

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: June 20, 2017 **Consent** **Regular**
 Ordinance **Public Hearing**

Department: Administration

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 \$9,000 for participation in the 11th Annual Palm Beach Partners Business Matchmaker Conference & Expo to be held on September 22, 2017, in the Kravis Center Cohen Pavilion.

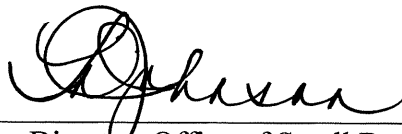
Summary: The Palm Beach County Office of Small Business Assistance, Department of Airports, and Palm Tran are participating with the South Florida Water Management District, School District of Palm Beach County, the City of West Palm Beach, the City of Riviera Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center), and Paragon Florida, Inc., to present the 2017 Business Matchmaker Conference & Expo (a statewide conference). This is the 11th Annual Matchmaker Conference & Expo held in Palm Beach County, and as the chairing entity for this year’s event, Palm Beach County will contribute a total of \$9,000 with the County’s contribution broken down as follows: the Office of Small Business Assistance – \$3,000, Department of Airports – \$3,000, and Palm Tran – \$3,000. Payment will be made on or before July 7, 2017, to the Center for Technology Enterprise and Development, Inc., the fiscal agent for the conference. 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 and non-profit partners.
Countywide (HH).

Background and Policy Issues: On September 22, 2017, the Palm Beach Partners will present the 11th Annual 2017 Business Matchmaker Conference & Expo in the Kravis Center Cohen Pavilion. 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, 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.

Attachments:

1. Overview of Business Matchmaker Conference & Expo
2. 2017 Partner Invoice

Recommended By:



 Tonya Davis Johnson, Director, Office of Small Business Assistance

5/31/17
 Date

Approved By:



 Verdenia C. Baker, County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:


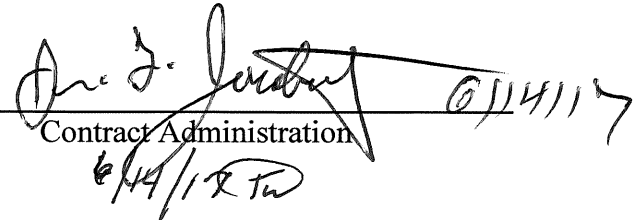
Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	<u>\$9,000</u>	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$9,000</u>	=====	=====	=====	=====
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget?	Yes <u>X</u>	No _____		
Budget Account No.:	Fund	Dept.	Unit	Object
Office of Small Business Assistance	0001	768	7658	4801
Department of Airports	4100	120	1110	4809
Palm Tran	1340	540	5160	4801

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

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

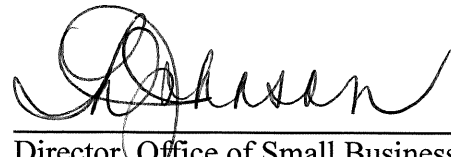
 ASD 6/13 OFMB ET 6/13 Contract Administration 6/14/17 TW

B. Legal Sufficiency:



 Senior Assistant County Attorney

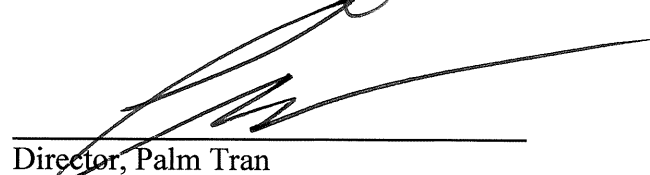
C. Approved as to Terms and Conditions:



 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)

2017 Palm Beach Partners Business Matchmaker Conference & Expo

On September 22, 2017 from 8:30 a.m. to 6:30 p.m. the 2017 Business Matchmaker Conference & Expo will be held at the Kravis Center Cohen Pavilion in West Palm Beach, FL.

The Palm Beach Partners are the official presenters of the 2017 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, City of West Palm Beach, City of Riviera Beach, Center for Technology, Enterprise & Development, Inc. (TED Center), and 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 awards reception.

ATTACHMENT 1

Palm Beach Partners Business Matchmaker
Conference & Expo.

Invoice

c/o The TED Center
401 W. Atlantic Ave. Suite O9
Delray Beach, FL 33444

Date	Invoice #
3/13/2017	119

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

Description	Amount
Partner Commitment - 2017 PB Matchmaker Conference & Expo-PBC Office of Small Business Assistance	3,000.00
Partner Commitment - 2017 PB Matchmaker Conference & Expo-PBC Department of Airports	3,000.00
Partner Commitment - 2017 PB Matchmaker Conference & Expo-Palm Tran	3,000.00
Total	\$9,000.00

ATTACHMENT 2