Agenda Item #: <u>300-1</u>

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: May 7, 2019	[X] Consent [] Regular [] Ordinance [] Public Hearing					
Department: Administration						
Submitted By:	Administration – Office of Equal Business Opportunity (OEBO)					
Submitted For:	Office of Equal Business Opportunity (OEBO), 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 13th Annual Palm Beach Partners Business Matchmaker Conference & Expo, which will be held on September 20, 2019.

Summary: The Palm Beach County Office of Equal Business Opportunity, Department of Airports, and Palm Tran are participating with the City of Riviera Beach, the School District of Palm Beach County, the City of West Palm Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center), Paragon Florida, Inc., and the Solid Waste Authority (SWA) to present the 2019 Business Matchmaker Conference & Expo (a statewide conference). This is the 13th Annual Matchmaker Conference & Expo held in Palm Beach County, and Palm Beach County will contribute a total of \$9,000 with the County's contribution broken down as follows: the Office of Equal Business Opportunity – \$3,000, Department of Airports – \$3,000, and Palm Tran – \$3,000. Payment will be made on or before April 30, 2019, to the TED Center, 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 (DB).

Background and Justification: On September 20, 2019, the Palm Beach Partners will present the 13th Annual 2019 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 City of Riviera Beach, School District of Palm Beach County, the City of West Palm Beach, the TED Center, Paragon Florida, Inc., and the SWA.

Attachments:

- 1. Overview of Business Matchmaker Conference & Expo
- 2. 2019 Partner Invoice

Recommended By:	: Thisas	4/17/19
	Tonya Davis Johnson, Director, Office of Equal Busines	s Opportunity Date
Approved By:		4/25/19
	Jon Van Arnam, Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2024	2027	2023
Capital Expenditures					
Operating Costs	\$9,000				
External Revenues					
Program Income (County) In-Kind Match (County)					
m-Kind Match (County)			-	****	-
NET FISCAL IMPACT	\$9,000			-	
# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget?	Yes X	No		
Budget Account No.:	Fund	Dept.	Unit	Object
Office of Equal Business Opportunity	0001	768	7658	4801
Department of Airports	4100	120	1110	4809
Palm Tran	1340	540	5160	4809

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

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

June 1/22/16 94/22 14/22 14/22

ontract Administration

B. Legal Sufficiency:

David Behar, County Attorney

C. Approved as to Terms and Conditions:

Director/Office of Equal Business Opportunity

Director, Department of Airports

Director, Palm Tran

2019 Palm Beach Partners Business Matchmaker Conference & Expo

On September 20, 2019, from 8:30 a.m. to 6:30 p.m., the 2019 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 2019 Business Matchmaker Conference & Expo. The Partners consist of the Palm Beach County Board of County Commissioners (Office of Equal Business Opportunity, 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 Solid Waste Authority (SWA). 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 awards reception.

Palm Beach Partners Business Matchmaker Conference & Expo

c/o The TED Center 401 W. Atlantic Ave. Suite O9

Delray Beach, FL 33444

Bill To

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

Invoice

Date Invoice #		HIVOICE IF
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P.O. No.	Terms	Due Date	Account #	Project
·		3/15/2019		
Description		Qty	Rate	Amount
Partner Commitment for 20 Business Matchmaker Cor Office of Small Business A	ference and Expo-PBC		3,000.00	3,000.00
Partner Commitment for 20 Business Matchmaker Cor Department of Airports	iference and Expo-PBC		3,000.00	3,000.00
Partner Commitment for 20 Business Matchmaker Cor Fran	019 Palm Beach Partners Iference and Expo- Palm		3,000.00	3,000.00
Note:The TED Center, Inc 2019 Fiscal agent for PBP Business Matchmaker Conference & Expo		Total	\$9,000.00	
		Payments/Credits	\$0.00	
			Balance Due	\$9,000.00
Phone #			Web Site	
561-265-3790			www.pbmatchmaker.com	n