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

Meeting Date: July 2, 2024		[X]Consent	[ ] Regular [ ] Public Hearing				
Department:	Administration	[ ] Orumanee	[ ] I done Hearing				
Submitted By:	Office of Equal Business Opportunity (OEBO),  Department of Airports (DOA), Department of Housing and Economic  Development (DHED), and Palm Tran						

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends a motion to approve:** payment in the amount of \$5,000 for participation in the 18<sup>th</sup> Annual Palm Beach Partners Business Matchmaker Conference & Expo, which will be held on September 20, 2024.

**Summary:** The Palm Beach County Office of Equal Business Opportunity, Department of Airports, Department of Housing and Economic Development, and Palm Tran are partnering with the South Florida Water Management District (SFWMD), the School District of Palm Beach County, the City of West Palm Beach, the Center for Technology, Enterprise & Development, Inc. (TED Center), and the Solid Waste Authority (SWA) to present the 2024 Business Matchmaker Conference & Expo. This is the 18<sup>th</sup> Annual Matchmaker Conference & Expo held in Palm Beach County. Palm Beach County will contribute a total of \$5,000 with the County's contribution broken down as follows: the Office of Equal Business Opportunity – \$1,250, Department of Airports – \$1,250, Department of Housing and Economic Development – \$1,250, and Palm Tran – \$1,250. Payment will be made on or before July 15, 2024, 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** (RS)

**Background and Justification:** On September 20, 2024, the Palm Beach Partners will present the 18<sup>th</sup> Annual 2024 Business Matchmaker Conference & Expo at the Kravis Center. 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 SFWMD, School District of Palm Beach County, the City of West Palm Beach, the TED Center, the SWA, and Event Sponsors.

### **Attachments:**

- 1. Overview of Business Matchmaker Conference & Expo
- 2. 2024 Partner Invoice
- 3. The Center for Technology, Enterprise & Development, Inc. W9

Recommended By	: Shrsan	6/12/24
•	Department Director	Date
Approved By:		6/13/2024
	County/Deputy/Assistant County Administrator	Date

### II. FISCAL IMPACT ANALYSIS

## A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital					
Expenditures					
<b>Operating Costs</b>	\$5,000				
External					
Revenues					
Program					
Income(County)					
In-Kind					
Match(County					
NET FISCAL					ļ l
IMPACT	\$5,000				
#ADDITIONAL					
FTE					
POSITIONS					
(CUMULATIVE					

Is Item Included in Current Budget? Yes No Does this item include the use of federal funds? Yes No Does this item include the use of State funds? Yes No

Budget Account No:	Fund	Dept.	Unit	Object
OEBO	0001	768	7658	4801
Airports	4100	120	1110	4809
Housing & Economic Dev.	1539	143	2102	4941
Palm Tran	1340	540	5160	4809

- B. Recommended Sources of Funds/Summary of Fiscal Impact:
- C. Departmental Fiscal Review:

**III. REVIEW COMMENTS:** 

C. Other Department Review

**Assistant County Attorney** 

Journa Dulse

LQ LQ

Department Director, HED

Department Director, Ralm Tran

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

## 2024 Palm Beach Partners Business Matchmaker Conference & Expo

On September 20, 2024, from 8:30 a.m. to 6:00 p.m., the 2024 Business Matchmaker Conference & Expo will be held at the Kravis Center.

The Palm Beach Partners are the official presenters of the 2024 Business Matchmaker Conference & Expo. The Partners consist of the Palm Beach County Board of County Commissioners (Office of Equal Business Opportunity, Department of Airports, Department of Housing and Economic Development and Palm Tran), the School District of Palm Beach County, City of West Palm Beach, South Florida Water Management District (SFWMD), 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. 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 speaker and awards presentation.

## Palm Beach Partners Business Matchmaker Conference & Expo

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

# Invoice #

S208

4/30/2024

Bill To

PBC Office of Equal Business Opportunity c/o Tonya Davis Johnson 50 South Military Trail Suite 2N-172 West Palm Beach, FL 33415

P.O. No.	Terms	Due Date	Account #	Project
-	Due on receipt	4/30/2024		
Des	cription	Qty	Rate	Amount
usiness Matchmaker C	2024 Palm Beach Partners onference and Expo-PBC		1,250.00	1,250.00
usiness Matchmaker C	2024 Palm Beach Partners onference and Expo-PBC		1,250.00	1,250.00
usiness Matchmaker C	2024 Palm Beach Partners onference and Expo- Palm		1,250.00	1,250.00
ran Partner Commitment for Susiness Matchmaker C Expo-Department of Hou Development			1,250.00	1,250.00
ote:The TED Center I	nc2024 Fiscal Agent for PBP	Business	Total	\$5,000.0
	Matchmaker Conference & Expo			· ·
	e & Expo		Payments/Credits	\$0.00
	е & Ехро		Payments/Credits  Balance Due	\$0.00 \$5,000.00
	e & Expo			

## **Request for Taxpayer Identification Number and Certification**

requester. Do not send to the IRS.

Give Form to the

ntemal	Revenue Service		irs.gov!FormW9 for instr		st information.						
	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.										
	Center for Technology, Enterprise and Development, Inc.										
1	2 Business name/disregarded entity name, if different from above										
	TED Center										
page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check of following seven boxes.					ly one of the 4 Exemptions (codes apply on certain entities, not individuals; instructions on page 3):					
ns on	Individual/sole	e proprietor or 🖆 C Corpor n°LLC	☐ Partnership	☐ Trust/estate	Exempt payee code (if any)						
중류	Limited liabilit	y company. Enter the tax classi	S corporation, P=Partner	rship) >	_ 1						
Print or type. Specific Instructions on page	Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not on the LLC in the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LL another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LL is disregarded from the owner should check the appropriate box for the tax classification of the owner.										
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	6 City, state, and										
	Delray Beach,										
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Par	Tayna	yer Identification Nu	mber (TIM)	· · · · · · · · · · · · · · · · · · ·							<del></del>
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3. i a	m a U.S. citizen o	other U.S. person (defined	below); and								
		entered on this form (if any) i		ot from FATCA reporti	ing is correct.						
Certification instructions. You must cross out liter 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.											
Sign			Swith.		Date ► 0	2 -	2	9-	2	0.	24
General Instructions		<ul> <li>Form 1099-DIV (dividends, including those from stocks or mutual funds)</li> </ul>						naį			
Section references are to the internal Revenue Code unless otherwise noted.		<ul> <li>Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)</li> </ul>					gross				
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted			<ul> <li>Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)</li> </ul>								
after they were published, go to www.irs.gov/FormiN9.			• Form 1099-S (proceeds from real estate transactions)								
Purpose of Form		• Form 1099-K (merchant card and third party network transactions)					•				
infor	mation return with	(Form W-9 requester) who is the IRS must obtain your o	orrect taxpayer	<ul> <li>Form 1088 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)</li> </ul>					erest),		
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taxp	ayer identification	number (ATIN), or employer	ridentification number	• Form 1099-A (ac	•				•		
amo	unt reportable on	nformation return the amour an information return. Exam	ples of information	Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN,							
		e not limited to, the following rest earned or paid)	<b>g.</b>	If you do not return Form W-9 to the requester with a 71N, you might be subject to backup withholding, See What Is backup withholding, later.							

Form W-9 (Rev. 10-2018)