

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT

ROBERT W. RUNCIE
SUPERINTENDENT OF SCHOOLS

February 4, 2019

TO: School Board Members

FROM: Maurice L. Woods *MLW*
Chief Strategy & Operations Officer

VIA: Robert W. Runcie *RWR*
Superintendent of Schools

SUBJECT: **REVISION TO E-6, SUPPLIER DIVERSITY & OUTREACH
PROGRAM REPORT AS OF DECEMBER 31, 2018, FOR THE
FEBRUARY 5, 2019, SCHOOL BOARD OPERATIONAL
MEETING**

A revision was made to E-6, Supplier Diversity & Outreach Program Report as of December 31, 2018.

Exhibit:

- Revised Executive Summary

RWR/MLW/MCC:dsc
Attachments

cc: Senior Leadership Team

Topic: E-6. – Supplier Diversity Outreach Program Report as of November 30, 2018

Staff Follow Up: Staff to review the circumstances associated with the July 12, 2018 outreach event labeled as a Board Member Fundraiser event. Board Members want to better understand who invited/directed staff to attend this event and whether it was understood the fundraiser was an event for a School Board Member prior to participation. Also indicate which staff member attended the event. **SBOM-020519-02 (N. Rupert).**

Response: In response to the inquiry regarding the Broward County School Board Candidates Fundraiser on July 12, 2018, additional information was acquired from the Supplier Diversity Outreach Program (SDOP) team. It was determined that the individual that attended this event was not a Broward County Public Schools employee. The individual is a consultant for the Supplier Diversity Outreach Program (SDOP).

There was no direct instruction for this individual to attend this specific event. In the normal course of business, SDOP outreach services staff and consultants attend events in the community that exhibit opportunities to engage potential small, minority, and women-owned enterprise vendors to share information on our program and to glean feedback on the needs of the Small/Minority and/or Women Business Enterprise community.

Prior to the event, the attendee was not aware of the agenda or that it was a fundraising event. Regular attendance at ~~standing Minority Builders Coalition~~ community sponsored meetings, for reasons mentioned above, was not uncommon.

Moving forward, outlined below are the immediate measures SDOP will adopt to prevent the reoccurrence:

1. Memo to the team addressing an employee's participation in potentially conflicting events. The memo will include directives to the staff to leave events, initially deemed appropriate, if concerns arise regarding the agenda and/or attendees.

Timeframe: By February 15, 2019

2. All invitations to outreach events and advertised events will be vetted by the SDOP Manager to determine suitability.

Timeframe: Effective immediately

Should SDOP be invited to attend or participate in any event that may appear to pose a conflict of interest, the Manager will seek advisement from the Director of Procurement & Warehousing Services Department.

MLW/MCC;jj

Additional Follow-up Response

Topic: E-6 – Supplier Diversity Outreach Program Report as of November 30, 2018

Staff Follow Up: The name of the contracted entity that attended the event, how much that entity was paid, and on what date, and the terms of the contract.

Response: At August 18, 2015, Regular School Board Meeting, the School Board awarded a contract to Heery International, Inc., to provide Program Manager/Owners Representative Services to the District. In subsequent agreements, funding was allocated for supplemental services. Their services involved staff augmentation resources to the Purchasing & Warehousing Services Department to manage the significant increase in volume related to the General Obligation Bond/Safety, Music & Art, Athletics, Renovation, Technology investments. In the fourth amendment approved on October 16, 2018 (Item JJ-5), a total of \$2.1 million was allocated to the line item for staff augmentation.

Staff Follow Up: The names of all contracted entities that work in the capacity of SDOP outreach, the terms of the contract(s), and how much each entity has been paid to date.

Response: The name of the subcontracted entity that worked in the capacity of Supplier Diversity Outreach Program (SDOP) was Bach Real Estate. For the current agreement year, Bach has invoiced CBRE/Heery in the amount of \$121,132, for services specifically related to assisting with the SDOP program. Bach has no role in procurement and contracting processes.

Staff Follow up: The list of events that have been attended by these contracted individuals/entities including dates of attendance and the amounts paid for attendance at those events.

The total number of times contracted SDOP event attendance was reported in the monthly outreach reports to the Board since the inception of the reports being transmitted

Additionally, from this point forward any reports to the Board should delineate whether a listed event was attended by staff or contracted representative and, if a contracted representative attend, the name of the entity should be listed rather than BCPS staff.

Response: As requested, please find attached a list of all events from July 2017 through January 2019 which highlights the attendance by Supplier Diversity and Outreach Program (SDOP) subcontracted resource. All the events were reported to the School Board through the Outreach Events Report.

An additional analysis is being performed to highlight the attendance by SDOP subcontracted resource since the inception of the report and will be presented at-a-later date.

In reference to event attendance, the report to School Board members will now list staff member's name or contracted representative with its company's name.

MLW/FG/MCC:jj
Attachment

Broward County Public Schools (BCPS)
Procurement & Warehousing Services Department/ Supplier Diversity Outreach Program
Outreach Events Report - July 2017-February 2019

BCPS Event	Date	Event	Role	Who Attended	Paid Events/ Amount Paid	Reported to BCPS Board
No	07/10/17	City of Pompano Beach Masonry Quick Start Workshop	Business Development Training			
No	08/10/17	ICABA Business at Breakfast Black Business Development: A Public Policy Perspective	Event Attendee			
No	08/11/17	Lauderhill Chamber of Commerce Entrepreneur Bootcamp Breakfast	Business Development Training	Consultant	No	YES
No	08/11/17	Miami-Dade County Internal Services Department - Small Business Development Division in Association with the Miami-Dade County Commission of Women	Business Development Training	Consultant	No	YES
No	08/25/17	Broward College / Florida Department of Management Services Supplier Diversity Day Panel, "MBE Barriers in Public Contracting"	Panelist / Business Matchmaker			
No	09/25/17	South Florida Black Business Directory Panel Titled, "Are Black Consumers the Real Problem"	Business Matchmaker	Consultant	No	YES
No	09/28/17	Construction Association of South Florida (CASF) Networking Breakfast	Business Matchmaker			
No	10/05/17	Broward County Chamber of Commerce South Florida Business Expo 2017	Business Matchmaker			
No	10/05/17	Florida State Minority Supplier Development Council MBE Input Committee	Guest Presenter			

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BCPS Event	Date	Event	Role	Who Attended	Paid Events/ Amount Paid	Reported to BCPS Board
No	10/06/17	Associated General Contractors Regular Meeting	Guest Presenter			
No	10/12/17	Construction Association of South Florida (CASF) Networking Breakfast	Business Matchmaker			
No	10/13/17	Palm Beach Partners Business Matchmaker Conference and Expo	Business Matchmaker			
Yes	10/13/17	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) - Part 1 of 4	Business Development Training			
No	10/19/17	Construction Association of South Florida (CASF) Networking Breakfast	Monthly Meeting			
Yes	10/20/17	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) - Part 2 of 4	Business Development Training			
Yes	10/26/17	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT)- Part 3 of 4	Business Development Training			
Yes	10/27/17	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>F.H. Paschen, S.N. Nielson Associates d/b/a FHP Tectonics Corp.</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	11/03/17	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT)- Part 4 of 4	Business Development Training			
No	11/03/17	The School District of Palm Beach County Meet the Prime Vendors	Business Matchmaker			

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No	11/07/17	Conference Of Minority Training Officials (COMTO) Ft. Lauderdale in Partnership with the Urban League of Broward County 3rd Annual Small Business Form	Business Matchmaker			
No	11/15/17	Miami-Dade Chamber of Commerce Workshop	Presenter			
No	11/16/17	Construction Association of South Florida (CASF) Networking Breakfast	Monthly Meeting			
No	11/28/17	Urban League of Broward County M ³ Business Summit: Money, Markets & Management	Panelist / Business Matchmaker			
Yes	12/01/17	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, co-sponsored by <i>LEGO Construction and T&G Constructors</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
No	12/08/17	City of West Palm Beach Minority and Small Business Corporate and Government Partner Business Opportunity Meeting	Business Matchmaker			
No	12/20/17	National Association of Women in Construction (NAWIC) Miami Chapter #41 Monthly General Membership Meeting	Guest Presenter			
No	01/18/18	Morganti and Cooper Construction Broward Schools Community & Subcontractor Outreach	Business Matchmaker			
Yes	01/26/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>M.A.C. Construction, Inc.</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES

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No	01/31/18	Minority Business Development Agency Export Center - Florida, the City of Miramar, and the Jamaica USA Chamber of Commerce Business Recovery & Growth Event	Business Matchmaker	Consultant	No	YES
No	02/01/18	Construction Association of South Florida (CASF) Meet the General Contractors	Business Matchmaker			
No	02/01/18	Miami Dade County Public Schools Office of Economic Opportunity Prequalification Seminar	Business Matchmaker	Consultant	No	YES
Yes	02/09/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>Turner Construction Company</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	02/15/18	Florida Women's Business Center Get It Done Workshop Series	Business Matchmaker	Consultant	No	YES
No	02/22/18	The Broward Black Elected Officials and the Florida Panthers Black Heritage Night - A Celebration with a Purpose!	Business Matchmaker	Consultant	No	YES
Yes	02/23/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>The Weitz Company, LLC</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	03/02/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>CORE Construction Services of Florida, LLC</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	03/09/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>KAST Construction Company LLC</i>	Business Matchmaker			
No	03/09/18	Women's History Month - 8th Annual Women Mean Business Conference Sponsored by Minority Business Development Center	Business Matchmaker	Consultant	No	YES

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No	03/14/18	Florida Hispanic American Chamber of Commerce Business Networking Social	Business Matchmaker	Consultant	No	YES
Yes	03/16/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>D. Stephenson Construction, Inc., Minority Builders Coalition, Messam Construction, Sagoma Construction, and Grace & Naeem Uddin, Inc.</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
No	04/06/18	Florida State Minority Supplier Development Council (FSMSDC) 33rd Annual Business Expo	Business Matchmaker			
No	04/19/18	<i>Pirtle Construction Company</i> Contractor Pre-Qualification Workshop	Business Matchmaker	Consultant	No	YES
No	05/04/18	Broward County Office of Economic and Small Business Development Broward and Beyond Conference	Business Matchmaker	Consultant	No	YES
No	05/18/18	Broward College Women's Success Summit	Business Matchmaker	Consultant	No	YES
No	05/31/18	Florida Hispanic American Chamber of Commerce Business Networking Social	Business Matchmaker	Consultant	No	YES
No	06/14/18	The Blue Book Building & Construction Network Showcase	Business Matchmaker	Consultant	No	YES
No	07/12/18	Broward County School Board Candidates Fundraiser	Event Attendee	Consultant	No	YES

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No	07/25/18	Biz to Biz Summer Business Trade Expo	Business Matchmaker	Consultant	No	YES
No	08/09/18	Broward County Latin Entrepreneurs Networking Event	Business Matchmaker	Consultant	No	YES
No	08/13/18	Broward County Black Chamber of Commerce Official Launch	Business Development	Consultant	No	YES
No	08/23/18	Broward College Supplier Diversity Day	Business Matchmaker			
Yes	08/24/18	FAMU Federal Credit Union in Partnership with the Department of Economic Opportunity Black Business Loan Program Workshop	Business Development			
No	08/30/18	South Florida Business Conference & Expo 2018	Business Matchmaker			
No	09/27/18	Miami-Dade County Super Bowl LIV Business Connect Informational Breakfast	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
No	09/28/18	Hispanic Unity Entrepreneur Summit 2018	Business Matchmaker	SDOP Team (includes Consultant)	Yes - \$ 300 (Registration & Exhibitor)	YES
Yes	10/05/18	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>Advanced Roofing, Inc.</i>	Business Matchmaker			

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No	10/06/18	Broward Veterans Expo	Business Matchmaker			
No	10/11/18	Broward County Government Business Development Workshop: FY19 Capital Projects and Contracting Opportunities	Training and Business Development	SDOP Team (includes Consultant)	No	YES
No	10/17/18	Florida International Trade and Cultural Expo (FITCE)	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
No	10/19/18	36th Annual MedWeek 2018	Business Matchmaker	Consultant	Yes - \$ 200 (Registration & Exhibitor)	YES
Yes	10/19/18	AM and PM Classes Combined: Technical and Business Management courses in partnership with <i>Florida Department of Transportation (FDOT)</i> Part 1 of 4	Business Development Training			
Yes	10/20/18	Radio Interview on WSRF 1580 AM on Show <i>All Things Haitian</i>	Media Outreach			
No	10/22/18	The School District of Palm Beach County Town Hall and Trade Fair	Panelist & Exhibitor			
No	10/24/18	Challenge HER Miami Opportunities for Women in Federal Contracting	Business Matchmaker			
Yes	10/26/18	AM and PM Classes Combined: Technical and Business Management courses in partnership with <i>Florida Department of Transportation (FDOT)</i> Part 2 of 4	Business Development Training			

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Yes	11/02/18	AM and PM Classes Combined: Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 3 of 4	Business Development Training			
No	11/08/18	SBA Open House Invitation	Business Matchmaker			
Yes	11/09/18	AM and PM Classes Combined: Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 4 of 4	Business Development Training			
No	11/17/18	Urban League Expo of Broward County	Business Development/ Matchmaker			
Yes	11/17/18	3rd Annual Minority Business Expo & Pitch Competition	Business Development/ Matchmaker			
Yes	11/29/18	PWS/SDOP Supplier Diversity Business Event	Business Development/ Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	01/23/19	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>Messam Construction</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES
Yes	01/31/19	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>Thornton Construction</i>	Business Matchmaker	SDOP Team (includes Consultant)	No	YES