

# City of Durham Equal Business Opportunity Program Report FY2020

## LEAD MEASURES *(Cumulative YTD)*

### UBE Prime Contractors & First Time Contract Awardees

	MUBE Primes	WUBE Primes	MUBE First Time Awardees	WUBE First Time Awardees
Construction	2	4	1	1
Professional Services	9	1	3	0
Services	7	1	2	0
Purchase of Goods	0	1	0	1

There is slight improvement in M/WUBE prime contractors and first time M/WUBE awardees from 2019. There is a need to continue efforts to recruit M/WUBE prime contractors, as they enhance overall participation dollars.

### UBE Participation in Bid Process for Construction Contracts

Department (# contracts)	# UBE Firms Attending Pre-Bid Meetings	# UBE Firms Participating in Bid Submissions *	# UBE Firms Participating in Winning Bids *
General Services (17)	12	34	22
Parks & Recreation (8)	0	2	1
Public Works (9)	3	13	5
Transportation (2)	0	0	0
Water Management (5)	0	17	15

\* As Prime or Sub

From 2019, there is a decline in UBE attendance at pre-bid meetings, although improvement was seen in UBE participation in construction bid submissions and winning bids.

## UBE Participation in Bid Process for Professional Services Contracts

Department (# contracts)	# UBE Firms Attending Pre-Bid Meetings	# UBE Firms Participating in Bid Submissions *	# UBE Firms Participating in Winning Bids *
Community Development (4)	0	0	0
General Services (12)	34	30	11
Human Resources (3)	0	3	3
Neighborhood Improvement Services (1)	0	1	0
Police (1)	0	0	0
Public Works (8)	2	5	7
Solid Waste Management (1)	0	0	0
Technology Solutions (1)	0	1	1
Transportation (3)	0	2	1
Water Management (16)	13	56	22

\* As Prime or Sub

**From 2019, there is improvement in UBE attendance at pre-bid meetings and participation in bid submissions; although a decline was seen in UBE participation in winning bids.**

## Departments Completing EBOP Process Changes Training

% of departments where at least 1 representative completed training	100% (Ongoing)
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## LAG MEASURES

### Construction & CMAR Contracting Activity

This section reflects construction contracts and construction manager at risk contracts/contract amendments executed during the given time period.

<b>MUBE Utilization Goal: 11%</b>	<b>WUBE Utilization Goal: 7%</b>
YTD MUBE Utilization: 4%	YTD WUBE Utilization: 11%

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Construction &amp; CMAR Contracts</b>	7	14	7	12	40
<b>Total Dollar Value of Contracts</b>	\$1,237,675.61	\$23,504,776.30	\$11,230,101.13	\$5,494,253.54	\$41,466,806.58
<b>Projects with Goals Set</b>	2	7	5	5	19
<b>MUBE Utilization</b>	\$188,592.00 (15%)	\$590,508.00 (3%)	\$640,740.00 (6%)	\$61,047.00 (1%)	\$1,480,887.00 (4%)
<b>WUBE Utilization</b>	\$25,832.00 (2%)	\$2,117,584.25 (9%)	\$2,139,687.00 (19%)	\$212,388.50 (4%)	\$4,495,491.75 (11%)

### Total Construction & CMAR Contracting Activity by Department (Cumulative YTD)

Department (# contracts)	Total YTD Contract \$ for Department	MUBE Contract \$ (%)	WUBE Contract \$ (%)
Community Development (2)	\$775,431.90	\$0.00	\$0.00
General Services (17)	\$3,058,968.61	\$254,092.00 (8%)	\$252,343.00 (8%)
Parks & Recreation (3)	\$162,970.00	\$7,000.00 (4%)	\$0.00 (0%)
Public Works (11)	\$13,783,487.07	\$937,420.00 (7%)	\$4,006,007.75 (29%)
Transportation (3)	\$703,444.00	\$132,375.00 (19%)	\$0.00 (0%)
Water Management (4)	\$22,982,505.00	\$150,000.00 (0.6%)	\$237,141.00 (1%)

There was less construction this year, with an impact on the percentages. The MUBE participation goal was not met this year or last year. There were substantially less dollars spent with MUBEs this year compared to 2019, although there was only a percentage point decline. There was a slight increase in dollars spent with WUBEs, with the WUBE goal being exceeded this year; though unmet in the previous year.

## Total Professional Services Contracting Activity

This section reflects professional services contracts executed during the given time period.

<b>MUBE Utilization Goal: 8%</b>	<b>WUBE Utilization Goal: 6%</b>
YTD MUBE Utilization: 14%	YTD WUBE Utilization: 7%

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Professional Services Contracts</b>	6	15	9	10	40
<b>Total Dollar Value of Contracts</b>	\$2,114,734.00	\$6,653,218.63	\$1,829,827.65	\$449,788.50	\$11,047,568.78
<b>Projects with Goals Set</b>	2	4	3	0	9
<b>MUBE Utilization</b>	\$552,891.00 26%	\$734,334.90 11%	\$167,169.20 9%	\$97,610.00 22%	\$1,552,005.10 14%
<b>WUBE Utilization</b>	\$138,887.00 6%	\$521,038.00 8%	\$146,411.00 8%	\$0.00 0%	\$806,336.00 7%

## Total Professional Services Contracting Activity by Department

(Cumulative YTD)

Department (# contracts)	Total YTD Contract \$ for Department	MUBE Contract \$ (%)	WUBE Contract \$(%)
Community Development (8)	\$780,640.90	\$32,104.90 (4%)	\$0.00 (0%)
General Services (13)	555,666.50	\$301,544.00 (54%)	\$15,400.00 (3%)
Police (1)	\$155,250.00	\$0.00 (0%)	\$0.00 (0%)
Public Works (10)	\$3,196,127.65	\$569,926.20 (18%)	\$320,793.00 (10%)
Transportation (2)	\$759,285.73	\$0.00 (0%)	\$0.00 (0%)
Water Management (6)	\$5,600,598.00	\$648,430.00 (12%)	\$470,143.00 (8%)

We continue to do well in professional services contracting, exceeding the MUBE and WUBE goals this year and 2019.

## Total Service Contracting Activity

This section reflects service contracts executed during the given time period.

**MUBE Utilization Goal: 7%**

**WUBE Utilization Goal: 5%**

YTD MUBE Utilization: 8%

YTD WUBE Utilization: 1%

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Service Contracts</b>	127	86	58	55	326
<b>Total Dollar Value of Contracts</b>	\$1,809,395.72	\$1,639,887.00	\$1,513,965.21	\$2,180,647.70	\$7,143,895.63
<b>MUBE Utilization</b>	<b>\$40,200.00</b> 2%	<b>\$22,683.00</b> 1%	<b>\$0.00</b> 0%	<b>\$536,460.00</b> 25%	<b>\$599,343.00</b> 8%
<b>WUBE Utilization</b>	<b>\$32,278.72</b> 2%	<b>\$0.00</b> 0%	<b>\$30,675.00</b> 2%	<b>\$19,675.00</b> 0.9%	<b>\$82,628.72</b> 1%

## Total Service Contracting Activity by Department

(Cumulative YTD)

Department (# contracts)	Total YTD Dollars for Department	MUBE Contract \$ (%)	WUBE Contract \$(%)
Budget (5)	\$366,640.00	\$0.00 (0%)	\$0.00 (0%)
Community Development (3)	\$539,400.00	\$0.00 (0%)	\$0.00 (0%)
Economic Development (7)	\$819,778.72	\$0.00 (0%)	\$32,278.72 (4%)
Finance (1)	\$5,280.00	\$0.00 (0%)	\$0.00 (0%)
General Services (14)	\$989,873.00	\$29,633.00 (3%)	\$0.00 (0%)
Human Resources (3)	\$137,651.00	\$0.00 (0%)	\$0.00 (0%)
Neighborhood Improvement Services (13)	\$274,644.00	\$0.00 (0%)	\$0.00 (0%)
Parks & Recreation (238)	\$592,269.80	\$28,843.00 (5%)	\$0.00 (0%)
Police (10)	\$304,007.75	\$0.00 (0%)	\$50,350.00 (17%)
Public Affairs (2)	\$54,000.00	\$0.00 (0%)	\$0.00 (0%)
Public Works (6)	\$677,218.00	\$0.00 (0%)	\$0.00 (0%)
Solid Waste (2)	\$253,200.00	\$16,200.00 (6%)	\$0.00 (0%)
Technology Solutions (4)	\$786,667.00	\$344,667.00 (44%)	\$0.00 (0%)
Transportation (6)	\$989,997.15	\$0.00 (0%)	\$0.00 (0%)
Water Management (12)	\$353,269.21	\$180,000.00 (51%)	\$0.00 (0%)

**Service contracting has been difficult, but for the first time; we met and exceeded the MUBE goal. We still did not achieve the WUBE goal. MUBE service contracts in Technology Solutions and Water Management led to the MUBE goal attainment.**

## Total Purchase Activity

This section reflects purchases of goods transacted during the given time period. It includes two different sets of purchase data:

- A. Purchase contracts for goods bid out by Purchasing Division
- B. Purchase orders of \$2,500 or more

Several categories of purchases are **exempt** from EBOP requirements and are not included in this report. Exemptions from EBOP include:

- P-card purchases
- Purchases orders less than \$2,500
- Purchases made through State contracts or purchasing cooperative agreements (NIPA, US Communities, etc.)

<b>MUBE Utilization Goal: 2%</b>	<b>WUBE Utilization Goal: 4%</b>
YTD MUBE Utilization: 3%	YTD WUBE Utilization: 3%

### A. Purchase Contracts Bid Out by Purchasing Division

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Purchase Contracts</b>	0	1	0	5	6
<b>Total Dollar Value of Contracts</b>	\$0.00	\$2,014,426.00	\$0.00	\$1,039,627.74	\$3,054,053.74
<b>MUBE Utilization</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>
<b>WUBE Utilization</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>	<b>\$0.00 0%</b>	<b>\$160,761.00 15%</b>	<b>\$160,761.00 5%</b>

### Total Purchase Contract Activity by Department (Cumulative YTD)

Department (# contracts)	Total YTD Contract \$ for Department	MUBE Contract \$ (%)	WUBE Contract \$(%)
General Services (4)	\$644,116.74	\$0.00	\$160,761.00 (25%)
Transportation (2)	\$2,409,937.00	\$0.00	\$0.00

**B. Purchase Orders of \$2,500 or More (Exempt Items Removed)**

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Purchases Not Exempt from EBOP</b>	132	44	32	31	239
<b>Total Dollar Value of Non-Exempt Purchases</b>	\$2,051,882.07	\$421,380.92	\$580,544.52	\$629,657.76	\$3,683,465.27
<b>MUBE Utilization</b>	<b>\$18,125.00 (0.8%)</b>	<b>\$37,540.21 (9%)</b>	<b>\$89,010.19 (15%)</b>	<b>\$24,135.00 (4%)</b>	<b>\$168,810.40 (5%)</b>
<b>WUBE Utilization</b>	<b>\$14,107.06 (0.6%)</b>	<b>\$3,429.39 (0.8%)</b>	<b>\$0.00 (0%)</b>	<b>\$0.00 (0%)</b>	<b>\$17,536.45 (0.4%)</b>

**Outreach Efforts**

*(Cumulative YTD)*

<b>Purchases for which...</b>	<b># of Purchases (YTD)</b>
EBOP Requirements Applied	239
Departments Reported Searching the HUB Database	139
Departments Reported Finding Possible HUB Vendors	115
Departments Reported Receiving Responses from HUB Vendors	76



## Total Purchase Orders Greater than \$2,500 by Department

(Cumulative YTD; Exempt Items Removed)

Department (# purchases)	Total YTD Purchase \$ for Department	MUBE Contract \$ (%)	WUBE Contract \$ (%)
Budget (2)	\$10,750.00	\$0.00 (0%)	\$0.00 (0%)
Building Inspections (2)	\$5,000.00	\$0.00 (0%)	\$0.00 (0%)
Emergency Communications (1)	\$4,145.00	\$0.00 (0%)	\$0.00 (0%)
Equity & Inclusion (1)	\$27,000.00	\$0.00 (0%)	\$0.00 (0%)
Finance (3)	\$57,480.00	\$10,000.00 (17%)	\$0.00 (0%)
Fire Department (16)	\$127,718.04	\$0.00 (0%)	\$0.00 (0%)
Fleet Management (2)	\$11,332.03	\$0.00 (0%)	\$0.00 (0%)
General Services (28)	\$524,552.04	\$22,091.00 (4%)	\$11,210.56 (2%)
Housing & Community Development (1)	\$19,050.21	\$19,050.21(100%)	\$0.00 (0%)
Human Resources (3)	\$12,600.00	\$0.00 (0%)	\$0.00 (0%)
Neighborhood Improvement Services (3)	\$14,000.00	\$0.00 (0%)	\$0.00 (0%)
Parks & Recreation (24)	\$212,974.15	\$0.00 (0%)	\$2,896.50 (1%)
Police (22)	\$287,643.20	\$2,500.00 (0.8%)	\$0.00 (0%)
Public Works (9)	\$62,477.35	\$0.00 (0%)	\$0.00 (0%)
Solid Waste Management (2)	\$25,745.00	\$0.00 (0%)	\$0.00 (0%)
Technology Solutions (10)	\$139,004.19	\$99,824.19 (72%)	\$0.00 (0%)
Transportation (11)	\$145,802.69	\$0.00 (0%)	\$0.00 (0%)
Water Management (99)	\$1,996,191.30	\$15,345.00 (0.4%)	\$3,429.39 (0.1%)

**Purchasing has been difficult, but for the first time; we met and achieved the MUBE goals and almost met the WUBE goal this year.**

## Total of All Contracting

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total Dollar Value of Contracts</b>	\$7,213,687.40	\$34,233,688.85	\$15,154,438.51	\$9,793,975.24	\$66,395,790.00
<b>MUBE Utilization</b>	\$799,808.00 11%	\$1,385,066.11 4%	\$896,919.39 (6%)	\$719,252.00 (7%)	\$3,801,045.50 6%
<b>WUBE Utilization</b>	\$211,104.78 3%	\$2,638,622.25 8%	\$2,316,773.00 (15%)	\$392,824.50 (4%)	\$5,559,324.53 9%

These figures indicate that the total of all contracting in this report exceeds the North Carolina contracting goal of 10%.

## Total of All Purchasing Payment Activity

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total Dollar Value of Contracts</b>	\$93,005,754.65	\$67,076,760.93	\$61,053,626.66	\$72,872,642.60	\$294,008,784.84
<b>MUBE Utilization</b>	\$496,416.55 (0.5%)	\$1,035,155.79 (2%)	\$402,254.47 (0.6%)	\$396,766.17 (0.5%)	\$2,330,592.98 (0.8%)
<b>WUBE Utilization</b>	\$620,454.41 (0.7%)	\$661,431.40 (1%)	\$322,341.00 (0.5%)	\$526,990.31 (0.7%)	\$2,131,217.12 (0.7%)

Of all the purchasing payments made this year, MWUBEs received less than 1%.

# City of Durham Small Local Business Enterprise (SLBE) Report FY2020

## SLBE Construction Contracting Activity

This section reflects the total construction contracts of less than \$500,000 and the dollars received by certified Small Local Business Enterprises (SLBE) during July 1, 2019 to June 30, 2020.

**SLBE Utilization Goal: 25%**

YTD MUBE Utilization: 18%

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Construction Contracts less than \$500,000</b>	6	10	2	9	27
<b>Total Dollar Value of Contracts less than \$500,000</b>	\$727,675.61	\$1,541,778.75	\$539,770.45	\$1,639,300.71	\$4,448,525.52
<b>SLBE Utilization</b>	\$162,284.50 (22%)	\$193,911.00 (13%)	\$0.00 (0%)	\$454,788.00 (28%)	\$810,983.50 (18%)

There were fewer projects and dollars within the SLBE Program for construction contracts this year compared to last year. The SLBE goal for construction contracts was exceeded last year, but the goal was not met this year.

# City of Durham Small Local Business Enterprise (SLBE) Report FY2020

## SLBE Professional Services Contracting Activity

This section reflects the total professional services contracts of less than \$100,000 and the dollars received by certified Small Local Business Enterprises (SLBE) during July 1, 2019 to June 30, 2020.

**SLBE Utilization Goal: 25%**

YTD MUBE Utilization: 33%

	Q1	Q2	Q3	Q4	YTD Cumulative
<b>Total # of Construction Contracts less than \$100,000</b>	2	7	5	9	23
<b>Total Dollar Value of Contracts less than \$100,000</b>	\$41,710.00	\$220,624.90	\$161,106.95	\$208,162.50	\$631,604.35
<b>SLBE Utilization</b>	<b>\$38,000.00 (91%)</b>	<b>\$52,920.00 (24%)</b>	<b>\$49,864.00 (31%)</b>	<b>\$70,680.00 34%</b>	<b>\$211,464.00 (33%)</b>

There were fewer projects and dollars within the SLBE Program for professional services contracts this year compared to last year. The SLBE goal for professional services contracts was slightly below the benchmark last year, but the goal was exceeded this year.