

EXECUTIVE SUMMARY

Procurement & Warehousing Services/ Supplier Diversity Outreach Program Report January 31, 2019

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 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)

SDOP's efforts to increase the number of certified firms include:

- Educating the businesses community on how to do business with the District;
- Facilitating outreach events and one-on-one meetings to assist prime vendors in recruiting sub-contractors/sub-consultants;
- Performing targeted outreach in the Tri-County market area to attract prospective E/S/M/WBE firms;
- Offering Reciprocal Certification to firms certified by partnering agencies: Broward County, Miami-Dade County, Miami-Dade County Public Schools, Palm Beach County and The School District of Palm Beach County;
- Implementing the affirmative procurement initiative that gives points to primes for utilizing certified firms in awarded contracts with the District;
- Courtesy email distributions of solicitations advertised on DemandStar to the database which includes certified and non-certified vendors.

SDOP hosted and participated in:

- Small Business Advisory Committee Meeting – the first meeting for Fiscal Year 2018-2019 was held on January 24, 2014. At this meeting, there was a quorum and the officers were elected.

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The following reports are attached:

- E/S/M/WBE Program Activity Report - Provides an update on the number of currently certified E/S/M/WBE firms broken down by industries, ethnicity and gender, and an outline of all new, reciprocal and recertification applications received and proceeded during the reporting period
- Outreach Events Report – Provides an update on the events coordinated by SDOP, participation in community partners events, one-on-one appointments with vendors, upcoming events and an analysis of the attendees' present. The goals of SDOP's outreach activities 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.

SDOP continues to be a cornerstone of the Safety, Music & Art, Athletics, Renovation, and Technology Bond Program which propel firms to prepare to do business with the District through E/S/M/WBE certification and contractor pre-qualification.

SDOP's 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;
- Reviewing all solicitations and applying the relevant APIs;
- Monitoring each contract file for compliance;
- Responding to RFIs;
- Assist with creating Addendums referencing SDOP;
- Reporting quarterly to the Bond Oversight Committee.

SDOP reviews PWS bid submittals to verify E/S/M/WBE participation, and the certification status of proposers, sub-contractors, and sub-consultants. During the reporting period, there was one (1) QSEC meeting.

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

SDOP QSEC Activity Reporting Period: January 1 - January 31, 2019

Date	01/24/2019
RFQ/RFP#	RFQ 19-091C
Proposers	1. Core Construction Services of Florida 2. Gilbane Building Company 3. Gulf Building 4. Hendrick Brothers Construction 5. James B. Pirtle Construction Company d/b/a Pirtle Construction Company 6. The Morganti Group
Shortlisted Firms	1. Gulf Building 2. James B. Pirtle Construction Company d/b/a Pirtle Construction Company 3. The Morganti Group
Select Firm	James B. Pirtle Construction Company d/b/a Pirtle Construction Company

Table 1: SDOP QSEC Activity for January 1-31, 2019

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In addition to the evaluation of QSEC proposals for E/S/M/WBE participation, SDOP focused on the below Invitation to Bid (ITBs) and Request for Proposal (RPFs) Evaluation Activities and Request for Quote (RFQs) Performance Evaluation Activities during the reporting period, respectively.

SDOP ITB Evaluation Activity
Reporting Period: January 1-January 31, 2019

ITB	Due Date	Proposals Received	M/WBE Prime	MWBE Subs
17-138C	1/14/2019	1	1	0
17-138V	1/14/2019	1	1	0
19-166C	1/15/2019	1	1	1
18-165C	1/17/2019	1	1	0
18-176C	1/17/2019	1	0	2
18-176C	1/17/2019	1	0	2
18-198C	1/17/2019	1	1	2
18-163C	1/28/2019	1	1	1
17-138C	1/29/2019	1	0	2
17-136C	1/30/2019	1	1	0
17-136C	1/18/2019	1	1	0
17-136C	1/16/2019	1	1	0
17-136C	1/16/2019	1	1	0
17-136C	1/16/2019	1	1	0
17-136C	1/15/2019	1	1	0
17-136C	1/18/2019	1	1	0
17-136C	1/18/2019	1	1	0
17-136C	1/18/2019	1	1	0
17-138C	1/1/2019	1	0	1
17-136C	1/30/2019	1	1	0
18-163C	1/28/2019	1	1	1

Table 2: SDOP ITB Evaluation Activity for January 1-31, 2019

SDOP RFP Evaluation Activity
Reporting Period: January 1-January 31, 2019

RFP #	Due Date	Proposals Received	M/WBE Prime	M/WBE Subs
17-138C	1/14/2019	1	1	2
17-197C	1/8/2019	1	0	4
18-163C	1/28/2019	1	1	1

Table 3: SDOP RFP Evaluation Activity for January 1-31, 2019

SDOP RFQ Performance Evaluation Activity
Reporting Period: January 1-January 31, 2019

RFQ #	Due Date	Proposals Received	M/WBE Prime	M/WBE Subs
19-091C	1/10/2019	6	0	7
17-154C	1/28/2019	1	0	10
17-156C	1/17/19	1	0	3
16-189C	1/7/2019	1	0	1

Table 4: SDOP RFQ Performance Evaluation Activity for January 1-31, 2019