

EXECUTIVE SUMMARY

Supplier Diversity Outreach Program Report as of August 23, 2018

The Procurement & Warehousing Services (PWS) Department operates a Supplier Diversity Outreach Program in accordance with School Board Policy 3330, *Supplier Diversity Outreach Program (SDOP)* and *Standard Operating Procedures*. SDOP promotes the involvement and economic growth of the small, minority and women business community through Emerging/Small/Minority/Women Business Enterprise (E/S/M/WBE) certification by:

- Identifying and certifying qualified E/S/M/WBE suppliers and contractors to engage in competitive solicitations that are available throughout the District;
- Building and maintaining a database of approved E/S/M/WBEs that reflects the diversity of our community, mitigating the findings presented in the Disparity Study;
- Ensuring timely, accurate information on opportunities within the District is made available to E/S/M/WBE certified vendors;
- Encouraging business opportunities within the District and E / S / M/WBEs through active participation in sourcing opportunities, ensuring that a fair, transparent, and inclusive vendor selection process is in place;
- Goal Setting in PWS solicitations and construction bids.

Under School Board Policy 3330, SDOP the following Certifications are available for eligible firms:

- Emerging Small Business Enterprise (E/SBE)
- Emerging Small/Minority/Women Business Enterprise (E/S/M/WBE)
- Minority Business Enterprise (MBE)
- Minority/Women Business Enterprise (M/WBE)
- Small Business Enterprise (SBE)
- Small/Minority/Women Business Enterprise (S/M/WBE)
- Women Business Enterprise (WBE)

Certifications are valid for two (2) years from the date of issue unless the firm is decertified or suspended by SDOP. In launching School Board Policy 3330, SDOP efforts to increase pools of certified firms include:

- Offering Reciprocal Certification to certified firms in the Tri-County market area;
- Certifying current M/WBE firms as Small Business Enterprise (SBE) to create a pool of SBE vendors;
- Performing target marketing in the Tri-County market area to attract prospective E/S/M/WBE firms.

This report includes data on the active S/M/WBE Certified companies, E/S/M/WBE Program Activity, and E/S/M/WBE Certifications & Re-Certifications. (*See attached E/S/M/WBE Report as of August 23, 2018.*)

In addition, SDOP identified 494 prospective E/S/M/WBE firms in the tri-county market that are certified with one (1) or more public agencies. In July 2017, SDOP mailed each prospective firm a letter to introduce Broward Schools' SDOP program and invite them to apply using the *Business Enterprise Application for Reciprocal Certification (Reciprocal Certification Applications)*. To date, a total of one hundred and thirty-one (131) *Reciprocal Certification Applications* have been received, and one hundred and five (105) have been certified.

Supplier Diversity Outreach Program Report as of August 23, 2018
September 18, 2018 Board Agenda
Page 2

The Outreach Events Report includes events coordinated by SDOP, events in which SDOP will participate and an analysis of the attendees present. (See attached Outreach Events Report – August 23, 2018.) The purpose of business outreach is to increase the number of certified S/M/WBE vendors and to educate firms on how to do business with the District to foster participation in the procurement process. It is also important to note the Safety, Music & Art Athletics, Renovation, and Technology (SMART) Bond Program has incentivized firms to prepare to do business with the District through E/S/M/WBE Certification and Contractor Pre-Qualification.

In addition to the events listed in the Outreach Events Report, other SDOP marketing efforts include, but are not limited to, one-on-one meetings, networking, walk-ins, and referrals. SDOP also continues direct outreach to E/S/M/WBE firms to increase participation in procurement opportunities, including:

- Courtesy email distributions of solicitations advertised on DemandStar
- Courtesy email notifications of industry and bid-specific procurement opportunities

SDOP also continues to be a cornerstone of the SMART program, providing significant involvement in the process including, but not limited to:

- Participating as a Qualification Selection Evaluation Committee (QSEC) Member, evaluating and scoring proposals;
- Scoring E/S/M/WBE participation in all QSEC proposals for each respective solicitation;
- Monitoring each contract file for compliance;
- Reporting quarterly to the Bond Oversight Committee.

The table below summarizes SDOP’s QSEC-related activity during the reporting period:

SDOP Evaluation of QSEC Activity August 10, 2018 – August 23, 2018					
Evaluation Date	RFQ/RFP#	Total Proposers	Total M/WBE Proposers	Total M/WBE Sub-Consultants Included in Proposals	SDOP Scored M/WBE Participation
07/27/2018	19-049V	12	10	23	YES
08/13/2018	19-018C Part A	4	3	7	YES
TOTALS		16	13	30	

Supplier Diversity Outreach Program Report as of August 23, 2018
September 18, 2018 Board Agenda
Page 3

In addition to the evaluation of QSEC proposals for E/S/M/WBE participation, SDOP reviews PWS bid submittals to verify the certification status of proposers, sub-contractors, and sub-consultants. During the reporting period, SDOP verified E/S/M/WBE participation in the following solicitations:

SDOP Evaluation of Procurement & Warehousing Services Bid Activity August 10, 2018 – August 23, 2018					
Evaluation Date	RFP/ITB #	Total Proposers	Total M/WBE Proposers	Total M/WBE Sub-Consultants Included in Proposals	SDOP Scored M/WBE Participation
8/16/2018	19-119V	11	0	0	YES
8/17/2018	19-174C	2	1	2	YES
08/20/2018	19-101V	13	0	2	YES
8/20/2018	19-069E	4	0	0	YES
TOTALS		30	1	4	