

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date:	June 2, 2015	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing
Department			
Submitted By:	Administration - Office of Small Business Assistance (OSBA)		
Submitted For:	<u>Office of Small Business Assistance (OSBA),</u> <u>Department of Airports and Palm Tran</u>		

I. EXECUTIVE BRIEF

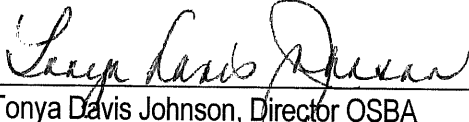
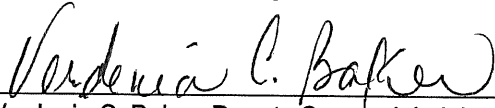
Motion and Title: **Staff recommends motion to:** approve payment in an amount not to exceed \$3,000.00 for participation in the Palm Beach Partners Business Matchmaker Conference & Expo to be held on September 18, 2015 at the Kravis Center, West Palm Beach, FL.

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 Paragon Florida, Inc., to present the 2015 Business Matchmaker Conference & Expo (a statewide conference). This is the 9th 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 June 30, 2015 to Paragon Florida, Inc., the fiscal agent for the Palm Beach Partners. The conference and expo will provide Small Business Enterprise owners an opportunity to collaborate with larger businesses in an effort to increase business opportunities and knowledge of programs offered by the above listed governmental partners. **Countywide** (HH).

Background and Justification: On September 18, 2015, the Palm Beach Partners will present the 9th Annual 2015 Business Matchmaker Conference and Expo at the Kravis Center, West Palm Beach, FL. 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 Florida, Inc.

Attachments:

- 1. Overview of Business Matchmaker Conference & Expo
- 2. 2015 Partner Invoice

Recommended by:		<u>5/18/15</u>
	Tonya Davis Johnson, Director OSBA	Date
Approved By:		<u>5/27/15</u>
	Verdenia C. Baker, Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures					
Operating Costs	<u>\$3,000</u>	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$3,000</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes ☒ No. _____

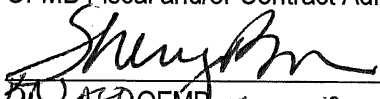
Budget Account No.:	Fund	Dept.	Unit	Object
Office of Small Business Assistance (OSBA)	0001	768	7658	4801
Department of Airports	4100	120	1110	4809
Palm Tran	1341	542	5532	4801

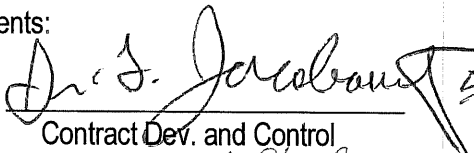
B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Department Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

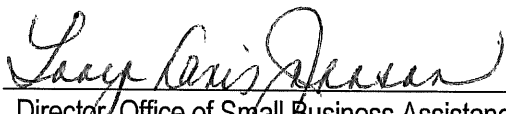

Sherry Brown
5/19 5/20 6/20 5/20
ASD OFMB


Dr. J. Jacobson
Contract Dev. and Control
5-21-15 BLD/Hecker

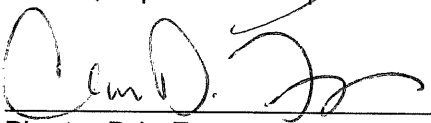
B. Approved as to form and Legal Sufficiency:


Helene C. Deig
Chief Assistant County Attorney

C. Approved as to terms and conditions:


Tracy Davis
Director, Office of Small Business Assistance


David Kelly
Director, Department of Airports


Cam D. Tran
Director, Palm Tran

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

2015 Palm Beach Partners Business Matchmaker Conference & Expo

On September 18, 2015 from 8:30 am - 6:00 pm the 9th Annual, 2015 Business Matchmaker Conference and Expo will be held at the Kravis Center, West Palm Beach, FL.

The Palm Beach Partners are the official presenters of the 2015 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), City of West Palm Beach, City of Riviera Beach, Center for Technology, Enterprise & Development, Inc. (TED Center) and the Paragon Florida, Inc. 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 sub-contractors.

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



c/o Paragon Florida, Inc.
400 Hibiscus Street
Suite 200
West Palm Beach, FL 33401

Invoice

Date	Invoice #
5/18/2015	S057

Bill To

PBC Office of Small Business Assistance
Tonya Davis Johnson
50 South Military Trail
Suite 2N-172
West Palm Beach, FL 33415

Proj No	Terms	Due Date	Account #	Project
		5/18/2015		
Description		Qty	Rate	Amount
Partner Commitment - 2015 PB Matchmaker Conference & Expo - PBC Office of Small Business Assistance		1	1,000.00	1,000.00
Partner Commitment - 2015 PB Matchmaker Conference & Expo - PBC Department of Airports		1	1,000.00	1,000.00
Partner Commitment - 2015 PB Matchmaker Conference & Expo - Palm Tran		1	1,000.00	1,000.00
Note:Paragon Florida, Inc. - 2015 Fiscal agent for PBP Business Matchmaker Conference & Expo			Total	\$3,000.00
			Payments/Credits	\$0.00
			Balance Due	\$3,000.00
Phone #		Web Site		
561-282-1888		www.pbmatchmaker.com		