconded by Irwin Jacobowitz.

**Motion to accept recommendations carried 7-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Mike Martz	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**Project 3 – Project No. 2019501 – Melaleuca Lane and Jog Road Intersection - Engineering**

**Discussion**

**Recommendation: 20% SBE Subcontracting Goal and SBE Prime Evaluation Preference up to 15% of the total number of evaluation points (ord. 2-80.27(3)(d)).**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 7-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Holly Knight	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**Project 4 – Coastal and Marine Engineering Annual Contract – ERM**

**Discussion**

**Recommendation: 20% SBE Subcontracting Goal for Professional Services**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 7-0.**

David Behar	YES
Keith Clinkscale	YES
Juan Cueto	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**Project 5 – Ground Maintenance NR Pump, Lake Region14033D Old CMA – WUD**

**Discussion**

**Recommendation: 10% SBE Price Preference**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 7-0.**

David Behar	YES
Vernetha Green	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Marcela Millett	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**Project 6 – Procurements for Goods and Services valued from \$5,000 to \$99,999, except for Pre-Qualified Solicitations – Purchasing**

**Discussion**

**Recommendation: 10% SBE Price Preference**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 6-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**Project 7 – Blanket Goal for DPOs under \$4,999 – Purchasing**

**Discussion**

**Recommendation: 10% SBE Price Preference**

Motion to accept recommendation by Irwin Jacobowitz, seconded by Keith Clinkscale.

**Motion to accept recommendations carried 6-0.**

David Behar	YES
Keith Clinkscale	YES
Irwin Jacobowitz	YES
Tonya Davis Johnson	YES
Kathy Scarlett	YES
Brenda Znachko	YES

**IV. NEW BUSINESS**

Kathy Scarlett asked whether contract modifications need to come before the Goal Setting Committee. After discussion, the Committee reached a consensus that if there are minor modifications, contracts do not need to come back before the Committee. However, major modifications would need to be presented. Additional funds may be added without going back before the Goal Setting Committee. David Behar advised that the Ordinance contemplates running renewals and amendments through the program on a case by case basis. Kathy Scarlett stated that Purchasing will notify OEBO regarding modifications. Tonya Davis Johnson reminded attendees that renewals must come before the Committee.

**V. ADJOURNMENT**

Meeting adjourned at 2:46 p.m.