

GOAL SETTING COMMITTEE

Wednesday, April 5, 2023 – 3:30 p.m.

Room 1N-142 – 1st Floor

and Via Teleconference

Office of Equal Business Opportunity

50 South Military Trail

West Palm Beach, FL 33415

MINUTES

Members Present

Tonya Davis Johnson, OEBO
Keith Clinkscale, Strategic Planning
Fanny Amini, OFMB
Angela Sims, Purchasing
Brenda Znachko, FDO
Richard Sena, County Attorney

Non-Member Attendees

Tarquiesha Brown, Randolph Construction
Meredith Cruz
Carol Hart
Esther Lambert
Tylene Henry, NABWIC
Ann McNeill, NABWIC
Kim Patillo, Moving Forward
Kokoa Management

Department Representative

Nicki Murphy, PARKS
Maria Figueroa, HR
Scott Marting, RISK
Liz Plaska, RISK
Krystin Berntsen, WUD
Christal Bakie, PUR
Megan Davis, PUR
David Juhe, PUR
Larissa Mendez, PUR
Nicole Davis, OEBO
Allen Gray, OEBO
Anthony Gregory, OEBO
Megan Harp, OEBO
Deirdre Kyle, OEBO
Terry Newton, OEBO
Angela Smith, OEBO
Antonia Smith, OEBO
Angie Whitaker, OEBO
Yamel Vasquez, OEBO

I. CALL TO ORDER

Committee Chair, Tonya Davis Johnson, called the meeting to order at 3:30 p.m.
Roll called, quorum present.

Keith Clinkscale offered a motion for committee member Brenda Znachko’s attendance due to extenuating circumstances, seconded by Angela Sims and passed unanimously.

II. ADOPTION OF AGENDA

Discussion

Agenda item #2: HR representative stated to the committee that the contract amount was modified from 1.5 million to 7.5 million.

Motion by Keith Clinkscale to adopt the April 5, 2023 agenda as modified, seconded by Angela Sims.

Motion to adopt the agenda carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

III. APPROVAL OF MINUTES

Discussion

Motion by Keith Clinkscale to approve the March 15, 2023 minutes, seconded by Richard Sena.

Motion to adopt the agenda carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

IV. REVIEW OF PROJECTS

Project 1 – PreQualification for Striping, Markings & Way Finding Signage - PARK

Discussion

Recommendation: SBE Price Preference – 2-80.27(5)f.

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendation carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

Project 2 – 401a – Special Pay Plan – HR

Discussion

Recommendation: SBE Evaluation Preference for Prime Bidders – 2-80.27(3)d. - Option 2

Motion to accept a recommendation by Angela Sims, seconded by Keith Clinkscale.

Motion to accept recommendation carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Maria Figueroa	YES

Project 3 – No: 23-078 Professional Claims Administrative Services – RISK

Discussion

Recommendation: SBE Evaluation Preference for Prime Bidders – 2-80.27(3)d. - Option 2

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendation carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Scott Marting	YES

Project 4 – 23-026 Utility Hydrogeologic Engineering Services – WUD

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(3)e.

M/WBE Evaluation Preference (up to 15%) – 2-80.27(4)b.

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendations carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 5 – 23-027 Electrical Instrumentation and Telemetry Engineering – WUD

Discussion

Recommendation: SBE Evaluation Preference for Prime Bidders – 2-80.27(3)d. - Option 2

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendations carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 6 – 23-35 Utility Distribution & Collection System Engineering Services – WUD

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(3)e.

M/WBE Evaluation Preference (up to 15%) – 2-80.27(4)b.

Motion to accept a recommendation by Keith Clinkscale, seconded by Richard Sena.

Motion to accept recommendations carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 7 – 23-029 General Utility, Architectural and Value Engineering Services – WUD
Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(3)e.

M/WBE Evaluation Preference (up to 15%) – 2-80.27(4)b.

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendations carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 8 – 23-028 Wastewater Engineering Services – WUD

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(3)e.

M/WBE Evaluation Preference (up to 15%) – 2-80.27(4)b.

Motion to accept a recommendation by Keith Clinkscale, seconded by Angela Sims.

Motion to accept recommendations carried 7-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES
Krystin Berntsen	YES

Project 9 – 2022-037647 Pahokee Fuel Tanks Replacement – FDO

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) – 2-80.27(1)c.

Motion to accept a recommendation by Angela Sims, seconded by Fanny Amini.

Motion to accept recommendations carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

Project 10 – 19213 GMP1 MCCH Renovation, Centralized Mailroom - FDO

Discussion

Recommendation: SBE Subcontracting (Minimum of 20%) of which 5% is for African American or Hispanic American owned firms – 2-80.27(1)c.; 2-80.27(2)b.

Motion to accept a recommendation by Angela Sims, seconded by Richard Sena.

Motion to accept recommendations carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

Project 11 – 2023-024091 Overhead Doors Annual Contract – FDO

Discussion

Recommendation: SBE Sheltered Market (<\$100,000) – 2-80.27(1)b.

SBE Price Preference – 2-80.27(1)e.

Motion to accept a recommendation by Richard Sena, seconded by Angela Sims.

Motion to accept recommendations carried 6-0.

Keith Clinkscale	YES
Fanny Amini	YES
Tonya Davis Johnson	YES
Richard Sena	YES
Angela Sims	YES
Brenda Znachko	YES

V. OLD BUSINESS

None.

VI. NEW BUSINESS

Krystin Berntsen announced that Water Utilities will be hosting its semiannual Small Minority Business Enterprise Outreach Event on April 13, 2023, from 11:00 am to 1:00 pm at the Lomax Harrelle Pavilion in Belle Glade. Deirdre Kyle announced that The Office of Equal Business Opportunity will be hosting the Hard Hats and Suits Event on May 5, 2023, from 10:00 am to 1:00 pm at the South County Civic Center.

VII. COMMITTEE COMMENTS

Richard Sena recommended that all legal questions should be directed to another attorney from the Attorney's Office or to OEBO staff to avoid any misunderstanding with Sunshine Laws. He advised the general public, committee members, and department representatives to forward all emails to OEBO staff and he will respond to the email from staff.

VIII. DIRECTOR'S COMMENTS

Tonya Davis Johnson announced that on April 10, 2023, The Office of Equal Business Opportunity's Roadshow will be in Belle Glade at 10 am at the Dolly Han Center and encouraged everyone to join.

IX. PUBLIC COMMENT

Ann McNeill thanked Krystin Berntsen for her event announcement and added that at the event the businesses will be exhibiting their individual companies. Ms. McNeill encouraged everyone to come out to the Small Minority Business Enterprise Outreach Event in Belle Glade and thanked everyone for their support of small businesses.

Esther Lambert thanked the committee for their support of small businesses.

X. ADJOURNMENT

The meeting adjourned at 4:17 p.m.