

**Topic:** E-2 - Supplier Diversity Outreach Program as of March 31, 2019

**Staff Follow Up:** Staff to provide an analysis of this year's numbers for new certifications relative to the counts at this time for the last two (2) fiscal years. The Board is interesting in understanding whether the new certification numbers reported as of March 31, 2019 are trending for the final annual numbers to be higher or lower than the two (2) previous fiscal years. **(H. Brinkworth) SBOM-050719-04**

**Response:** Policy 3330 became effective in July 2017 and required applicant firms to have *Significant Business Presence*.\* Consequently, the program saw a decline in the total number of eligible applicant firms between March 2017 and March 2018.

As of March 31, 2019, there are 60 newly certified firms in FY 18-19, three (3) fewer than FY 17-18. Table 1 below outlines the total number of approved certifications as of March 31<sup>st</sup> for the referenced fiscal years.

APPROVED CERTIFICATION APPLICATIONS	
Date	Certifications
YTD as of March 2017	77
YTD as of March 2018	63
YTD as of March 2019	60

Table 1: Approved Certification Applications

SDOP currently has 35 new certification applications in queue with a projected completion of June 2019. Accordingly, SDOP anticipates an increased number of newly certified firms, in comparison to FY 17-18.

It is also important to note the total number of applications processed (including approved and denied) has increased each fiscal year:

Applications Processed	
FY 16-17	197
FY 17-18	234
FY 18-19	242

Table 2: Applications Processed per fiscal year

**\*Significant Business Presence** - to qualify for participation as an S/M/WBE firm in this SDOP policy, an S/M/WBE must be headquartered or have a significant business presence for at least one year within the relevant marketplace, defined as: an established place of business in one or more of the three counties that make up the Southern Florida relevant marketplace, from which at least fifty percent (50%) of its full-time, part-time, and contract employees are domiciled and regularly based, and from which a substantial role in the S/M/WBE's performance of a commercially useful function is conducted. A location utilized solely as a post office box, mail drop or telephone message center, or any combination thereof, with no other substantial work function, shall not be construed to constitute a significant business presence.

Source: Policy 3330 – Section C.2.

MLW/MCC:jj