



Minority, Women and Small Business Enterprise Program Update

Board of County Commissioners

March 12, 2019

MWSBE Mission

To increase participation of minorities, women, and small businesses in Mecklenburg County business opportunities through outreach, training, and partnerships



Minority, Women and Small Business Enterprise Program

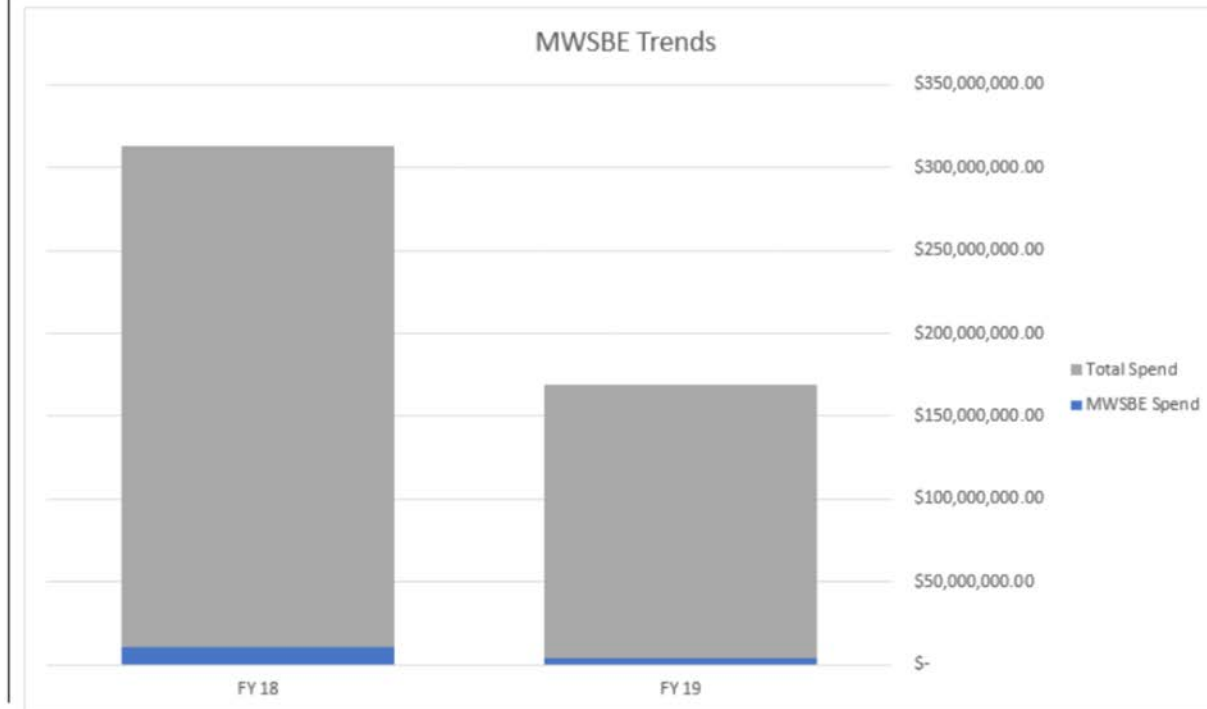
- Touches all focus areas
- Assists MWSBEs in registering with County as vendors
- Assists MWSBEs in securing accepted certifications from other agencies
- Assists County departments with identifying eligible MWSBEs
- Assists departments in reaching strong MWSBE utilization while in contracting process
- Conducts outreach and training to MWSBEs
- Does **NOT**:
 - Certify MWSBEs
 - Manage utilization data
 - Provide an enterprise wide set of best practices and policies



Overview:

Below you will find the estimated MWSBE spend % and totals for Mecklenburg County

	FY 18	FY 19
MWSBE Spend	\$ 10,671,032.11	\$ 4,097,254.35
Non MWSBE Spend	\$ 291,795,051.63	\$ 160,578,389.32
Total Spend	\$ 302,466,083.74	\$ 164,675,643.67
% from Total	3.53%	2.49%



Overview of MWSBE Spend

- MWSBE Subcontractors are not tracked
- Potential data inaccuracies
 - Certification/recertification updates not received
 - MWSBEs full spend not counted if certification expires during project
 - Manual staff data review/entry from certification agencies/sources
 - Vendors do not consistently update their vendor profiles
- The data validates the need to evaluate current practices and implement new strategies



Opportunities for MWSBE Program Growth

- Three new OED service lines are providing new and increased interactions with MWSBEs
- New MWSBE program manager onboarded September 2018
 - Brings strategic planning, change management and enterprise-wide engagement experience
- FY2020 – 2022 OED Strategic plan calls for growing MWBSE participation
- Enhanced support to departments through designing and implementing best in class practices and providing consistent procedures for all departments
- Other disadvantaged populations? Veterans? Disabled?



Current State Assessment

- What is working and what is not working as well as it could?
- What are best practices in other communities?
- RFP issued November 2018
- April 2019 award and contract

“...The purpose of this solicitation is to examine Mecklenburg County’s Minority, Women, and Small Business Enterprise (MWSBE) purchasing protocols and secure a clear understanding of existing County policies and programs regarding equity of contracting opportunities enterprise wide.

The selected consultant will present findings and make recommendations to the County Manager and evaluation team of any identified potential changes or improvements to the County’s MWSBE services and policies.....”



1. Catalog and assess all procedures for active solicitation of MWSBEs, including:

- Countywide MWSBE procurement policies and programs
- Departmental MWSBE procurement policies and programs
- Contracting procedures for goods, services, technology, construction, maintenance, and associated contracts
- Procurement processes across all County departments for consistency
- Current MWSBE vendor training, outreach and recruitment programs

2. Evaluate effectiveness of County MWSBE and procurement policies, procedures and programs.

- Analyze County data to ascertain effectiveness of collection efforts
- Analyze County data to determine actual or estimated MWSBE participation in procurement
- Analyze methods to identify existing MWSBE entities
- Analyze support for MWSBE entities or entities seeking certification as same
- Analyze methods to communicate opportunities to MWSBE entities
- Analyze methods to retain MWSBEs with recertification and inactive notices



3. Solicitation of feedback on the effectiveness and user friendliness of County policies and programs.
 - Online and / or mailed surveys
 - Focus groups / interviews with MWSBEs active in the Mecklenburg County market
 - Focus groups / interviews with MWSBEs inactive/lapse in certification in the Mecklenburg County market
 - Interviews with personnel responsible for engaging MWSBEs as part of gap analysis
 - Determining the ease of use of the County Procurement website and MECKProcure.

4. Benchmarking of identified County MWSBE and procurement policies and programs against recognized national best practices.
 - Consideration of expansion of the MWSBE program to include Veterans or other underutilized entities



5. Provide specific recommendations on policy and program improvements that address any identified deficiencies in MWSBE purchasing.
6. Provide policies and programs designed specifically to strengthen the County's MWSBE vendor program and increase the number of MWSBE vendors that bid on County's procurement and contracting opportunities.
7. Provide a comprehensive Report (MS Word and PDF) and Presentation(s) (PowerPoint and PDF) of assessment and evaluation results to include, but not limited to:
 - Methodology
 - Findings
 - Recommendations
 - Best Practices in development and sustainability of a successful MWSBE program
 - Potential next steps



8. Provide a Project Management Plan and timeline for the completion of project. Plan and timeline to include but not limited to:
 - Timeline for completion of project
 - A schedule of activities including identification of key project milestones
 - Communication plan for updates
 - Quality control process for project
 - Project plan outlining workflow including reporting processes and schedules for County approval

9. Provide the following throughout the project on a bi-weekly basis and as requested:
 - Project status reports, including progress to date, next steps, budget/hours spent, risks and issues, etc.

