

EXECUTIVE SUMMARY

Supplier Diversity Outreach Program Report as of December 31, 2018

The Procurement & Warehousing Services (PWS) Department operates a Supplier Diversity Outreach Program (SDOP) in accordance with The School Board of Broward County, Florida, Policy 3330, *Supplier Diversity Outreach Program* 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 and implementing Affirmative Procurement Initiatives in PWS solicitations and construction bids.

Under School Board Policy 3330, 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)

E/S/M/WBE certification is valid for two (2) years, from the date of issue unless the firm is decertified or suspended by SDOP. SDOP efforts to increase the number of certified firms include:

- Offering Reciprocal Certification to certified firms in the Tri-County market area;
- Performing targeted marketing in the Tri-County market area to attract prospective E/S/M/WBE firms.

This report includes data on the active E/S/M/WBE certified firms, E/S/M/WBE Program Activity, and E/S/M/WBE Certifications & Re-Certifications. (*Attached is E/S/M/WBE Report as of December 31, 2018.*)

The Outreach Events Report includes events coordinated by SDOP, events in which SDOP will participate, and an analysis of the attendees' present. (*Attached is Outreach Events Report – December 31, 2018.*) The purpose of business outreach is to increase the number of certified E/S/M/WBE vendors and to educate firms on how to do business with the District to foster participation in the procurement process.

Supplier Diversity Outreach Program Report as of December 31, 2018

February 5, 2019 Board Agenda

Page 2

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

Also, SDOP continues to be a cornerstone of the Safety, Music & Art, Athletics, Renovation, and Technology (SMART) Bond Program which propelled firms to prepare to do business with the District through E/S/M/WBE Certification and Contractor Pre-Qualification.

SDOP involvement includes, 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.

SDOP reviews PWS bid submittals to verify E/S/M/WBE participation, as well as the certification status of proposers, sub-contractors, and sub-consultants. During the reporting period, there were no QSEC meetings. SDOP focused on the following ITBs/RFPs Evaluation Activity and RFQs Performance Evaluation Activity, respectively.

SDOP ITB/RFP Evaluation Activity Reporting Period: December 1, 2018 – December 31, 2018					
Evaluation Date	ITB/RFP #	Total Proposers	Total E/S/M/WBE Proposers	Total E/S/M/WBE Sub-Consultants Included in Proposals	SDOP Scored M/WBE Participation
12/04/2018	18-174C	2	1	2	YES
12/12/2018	18-167C	2	0	3	YES
12/14/2018	18-179C	4	0	6	YES
12/18/2018	17-133C	1	0	2	YES
12/21/2018	19-091C	6	0	6	YES

Table 1: SDOP ITB/RFP Evaluation Activity for December 1-31, 2018

Supplier Diversity Outreach Program Report as of December 31, 2018

February 5, 2019 Board Agenda

Page 3

SDOP RFQ Performance Evaluation Activity Reporting Period: December 1, 2018 – December 31, 2018			
Performance Evaluation Date	RFQ #	Project #	SDOP Evaluated M/WBE Performance
12/03/2018	16-198C	P.001817	YES
12/04/2018	18-093C	P.002041	YES
12/04/2018	18-093C	P.002047	YES
12/5/2018	18-130C	P.002086	YES
12/5/2018	18-130C	P.002080	YES
12/05/2018	18-130C	P.002091	YES

Table 2: SDOP RFQ Performance Evaluation Activity for December 1-31, 2018