



FINAL

**THE CITY OF MIRAMAR
BUSINESS, INCLUSION & DIVERSITY
CONSTRUCTION & PROFESSIONAL SERVICES
ADVISORY BOARD MEETING MINUTES**

NOVEMBER 19, 2024

1:00 P.M.

A meeting of the City of Miramar’s Economic Development & Housing (EDH) Department’s Business, Inclusion & Diversity (BID) Construction & Professional Services Advisory Board took place at 1:20 p.m. on Tuesday, November 19, 2024, 2nd floor, Engineering Conference Room W-201L, EDH Department, 2200 Civic Center Place, Miramar, FL 33023.

1 & 2 CALL TO ORDER/ATTENDANCE

The following board members were present:

Vice Chairperson Vernon Williams, Brigcon Construction Services
Priscilla Diaz
Amaury Genao, Turner Construction Company
Garrie Harris, CEO, Alpha 1 Staffing
Robert Washington, Jr., Instructor, Carpenters & Pile Drivers Union

The following board members were absent:

Chairperson Dorothy Brown-Alfaro, Owner, Jador Intl. Corp. (Excused)
Denise Brown, President, DPX Construction Management
Mac Alabre, CEO, Lien Library Inc., FIU
Vernon Dooling, Memb. Coordinator, Minority Builders Coalition (Excused)

A quorum was achieved.

Other persons present:

Jordan Gary, City Attorney
Dr. Karen Hollis, BID
JC Brioso, BID Coordinator

3. APPROVAL OF MINUTES

Dr. Hollis stated a brief meeting was held on Wednesday, October 30, 2024, at which board meeting minutes ranging from October 2023 to May 2024; there was a city requirement that meeting minutes must be signed as approved for formal archiving. As Ms. Brown-Alfaro was not in attendance, Mr. Williams signed off on the above-named minutes.

- **Meeting Minutes of June 11, 2024, July 9, 2024, August 13, 2024, September 10, 2024, and October 30, 2024**

Dr. Hollis mentioned emailing the board the subject minutes, for which she received no response from any board member. Upon her review of the minutes, she determined that significant adjustments were needed, some of which she already began doing, as they could not be approved for archiving until the adjustments were finalized by the board and her. When she completed the task of relistening to the audio to fill in the missing information, she would resend the above minutes to the board for the members to give a final review, so they could be approved at the next meeting. She asked to board to defer consideration of the minutes until the December 10, 2024, meeting.

Vice Chairperson Williams made a motion to approve deferring the consideration of the above listed minutes for approval to the December 10, 2024, board meeting; the motion was seconded by Mr. Genao. The motion passed unanimously.

4. BID ADVISORY BOARD QUARTERLY REPORT

Dr. Hollis gave the board the subject quarterly report, as provided in the backup, highlighting the following:

- A copy of the quarterly report she prepared was emailed to all board members; the report was completed timely; she received no feedback from the board members.

5. MENTOR PROTÉGÉ PROGRAM : Amaury Genao

Mr. Genao asked for the subject presentation to be postponed to the next board meeting.

Dr. Hollis explained how the subject item came about, stating at the October 30 meeting, one of the recommendations was that the board should begin engaging in activities that fostered more inclusion in the City, including assisting in

development and training; the tasks the board undertook would be whatever the board wished to engage in. The subject presentation was one she thought could facilitate the board in assist small, minority, and local businesses that desired to participate, but were unable to secure projects of over \$1 million by themselves. She said the board would act as a liaison to assist such businesses in connecting, and, hopefully, securing a partnership with larger businesses on project of \$1 million and more. Mr. Genao indicated Turner Construction, and he were involved intricately with other organizations, so he requested that he be allowed an opportunity to showcase the elements of the subject program to illustrate how it was beneficial in assisting businesses in growing and developing. She said she emailed the board members copies of the program for their review.

Amaury Genao gave a brief overview of the Mentor Protégé Program, stating in these programs successfully existed in other counties and states; for his presentation at the next board meeting, he was able to pull templates from New York and Atlanta. In general, the program lined up prime contractors holding a large contract do a joint venture without having to create a new entity; an outline was done of what the new relationship looked like, and it was very prescribed for clarity as to the specific working relationship being entered into between parties. He said the arrangements included in the memorandum of understanding (MOU) were very responsive to feedback; such as incorporating a request to be in the room when speaking to clients. Along with including all the rules, and layout, the MOU gave a start and finish date, and level of participation. Turner recognized that a lot of the small businesses they worked lacked many resources needed to enable them to participate in large contracts. Mr. Genao said they sought feedback from small businesses they helped, so they could continue improving on the program services they offered.

Ms. Harris mentioned being involved in the subject program from the perspective of a small business; she found the partnership format very helpful.

Dr. Hollis asked if in order for the City to utilize the subject program, an interlocal agreement (ILA) needed to be established between Turner and the City. Mr. Genao stated that only a Memorandum of Understanding was needed.

City Attorney Gary asked if Turner Construction was a government entity.

City Attorney Gary wondered why, then, was there a requirement for an ILA.

Mr. Genao referred to Turner's agreement with a Palm Beach County project, explaining why an ILA was needed in that instance, stating Turner and the small business had to first established an MOU, after which both entities submitted their response to a request for proposal (RFP) to the public entity. Palm Beach County set the requirement that forced Turner to make best effort to engage,

solicit, and find a good partnership, then have them sign an MOU. He said, therefore, it was not that Turner was a public entity, but it was more to do with the fact that they were working with a public entity. The MOU was much less complicated than a joint venture agreement, as the latter was very complex.

Vice Chairperson Williams noted it appeared Turner Construction would spearhead the subject program, wondering if any other prime contractor was being considered. Not everyone's firm offered a similar program to that of Turner, and he knew of primes that were large entities that were not well organized, and when trying to pair them with a small, minority company it was a disaster, something he personally experienced.

Mr. Genao thought the subject program should be applicable across the board. The City would first define what was considered a prime; that is, a general contractor, or a contractor that did business with the City directly. Once this was defined, the City should create a shortlist of primes with which to have the relevant discussions. He mentioned if a prime contractor was already a diverse contractor, they should not be excluded from the program; they should continue to reach out to/help other firms that were in the same position they once were. Firms that were qualified and capable should not be excluded.

Dr. Hollis concurred, adding that it was a great concept. She stated that on D Stephenson Construction's the last project with the City they had 58 percent of minority businesses participating on that project. The West Palm Beach program was not Turner's program, rather it was a program in which Turner was a participant; thus, when the program began in Miramar, it would be a City of Miramar program, not a Turner Construction program. The board's membership being comprised of small businesses in the construction industry meant board members could vet primes for feasible projects for inclusions, etc.; she understood this would be the scope of the board's involvement in the program that would be a city program.

Ms. Harris added that firms would be vetted for their willingness to participate in the City's program.

Dr. Hollis wondered if it would be in the City's best interest for construction projects that were \$1 million or more to apply the subject program, as this would increase the inclusion opportunities.

Mr. Genao affirmed it would, though it would be best to have discussions with the City's business development staff to better determine the appropriate project volume to ascertain at what level the subject program was best applied. It would likely be applied on a project-by-project basis.

Dr. Hollis agreed, as it was important not to set any small business up to fail.

6. NEW BUSINES

- a) BID 3rd Annual Construction Fair - 11/21/24

Dr. Hollis reviewed the subject item, as detailed in the flyer distributed to board. The event would take place the coming Thursday from 8:00 a.m. to 1:30 p.m., beginning with traditional networking, as well as one-on-ones between prime contractors, and local small business owners.

7. ANNOUNCEMENTS & INFORMATION

- a. BID Professional Consultant Fair - Event Debriefing

Dr. Hollis stated the subject event was well attended; of the 30 to 40 cities staff attempted to have in place, they secured about 21, including other government agencies, per a suggestion made by an attendee at a previous event. They included school boards from the Tri-County area. She said they administered an event survey, and they received feedback from about 90 percent of the Attendees.

Mr. Brioso affirmed this to be the case; it was a very successful, and well-reviewed event; the overwhelming majority of respondents stated they looked forward to attending the 2025 event.

Dr. Hollis mentioned in the debriefing, she identified areas for improvement. For example: the buffet line was too long, and the correction was to have two lines, and lunch was moved to the end of the event. Additionally, the government agencies in the lobby area did not get as much footprint, most likely due to businesses not knowing they were there, and she went around directing businesses to them, which did work. To rectify this for the 2025 event, the registration would be in that room, rather than having attendees enter through the banquet hall. She liked the concept of all the cities being in the same room. Capability statements of all the presenting firms were provided to the cities in advance to facilitate cities coming prepared with contracting opportunities.

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Vice Chairperson Williams suspected that in the next year or so there would be a major labor issue, for which he was bracing with regard to contracting; he thought there was a need to have a greater presence of unions, training, etc. for young adults wishing to work in the construction industry. He asked Mr. Washington if he had or was aware of any programs the help young persons in this regard, and

for such programs to have a presence at the various City events to attract young persons to enter the construction industry.

Mr. Washington responded that the present week was Apprenticeship Week, and they would have a presence in all county schools in the Tri-County areas; they would do presentations, and inform students of the options, and value of training, and the construction trade. They would be told of tradesmen willing to introduce them to a wide variety of apprenticeship in trades that interested them. He said this networking effort would focus solely on apprenticeship in numerous trades. He concurred as to the anticipated labor shortage, and the unions, primes, etc. needed to get together in the same room to discuss how to combat the situation; a strong workforce was needed to bid on projects that had a demanding scope of work. He was willing to participate in any event at which such information would be beneficial; he tried to have a table at Dr. Hollis's events where he passed out information, and they brought representatives from various trades with them.

Mr. Genao agreed as to the coming shortage of skilled labor, stating he visited some 45 schools in 2023, and three the previous week, all to expose students to alternate career paths. For the board, it might be smart to draft a wish list for 2025 activities, including workforce development, to address these labor needs in the construction industry, as statistics showed that for every five individuals that left the industry, they were replaced by only one person. He said the lack of staffing in cities in other areas of the country led to delays in the start of construction projects. Eventually, he hoped to start working with organizations, such as the City of Miramar, as it was easy to achieve labor goals together, starting with exposure to the construction industry for students at an early age, such as K-12. In convincing them to come into the industry, it was necessary to create a pathway for them to accomplish that, and this must include creating partnerships to facilitate awarding scholarships for training in the field. He recently started such an endowment at FAU, and he was currently negotiating with UM, and he contacted Miami-Dade College; the plan was to create an internship that was attached to the scholarship winner, and guaranteed employment if they completed two internships after winning the award.

Dr. Hollis spoke on the issue of executing initiatives and activities, noting the City's BID team was a small one, and all related activities were done by her staff and she; Mr. Briosio just started with the team, so he was still in the process of absorbing all the information, and she was being very intentional in not overwhelming him during the transitional phase. It was important for the board to be realistic about what the board desired the City to implement, etc. She anticipated in the first quarter, January to March 2025, she would meet with individuals to get additional information, to provide the board with a comprehensive outline, and timeline for the review, consideration, and recommendation of the Mentor Protégé Program. She thought it realistic to

accomplish this task by the end of March 2025, after which implementation would be the next step, which would be a very detailed process to ensure it was done correctly. This would require securing the necessary approvals, and creating documentation for approval, and implemented into the procurement and solicitation process; this, too, would be a timely process; she expected implementation to begin in quarter three. Dr. Hollis asked the board to allow her staff and she time to thoroughly begin with securing contracting opportunities, and position local, small, or minority businesses in getting more contracting opportunities with prime, a critical portion of what the City's BID team did.

8. ADJOURNMENT:

Next meeting: Tuesday, December 10, 2024, @ 1:00 p.m.

The meeting was adjourned at 2:32 p.m.



Dorothy Brown-Alfaro, Chairperson
DB/cp

