



REVISED

AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE 2019-02-05 10:05 - School Board Operational Meeting

Special Order Request
 Yes No

ITEM No.:
E-6.

AGENDA ITEM ITEMS

Time

CATEGORY E. OFFICE OF STRATEGY & OPERATIONS

DEPARTMENT Procurement & Warehousing Services

Open Agenda
 Yes No

TITLE:
Supplier Diversity Outreach Program Report as of December 31, 2018

REQUESTED ACTION:
Receive Supplier Diversity Outreach Program (SDOP) Report.

SUMMARY EXPLANATION AND BACKGROUND:
The SDOP Report provides The School Board of Broward County, Florida an update on the continual progress of the program.

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction Goal 2: Continuous Improvement Goal 3: Effective Communication

FINANCIAL IMPACT:
There is no financial impact to the District.

EXHIBITS: (List)
(1) Executive Summary (2) ESMWBE Report as of 12-31-2018 (3) Outreach Report as of 12-31-2018 (4) Memo to Revise

BOARD ACTION:
RECEIVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:
Name: Jasmine M. Jones Phone: 754-321-0540
Name: Mary C. Coker Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title
Maurice L. Woods - Chief Strategy & Operations Officer

Approved In Open Board Meeting On: FEB 05 2019

Signature
Maurice Woods
2/5/2019, 9:51:08 AM

By: *Heather P. Brantford*
School Board Chair

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
Superintendent of Schools *RWR*

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

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

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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

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



PROCUREMENT & WAREHOUSING SERVICES

E/S/M/WBE REPORT

E/S/M/WBE PROGRAM ACTIVITY AS OF DECEMBER 31, 2018

TOTAL NUMBER OF CERTIFIED COMPANIES *	716
Number of SBE Certified Companies	65
Number of MBE Certified Companies	305
Number of M/WBE Certified Companies	224
Number of WBE Certified Companies	122

* SDOP is actively working to reclaim all E/S/M/WBEs that have not renewed their certification. 16 firms expired during the reporting period and did not recertify. Total Expired Firms YTD - 75.

COMPANIES BY INDUSTRIES	SBE COMPANIES	MBE COMPANIES	M/WBE COMPANIES	WBE COMPANIES	TOTAL COMPANIES
Commodities (Supplies)	6	23	28	18	75
Construction	18	128	68	35	249
Professional Services	16	89	47	34	186
Other Contractual Services/ Business Services	32	99	101	49	281
*Grand Total	72	339	244	136	791

* The total number does not match with the total number of certified companies, because there are companies that provide services/goods in more than one business category, generating duplicated records.

APPLICATIONS PROCESSED	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	REPORT Nov 30, 2018	REPORT Dec 31, 2018	FISCAL YEAR TO-DATE
Total Approved Applications	265	286	14	10	76
New Certifications	170	87	5	4	26
Tri-County Reciprocal Certifications	N/A	91	4	4	24
Re-Certifications	95	108	5	2	26
Total Denied Applications	23	25	18	5	59
Total Applications Processed	288	311	32	15	135

NOTE: Four of the denied applicant firms do not have significant business presence (Located outside the Tri-County area or in business for less than one year) and one firm is a non-profit entity.

APPLICATIONS IN QUEUE	FISCAL YEAR 2016-2017	FISCAL YEAR 2017-2018	REPORT NOVEMBER 30, 2018	REPORT DECEMBER 31, 2018
New Applications	22	22		51
Carried Over Applications (Reviewed and pending additional information)	23	32		15
Total Applications in the Queue	45	54		66

E/S/M/WBE CERTIFICATIONS & RE-CERTIFICATIONS BY ETHNICITY/ GENDER

Ethnicity/ Gender	# Female-Owned Firms	% Female-Owned Firms	# Male-Owned Firms	% Male-Owned Firms	Total Number	Total %
African-American	103	14.39%	148	20.67%	251	35%
Asian-American	19	2.65%	20	2.79%	39	5%
Hispanic-American	99	13.83%	139	19.41%	238	33%
Caucasian American (WBE)	122	17.04%	0	0.00%	122	17%
Native American	0	0.00%	1	0.14%	1	0%
**Non-Minority (SBE)	18	2.51%	47	6.56%	65	9%
Grand Total and %	361	50.42%	355	49.58%	716	100%

**Non-Minority (SBE) is defined as firms certified as Small Business Enterprises and do not include ethnicity as a certification factor.

BCPS Event	Date	Description	Role	Prospective Pre-Qualified Contractors	Prospective E/S/M/WBE Companies	Pre-Qualified Contractors	Certified E/S/M/WBE Companies	BCPS Staff	Total	Total Certified E/S/M/WBE Companies Post-Event	% of Total Certified E/S/M/WBE Companies Post-Event
No	July 12, 2018	Broward County School Board Candidates Fundraiser	Event Attendee	0	3	3	5	1	20	0	0%
No	July 25, 2018	Biz to Biz Summer Business Trade Expo	Business Matchmaker	0	11	0	1	1	17	0	0%
No	August 9, 2018	Broward County Latin Entrepreneurs Networking Event	Business Matchmaker	0	7	0	0	1	15	0	0%
No	August 13, 2018	Broward County Black Chamber of Commerce Official Launch	Business Development	0	10	0	1	1	19	0	0%
No	August 23, 2018	Broward College Supplier Diversity Day	Business Matchmaker	0	33	0	10	3	49	1	3%
Yes	August 24, 2018	FAMU Federal Credit Union in Partnership with the Department of Economic Opportunity Black Business Loan Program Workshop	Business Development	0	12	0	0	4	17	0	0%
No	August 30, 2018	South Florida Business Conference & Expo 2018	Business Matchmaker	0	30	0	0	1	32	0	0%
No	September 27, 2018	Miami-Dade County Super Bowl LIV Business Connect Informational Breakfast	Business Matchmaker	0	14	0	1	2	25	0	0%
No	September 28, 2018	Hispanic Unity Entrepreneur Summit 2018	Business Matchmaker	0	25	0	1	3	34	0	0%
Yes	October 5, 2018	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by <i>Advanced Roofing, Inc.</i>	Business Matchmaker	0	33	0	4	4	45	0	0%
No	October 6, 2018	Broward Veterans Expo	Business Matchmaker	0	0	0	0	2	26	0	0%
No	October 11, 2018	Broward County Government Business Development Workshop: FY19 Capital Projects and Contracting Opportunities	Training and Business Development	0	47	0	3	4	56	1	2%

BCPS Event	Date	Description	Role	Prospective Pre-Qualified Contractors	Prospective E/S/M/WBE Companies	Pre-Qualified Contractors	Certified E/S/M/WBE Companies	BCPS Staff	Total	Total Certified E/S/M/WBE Companies Post-Event	% of Total Certified E/S/M/WBE Companies Post-Event
No	October 17 & 18, 2018	Florida International Trade and Cultural Expo (FITCE)	Business Matchmaker	0	65	0	3	3	104	0	0%
No	October 19, 2018	36th Annual MedWeek 2018	Business Matchmaker	0	22	0	3	1	43	0	0%
Yes	October 19, 2018	AM and PM Classes Combined: Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 1 of 4	Business Development Training	4	17	0	6	2	27	0	0%
Yes	October 19, 2018	36th Annual MEDWeek Business Matchmaker Conference & Awards Power Lunch	Business Matchmaker	0	22	0	3	1	43	0	0%
Yes	October 20, 2018	Radio Interview on WSRF 1580 AM on Show All Things Haitian	Media Outreach	N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
No	October 22, 2018	The School District of Palm Beach County Town Hall and Trade Fair	Panelist & Exhibitor	0	23	0	4	1	30	0	0%
No	October 24, 2018	Challenge HER Miami Opportunities for Women in Federal Contracting	Business Matchmaker	0	14	0	1	1	16	0	0%
Yes	October 26, 2018	AM and PM Classes Combined: Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 2 of 4	Business Development Training	2	19	5	10	1	33	0	0%
Yes	November 2, 2018	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	5	19	0	9	1	32	0	0%
No	November 8, 2018	SBA Open House Invitation	Business Matchmaker	0	11	0	0	1	13	0	0.00%

BCPS Event	Date	Description	Role	Prospective Pre-Qualified Contractors	Prospective E/S/M/WBE Companies	Pre-Qualified Contractors	Certified E/S/M/WBE Companies	BCPS Staff	Total	Total Certified E/S/M/WBE Companies Post-Event	% of Total Certified E/S/M/WBE Companies Post-Event
Yes	November 9, 2018	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	6	19	0	7	1	30	0	0%
No	November 17, 2018	Urban League Expo of Broward County	Business Development/ Matchmaker	0	24	0	0	1	39	0	0.00%
Yes	November 17, 2018	3rd Annual Minority Business Expo & Pitch Competition	Business Development/ Matchmaker	0	24	0	0	1	38	0	0%
Yes	November 29, 2018	PWS/SDOP Supplier Diversity Business Event	Business Development/ Matchmaker	0	193	5	29	11	303	1	1%
Yes	January 23, 2019	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by Messam Construction	Business Matchmaker								#DIV/0!
Yes	January 31, 2019	Supplier Diversity & Outreach Program "Meet the Prime Lunch-n-Learn" Workshop, sponsored by Thornton Construction	Business Matchmaker								#DIV/0!
Yes	March 1, 2019	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 1 of 4 (Spanish)	Business Development Training								#DIV/0!
Yes	March 8, 2019	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 2 of 4 (Spanish)	Business Development Training								#DIV/0!
Yes	March 15, 2019	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 3 of 4 (Spanish)	Business Development Training								#DIV/0!

BCPS Event	Date	Description	Role	Prospective Pre-Qualified Contractors	Prospective E/S/M/WBE Companies	Pre-Qualified Contractors	Certified E/S/M/WBE Companies	BCPS Staff	Total	Total Certified E/S/M/WBE Companies Post-Event	% of Total Certified E/S/M/WBE Companies Post-Event
Yes	March 22, 2019	Technical and Business Management courses in partnership with Florida Department of Transportation (FDOT) Part 4 of 4 (Spanish)	Business Development Training								#DIV/0!
No	April 12, 2019	Florida State Minority Supplier Development Council (FSMSDC) 34th Annual Business Expo	Business Matchmaker								#DIV/0!
			Total # of Attendees Fiscal Year To Date	17	697	13	101	54	1106	3	0.43%

* Average % of S/M/WBE Certifications Per Event