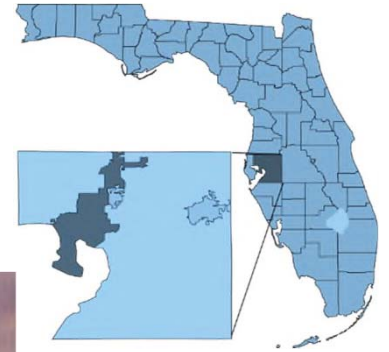


Equal Business Opportunity Program 2019 Awards Report



Mission and Strategic Goals

- Identify economic opportunities in City contracting
- Create sustainable initiatives relevant to Tampa's market
- Structure competitive business opportunities commensurate with the availability and capacity of certified firms in the market
- Establish specifications to attain supplier-diversity inclusion
- Maximize utilization of WMBEs, SLBEs, LGBTBEs, SDVOSBs and VOSBs in contracts by facilitating access to ITB, RFP, RFQ solicitations
- Measure achievement using EBO regulatory standards and audits
- Reinforce certification and outreach to foster economic resiliency

TABLE OF CONTENTS

Preface	Page 4
Preamble	Page 5
EBO Functional Organization Chart	Page 6
City of Tampa WMBE & SLBE Policy Initiatives	Page 7
EBO Policy Applications	Page 8
Budget Appropriation Charts	Page 9
Competitive Contract Spend	Page 10
Number of Prime Contracts Competitively Awarded	Page 11
Dollar Value of Contracts Awarded	Page 12
Contract Dollars Awarded to Women/Minority Business Enterprises (WMBE)	Page 13
Prime WMBE Awards by City Department / Division	Page 14
Departments with High WMBE Dollar Awards	Page 15
Awards Managed by Contract Administration for City Departments	Page 16
Sheltered Market Awards	Page 17
Subcontract Goal Program - Contract Goal Set vs Contract Goal Attainment	Page 18
WMBE/SLBE Participation via Subcontract Goal Attainment	Page 19
CCNA Work Order Agreement Contract Awards	Page 20
Informal Contracts with WMBE Vendors (Quotewire Bids < \$25K)	Page 21
Formal Contracts with WMBE Vendors (DemandStar Bids < \$500K)	Page 22
Informal Contracts with SLBE Vendors (Quotewire Bids < \$25K)	Page 23
Formal Contracts with SLBE Vendors (DemandStar Bids < \$500K)	Page 24
Overview of WMBE/SLBE Certifications by Program, Ethnicity and Industry	Page 25
Overview of Certifications by Number of Diverse Services	Page 26
Equal Business Opportunity Program Overall Goals	Page 27
Procurement Guidelines for Implementing EBO Initiatives	Page 28
Overview of Diversity Management Software System	Page 29
Diversity Management System Automated Compliance Audit Process	Page 30
ERP Input Systems for EBO's Diversity Management System	Page 31
Diversity Management System Functionality	Page 32
Diversity Management System Modular Design	Page 33

PREFACE

The Bar Charts and Diagrams in the Awards Report provide a synopsis of contracting activity with Women/Minority Business Enterprises (WMBE) and Small Local Business Enterprises (SLBE) for Fiscal Year 2019 (October 2018 to September 2019).

The policies and procedures in effect during the report period are those governed by the Equal Business Opportunity (EBO) Ordinance. City policy mandates developing initiatives that promote supplier-diversity and equity in the solicitation and award of publicly funded contracts. In addition, the City's Code of Ordinances invests the Mayor with authority to prescribe results-oriented action steps to remedy under-utilization of WMBE certified firms when Diversity Management Information (DMI) analytical reports conclude disparity exists within specific ethnic and gender business classifications. The policy initiatives outlined on page 6 represent the principle methods and business processes for facilitating WMBE/SLBE participation when procuring goods and services. The EBO Program "Tool Box" includes narrowly-tailored instruments that are available to maximize contract opportunities for under-utilized WMBEs as well as ensure access and participation by all Tampa Bay Area small and minority businesses.

The 2019 Annual Awards Report illustrates the collective effort by City departments to continually improve access and opportunity for WMBEs and SLBEs to do business with the City of Tampa. The program initiatives administered by the Equal Business Opportunity Office focus on supplier-diversity business processes that promote "Economic Development through Inclusion".

PREAMBLE

Equal Business Opportunity Program

City of Tampa Equal Business Opportunity (EBO) Ordinance promotes supplier diversity through viable contracting opportunities for small and ethnic-minority/women owned businesses in City procurement. The Office of Equal Business Opportunity (EBO) is charged with implementing the provisions of City Code and achieving results-oriented objectives for equal business opportunities. EBO's mission has two main components, the Small Local Business Enterprise (SLBE) Program and the Women/Minority Business Enterprise (WMBE) Program. The Ordinance also mandates evaluating program performance through developing Diversity Management Information System (DMI) reports, which delineate utilization of SLBEs and WMBEs on the basis of total procurement, total dollars awarded and total actual payments.

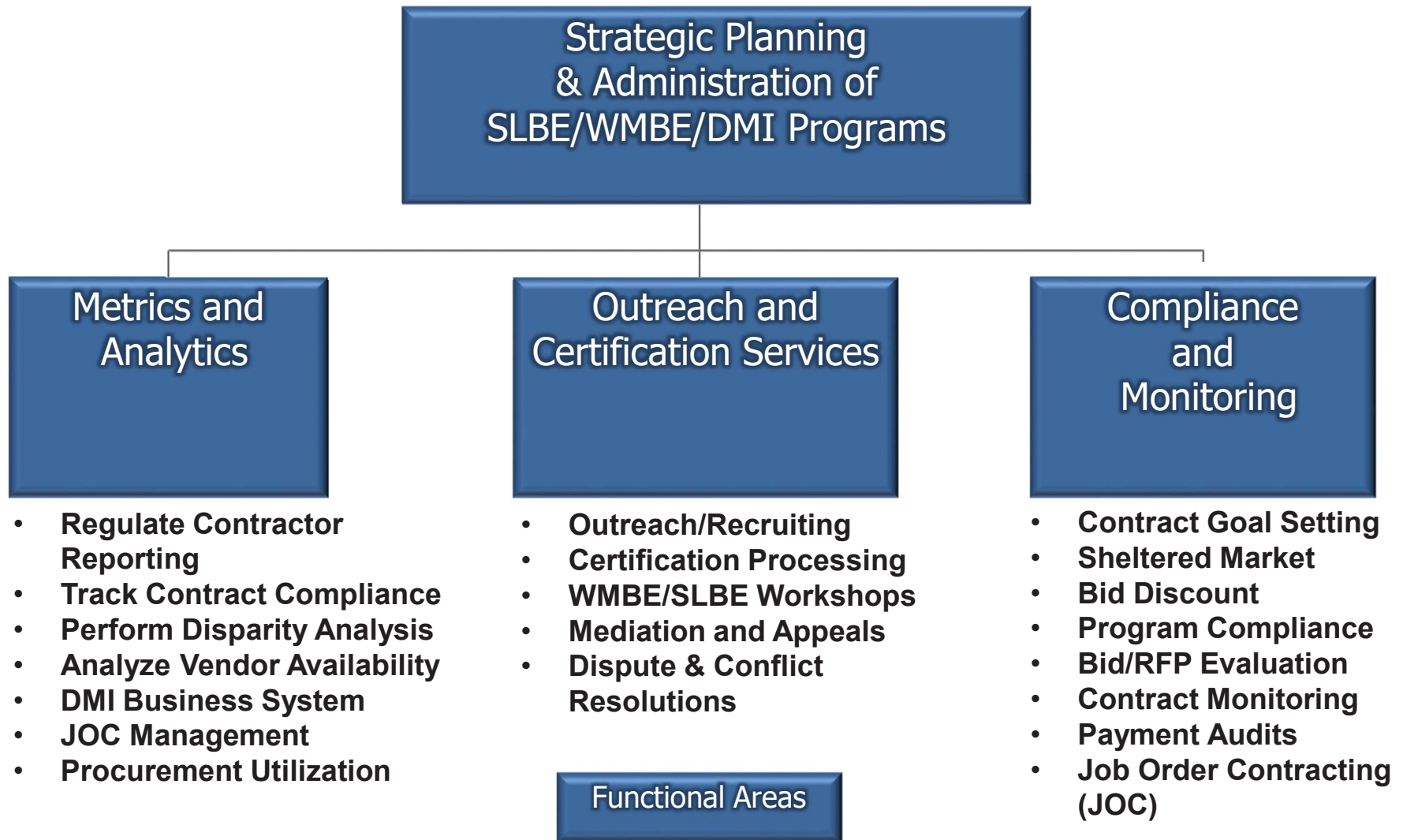
Program Policy Objective

The SLBE Program is a primary initiative and open to all independently owned small businesses, including WMBEs that have operated for a minimum of one year and meet the business size standards and gross receipt limits. The program is ethnic and gender-neutral, with an emphasis on small businesses in the Tampa Bay area. The business owner must have permanent residence in Florida, and the company must be domiciled in the SLBE Market area (Hillsborough, Pinellas, Polk, Pasco, and Manatee Counties). The second component is the WMBE Program, which is ethnic and gender focused and requires validation of 51% WMBE ownership/control. The program establishes narrowly-tailored initiatives for WMBEs, which are promulgated on a legal basis and predicated on multi-year statistical evidence of disparity. When it is determined that disparity/underutilization exists for a given group, the Ordinance includes provisions that allow use of mandatory WMBE participation goals. The goals or remedies are specific to the affected group and industry category where disparity/underutilization is found (i.e. narrowly tailored).

Program Guidelines and Principles

The WMBE and SLBE Program initiatives currently implemented are based on findings in the City's Disparity Study as well as continuous metrics and analytics generated through the DMI program. The DMI program ensures the City remains compliant with the strict judicial guidelines and principle standards that apply to local government WMBE and SLBE contracting programs. The Office of EBO manages several business processes that provide comprehensive data collection, enhanced automation, and improved report methodology. The City continues to enhance EBO business processes with upgraded Diversity Management Software Modules. The upgrades integrate with the City's Enterprise Resource Planning (ERP) on the Oracle platform. The modules add a web-based Diversity Management Business functionality to the Equal Business Opportunity Program. It utilizes cloud-technology to facilitate efficient program interaction between vendors and EBO by providing: On-line Interactive WMBE/SLBE Certification, Subcontract Goal-Setting, Automated Contract Compliance Monitoring and Subcontract Payment Verification Audits. An overview of the functionality provided by the aforementioned modules is presented in the appendix of the report.

Office of Equal Business Opportunity



FTEs = 6

WMBE & SLBE Initiatives – ECONOMIC DEVELOPMENT THROUGH INCLUSION

The City relies upon three basic methods of contracting to procure goods and services. The EBO policy initiatives enable the City to increase access and contract opportunities for certified WMBE & SLBE businesses that are available to perform on City contracts.*

- **SUBCONTRACTS:** contracts awarded by the general contractor (Prime) who hires the specialty trades needed to complete a project.

Construction, non-professional CONTRACT GOALS for underutilized WMBEs: minority and women businesses that have been underutilized (i.e. not received a pro rata of contract dollars), will have subcontract goals established on the Prime Contractor to ensure WMBE companies are retained to provide some services and supplies.

Consultants, Eng.-Architect PROPOSAL GOALS for underutilized WMBEs: minority and women businesses that have been underutilized (i.e. have not received a pro rata of consultant dollars), may have sub-consultant goals required in the RFP/RFQ when multiple professional disciplines are needed to perform the services.

Set ADDITIONAL SUBCONTRACT GOALS for SLBEs: when availability of an underutilized WMBE group is insufficient to bid the services or supplies, an SLBE goal will be established on the Prime or Consultant. Fact: many SLBEs are also certified WMBEs. This initiative ensures that non-minority small businesses and dual certified WMBE-SLBEs continue to have access and opportunity. An overall SLBE/WMBE outreach goal may be considered when availability under a disparity/predicate does not exist nor the requisite for SLBEs.

RATING POINTS from 1 to 20 awarded for WMBE Participation: when underutilized WMBE sub-consultants are members of the team in an RFP/RFQ proposal, the non-certified Prime proposal will be awarded additional evaluation points (up to 20) on an overall scale of 100 as a factor in the selection of the proposal.

* A disparity analysis/audit provides the predicate for establishing narrowly tailored initiatives designed to “level the playing field” and remedy the underutilization of WMBE businesses.

- **FORMAL CONTRACTS:** contracts above \$25,000 require a formal process (e.g. advertise, public open, surety bonds).

Bid PREFERENCE OF 5%: allows the underutilized WMBE or SLBE bidder to be within 5% of the lowest bidder, but cannot exceed \$20,000 for WMBEs and \$10,000 for SLBEs. (e.g. low bid is \$50,000; WMBE/SLBE bid can be \$52,000 and eligible for award).

20 RATING POINTS for underutilized WMBE Prime Proposals: when a WMBE firm is the Prime Consultant on a RFP/RFQ. This initiative will award rating points up to 20 points on a scale of 100, as a factor in the selection. Short-listing is based on weighted qualifications, not price.

SHELTERED MARKET THRESHOLD IS \$300,000 and include underutilized WMBEs: Sheltered Market bids allow certified SLBE/WMBE businesses to bid within their peer group. Sheltered procurements require 3 or more certified firms and range from \$25,000 to \$300,000 allowing more solicitations to be targeted for SLBEs/WMBEs that have the capacity to perform as prime contractors. CCNA Work Order contracts can range from \$25,000 to \$100,000 for Sheltering of professional survey, engineering, architecture services.

- **INFORMAL CONTRACTS:** quotes between \$2,000 and \$24,999.99 will be targeted to the underutilized WMBE groups (i.e. DemandStar-Quotewire). Small value solicitations have fewer legal restrictions and more discretion in awarding.

WMBE SHELTERED MARKET for underutilized WMBEs: Informal Sheltered Market allows only underutilized WMBEs to quote across all 5 industry categories of goods or services.

WMBE Bid PREFERENCE OF 5%: This allows a quote from only the underutilized minority or women owned business to be within 5% of the lowest bid. (If low bidder is \$4,000, WMBE firm can have a bid of \$4,200 and be awarded a purchase order (informal contract)

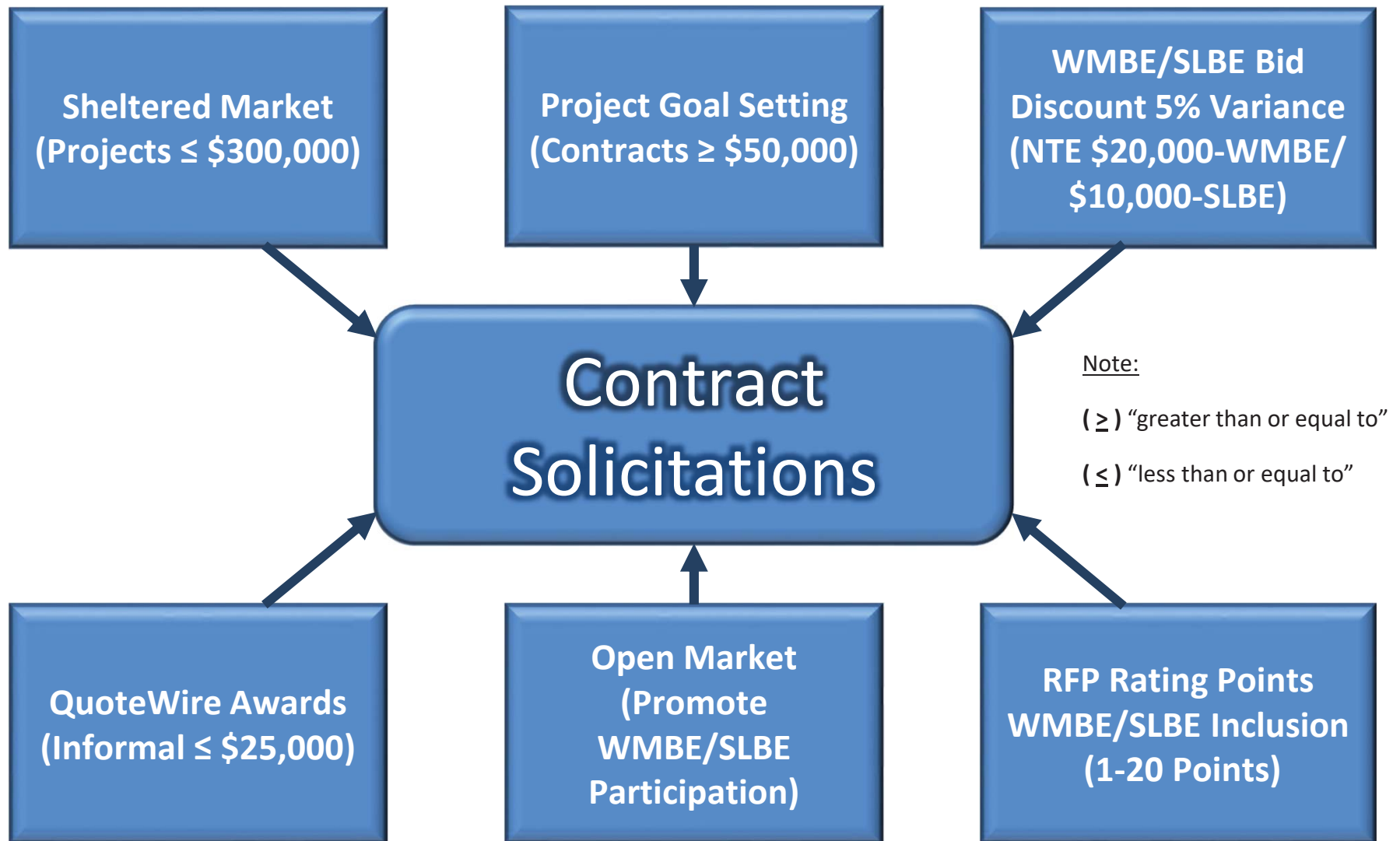
20 RATING POINTS for underutilized WMBEs: only the underutilized minority and women owned business will be assigned 20 points on a scale of 100 in an RFP solicitation whereby selection is based on weighted qualification criteria, not price.

Sheltered Market to INCLUDE SLBES: SLBEs will be included in sheltered Market quotes only when there are not the requisite 3 underutilized WMBEs available to competitively solicit the purchase of goods and services.

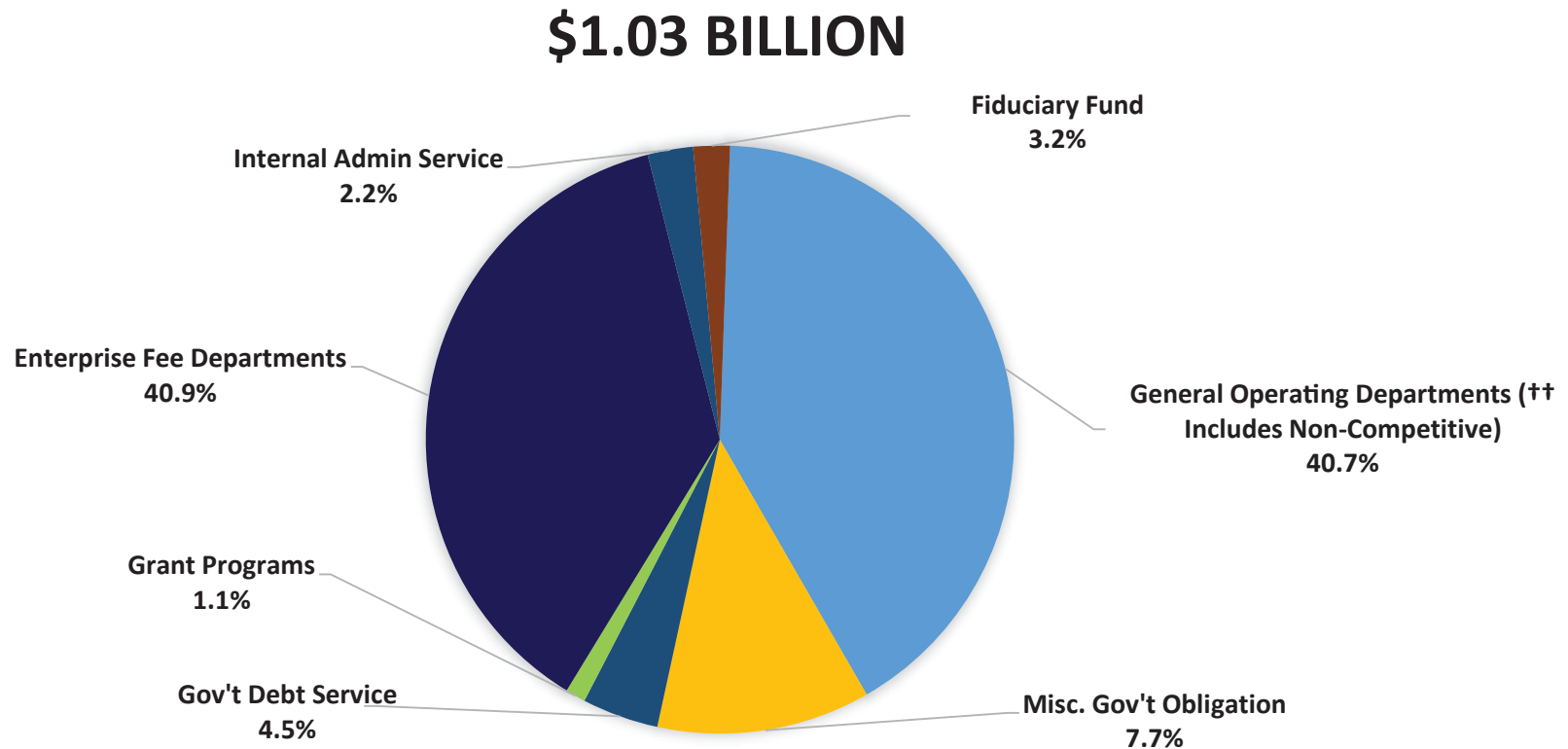
* City Council held public hearing April 2012. Implementation commenced with approval of Fiscal Year 2013 Budget (i.e. October).

EBO Policy Applications

Overlaid on Competitive Procurement



*Chart Illustrates FY19 Breakout of Fiscal Year Funds

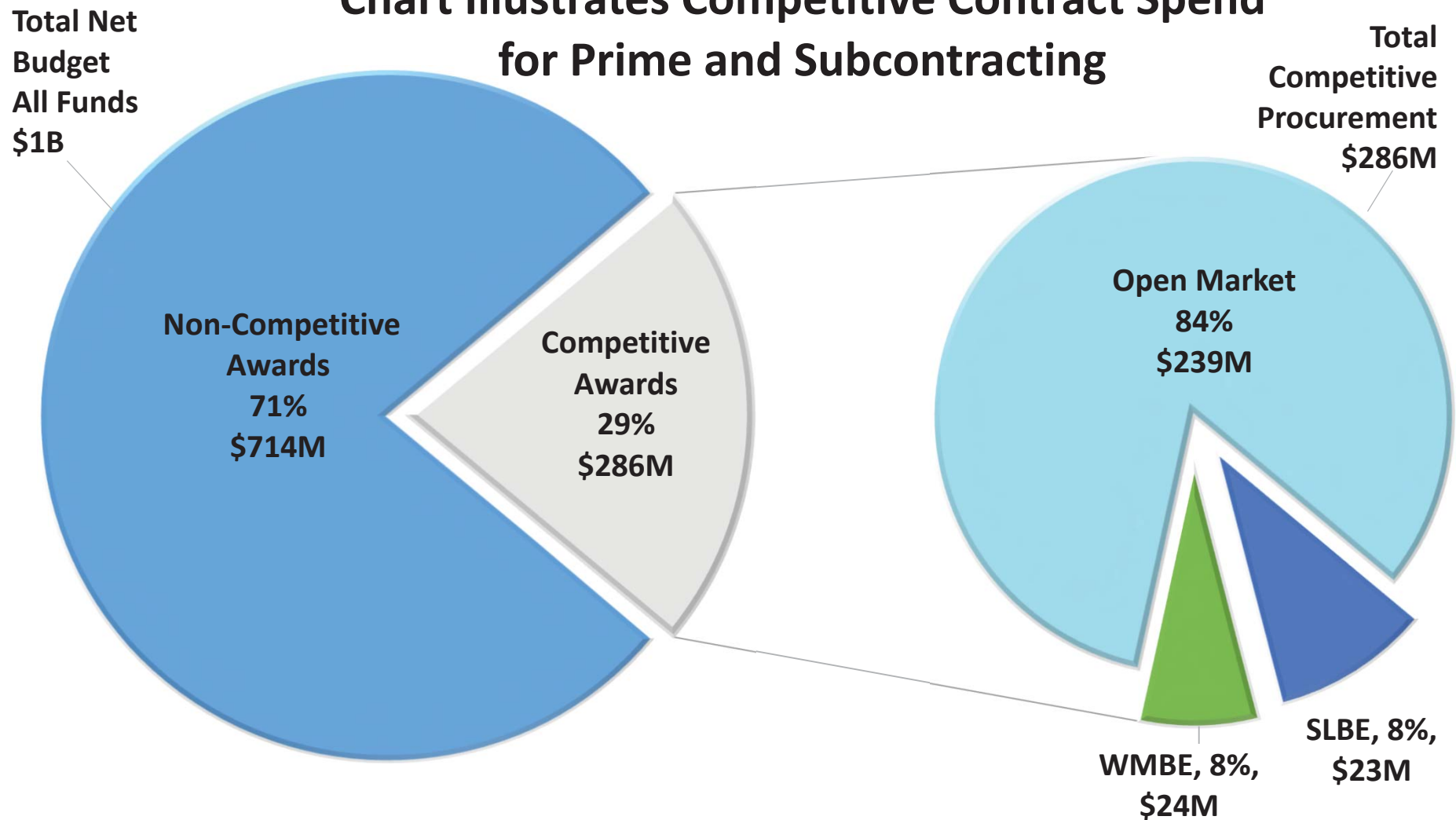


Scenario: Annual Budget appropriates over \$1B to fund operations and capital improvements.

Competitive solicitations to procure goods and services account for a fraction of funds.

†† Significant funds are earmarked for salaries, debt service, reimbursements and emergency expenditures.

Chart Illustrates Competitive Contract Spend for Prime and Subcontracting



WMBE/SLBE programs contracts awarded through competitive solicitations

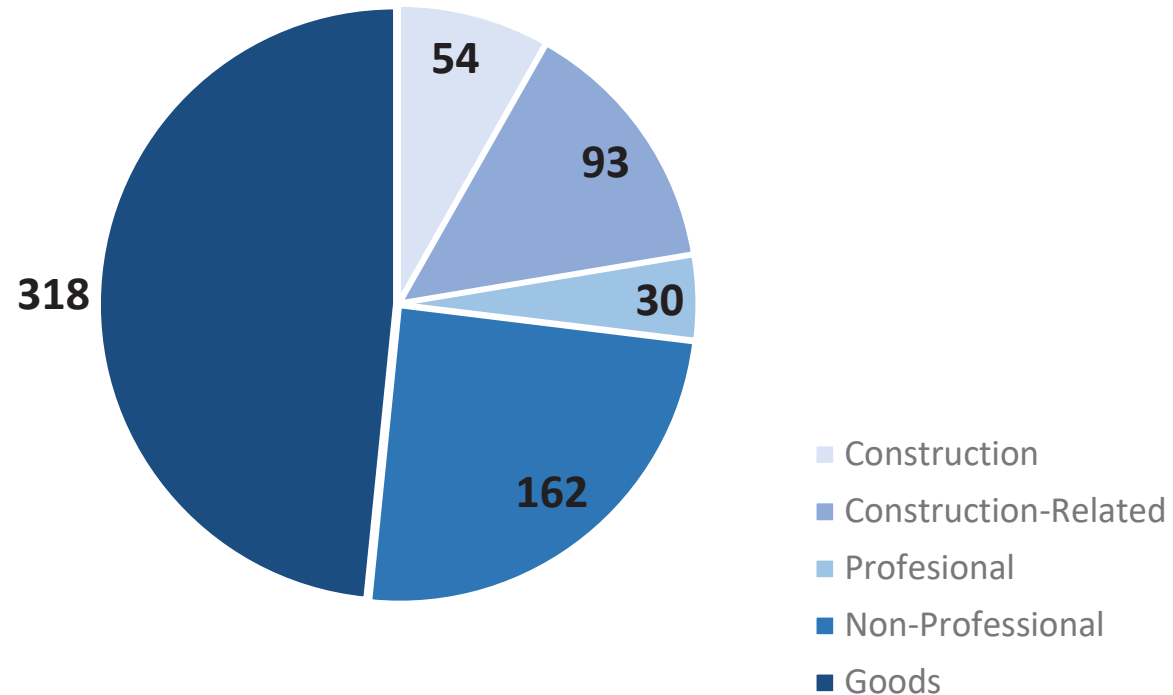
(Note: emergency services, state contracts, inter-local agreements are not competitive awards)

* Percentages, numbers, and graphs are approximate values

Equal Business Opportunity Awards Report FY19

NUMBER OF PRIME CONTRACTS AWARDED

FY 19 Number of Contracts by Industry Category



Industry Categories: Construction: new construction, renovation, restoration, maintenance of public improvements and underground utilities. Construction-Related Services: architecture, professional engineering, landscape architecture, design build, construction management services, or registered surveying and mapping. Professional Services: attorney, accountant, medical doctor, veterinarian, miscellaneous consultant, etc. Non-Professional Services: lawn maintenance, painting, janitorial, printing, hauling, security guard, etc. Goods: all supplies, materials, pipes, equipment, machinery, appliances, and other commodities.

Analysis:

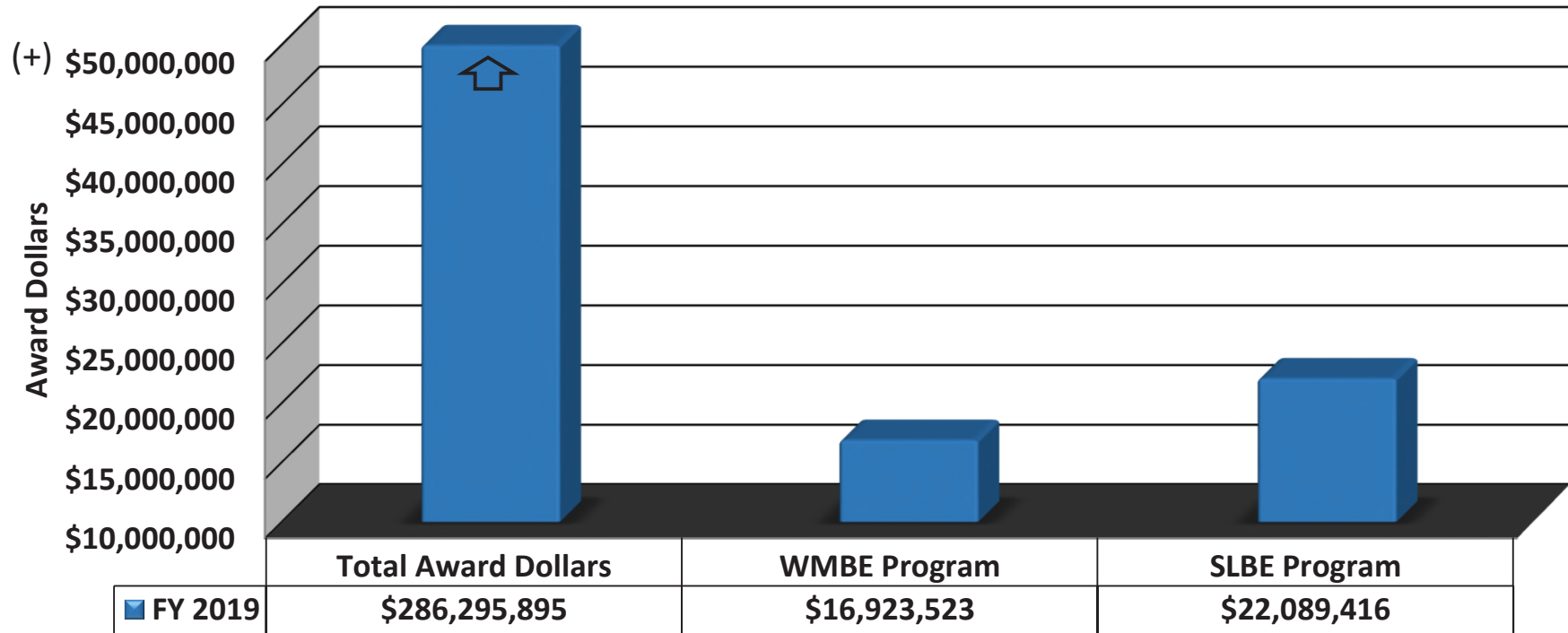
- **657** prime contracts awarded through competitive ITB/RFP/RFQ
- **92** prime contracts or **14%** were awarded to WMBEs in FY 2019
- **80** prime contracts or **12.2%** were awarded to SLBEs in FY 2019

Note:

- The procurement category with majority of contract awards is Goods
- **48%** of all contracts awarded were for procurement of Goods

DOLLAR VALUE OF CONTRACTS AWARDED

Prime Awards



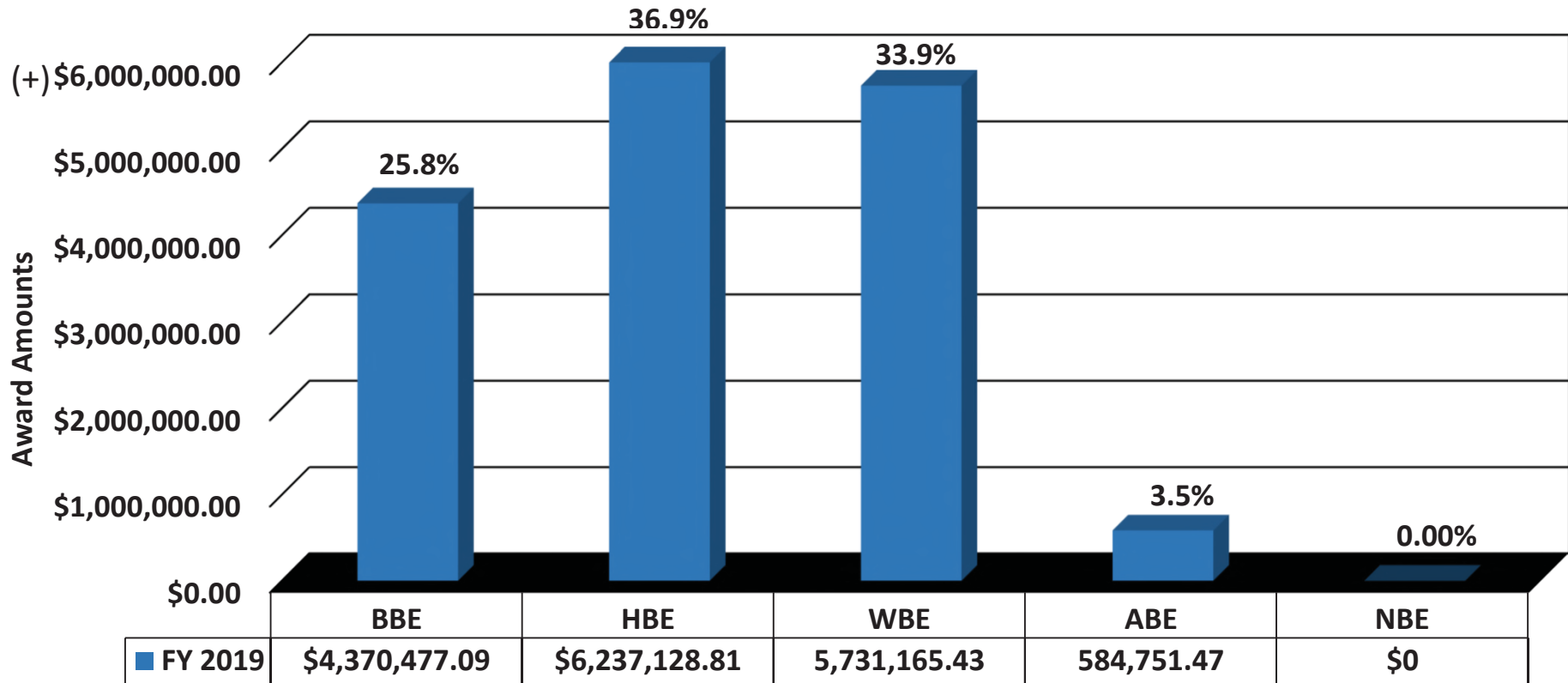
Note: Chart measures award activity during 2019 for competitive Bid/RFP solicitations, wherein applicable EBO initiatives were implemented to maximize opportunities for WMBE/SLBE inclusion. WMBEs that meet eligibility requirements may also be certified as an SLBE firm.

Analysis:

- Prime contract dollars awarded to **WMBEs** was **6%** higher than FY 2018
 - Prime contract dollars awarded to ****SLBEs** was within **3%** of FY 2018
- ** WMBEs** that meet eligibility requirements may also be certified as an SLBE firm.

CONTRACT DOLLAR AWARDED TO WMBEs

WMBE Prime Dollars



Note: Chart measures dollars awarded to certified firms by ethnicity & gender across all 5-industry categories combined. Compared to FY18, each classification of WMBE awards decreased due to a drop in number of contracts issued by the City and the type of contracts solicited versus availability. The total WMBE amount awarded on \$15,923,523 (8.5%) is based on the total competitive spend of \$286M for Prime Contracts only. City Awards increased by 6% (\$1M) from 2018.

Analysis:

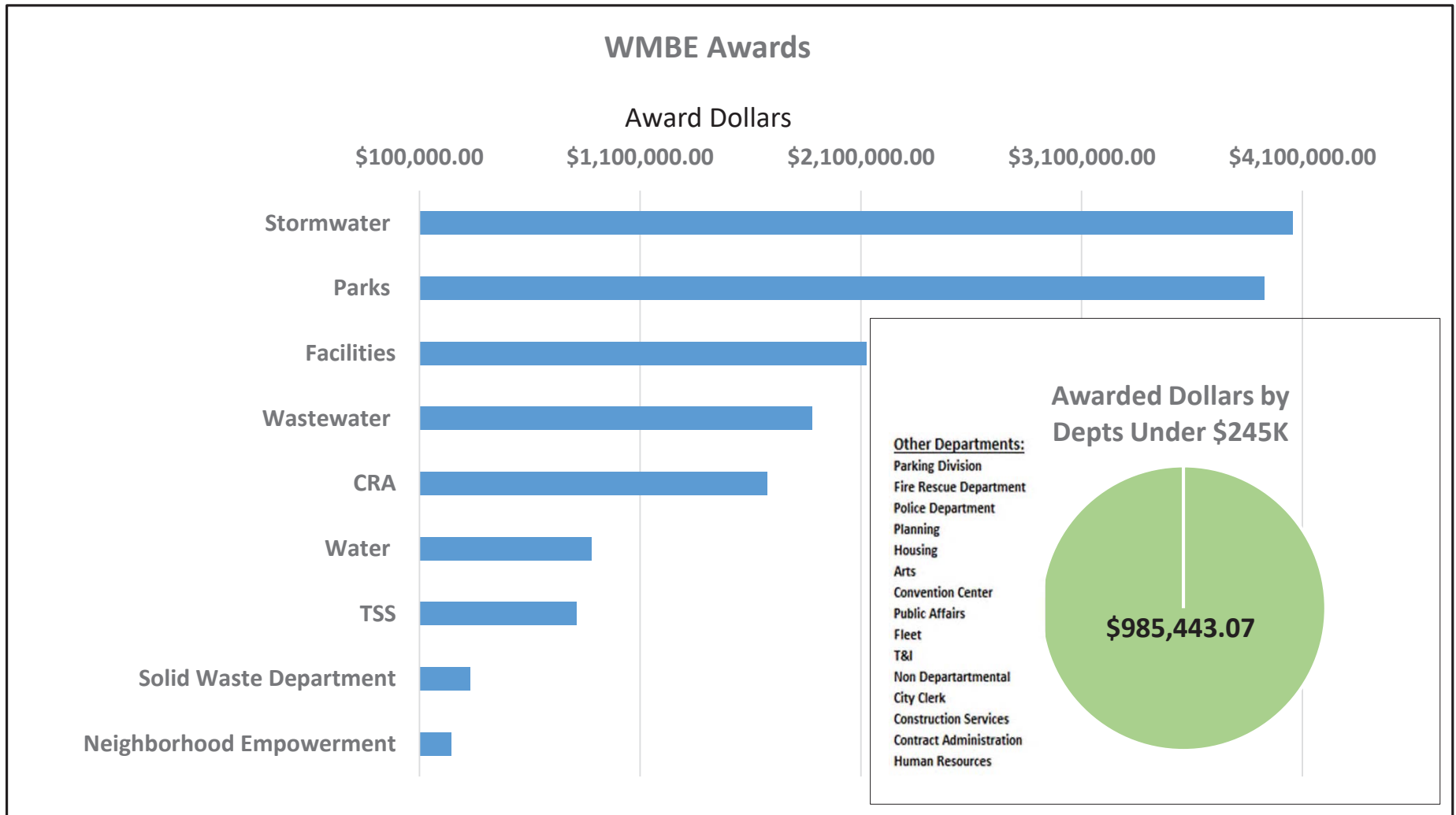
- African American (BBE) = 25.8%
- Hispanic American (HBE) = 36.9%
- Caucasian Women (WBE) = 33.9%
- Asian American (ABE) = 3.5%
- Native American (NBE) = 0.0%

Total sum of WMBE \$ by % = 100%*

* Represents the average annual goal by ethnicity and gender across all 5-industry categories combined.

Equal Business Opportunity Awards Report FY19

PRIME WMBE AWARDS BY DEPARTMENT/DIVISION

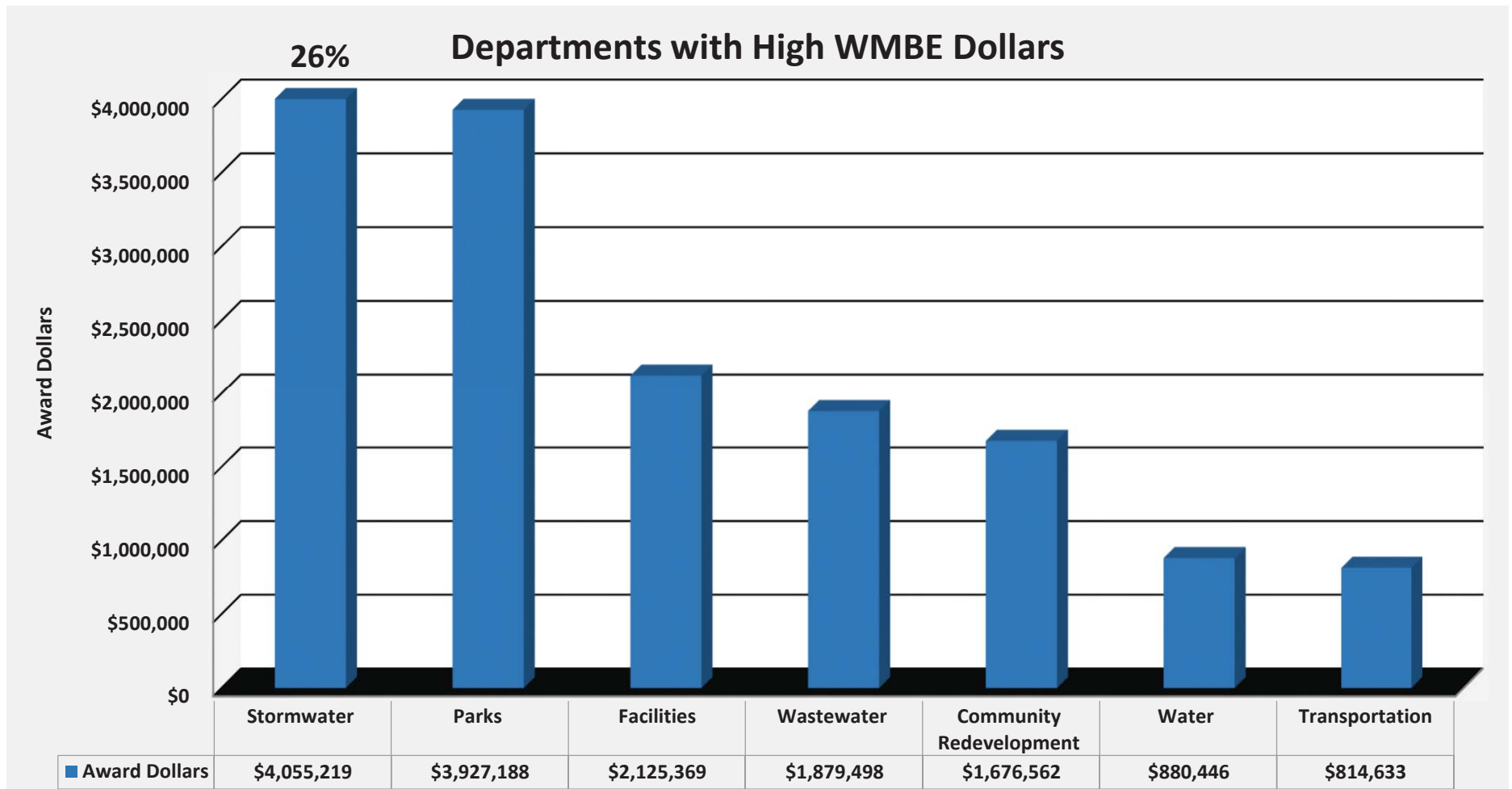


Note: Chart reflects dollar volume of WMBE awards by departments that achieved participation for prime contracts.

Analysis:

32% of all City departments/divisions (i.e. 9 of 28) generated **91%** of dollars awarded to WMBE prime contractors. (Highest volume departments = **Blue Bars**)

HIGHEST VOLUME WMBE PRIME CONTRACT AWARDS



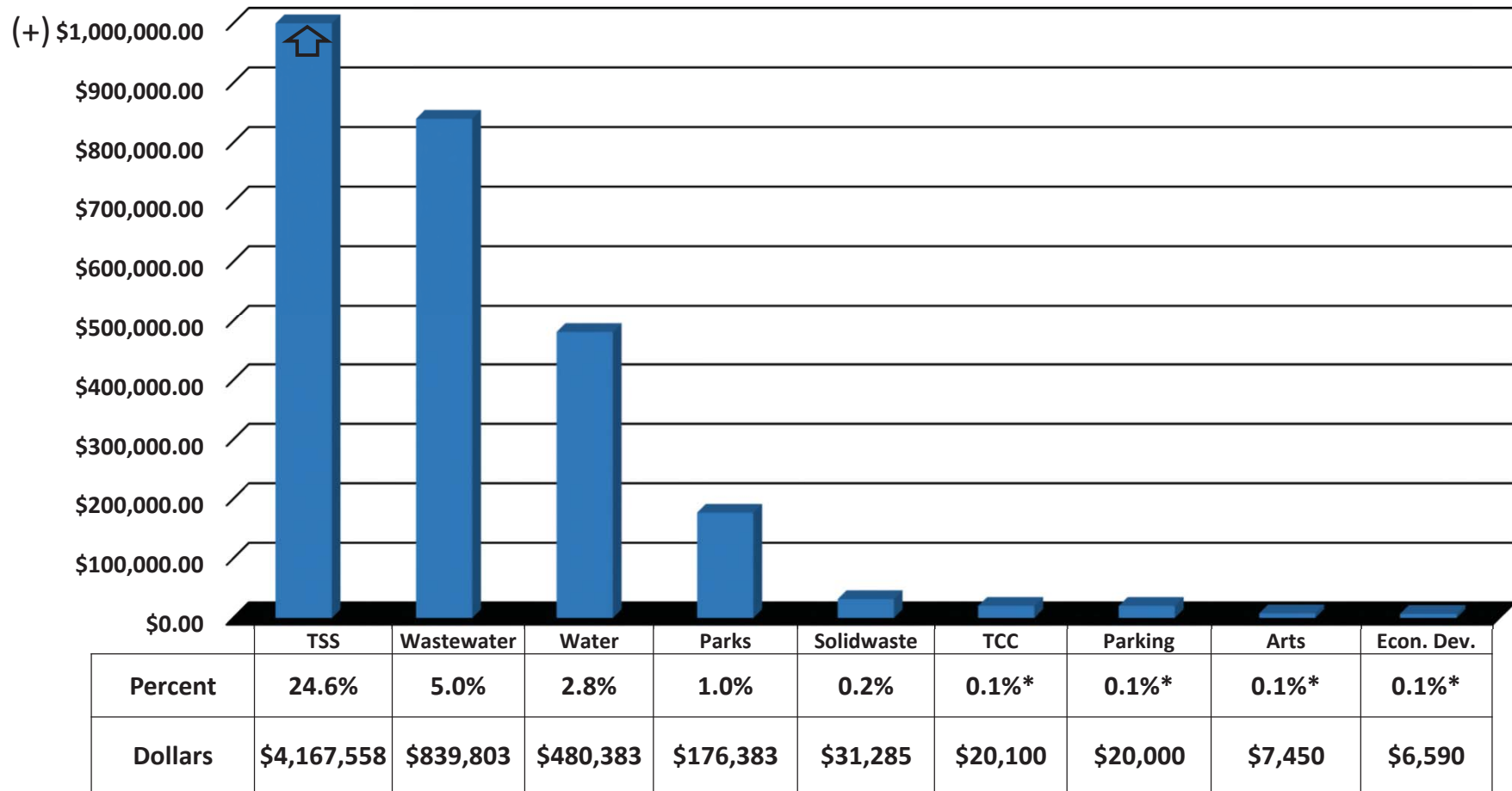
Note: Chart represents percent of total WMBE Prime Awards (i.e. \$16.9M), by departments and divisions with the majority of WMBE Prime Contract participation (i.e. \$15.4M).

Analysis:

- The concentration of WMBE Prime contracts awarded (i.e. 91%) is largely within Public Utilities and Public-Space Infrastructure projects.

PROCUREMENT MANAGED BY CONTRACT ADMINISTRATION

Departments with WMBE Dollars



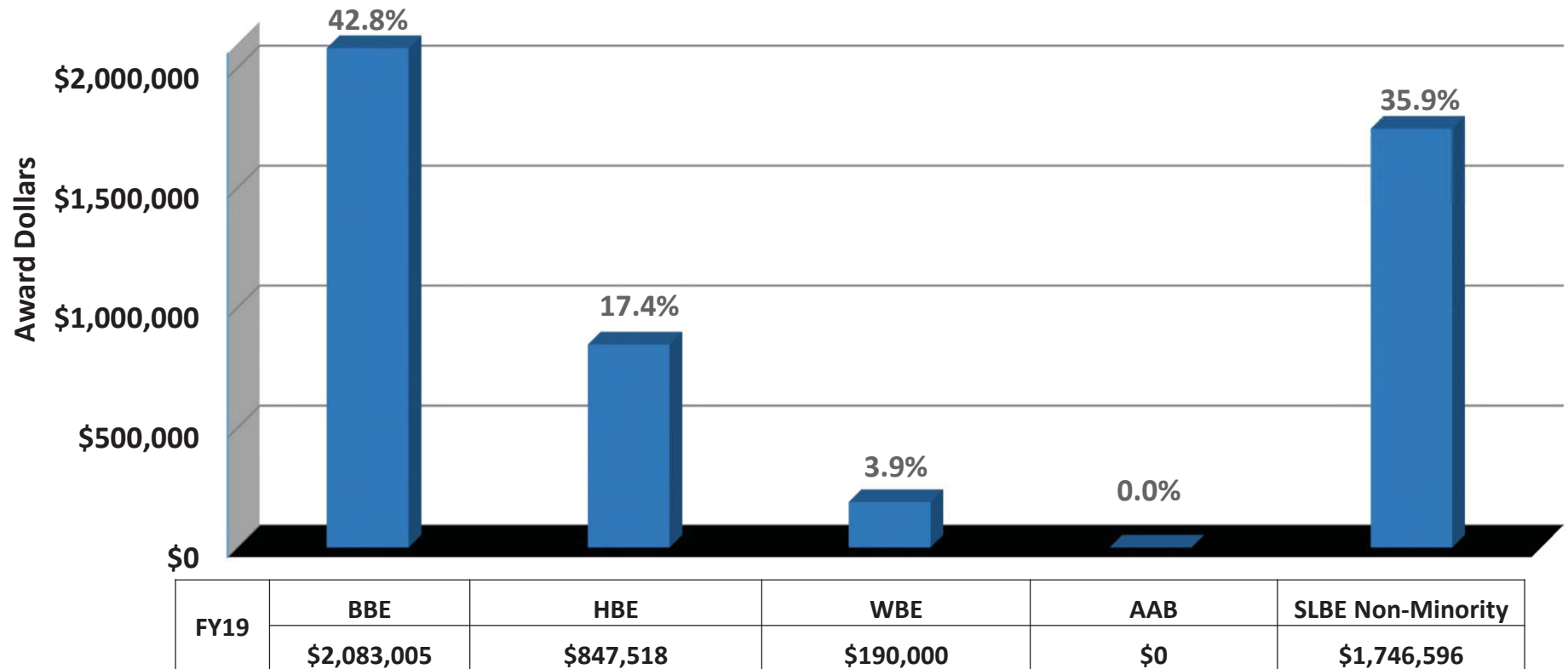
Note: Chart represents WMBE Prime dollars (i.e. \$16.9M) sorted by department/division, for awards managed by Contract Administration.

Analysis:

- Contract Administration processed all prime contracts awarded to WMBEs for Construction, Architect/Engineering, Design/Build, and Construction Management.

* Represents the average annual goal by ethnicity and gender across all 5-industry categories combined.

SHELTERED MARKET PROGRAM AWARDS FY 2019 Awards

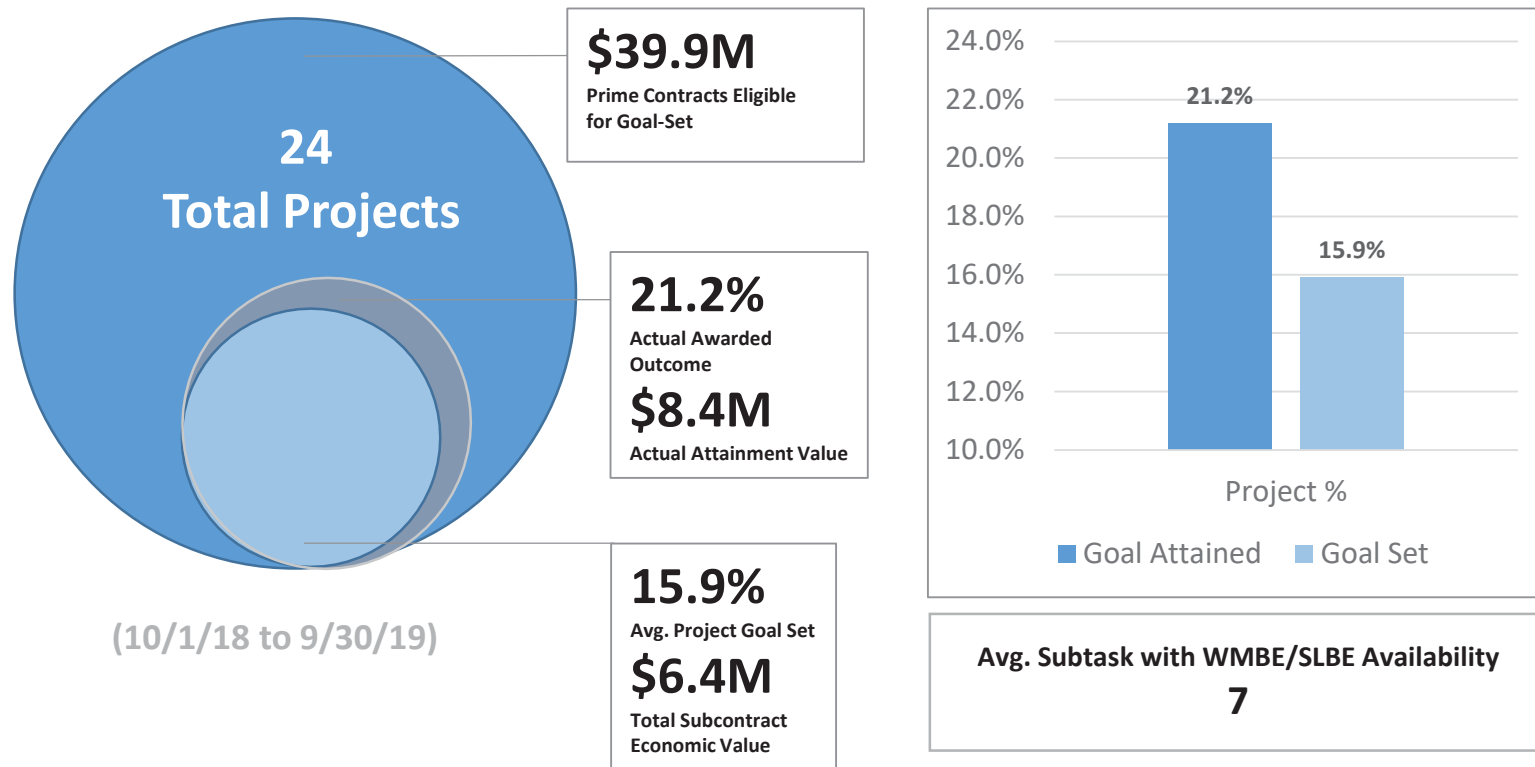


Note: Chart reflects dollars awarded under Sheltered Market solicitations to companies that are either SLBE certified, dual certified as SLBE/WMBE, and/or designated underutilized WMBE.

Analysis: The FY 2019 awards totaled \$4.9M comprising 41 prime contracts.

- African American (BBE) = **42.8%**
- Hispanic American (HBE) = **17.4%**
- Caucasian Women (WBE) = **3.9%**
- Asian American (AAB) = **0.00%**
- Small Non-Minority (SLBE) = **35.9%**

SUBCONTRACT GOAL PROGRAM



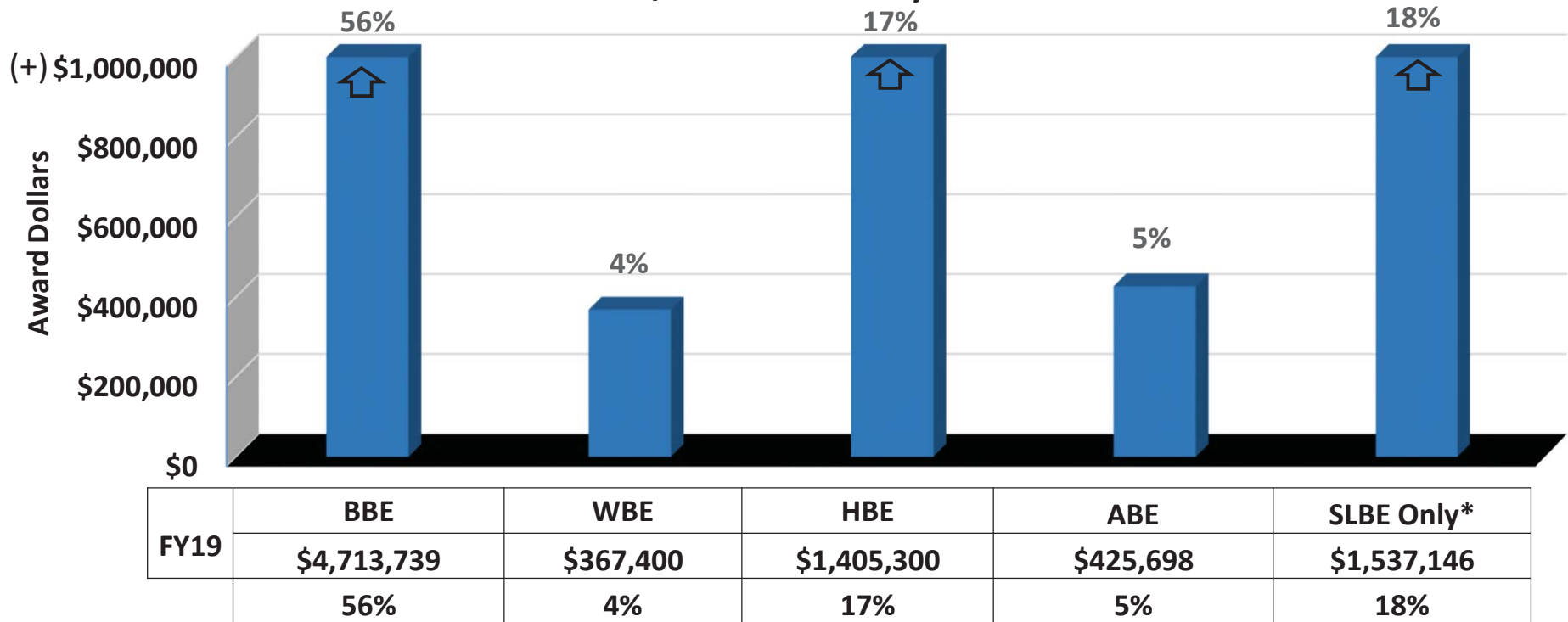
Note: Overall goal attainment was 133% of goals set on eligible projects.

Note: Chart compares the average SLBE/WMBE participation “goal-set” on projects (i.e. \$6.4M) that had pre-determined subcontract opportunities, versus the actual-overall “percent of participation” achieved at the prime contract award.

Analysis: In FY 2019 overall subcontract participation average goal attainment was 133% above target of actual goals established on eligible projects. This can be attributed to the City’s commitment to economic inclusion through assessing subcontract opportunities in all procurement activity, ensuring accountability across operating departments, ensuring bidder awareness of Equal Business Opportunity guidelines and, EBO enforcement of Good Faith Effort Compliance Plans. In FY 2019 WMBE/SLBE goal attainment was 21.2% overall with a substantial increase in actual awarded funds (i.e. \$5.1M in FY 2018).

WMBE PARTICIPATION VIA SUBCONTRACT GOAL ATTAINMENT

WMBE/SLBE Inclusion by Classification



Note: Chart reflects subcontract participation by ethnicity and gender as a percentage of total WMBE/SLBE subcontract dollars awarded (i.e. \$8.4M from eligible projects on \$40M total prime contracts) A concerted effort by the City organization is paramount to effective implementation of the Administration's WMBE/SLBE policy initiatives; thus, assuring adherence to EBO procurement guidelines and prohibiting pro-forma solicitation by bidders/proposers who marginalize participation goals. The expectation is that a bidder's supplier-diversity strategy, active outreach efforts and commitment to inclusion can, in prospect achieve participation commensurate with WMBE/SLBE goals.

Analysis:

WMBE/SLBE Goal Attained = 100% or \$6,912,137

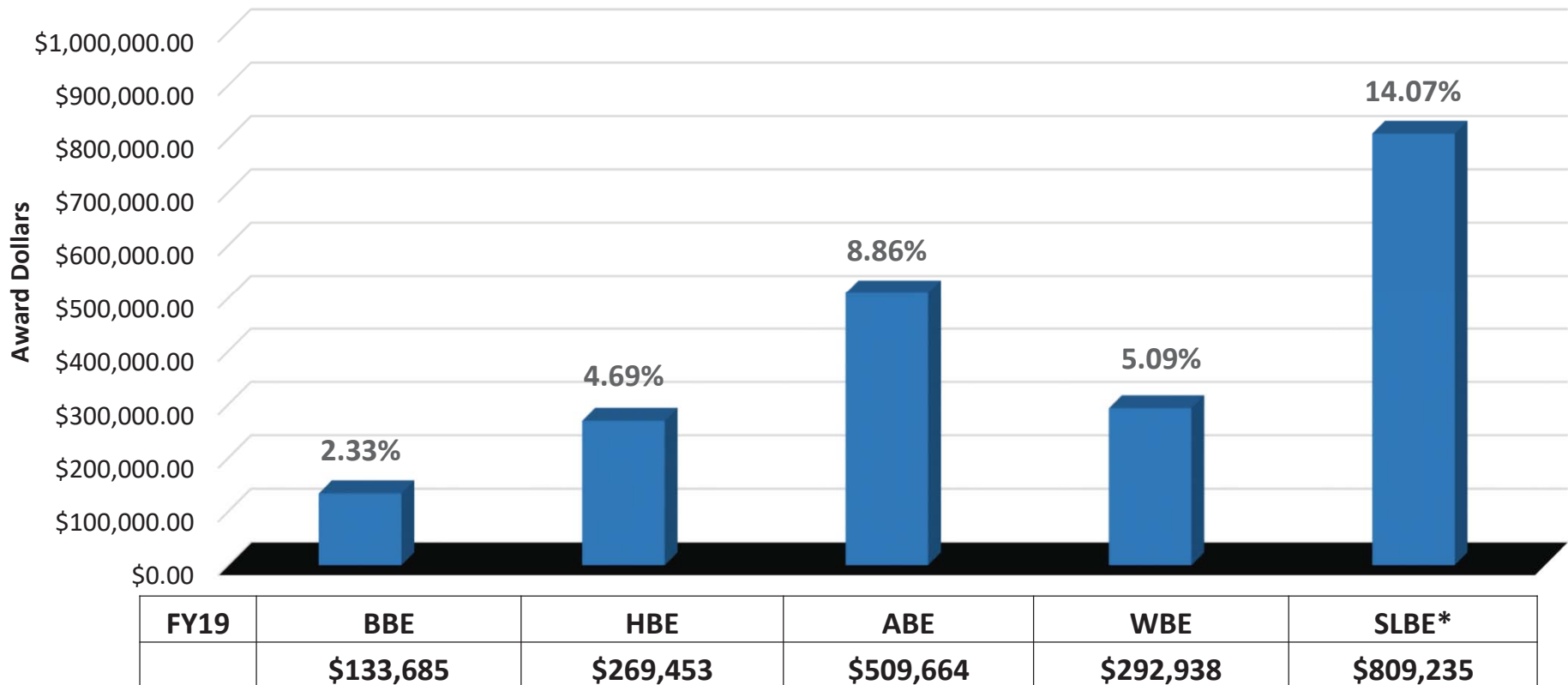
- African American (BBE) = 56% or \$4,713,739
- Caucasian Females (WBE) = 4% or \$367,400
- Hispanic American (HBE) = 17% or \$1,405,300
- Asian American (ABE) = 5% or \$425,698

Total WMBE subcontract awards = \$6,912,137
(17% of Overall WMBE/SLBE Goal Attainment)

Total *SLBE Non-Minority awards = \$1,537,146
(18% of Overall WMBE/SLBE Goal Attainment)

CCNA WORK ORDER AGREEMENT AWARDS

Construction-Related Purchase Orders



Note: Chart reflects Purchase Orders awarded to pre-selected firms under the Consultant Competitive Negotiation Act (CCNA) “Work Order Agreement Contract” with the City of Tampa from October 1, 2018 through September 30, 2019.

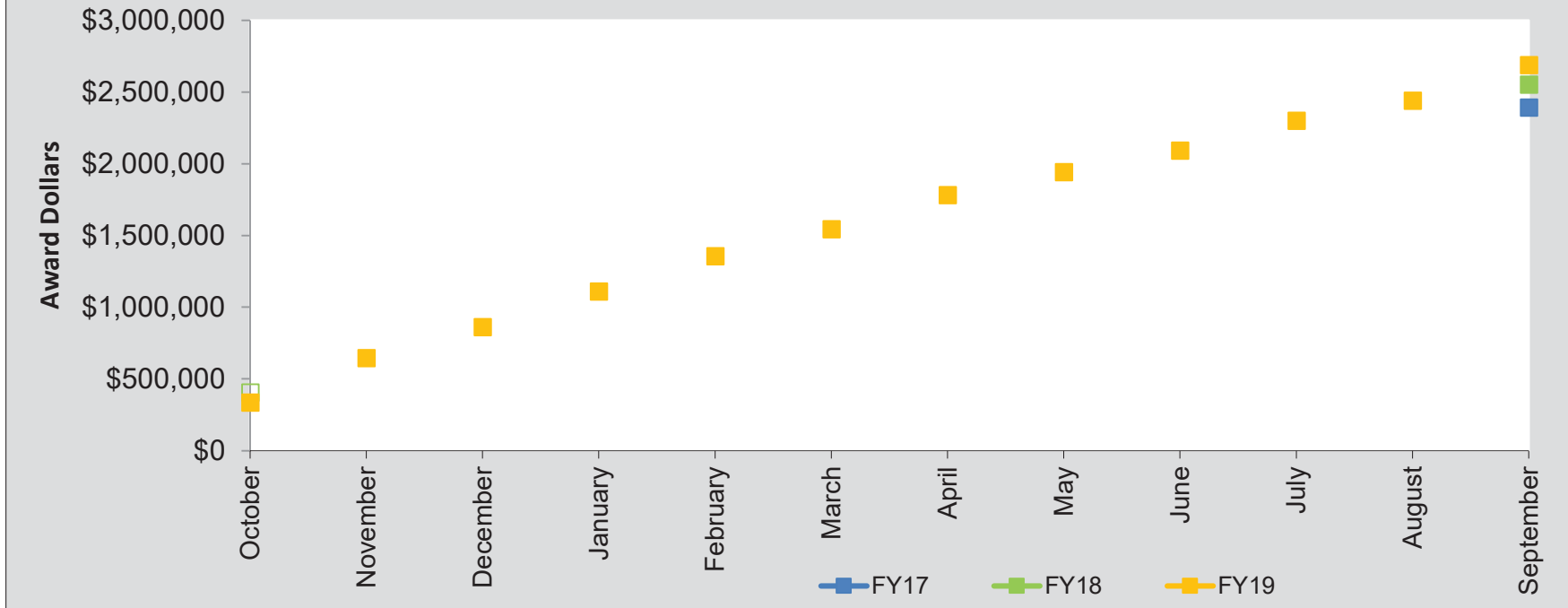
- WMBEs that meet eligibility requirements may also be dual certified as an SLBE firm (i.e. 45%).

Analysis:

- African American (BBE) = 2.33% or \$133,685
- Hispanic Americans (HBE) = 4.69% or \$269,453
- Asian American (ABE) = 8.86% or \$509,664
- Caucasian Females (WBE) = 5.09% or \$292,938
- Total WMBEs = **20.97%** or \$1,205,740
- Small Local Business (*SLBE) = **14.07%** or \$809,235

INFORMAL CONTRACTS WITH WMBE VENDORS

QuoteWire Awards \$0 to \$25K



BBE	Percentage	ABE	Percentage	WBE	Percentage	HBE	Percentage	NBE	Percentage	Total
\$925,329.00	34.39%	\$15,280.00	0.57%	\$776,857.00	28.88%	\$972,878.00	36.16%	\$0.00	0.00%	<u>\$2,690,344.00</u>

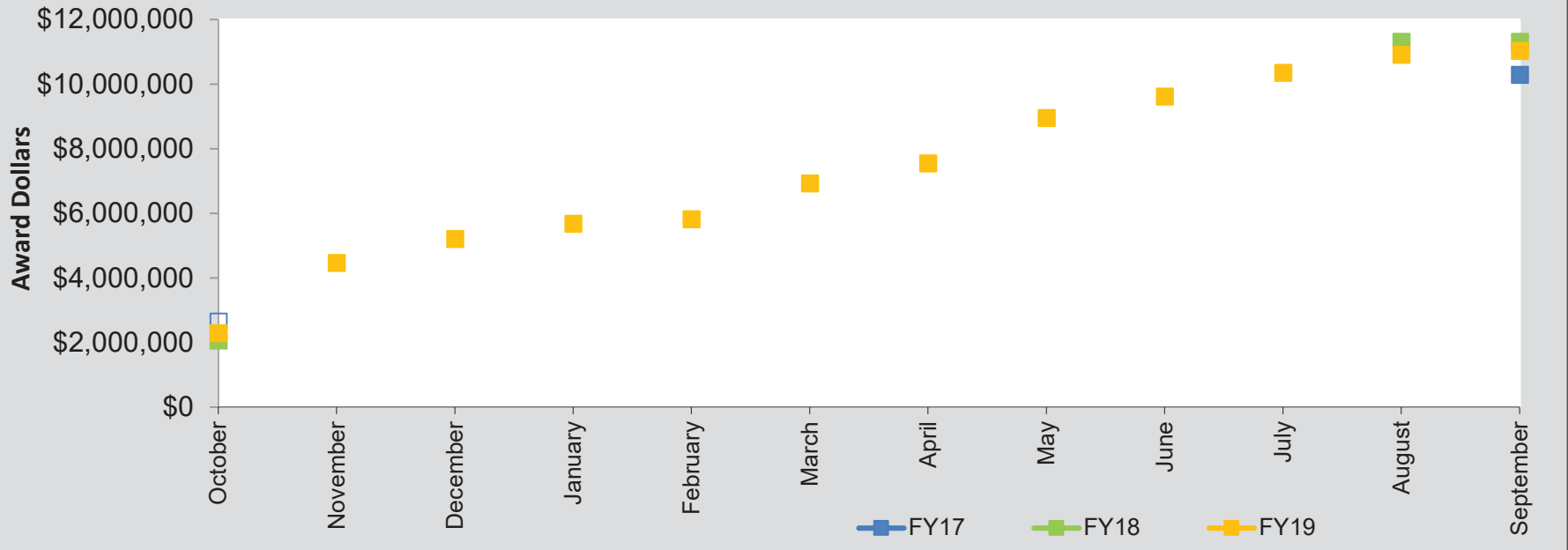
Schedule	FY17	FY18	FY19
October	\$339,913.97	\$407,503.02	\$335,804.84
November	\$488,114.03	\$653,315.05	\$647,094.05
December	\$607,657.25	\$797,699.14	\$863,328.89
January	\$765,860.68	\$1,028,218.38	\$1,111,740.19
February	\$913,704.30	\$1,213,455.15	\$1,356,710.32
March	\$1,224,694.17	\$1,481,175.08	\$1,544,110.57
April	\$1,370,131.84	\$1,711,952.55	\$1,783,728.36
May	\$1,628,660.14	\$1,919,803.78	\$1,942,463.76
June	\$1,914,720.93	\$2,104,752.01	\$2,094,172.23
July	\$2,076,712.34	\$2,239,309.37	\$2,300,887.38
August	\$2,286,727.12	\$2,467,590.55	\$2,441,100.48
September	\$2,393,358.50	\$2,554,228.47	\$2,690,344.21

Note: Chart reflects cumulative discretionary procurement <\$25k using Quotewire electronic notification, which allows department buyers to more effectively solicit WMBE quotes. Total sum of informal quotes up to \$25K is approximately \$41M.

Analysis:
Discretionary awards targeting WMBEs **increased by 5.3%**

FORMAL CONTRACTS WITH WMBE VENDORS

DemandStar Bids \$25K to \$500K



BBE	Percentage	ABE	Percentage	WBE	Percentage	HBE	Percentage	NBE	Percentage	Total
\$2,052,148.00	18.61%	\$569,471.00	5.16%	\$4,230,422.00	38.37%	\$4,174,207.00	37.86%	\$0.00	0.00%	<u>\$11,026,248.00</u>

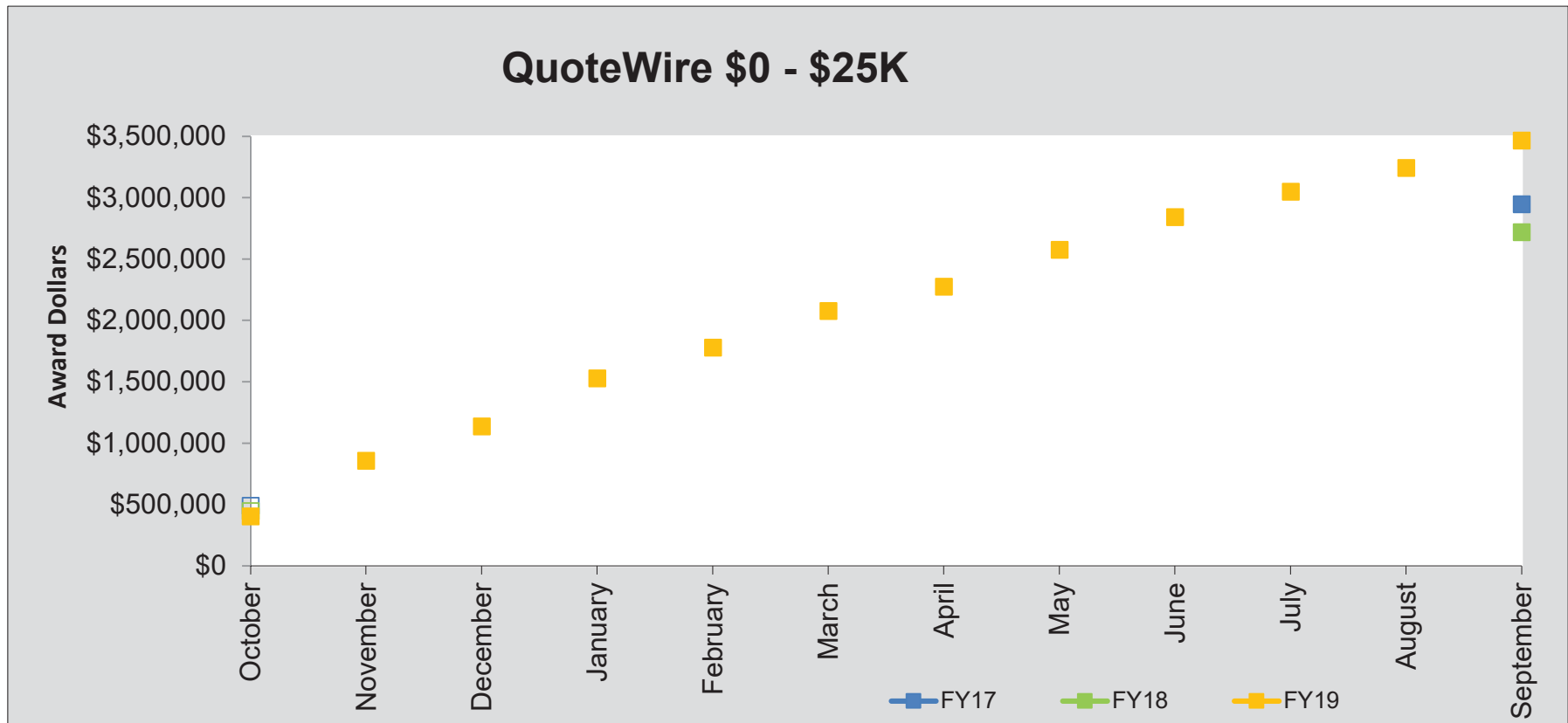
Schedule	FY17	FY18	FY19
October	\$2,643,100.77	\$2,059,556.58	\$2,287,754.89
November	\$3,619,357.01	\$3,609,631.84	\$4,461,729.78
December	\$3,619,357.01	\$3,754,015.93	\$5,203,483.36
January	\$4,365,919.29	\$4,323,014.10	\$5,673,936.71
February	\$4,724,967.61	\$5,630,979.96	\$5,814,597.23
March	\$5,308,591.41	\$7,360,056.08	\$6,919,582.38
April	\$6,102,443.91	\$7,919,759.58	\$7,545,100.99
May	\$7,065,615.52	\$8,897,307.14	\$8,945,983.46
June	\$8,100,812.12	\$10,062,788.95	\$9,614,451.84
July	\$8,875,040.84	\$10,713,400.67	\$10,350,540.59
August	\$9,817,324.15	\$11,311,981.76	\$10,908,055.70
September	\$10,285,892.92	\$11,311,981.76	\$11,026,248.82

Note: Chart reflects use of DemandStar notification to solicit WMBE contractors who have the capacity to bid as primes within the threshold set for WMBEs, based on disparity analysis/procurement patterns. Total sum of informal quotes \$25K-\$500K is approximately \$134M.

Analysis:

- Cumulative, formal awards targeting WMBEs was **97.5%** equal to FY18
- BBEs were awarded **65% more** than in FY18

INFORMAL CONTRACTS WITH SLBE VENDORS



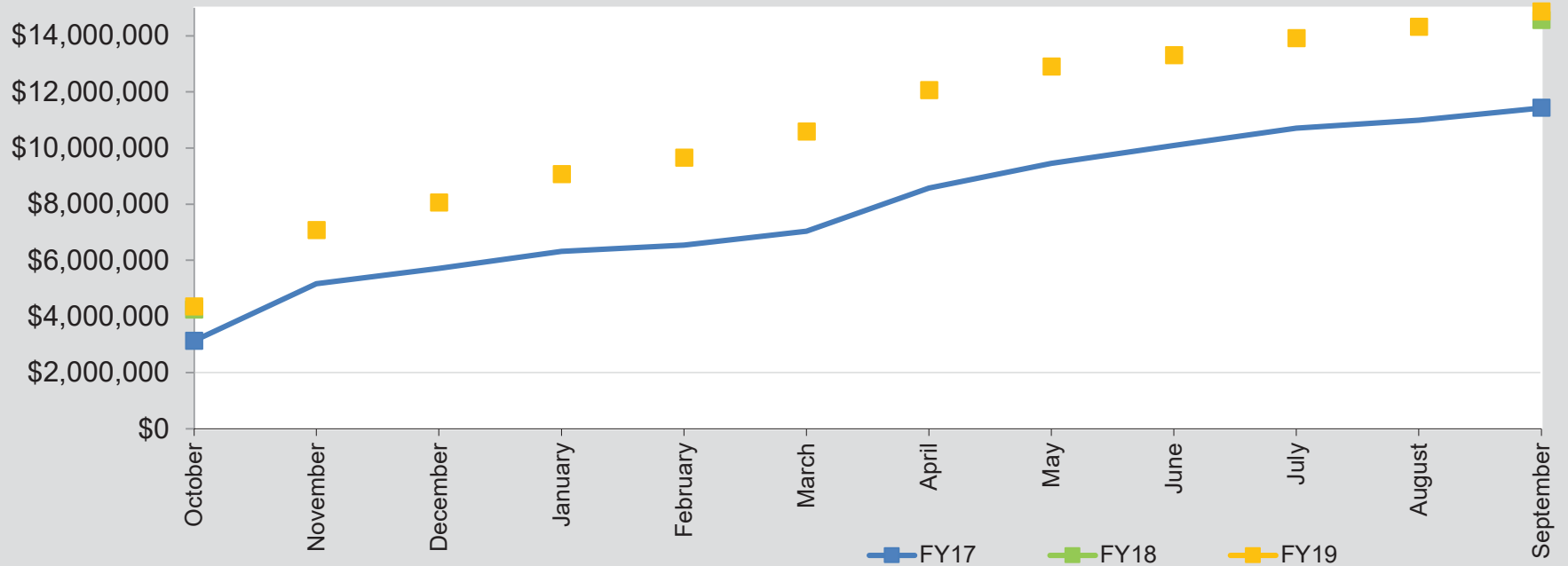
Schedule	FY17	FY18	FY19
October	\$489,557.38	\$ 445,358.00	\$401,861.41
November	\$698,235.63	\$ 702,491.16	\$856,081.54
December	\$887,662.21	\$ 900,213.20	\$1,136,027.95
January	\$1,089,837.39	\$ 1,137,335.16	\$1,528,061.41
February	\$1,124,637.47	\$ 1,344,451.85	\$1,778,779.77
March	\$1,471,858.17	\$1,574,496.00	\$2,075,856.90
April	\$1,721,248.26	\$1,839,373.64	\$2,273,918.37
May	\$1,999,853.85	\$2,006,982.16	\$2,575,086.12
June	\$2,378,062.85	\$ 2,181,858.64	\$2,840,518.73
July	\$2,542,980.92	\$ 2,352,957.23	\$3,048,053.43
August	\$2,814,676.48	\$ 2,604,699.23	\$3,241,008.02
September	\$2,945,327.76	\$ 2,717,961.29	\$3,465,008.74

Note: Chart reflects discretionary procurement <\$25k using Quotewire electronic notification, which allows department buyers to more effectively solicit SLBE quotes. Total sum of informal quotes up to \$25K is approximately \$41M.

Analysis: Discretionary awards targeting Small Local Businesses **increased in FY 2019 by 27.5% from FY18.**

FORMAL CONTRACTS WITH SLBE VENDORS

DemandStar \$25K to \$500K



Schedule	FY17	FY18	FY19
October	\$3,130,789.93	\$4,240,274.24	\$4,350,792.04
November	\$5,161,488.06	\$6,730,160.40	\$7,075,773.77
December	\$5,710,547.39	\$7,536,671.37	\$8,057,767.35
January	\$6,315,974.10	\$8,419,690.65	\$9,071,932.46
February	\$6,534,246.20	\$8,825,339.65	\$9,650,517.91
March	\$7,033,070.12	\$10,664,371.56	\$10,581,696.80
April	\$8,571,968.34	\$11,370,962.06	\$12,055,327.82
May	\$9,455,378.52	\$12,473,717.57	\$12,901,308.90
June	\$10,083,624.95	\$13,224,623.60	\$13,300,818.61
July	\$10,709,208.82	\$13,807,050.65	\$13,913,663.51
August	\$10,987,275.60	\$14,435,111.94	\$14,314,360.50
September	\$11,430,065.58	\$14,554,898.74	\$14,858,712.62

Note: Chart reflects use of DemandStar notification to solicit SLBE contractors who have the capacity to bid as primes within the same threshold set for WMBEs, based on disparity analysis/procurement patterns. WMBEs that are eligible may also be certified as SLBEs. Total sum of informal quotes \$25K-\$500K is approximately \$134M.

Analysis: Formal awards targeting SLBEs exceeded FY 2018 by 102%

OVERVIEW OF CERTIFICATION ACTIVITY

NUMBER OF CERTIFICATIONS BY PROGRAM AND ETHNIC CLASSIFICATION						
ETHNICITY	EQUAL BUSINESS OPPORTUNITY PROGRAM		TOTAL COMBINED CERTIFICATIONS	DUAL CERTIFIED (WMBE & SLBE)	CERTIFIED WMBE ONLY	NUMBER OF ACTUAL FIRMS
CLASSIFICATION	WMBE	SLBE	WMBE + SLBE	SLBE	WMBE	TOTALS
African American	179	111	290	110	69	179
Asian American	32	14	46	16	17	33
Hispanic American	196	100	296	88	108	196
Native American	5	4	9	5	1	5
Caucasian Female	217	117	334	107	110	217
Caucasian Male	0	129	129	0	0	129
Totals	629	475	1104	326	305	759
This chart shows the actual number of certifications by Program (SLBE or WMBE) and by certified ethnic classification.				This chart shows the number of firms with both certifications (dual), then the number of actual certified firms (759) irrespective of Program.		

CERTIFICATIONS BY PROGRAM AND INDUSTRY CATEGORY											
	Construction		Construction Related Services		Professional Services		Non-Professional Services		Goods		Total
PROGRAM	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	
WMBE	203		111		81		144		90		629
SLBE		144		105		53		120		53	475
Total	203	144	111	105	81	53	144	120	90	53	1104
This chart shows the actual number of certifications by program (WMBE or SLBE) and by industry category.											

OVERVIEW OF CERTIFICATION ACTIVITY (CONTINUED)

CERTIFICATIONS BY INDUSTRY AND ETHNIC CLASSIFICATION											
ETHNICITY	CONSTRUCTION		CONSTRUCTION RELATED		PROFESSIONAL SERVICES		NON-PROFESSIONAL		GOODS		Total
CLASSIFICATION	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	
African American	52	29	21	8	32	14	56	47	18	13	290
Asian American	7	5	16	6	4	0	2	1	3	2	46
Hispanic American	83	43	33	11	14	5	42	31	24	10	296
Native American	3	2	1	1	1	1	0	0	0	0	9
Caucasian Female	58	25	40	26	30	17	44	28	45	21	334
Caucasian Male	0	40	0	53	0	16	0	13	0	7	129
Totals	203	144	111	105	81	53	144	120	90	53	1104
This chart shows the actual number of SLBE or WMBE certifications by industry category and by certified ethnic classification.											

NUMBER OF DIVERSE COMMODITIES AND SERVICES REGISTERED BY CERTIFIED COMPANIES												
ETHNICITY	CONSTRUCTION TRADES		CONSTRUCTION RELATED DISCIPLINES		PROFESSIONAL SERVICE		NON- PROFESSIONAL		VARIOUS GOODS & SUPPLIES		WMBE PROGRAM	SLBE PROGRAM
	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE	WMBE	SLBE		
African American	215	127	95	41	98	36	174	156	87	56	669	416
Asian American	25	21	47	11	17	0	3	2	13	11	105	45
Hispanic American	293	169	150	57	48	15	137	105	76	34	704	380
Native American	8	6	2	2	2	2	0	0	0	0	12	10
Caucasian Female	177	67	153	87	79	41	160	105	164	92	733	392
Non-Minority	0	143	0	182	0	44	0	49	0	33	0	451
Sub-Totals	718	533	447	380	244	138	474	417	340	226	2223	1694
Totals	1251		827		382		891		566		3917	
This chart shows there are multiple commodities and services (3,917) for which certified firms are registered to perform.												

Equal Business Opportunity Program Overall Goals

WMBE Prime Contract Annual Goals	
Ethnic/Gender Specific	Target Goal Percentage
African American	4.49%
Asian American	0.55%
Hispanic American	4.28%
Native American	0.02%
Caucasian Female	5.33%
WMBE Prime Overall Goal	<u>14.67%</u>
SLBE Prime Contract Annual Goal	
Ethnic/Gender Neutral	Target Goal Percentage
SLBE Program	<u>6.00%</u>
WMBE Subcontract Annual Goals	
Ethnic/Gender Specific	Target Goal Percentage
African American	4.30%
Asian American	0.53%
Hispanic American	4.68%
Native American	0.02%
Caucasian Female	5.47%
WMBE Subcontract Overall Goal	<u>15.00%</u>
SLBE Subcontract Annual Goal	
Ethnic/Gender Neutral	Target Goal Percentage
SLBE Program	<u>10.06%</u>

- Percentages represent actual target/goal to evaluate pro-rata spend, not by population; by existing market area businesses certified by race and gender
- Percentage Goals are based upon analysis of procurement within five industry categories and companies certified as WMBEs/SLBEs in the marketplace who are eligible to perform services anticipated to be contracted during City's fiscal year(s).
- Annual Goals tabulated represent combined average for all 5-industry categories, by race/gender and prime/subcontract program areas.
- Goals are established pursuant to City Ordinance, Chapter 26.5 and the (DMI) Disparity Analysis Report

Procurement Guidelines To Implement Minority & Small Business Initiatives

	Underutilized Prime WMBEs by Industry Category (Narrowly Tailored)						
	Estimated Contract Range	Construction	Construction-Related	Professional	Non-Professional	Goods	Applicable Policies
INFORMAL PROCUREMENT	\$0 - \$1,999.99	Black Hispanic Asian Native Am. Woman	Black Native Am.	Black Hispanic Asian Native Am. Woman	Black Hispanic Asian Native Am. Woman	Asian Hispanic Native Am. Woman	<ul style="list-style-type: none"> Must use DemandStar Note***
	\$2,000 - \$24,999.99	Black Hispanic Asian Native Am. Woman	Black Native Am.	Black Hispanic Asian Native Am. Woman	Black Hispanic Asian Native Am. Woman	Asian Hispanic Native Am. Woman	<ul style="list-style-type: none"> Must use DemandStar Sheltered Market Bid Preference 5% Up to 10 Rating Pts. Note**
FORMAL PROCUREMENT	\$25,000 - \$300,000	Black Hispanic Native Am. Woman	Asian Native Am. Woman	Black Hispanic Asian Native Am. Woman	Black Asian Native Am.	Black Hispanic Asian Native Am. Woman	<ul style="list-style-type: none"> Must use DemandStar Sheltered Market (CCNA = \$100,000 Cap) Bid Preference 5% Up to 10 Rating Pts. Note**
	\$300,000.01 - \$500,000	Black Hispanic Native Am. Woman	Asian Native Am. Woman	Black Hispanic Asian Native Am. Woman	Black Asian Native Am.	Black Hispanic Asian Native Am. Woman	<ul style="list-style-type: none"> Bid Preference 5% Up to 10 Rating Pts.

	Underutilized WMBE Subcontracting / Subconsulting (Narrowly Tailored)						
	Estimated Contract Range	Construction	Construction-Related	Professional	Non-Professional	Goods	Applicable Policies
SUB WORK	Estimated \$50,000 or greater	Black	Black Asian Native Am. Woman	Black Hispanic Asian Native Am. Woman	Black Asian Native Am.	Black Asian Native Am. Woman	<ul style="list-style-type: none"> Contract % Goals Up to 10 Rating Pts. Note*

Overall Policy Statement: All initiatives regarding underutilized WMBEs are narrowly tailored and apply only to the affected groups

Index

Black = Black/African-Am. Business Enterprise
 Native Am. = Native American Business Enterprise
 Hispanic = Hispanic Business Enterprise
 Asian = Asian Business Enterprise
 Woman = Woman Business Enterprise (Caucasian)

Industry Categories

Construction is defined as: new construction, renovation, restoration, maintenance of public improvements and underground utilities.

Construction-Related Services are defined as: architecture, professional engineering, landscape architecture, design build, construction management, or registered surveying and mapping.

Professional Services are defined as: attorney, accountant, medical doctor, veterinarian or miscellaneous consultant.

Non-Professional Services are defined as: lawn maintenance, painting, janitorial, printing, hauling, security guard, etc.

Goods are defined as: all supplies, materials, pipes, equipment, machinery, appliances, and other commodities.

Applicable Policy – EBO Determining Factors:

▪ procurement type ▪ ITB vs. RFP ▪ estimated value
 ▪ work scope ▪ underutilized WMBE/SLBE availability

Note* = When availability of an underutilized group is insufficient to set a WMBE-specific goal, an SLBE goal will be established on Prime Bids and Prime Proposals.

Note** = Underutilized WMBEs will be included with SLBEs to fulfill the requisite availability of 3 certified firms to designate the procurement as Sheltered Market.

Note*** = Underutilized WMBEs will be solicited for informal quotes (e.g. P-Card/Phone); SLBEs will also be solicited, specifically when product/service isn't available through the underutilized MBE group.

Diversity Management System



Contract Compliance

Certificate Management

Online Application

Goal Setting

Migration/Interfaces/Imports

EBO Audit Steps:

1. City payments to prime contractor are input into the Diversity Management Business System
2. System alerts the prime of pending audits for “Prompt Payment” to all sub-contractors
3. Prime enters amount of payments made to all sub-contracts for audit period
4. Sub-contractors are notified of payments reported by the prime for their services
5. Sub-contractors verify actual amount of payments received to what was invoiced
6. Sub-contractor agrees to payment amount and EBO authorizes contract is in compliance
7. (A-B) If discrepancies or disagreements occur the system alerts all parties and EBO initiates corrective action to bring contract into compliance

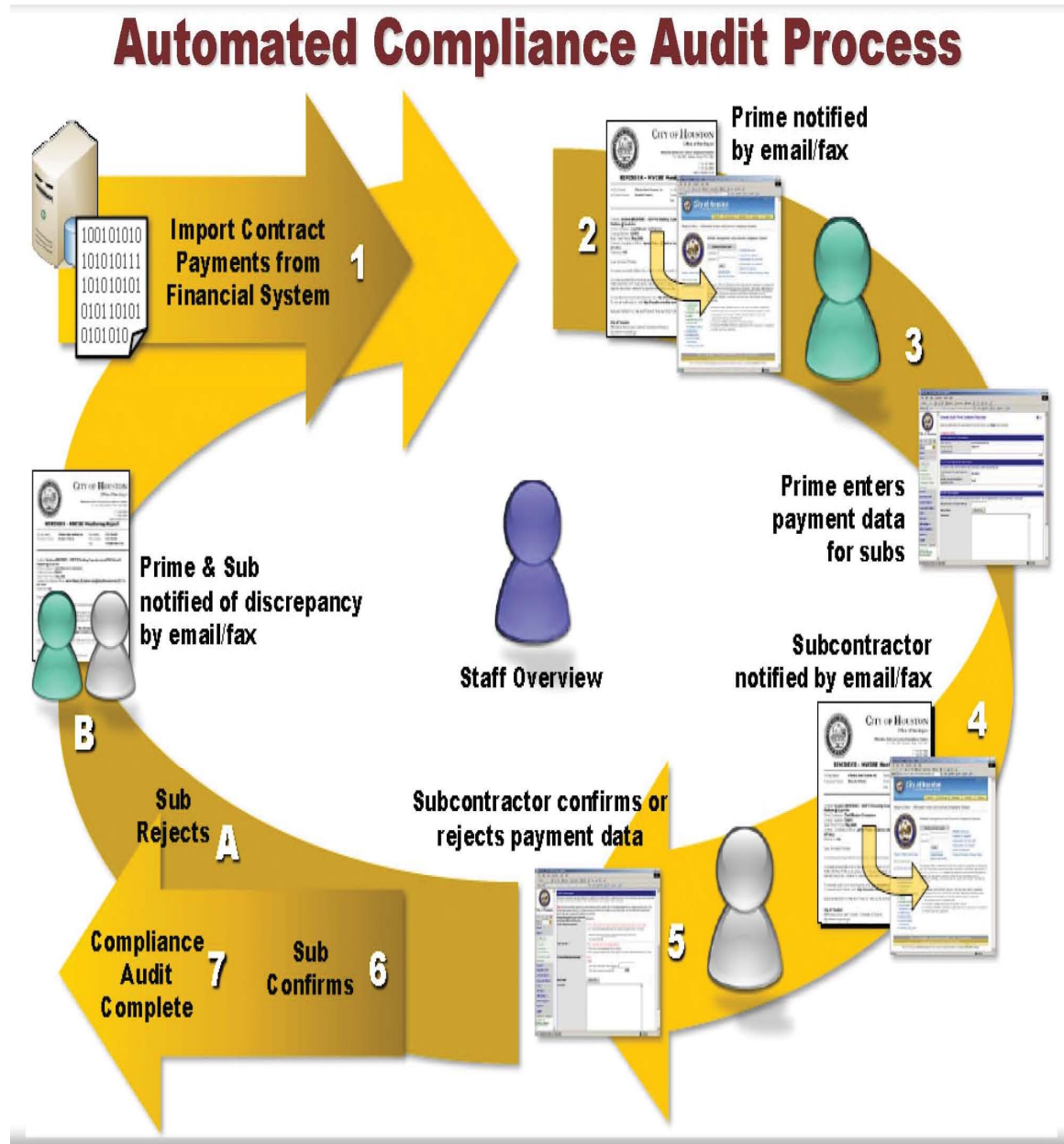
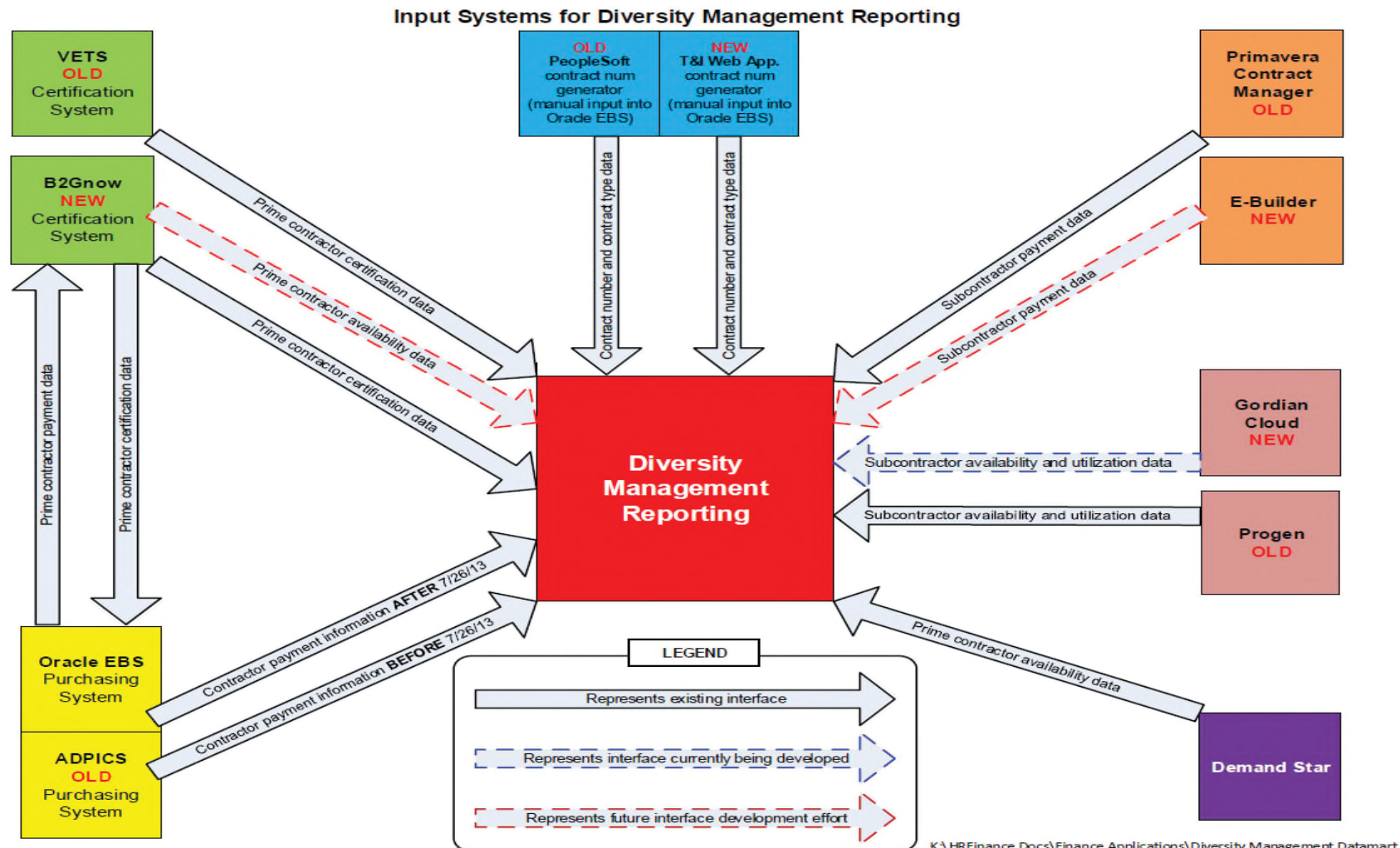


Diagram of Input Systems for Tampa's Diversity Management System

(Phase 3)



- Diagram shows the complexity of the multiple systems required to collect all data on dollars spent by the City of Tampa.
- These systems allow for evaluation of actual payments received by WMBEs, SLBEs and Non-Minority vendors to measures inclusion and determine if disparity exists.

B2Gnow

LCPtracker

Labor Compliance Software

Diversity Management Software

B2Gnow/LCPtracker is the most sophisticated software available to Manage government diversity programs. Whether DBE, ACDBE, SBE, MBE, WBE, or any other type, the system captures and reports on all information imaginable while allowing staff more time for outreach and enforcement. As a web-based, hosted solution, there are no costly technical aspects to worry about – we've got you covered.

Comprehensive Functionality

Contract & Concession Compliance

- ✦ Track construction, service, supply, and professional service contracts.
- ✦ Track retail, food/beverage, parking, and rental car concession agreements.
- ✦ Compliant with U.S. DOT 49 CFR Part 26 and Part 23.
- ✦ All subcontractor payments and concession revenues are self-reported and verified electronically, including prompt payment status.
- ✦ Track real-time participation against goals up to 10 subcontractor tiers deep.

Certification Processing & Online Applications

- ✦ Track all types of applications (DBE, SBE, MBE, WBE, etc.) from receipt to approval.
- ✦ Generate letters and send emails/faxes to applicants.
- ✦ Note owners, PNW, and gross receipts; track site visits; and capture all relevant information.
- ✦ Publish certifications to real-time online directory with owner, keyword, commodity code, description search, and download capabilities.
- ✦ Detailed online application with configurable questions for firms to complete and submit.
- ✦ All application types supported – DBE, ACDBE, MBE, WBE, SBE, LBE, HUB, etc.
- ✦ Electronic and hardcopy documentation.
- ✦ Automated alerts by email and fax.

Goal Setting & Bid Tracking

- ✦ Set goals based on statistical (disparity study, census, bid list) data and past achievement.
- ✦ Track bids and prime/sub bidders for all applicable projects.

Labor Compliance & Prevailing Wage

- ✦ Contractors submit and certify online prevailing wage reports.
- ✦ Track workforce utilization and generate internal and public reports.
- ✦ Comply with federal Davis-Bacon, state, and local wage rules.
- ✦ Reporting and tracking of ARRA, EEO, residency, and apprentice requirements.

Outreach Management

- ✦ Create campaigns and add vendors based upon certification status, NAICS/NIGP code, location.
- ✦ Send solicitations and related procurement notices to vendors and post on the public bulletin board.
- ✦ Distribute notices by fax and email.

Vendor Management

- ✦ Self-management and registration by vendors.
- ✦ Search the extensive vendor database and generate comprehensive reports.
- ✦ Export 100 fields of data.

Insurance Management

- ✦ Assess compliance with contract insurance requirements.
- ✦ Use electronic checklists to streamline and audit the validation process.
- ✦ Track Acord certificates, sureties, performance bonds, and more.
- ✦ Alert staff, agents and contractors of upcoming insurance expiration.



Visit us at:

www.b2gnow.com
www.lcptracker.com



Fiscal Year 2019 WMBE/SLBE Awards Report



Office of
Equal Business Opportunity