PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	July 10, 2012	[X] Consent [] Workshop	[] []	Regular Public Hearing				
Department								
Submitted By:	Administration - Office of Small Business Assistance (OSBA)							
Submitted For:	Office of Small Business Assistance (OSBA), Department of Airports and Palm Tran							

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: approve payment in an amount not to exceed \$3,000.00 for participation in the Palm Beach Partners Business Matchmaker Conference & Expo to be held on September 19, 2012 in the Doubletree by Hilton and Executive Meeting Center, Palm Beach Gardens.

Summary: The Office of Small Business Assistance, Department of Airports and Palm Tran are participating with the South Florida Water Management District, School District of Palm Beach County, the City of West Palm Beach, the City of Riviera Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center) and the Paragon Foundation, Inc., to present the 2012 Business Matchmaker Conference & Expo (a statewide conference). This is the 6th Annual Matchmaker Conference & Expo held in Palm Beach County. Each participating entity will contribute \$3,000 and the county's contribution will be broken down as follows: the Office of Small Business Assistance (\$1,000), Department of Airports (\$1,000) and Palm Tran (\$1,000). Payment will be made on or before August 1, 2012 to the Education Foundation of Palm Beach County. The conference and expo will provide Small Business Enterprise owners an opportunity to collaborate with larger businesses in an effort to increase business opportunitities and knowledge of programs offered by the above listed governmental partners. Countywide (TKF).

Background and Justification: On September 19, 2012, the Palm Beach Partners will present the 6th Annual 2012 Business Matchmaker Conference and Expo at the Doubletree by Hilton and Executive Meeting Center, Palm Beach Gardens. This event will feature workshops and seminars that will provide information to Small/Minority/Women Business Enterprise (S/M/WBE) owners. Additionally, one-on-one business matchmaking appointments will be made available for conference participants to meet with key staff from Palm Beach County, the South Florida Water Management District, the School District of Palm Beach County, the City of West Palm Beach, the City of Riviera Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center) and the Paragon Foundation, Inc.

Attachments:

Overview of Business Matchmaker Conference & Expo

2. 2012 Partner Invoice

Recommended by:

Tonya Davis Johnson, Director OSBA

Approved By:

Verdenia C. Baker, Deputy County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years Capital Expenditures	2012	2013	2014	2015	2016		
Operating Costs External Revenues	\$3,000						
Program Income (County) In-Kind Match (County)							
NET FISCAL IMPACT	\$3,000	\ <u></u>					
# ADDITIONAL FTE POSITIONS (Cumulative)		-					
Is Item Included In Current Budget? Yes X No							
Budget Account No.:		d	Dept.	Unit	Object		
Office of Small							

0001

4100

1341

- B. Recommended Sources of Funds/Summary of Fiscal Impact:
- C. Department Fiscal Review:

Business Assistance (OSBA)

Department of Airports

Palm Tran

III. REVIEW COMMENTS

768

120

542

7658

1110

5529

Contract Dev. and Control

4801 4801

4801

A. OFMB Fiscal and/or Contract Administration Comments:

B. Approved as to form and Legal Sufficiency:

OFMB\

1= KIT

C. Approved as to terms and conditions:

Assistant County Attorney

Director, Office of Small/Business Assistance

Director Department of Airports

Director, Palm Tran

This summary is not to be used as a basis for payment.

2012 Palm Beach Partners Business Matchmaker Conference & Expo

On September 19, 2012 from 8:30 am - 6:00 pm the 2011 Business Matchmaker Conference and Expo will be held at the Doubletree by Hilton and Executive Meeting Center, Palm Beach Gardens.

The Palm Beach Partners are the official presenters of the 2012 Business Matchmaker Conference & Expo. The Partners consist of the Palm Beach County Board of County Commissioners (Office of Small Business Assistance, Department of Airports and Palm Tran), the School District of Palm Beach County (SDPBC), South Florida Water Management District (SFWMD), the City of West Palm Beach, the City of Riviera Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center) and the Paragon Foundation of Palm Beach County. Each entity offers technical assistance, consolidated resources and serves as small business advocates.

The goal of this conference is to bring State, County and Local Government agencies, major corporations and small businesses together to match the multitude of disciplines needed to participate on major contracts. During this conference, the Palm Beach Partners will have an opportunity to increase their certification databases; small business owners will meet with other businesses both large and small and major corporations will enhance their list of small business subcontractors.

Large companies will benefit by meeting face-to-face with small business owners who can provide goods and services that are needed to win agency bids. This benefit also extends to private sector bids and other third-party agreements.

Conference attendees will receive access to an opening plenary session, all workshops, one-on-one government/private agency consultations, a keynote luncheon and evening reception.

Attachment 1

PALM BEACH PARTNERS -

3300 Forest Hill Boulevard City, State, ZI West Palm Beach, Fla.

suite A-106 33406-5813

SUBMITTED TO:

Name

Office of Small Business Assistance

50 S. Military Trail Ste. 202

Address City, State,

WPB, FLA. 33416

INVOICE NUMBER | 2012MM-7

INVOICE DATE June 19, 2012

Same

Sales Tax Rate:

not applicable

QUANTITY		DESCRIPTION		UNIT PRICE	AMOUNT
1	Agency	Partner Commitment		3,000.00	\$3,000.00
	OSBA, Dep	artment of Airports & Palm Tran	1		
		a			
					e
13				SUBTOTAL	3,000.0
				TAX	0.0
	10			0	
		MAKE ALL CHECKS PAYA the education foundation	\$3,000.0 PAY THIS AMOUNT		

561-434-8508

michelle.andrewin@palmbeachschools.org

Mary Kay Murray

2012 PB Partners Business Matchmaker

THANK YOU FOR YOUR BUSINESS!

ATTACHMENT 2