

Small Business Unit, Light Rail Transit Unit, Equity Implementation Unit

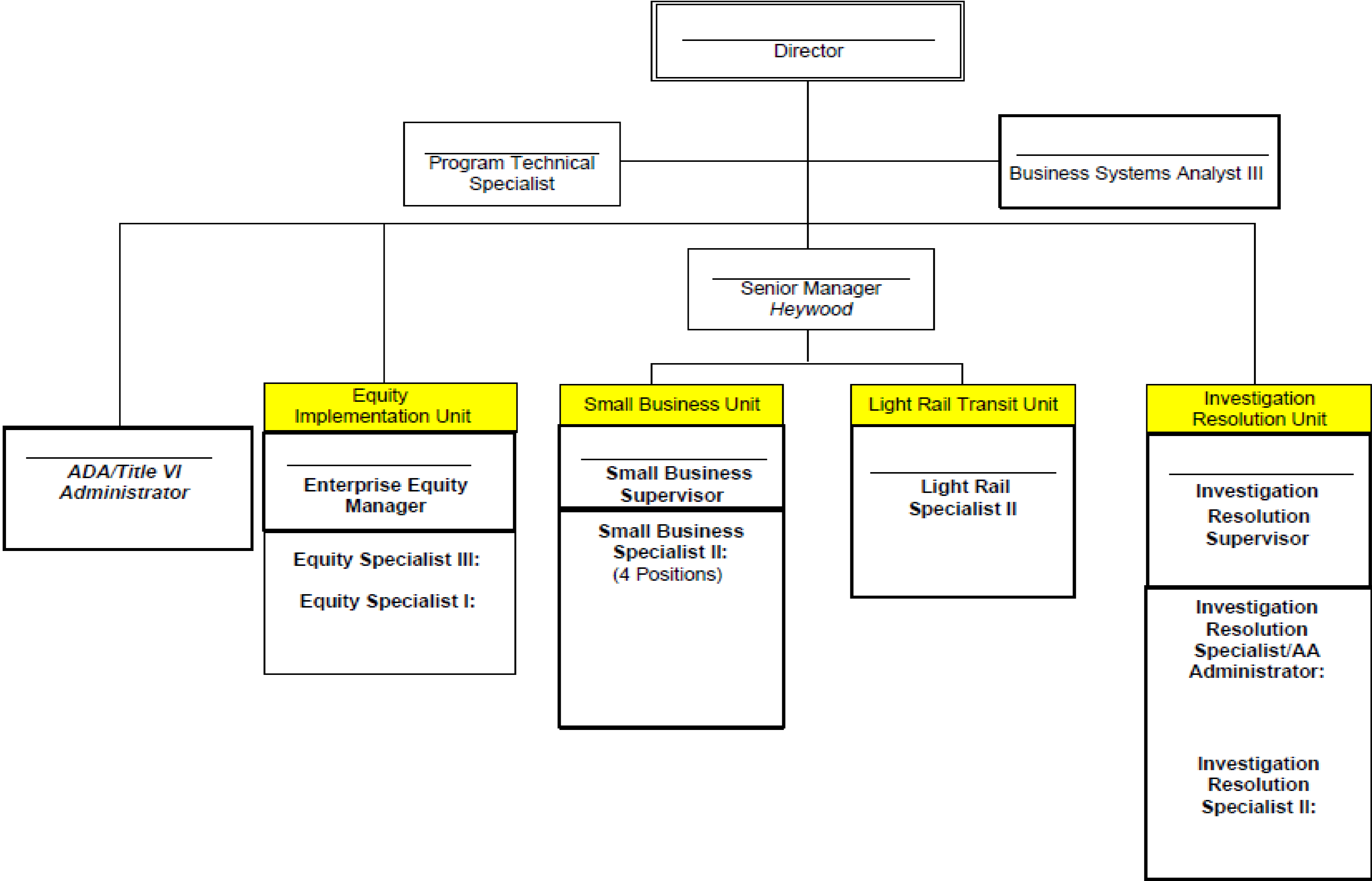
# Introduction to Office of Equal Opportunity

04/24/2019

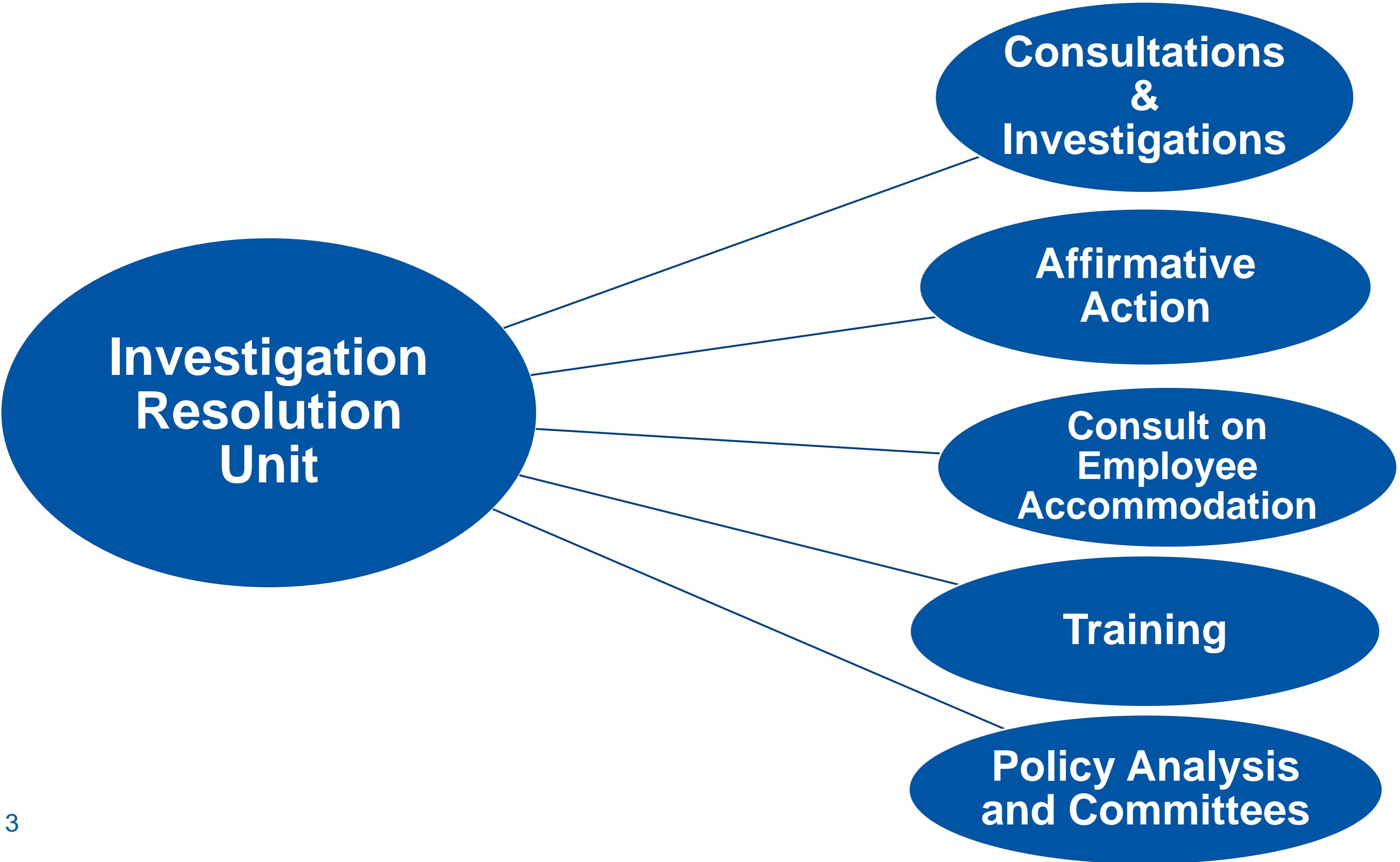
Report to Council – Cyrenthia Jordan, Director



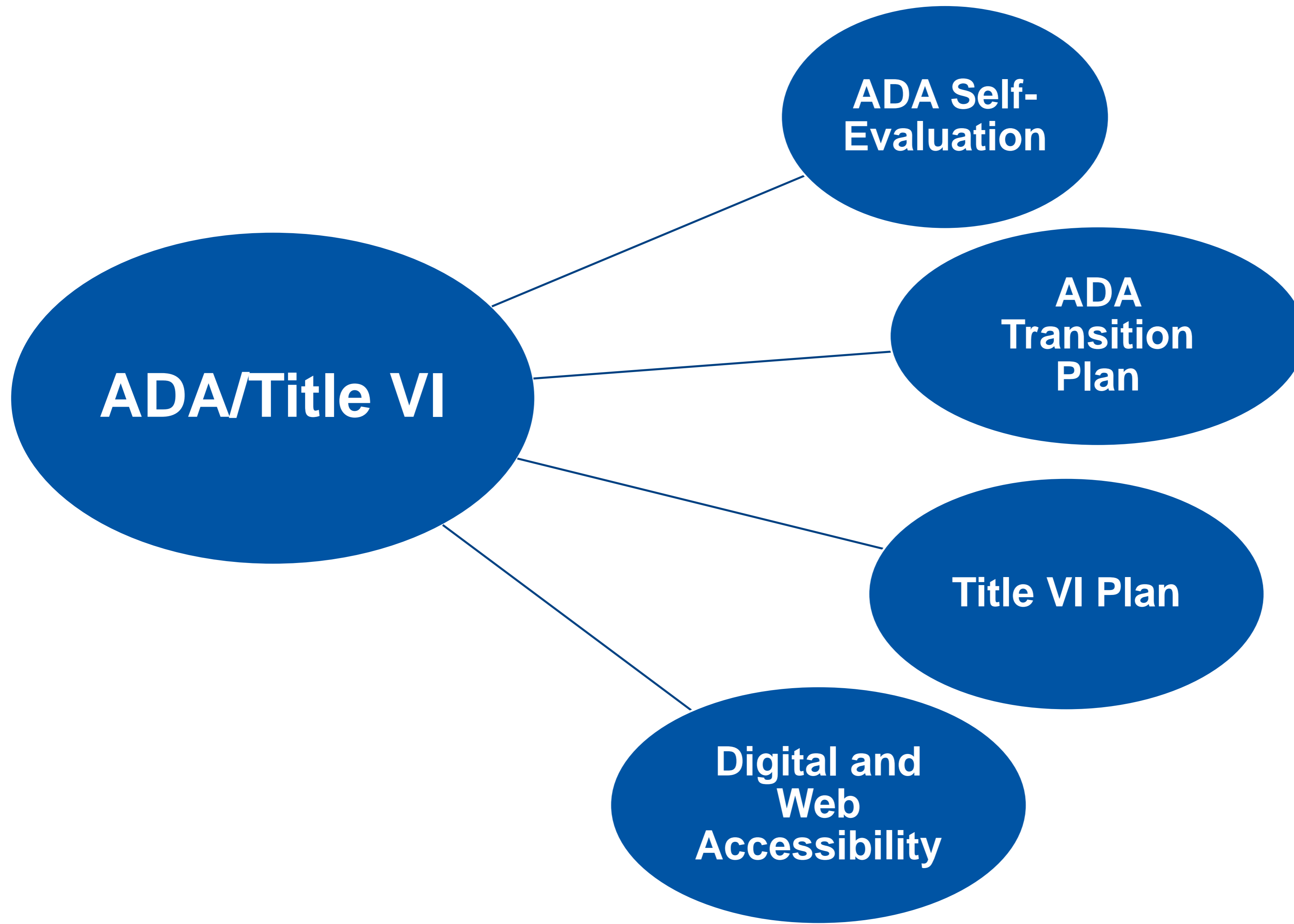
# OEO Organizational Chart



# Investigation Resolution Unit



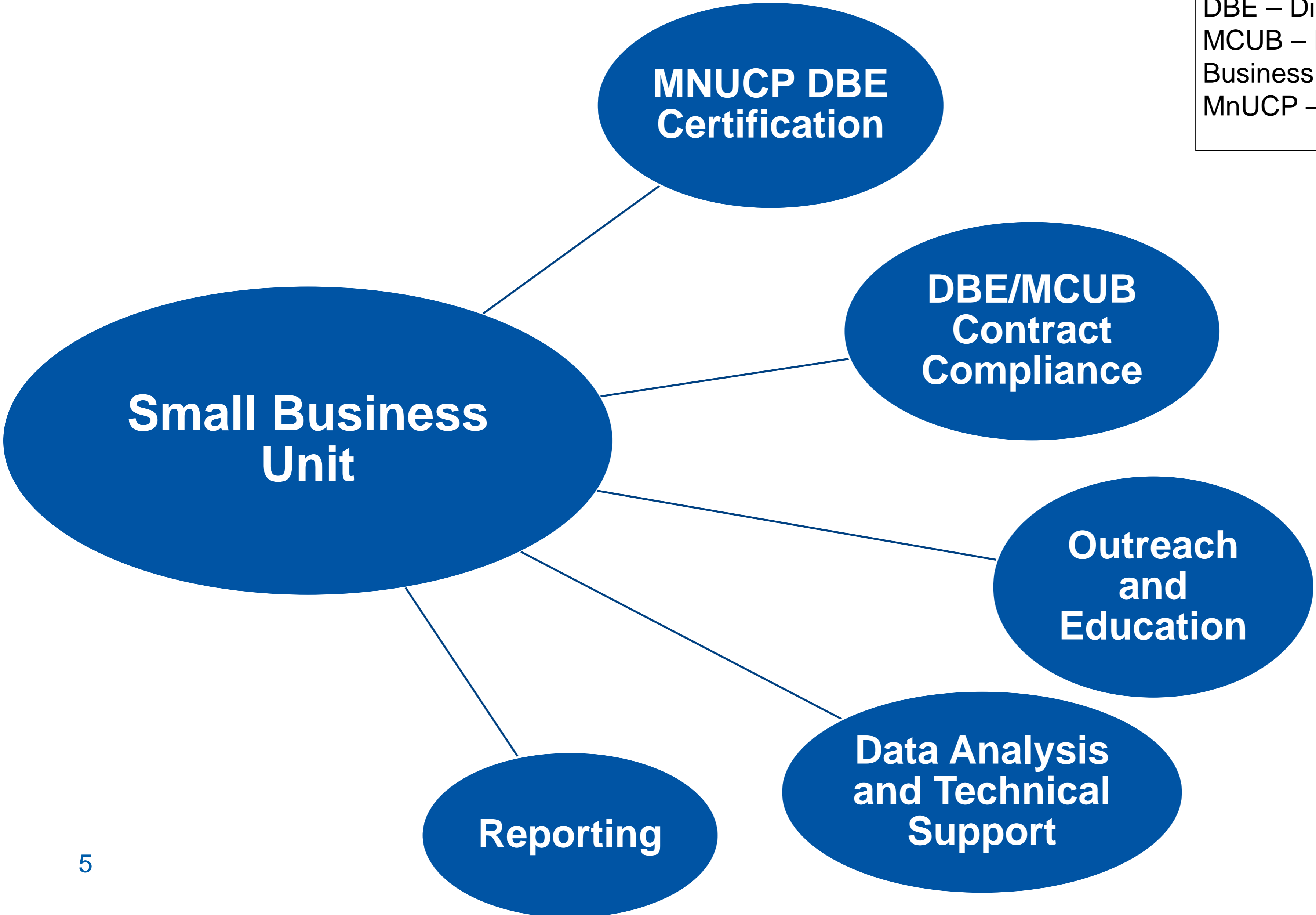
# ADA / Title VI Administrator



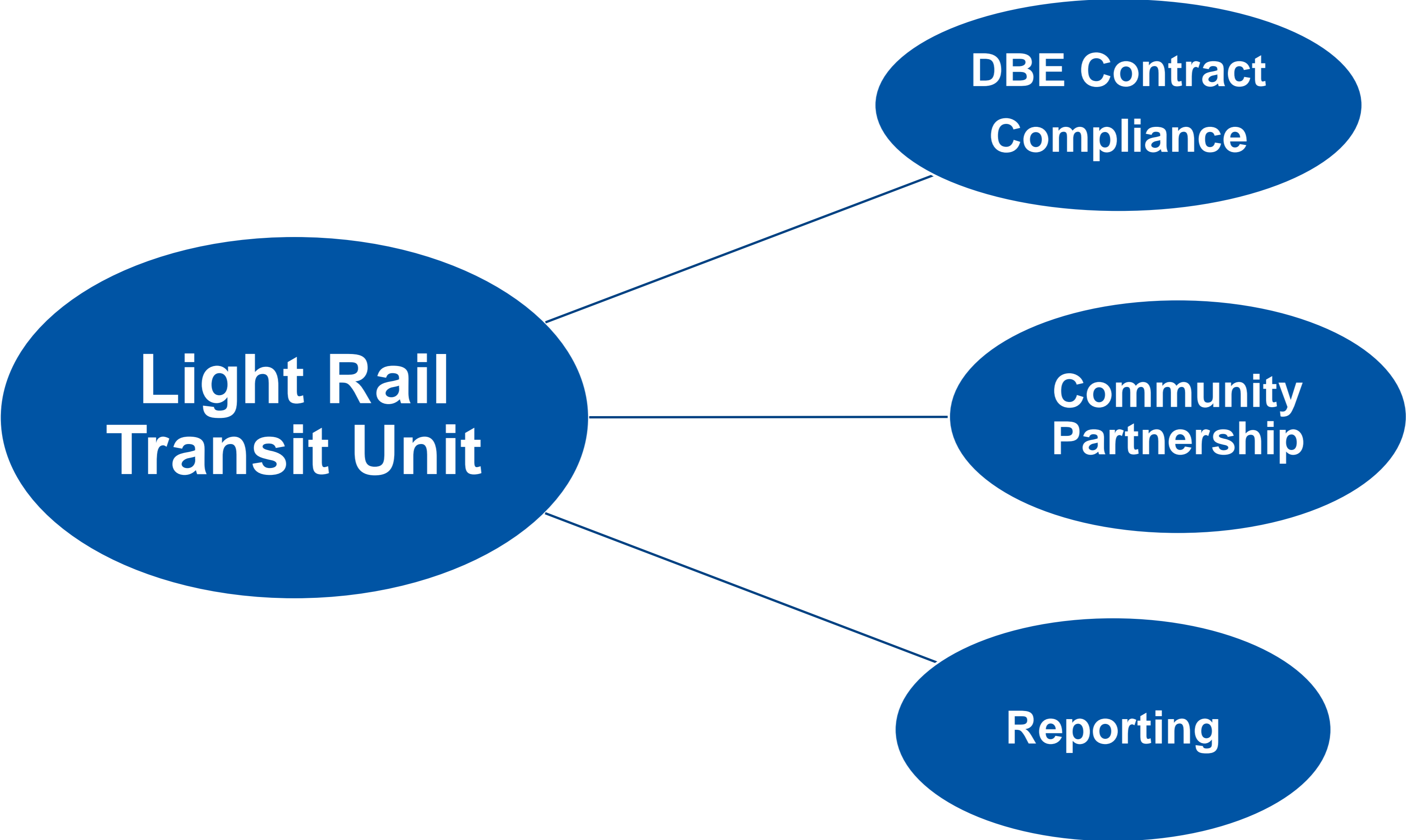
# Small Business Unit

Glossary

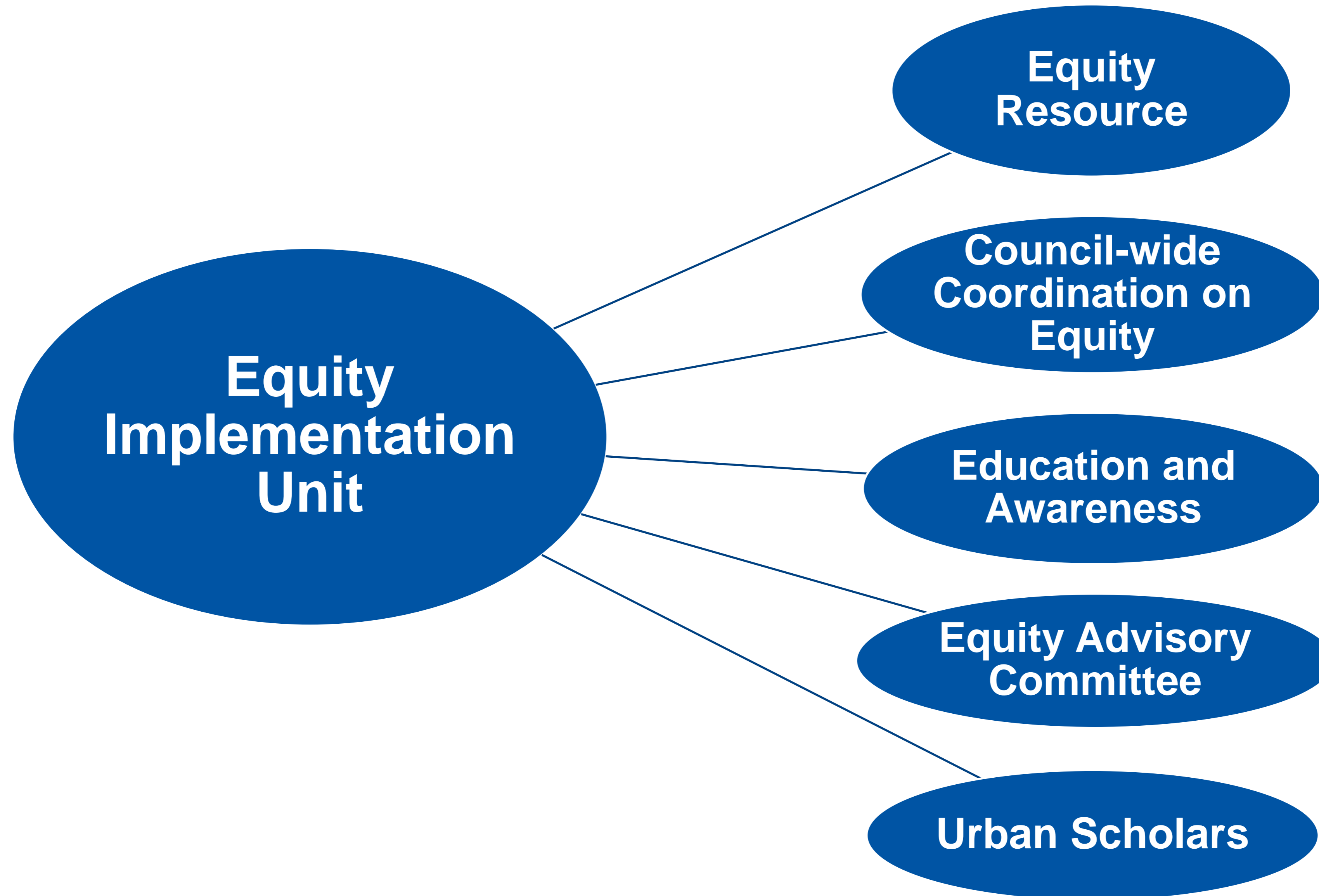
DBE – Disadvantage Business Enterprise  
MCUB – Metropolitan Council Underutilized  
Business  
MnUCP – Minnesota Unified Certification Program



# Light Rail Transit Unit



# Equity Implementation Unit



Small Business Unit

# DBE/MCUB Review: April 2019

04/24/2019

Report to Council – Elaine Ogilvie, Supervisor Small Business Unit





# Small Business Programs

- Disadvantaged Business Enterprise (DBE)
- Metropolitan Council Underutilized Business Program (MCUB)
- Programs strive to ensure equitable participation of minority/women and underutilized businesses in council projects and procurements
- Programs are distinctly separated by funding source

# DBE

- Required program for subrecipients of U.S. DOT (FTA) and EPA (PFA) funds
- Program implementation rules are provided in federal regulation
- SBU receives, reviews, and processes approximately 50 applications for DBE Certification per year.
- DBE contract goal setting activities are applicable to procurements that are: federally assisted, over \$50,000 & have subcontracting opportunity.
- SBU sets contract specific goals
- SBU establishes triennial participation goals for both FTA and PFA assisted contracts.

# DBE Triennial Goals

- SBU calculates triennial goals using current availability and past utilization data
- DBE utilization is reported to FTA semi-annually (June & Dec.) and PFA annually (October) to ensure we are on track to meet our triennial goal
- Triennial FTA DBE goal 2017 – 2020 = 15%
  - Utilization through 2018 = 15.1% (\$15,662,526)
- Triennial EPA DBE goal 2017 – 2020 = 14%
  - Utilization through 2018 = 15.2% (\$5,744,445)

# What is MCUB?

## *Metropolitan Council Underutilized Business Program*

- Developed to create a level playing field for minority-, women-, disabled-, and veteran-owned businesses
- Key details:
  - Program is applicable to non-federally funded procurements
  - Focused on Minnesota-based firms
  - Utilizes existing certification programs
    - TGB = Targeted Group Businesses
    - DBE = Disadvantaged Business Enterprise
    - CERT = St. Paul Central Certification (WBE/MBE only)



# MCUB Timeline

- Program Origination, 2012
  - Limited to goal setting on non-federally funded construction contracts only
- Expansion Phase I, 2016
  - Goal setting activities expanded to Professional Technical (PT) and Architectural & Engineering (AE) contracts
  - Disparity Study completed
- Expansion Phase II, 2018
  - Council approved MCUB Select, a sheltered market program for goods and services
  - Council approved adding CERT-certified WBE/MBEs to pool of MCUB firms
- <sup>13</sup>• Council wide purchasing goals, 2019

# MCUB Origination

- Work Implemented:
  - Established policy and procedure for MCUB program
  - Formalized goal setting for construction contracts
  - Education and awareness internally and externally (vendor fair, “Doing Business with the Council” session)
  - Developed public-facing MCUB directory

# Expansion Phase I

- Work implemented:
  - Increased subcontracting opportunities with goal setting activities for Professional Technical and Architectural & Engineering contracts
  - MCUB marketing brochures produced
  - MCUB-specific email created for external inquiries
  - Created contracting opportunities automatic notification system
  - Improved functionality and accuracy of MCUB directory

(Continued)

# Expansion Phase I

- Work implemented (cont.):
  - Committed to enhancing the Doing Business page of the Council website with detailed information and resources
  - Began sending targeted solicitations for non-goal setting contracts
  - Began identifying areas of opportunity to increase direct spend with MCUBs
  - Provided one-on-one consultations to newly certified firms
  - Educated Council staff on expanded program
  - Initiated collaboration efforts with community organizations and small business industry partners



# Disparity Study

- Disparity Studies are conducted to provide legal foundation for government race- and gender-based business inclusion programs, such as MCUB.
- 2017 Disparity Study was based on non-federally funded procurements from 2011 to 2016.
- Results show that woman and minority disparities still exist with Council procurements.
  - These results provide rationale and motivation to continue expanding efforts to increase opportunities through MCUB.

# Disparity Study

Disparity Study consultant made several recommendations:

Recommendation	➔	Our response
Strengthen technical assistance and capacity building		Business development resources and outreach
More fully implement existing MCUB program		Added CERT-certified firms to the MCUB pool, as well as MCUB Select
Track and report participation results		Technology enhancements

# Expansion Phase II

- Work implemented :
  - Enhanced the Doing Business page on the Council website to provide additional tools and resources
  - Increased pool of eligible MCUBs to approximately 2,400 by adding more than 500 CERT-certified WBE/MBEs
  - Developed MCUB Select, a sheltered market solicitation process for goods and services

CERT = St. Paul Central Certification

WBE/MBE = Woman/Minority Business Enterprise



# MCUB Outcomes – Construction Spend 2012-2018

- MCUB participation has steadily increased since 2012.

Year	Total Construction Spend Non-Federal Funds	MCUB Construction	% of Non-Federal Construction Spend
2012	\$27 million	\$323,000	1.17
2013	\$129 million	\$764,000	0.59
2014	\$119 million	\$1.2 million	0.96
2015	\$83 million	\$4 million	4.83
2016	\$80 million	\$5.8 million	7.27
2017	\$70 million	\$7.6 million	10.94
2018	\$59 million	\$6.7 million	11.48

Data rounded

2018 totals projected

# MCUB Outcomes – Direct Spend 2012-2018\*

- Direct spend with MCUB firms has increased from 2012 to 2018.

Year	Total Spend*	Small Business Opportunity after Exclusions	Direct Spend with MCUB Firms	% of Small Business Opportunity	% of Total Spend
2012	\$327 million	\$167 million	\$72,000	0.04	0.02
2013	\$767 million	\$460 million	\$2.2 million	0.47	0.28
2014	\$648 million	\$404 million	\$2.2 million	0.54	0.34
2015	\$687 million	\$493 million	\$2.9 million	0.59	0.42
2016	\$687 million	\$326 million	\$3.1 million	0.93	0.44
2017	\$724 million	\$320 million	\$3.8 million	1.17	0.51
2018	\$606 million	\$256 million	\$2.7 million	1.1	0.5

Data rounded

\*Exclusions include: Payments made to government entities, staff payroll, utilities, purchases from National Markets, vehicle parts fuel, chemicals, software licenses and products, US DOT & PFA/EPA funded payments



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# MCUB Outcomes – Demographics 2012-2018

- Demographic breakdown of the direct spend with MCUB firms from 2012 to 2018

MCUB Spend 2012–2018 by Demographic <i>Percentage of total direct spend with MCUB firms</i>									
Asian		Black		Hispanic		Native American		Caucasian	
\$7,811,226	46.1%	\$672,710	4.0%	\$542,485	3.2%	\$185,544	1.1%	\$7,735,571	45.6%



# MCUB Council Purchasing

- Work implemented :
  - Council wide procurement goals have been established: 8% of all goods and services, 12% of all construction and professional technical contracting.
- Work in progress:
  - Internal and external education and outreach campaigns are underway
  - Implementing technology enhancements to track and report participation
  - Identify purchasing areas that match MCUB availability
  - Organizing regular workshops on how to do business with the Council
  - Re-focus on business development training and support in collaboration with partner agencies
  - Re-engage with community organizations and small business industry partners

# Moving Forward

- Renewing our commitment to equity and economic prosperity
- Strengthening our processes and reinforcing expectation of MCUB practices
- Establishing a new way of doing business
- Continue to find ways to maximize procurement opportunities with underutilized small businesses



# 2019 Outcomes Q1 – Goods and Services

Goods & Services	Total Value	Total MCUB Utilization	% Utilization
P-Card	\$959,797	\$45,510	
RFQ	\$1,480,348	\$28,136	
MCUB SELECT	\$118,333	\$118,333	
<b>Total</b>	<b>\$2,558,478</b>	<b>\$191,979</b>	<b>7.5%</b>



# 2019 Outcomes Q1 – Construction & PT

Construction & PT	Total Value	Total MCUB Utilization	% Utilization
Contracts Awarded With Assigned Goals	\$9,506,831	\$593,063	
Contracts Awarded Without Assigned Goals	\$16,254,947	\$287,820	
<b>Total</b>	<b>\$25,761,778</b>	<b>\$880,883</b>	<b>3.4%</b>

# 2019 Outcomes Q1 - Demographics

	FEMALE	MALE	TOTAL
AFRICAN AMERICAN	\$149,225	\$55,867	\$205,092
HISPANIC			
NATIVE AMERICAN		\$184,142	\$184,182
ASIAN		\$118,289	\$118,289
CAUCASIAN	\$531,567		\$531,567
VET		\$33,772	\$33,772
<b>TOTAL</b>	<b>\$680,792</b>	<b>\$392,070</b>	<b>\$1,072,862</b>



# Light Rail Transit Unit **Overview**

04/24/2019

Report to Council – Tracey Jackson, Senior Manager



# Light Rail Transit Unit

- DBE Contract Compliance
  - Setting DBE Goals, Monitoring DBE Participation, Contract Close-out
- Workforce Support
  - LRT Build, Construction Job Seeker Database, Career Fairs
- Outreach
  - DBE Pre-Construction Kickoffs, Procurement Fairs, and DBE Meet and Greets

# DBE & Workforce Advisory Committee

Advises the Metropolitan Council on issues related to DBE and workforce participation during the construction of the rail line

- Reviews the monthly DBE achievement and workforce participation reports
- Prime Contractors report on their actions taken to address concerns
- Committee works collaboratively to identify resources and solutions
  
- Kick off meeting - May 16



# DBE & Workforce Advisory Committee

- Membership
  - Co-Chaired by Metropolitan Council and Minnesota Department of Human Rights
  - 11 Members representing small business and workforce organizations
  - 4 Members At-Large appointed by Metropolitan Council Chair
  - Represents diverse interests and stakeholders along the Southwest LRT Corridor



Equity Implementation Unit

# Equity Programs and Coordination

04/24/2019

Report to Council – Mitzi Kennedy, Enterprise-wide Equity Manager





# Equity Implementation Unit - Overview

- Key responsibilities:
  - Staff Liaison to the Equity Advisory Committee (EAC);
  - Develop and implement the Urban Scholars Internship Program;
  - Implement the Council’s various equity-related internal work plans and policies, such as the Equity Policy;
  - Educate and create awareness council-wide of equal opportunity, diversity, inclusion, access, and equity; and
  - Enterprise-wide Equity resource and coordination

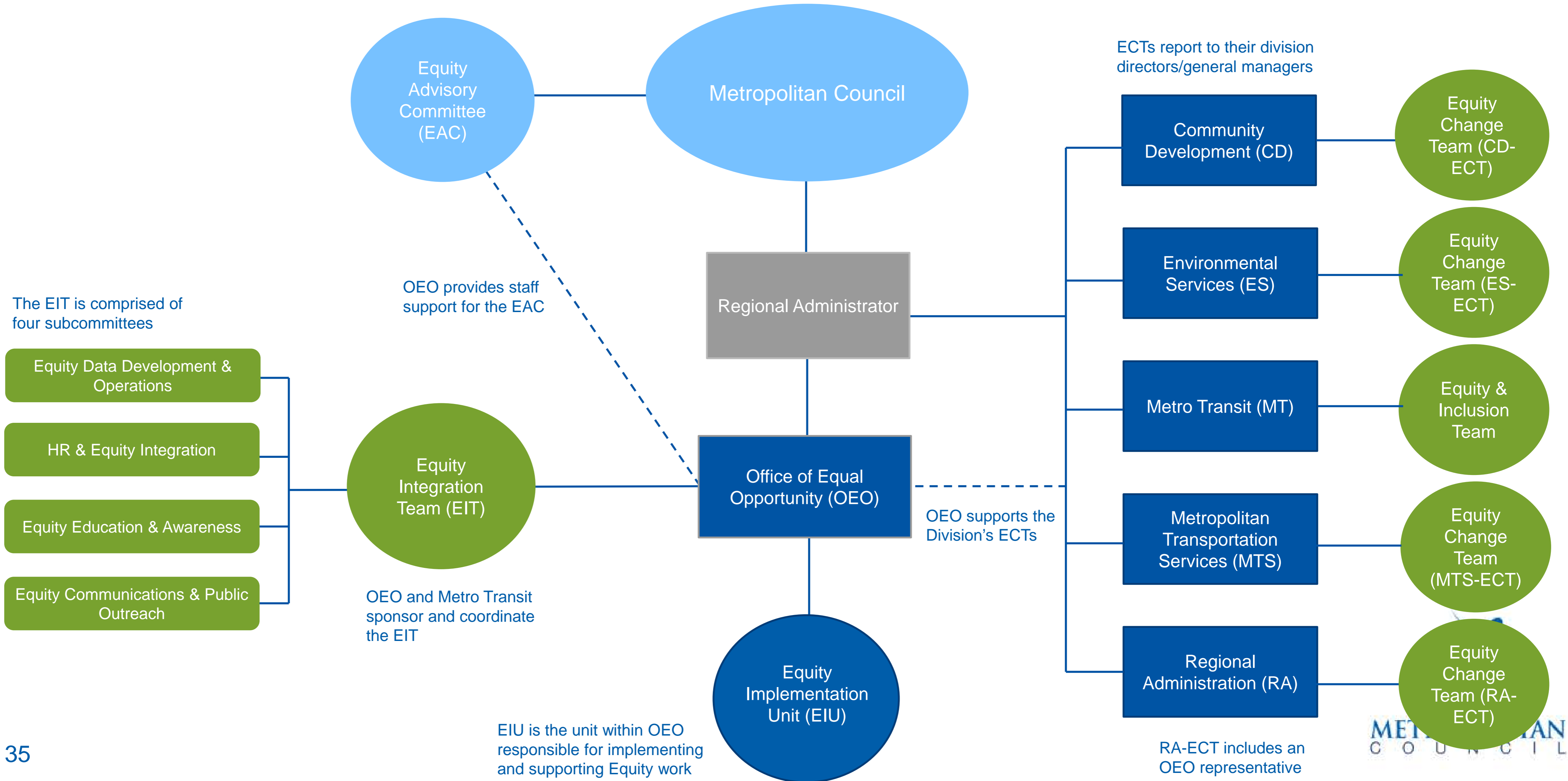
# Met Council's Equity Policy

- Metropolitan Council's Equity Policy states the Council will conduct its own operations and use its assets and authorities to equitably serve the needs of the metropolitan area.
  - The policy outlines multiple methods to help achieve equity, including:
    - Evaluate its operations, planning, and investments through an Equity Lens
    - Identify and mitigate disproportionately adverse effects of the Council's work
    - Engage a full cross-section of community members in decision-making
    - Provide just and fair access to opportunities and services that support regional diversity
    - Coordinate the network of infrastructure development to benefit all residents in the metropolitan area
    - Establish an Equity Framework to guide the Council and metropolitan area

# Equity Work at the Council

## Council-wide Equity Work Groups

## Division Equity Work Groups



# Looking Ahead

- Engage directly with Equity Change Teams and Equity Integration Teams
  - Review active efforts, pending programs, requests for support, current tools
  - Determine consolidation of efforts, best use of resources, capacity
  - Prioritize actions and plan communication
- Equity Advisory Committee workplan support focus areas of accessibility, housing, transit
- Equity Framework
  - Guide the Council and the metropolitan area in a cohesive equity message
  - Conduct awareness and education
  - Provide technical assistance, best practices, and support of implementation within divisions
  - Implement metrics for assessing impact
- Education and engagement are key, both internally and externally
  - Develop opportunities for education and training of Council
  - Coordinate with and support divisions in advancing equity externally
  - Guide staff efforts in integration of equity internally

# National best practice

