

**Delaware Office of Minority and Women Business Enterprise**

# **Supplier Diversity Spend Analysis**

**Fiscal Year 2012 Quarters 1-2**

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Enterprise**

## Contents

<b>Executive Summary .....</b>	<b>4</b>
<b>Minority and Women Business Enterprise Spending Snapshot .....</b>	<b>5</b>
Direct certified minority and women business enterprise spend for FY12 –Q2 compared to FY11 Q2 including P card purchases excluding subcontracting.....	6
Direct certified minority and women business enterprise spend for FY12 Q1-Q2 compared to FY11 Q1-Q2 including P card purchases excluding subcontracting .....	7
Agency utilization report of direct minority and women business enterprise spend .....	8
Department percent of total direct minority and women business enterprise spend.....	9
<b>Minority and Women Business Enterprise Demographics.....</b>	<b>10</b>
Certified minority and women business enterprise ethnic classification .....	10
Ethnic classification of certified minority and women businesses .....	11
Geographic distribution of certified minority and women business direct spend .....	11
Geographic distribution of certified minority and women owned businesses .....	12
<b>Minority and Women Business Enterprise Direct Spend Industry Classifications .....</b>	<b>13</b>
Minority and women business enterprise direct spend for North American Industry Classification System (NAICS) .....	13
Minority and women business enterprise North American Industry Classification System (NAICS) extract .....	14
<b>Agency Recruiting of Self Certified Minority and Women Businesses .....</b>	<b>15</b>
<b>OMWBE Additional Spend Metrics .....</b>	<b>16</b>
Delaware Transit Corporation (DTC).....	16
Delaware State Housing Authority (DSHA) .....	16
<b>Veteran-Owned Business Analysis.....</b>	<b>17</b>
<b>Statewide Recommendations for Supplier Diversity Improvements .....</b>	<b>18</b>
<b>Agency Specific Highlights and Recommendations .....</b>	<b>19</b>
Executive (OMB) .....	19
Delaware Economic Development Office (DEDO) .....	19
Delaware State Housing Authority (DSHA) .....	20
Department of Technology & Information (DTI) .....	20
Department of State (DOS).....	20
Finance .....	21
Department Health Social Services (DHSS) .....	21
Division of Services for Children Youth and Families (DSCYF).....	22
Department of Corrections (DOC).....	22

**Department Natural Resources and Environmental Control (DNREC) ..... 22**  
**Department Safety Homeland Security (DSHS) ..... 23**  
**Delaware Department of Transportation (DOT)..... 23**  
**Department of Labor (DOL) ..... 24**  
**National Guard..... 24**  
**Department of Education (DOE) ..... 24**

## Executive Summary

The below report is a semi-annual report on the certified minority and women business enterprise spend (MWBE). In addition the report contains information from various sources of identified veteran-owned businesses. This report includes the Delaware Department of Transportation's (DelDOT) federally mandated Disadvantaged Business Enterprise subcontracting spend for federally assisted highway projects and voluntarily subcontracting information from Government Support Services (GSS) central contracting. The purpose of this report is to: identify agency certified minority and women business enterprise and veteran-owned business spend; analyze the population of certified minority and women business enterprises; identify successes and opportunities for growth. It should be noted that the goal of the report is not diagnose the entire state supplier diversity process as reflected in the agency supplier diversity plans as well as the Supplier Diversity Council report, but rather provide a MWBE and veteran business spend analysis report for first and second quarters of fiscal year 2012. This report should also be used to enhance the respective agency supplier diversity plans for FY12. It should also be noted that some of the data is affected by what we termed the data "snapshot effect." This occurs when firms certify after a MWBE supplier diversity report has been published and have previously performed work with the State of Delaware. Additional detail can be found in the body of the report. It should be noted that all agency liaisons have detailed reports on specific supplier diversity including vendor spend.

Highlights from the FY12 Q1-Q2 are as follows:

- In FY12 Q1-Q2, there was an increase of 18% of the number of minority- and women-owned businesses that have received direct monies from the State compared to FY11 Q1-Q2.
  - This represents an approximate increase of 33 MWBEs.
- In FY12 Q1-Q2, there was an approximate increase of 33% of minority- and women-owned business direct spend, which is defined as direct monies paid to a MWBE excluding subcontracting monies, compared to FY11 Q1-Q2, which is approximately \$6.86 million.
- In FY12 Q1-Q2, the Executive Agency with the highest number of direct spend of certified minority and women business enterprises was Department of Health and Social Services (DHSS), with 43 MWBEs.
- In FY12 Q1-Q2, the Executive Agency with the highest direct spend for certified minority- and women-owned businesses was the Department of Transportation with a total of \$4.67 million.

- In FY12 Q1-Q2, 5% of the awarded contracts on mymarketplace.delaware.gov were either awarded or partially awarded to veteran-owned businesses.
- In FY12 Q1-Q2 Government Support Services (GSS) MWBE direct spend under contract increased by approximately \$870,000 or 33% compared to FY11 Q1-Q2.
- In FY12 Q1-Q2, 20% of the awarded contracts on mymarketplace.delaware.gov were either awarded or partially awarded to minority- and women-owned businesses.
  - In FY12 Q1-Q2, 28% of the awarded Government Support Services contracts were either awarded or partially awarded to minority- and women-owned businesses.

MWBE data reports from FY06 to current are posted on the Office of Minority and Women Business Enterprise website at <http://gss.omb.delaware.gov/omwbe/newsroom.shtml> .

## Minority and Women Business Enterprise Spending Snapshot

The below table presents the adjusted minority and women business enterprise spend.

	FY12 Q1-Q2	% of MWBE	% of Total Adjusted Spend	FY11 Q1-Q2	% of Total Adjusted Spend
Direct Certified MWBE Spend	\$28,107,382.11	68.46%	4.31%	\$20,536,707.97	3.01%
DeIDOT DBE Subcontracting	\$3,399,074.53	8.28%	0.52%	\$3,674,833.36	0.54%
MWBE 2nd Tier	\$399,275.91	0.97%	0.06%	\$62,627.20	0.01%
Self Registered W-9	\$9,149,540.88	22.29%	1.40%	\$1,961,379.49	0.29%
Total	\$41,055,273.43	100.00%	6.30%		3.63%
<b>Total FY12 Q1-Q2 Adjusted Spend</b>	<b>\$651,731,945.66</b>			<b>\$683,036,965.08</b>	

- The primary driver of 2<sup>nd</sup> tier MWBE spend data was the IT Staff Augmentation contract and weatherization funding.
  - Although there has been a significant increase from same time period last year, only DeIDOT significantly utilized certified MWBEs on the IT Staff Augmentation contract.
  - Staples, Fastenal, Fisher Scientific and L-3 communications were the only companies that reported MWBE 2<sup>nd</sup> tier spend.
  - In FY12 Q1-Q2, approximately \$10,000 2<sup>nd</sup> tier spend was reported for veteran-owned businesses.

## Direct certified minority and women business enterprise spend for FY12 –Q2 compared to FY11 Q2 including P card purchases excluding subcontracting

### Table highlights

It should be noted that the data below is comparison from the previous year and should not be used as a baseline for measuring success or sustainability, but as an observation of identifying the dollar amount for certified M/WBEs an agency utilized in the respective year.

- There was an approximate 20% overall increase of MWBE spend in FY12 Q2 compared FY12 Q1.
- In general all agencies increased their respective spend compared to the previous quarter, however detailed data analysis indicated GSS central contracts increased MWBE spend for office furniture, computer software, janitorial services and temporary staffing.

Agency	FY11Q2 MWBE	FY12Q2 MWBE	Difference	Percent
Legislative	\$2,000.00	\$19,375.00	\$17,375.00	868.75%
Judiciary	\$71,109.64	\$169,666.64	\$98,557.00	138.60%
Executive	\$576,955.93	\$1,050,274.68	\$473,318.75	82.04%
Technology	\$14,474.52	\$70,495.01	\$56,020.49	387.03%
Other Elective	\$30,752.87	\$47,189.51	\$16,436.64	53.45%
Legal	\$17,393.71	\$59,169.02	\$41,775.31	240.17%
State	\$44,609.81	\$154,985.20	\$110,375.39	247.42%
Finance	\$351,531.35	\$1,076,264.56	\$724,733.21	206.16%
DHSS	\$767,090.14	\$643,082.87	-\$124,007.27	-16.17%
DSCYF	\$162,784.81	\$378,075.54	\$215,290.73	132.25%
Correction	\$938,434.66	\$1,654,449.63	\$716,014.97	76.30%
DNREC	\$342,877.69	\$681,626.41	\$338,748.72	98.80%
DSHS	\$844,419.69	\$250,975.17	-\$593,444.52	-70.28%
DeIDOT	\$1,862,600.49	\$1,709,921.61	-\$152,678.88	-8.20%
Labor	\$139,571.00	\$241,599.53	\$102,028.53	73.10%
Agriculture	\$225.00	\$19,848.83	\$19,623.83	8721.70%
Elections	\$56,027.00	\$175.00	-\$55,852.00	-99.69%
Fire	\$956.00	\$6,723.14	\$5,767.14	603.26%
Natl Guard	\$99,378.92	\$121,002.47	\$21,623.55	21.76%
Exc. Citizens	\$0.00	\$0.00	\$0.00	0.00%
Higher Ed	\$308,059.50	\$369,368.18	\$61,308.68	19.90%
Education	\$4,222,582.84	\$4,276,951.05	\$54,368.21	1.29%
	<b>\$10,853,835.57</b>	<b>\$13,001,219.05</b>	<b>\$2,147,383.48</b>	<b>19.78%</b>

## Direct certified minority and women business enterprise spend for FY12 Q1-Q2 compared to FY11 Q1-Q2 including P card purchases excluding subcontracting

### Table highlights

- Data snapshot effect – As a result of increased communication in the importance of OMWBE in there was an approximate \$320,000 increase that was not identified in FY12 Q1 which is not reflected in the table.
- When using the current OMWBE database used to calculate spend MWBE spend for FY11 Q1-Q2 adjusted spend increased approximately 24%.
- Agency specific contracts for video surveillance and marketing, in addition to the aforementioned GSS central contracts increased MWBE spend.

Agency	FY11Q1-Q2 MWBE	FY12 Q1-Q2 MWBE	Difference FY12-FY11 Q1-Q2	% Difference FY12-FY11 Q1-Q2
Legislative	\$2,000.00	\$74,635.00	\$72,635.00	3631.75%
Judiciary	\$172,839.98	\$304,353.27	\$131,513.29	76.09%
Executive	\$1,019,130.38	\$2,079,601.48	\$1,060,471.10	104.06%
Technology	\$27,757.13	\$316,884.04	\$289,126.91	1041.63%
Other Elective	\$67,150.46	\$92,387.34	\$25,236.88	37.58%
Legal	\$40,595.72	\$84,373.91	\$43,778.19	107.84%
State	\$197,867.40	\$389,724.97	\$191,857.57	96.96%
Finance	\$979,465.30	\$1,964,758.13	\$985,292.83	100.59%
DHSS	\$1,156,581.51	\$1,157,866.23	\$1,284.72	0.11%
DSCYF	\$442,487.81	\$581,851.20	\$139,363.39	31.50%
Correction	\$3,115,057.35	\$3,269,607.78	\$154,550.43	4.96%
DNREC	\$648,076.58	\$1,183,320.87	\$535,244.29	82.59%
DSHS	\$892,905.85	\$2,378,025.82	\$1,485,119.97	166.32%
DelDOT	\$3,006,163.03	\$4,165,670.32	\$1,159,507.29	38.57%
Labor	\$310,445.04	\$577,043.42	\$266,598.38	85.88%
Agriculture	\$1,124.35	\$31,457.86	\$30,333.51	2697.87%
Elections	\$90,513.00	\$1,152.00	-\$89,361.00	-98.73%
Fire	\$2,597.40	\$8,606.52	\$6,009.12	231.35%
Natl Guard	\$235,778.72	\$254,650.86	\$18,872.14	8.00%
Exc. Citizens	\$0.00	\$0.00	\$0.00	0.00%
Higher Ed	\$539,643.60	\$1,080,989.86	\$541,346.26	100.32%
Education	\$7,970,514.62	\$7,782,787.72	-\$187,726.90	-2.36%
	<b>\$20,918,695.23</b>	<b>\$27,779,748.60</b>	<b>\$6,861,053.37</b>	<b>32.80%</b>

## Agency utilization report of direct minority and women business enterprise spend

### Table highlights

- DSHS and DOC almost doubled the use of MWBEs.
- Snapshot effect - When recalculating the quantity of MWBE vendors in FY11 Q1-Q2 utilizing the current FY12 OMWBE database this increased the quantity to 194, which is an increase of 14%.

Agency	FY11 Q1-Q2	FY12 Q1-Q2
Legislative	1	2
Judiciary	12	17
Executive	31	33
Technology	3	5
Other Elective	4	10
Legal	7	11
State	18	22
Finance	6	12
DHSS	38	43
DSCYF	21	26
Correction	11	20
DNREC	23	26
DSHS	10	20
DeIDOT	23	35
Labor	23	27
Agriculture	2	7
Elections	6	1
Fire	2	4
Natl Guard	8	12
Exc. Citizens	0	0
Higher Ed	19	20
Education	84	84
<b>Total</b>	<b>179</b>	<b>221</b>



## Department percent of total direct minority and women business enterprise spend

### Table highlights

- DeIDOT and DOC account for 15% and 12% respectively of total direct minority and women business enterprise spend.
- The Department of Education inclusive of the school districts accounted for approximately 28% of the direct certified minority and women business enterprise spend.

Agency	FY12 Q1-Q2	% of Total
Legislative	\$74,635.00	0.27%
Judiciary	\$304,353.27	1.10%
Executive	\$2,079,601.48	7.49%
Technology	\$316,884.04	1.14%
Other Elective	\$92,387.34	0.33%
Legal	\$84,373.91	0.30%
State	\$389,724.97	1.40%
Finance	\$1,964,758.13	7.07%
DHSS	\$1,157,866.23	4.17%
DSCYF	\$581,851.20	2.09%
Correction	\$3,269,607.78	11.77%
DNREC	\$1,183,320.87	4.26%
DSHS	\$2,378,025.82	8.56%
DeIDOT	\$4,165,670.32	15.00%
Labor	\$577,043.42	2.08%
Agriculture	\$31,457.86	0.11%
Elections	\$1,152.00	0.00%
Fire	\$8,606.52	0.03%
Natl Guard	\$254,650.86	0.92%
Exc. Citizens	\$0.00	0.00%
Higher Ed	\$1,080,989.86	3.89%
Education	\$7,782,787.72	28.02%
<b>Total</b>	<b>\$27,779,748.60</b>	<b>100.00%</b>

# Minority and Women Business Enterprise Demographics

## Certified minority and women business enterprise ethnic classification

The tables reflect the dollar amount change among ethnic classifications of direct contracting spend for certified minority and women businesses in FY12 Q1-Q2 compared to FY11 Q1-Q2.

### Table highlights

- African American women-owned businesses almost tripled their direct contracting dollars and double the quantity of contractors compared to FY11 Q1-Q2.
- All women-owned businesses showed moderate to significant increases in direct contracting dollars compared to FY11 Q1-Q2 except Hispanic Americans.
- All male minority-owned businesses showed moderate to significant increases except African Americans compared to FY11 Q1-Q2 except Hispanic Americans.
- Male minority businesses increased direct contracting dollars by 10% compared to FY11 Q1-Q2.

### Male Minority-Owned Business

Minority Business	FY 12 Q1-Q2 Qty	FY 12 Q1-Q2	%FY 12 Q1-Q2	FY11 Q1-Q2	Total FY 11 Q1-Q2
African American	19	\$275,206.16	0.98%	\$921,199.81	21
Subcontinent Asian	7	\$891,277.36	3.17%	\$530,844.88	4
Hispanic American	9	\$1,309,618.50	4.66%	\$1,916,648.34	11
Native American	2	\$51,085.01	0.18%	\$47,066.34	1
Asian American	7	\$1,413,549.35	5.03%	\$164,239.76	6
<b>Total MBE</b>	<b>44</b>	<b>\$3,940,736.38</b>	<b>14.02%</b>	<b>\$3,579,999.13</b>	<b>43</b>
<b>Total FY12 Q1-Q2</b>	<b>212</b>	<b>\$28,107,382.08</b>	<b>100.00%</b>		<b>179</b>

### Women-Owned Business

Women Business	FY 12 Q1-Q2 Qty	FY12 Q1-Q2	%FY 12 Q1-Q2	FY11 Q1-Q2	Total FY 11 Q1-Q2
African American	13	\$754,650.27	2.68%	\$204,932.65	6
Subcontinent Asian	4	\$369,670.13	1.32%	\$241,628.15	2
Hispanic American	8	\$340,754.41	1.21%	\$446,730.10	8
Native American	1	\$9,500.00	0.03%	\$0.00	0
Asian American	4	\$1,289,788.70	4.59%	\$220,038.97	5
White	138	\$21,394,306.34	76.12%	\$15,844,942.31	115
<b>Total WBE</b>	<b>168</b>	<b>\$24,158,669.85</b>	<b>85.95%</b>	<b>\$16,958,272.18</b>	

## Ethnic classification of certified minority and women businesses

Table highlight

- White women-owned businesses and African American male-owned businesses represent the highest classification of certified businesses.

Women Businesses	Quantity	Minority Businesses	Quantity
African American	223	African American	481
Subcontinent Asian	60	Subcontinent Asian	123
Hispanic American	63	Hispanic American	113
Native American	6	Native American	17
Asian American	34	Asian American	88
White	925	<b>Total MBE</b>	822
<b>Total WBE</b>	1311	<b>Total FY12 Q1-Q2</b>	<b>2133</b>

## Geographic distribution of certified minority and women business direct spend

Table highlight

- Over 50% of direct certified MWBE spend is with Delaware vendors.

State	#MWBE	# Percent	FY 12Q1-Q2	\$ Percent
DE	154	72.64%	14,783,491.06	52.60%
CA	2	0.94%	2,670.25	0.01%
CO	2	0.94%	41,014.80	0.15%
FL	2	0.94%	45,197.30	0.16%
IN	1	0.47%	157.83	0.00%
LA	1	0.47%	4,893.37	0.02%
MA	1	0.47%	1,222,856.44	4.36%
MD	13	6.13%	3,013,070.62	10.75%
MN	2	0.94%	2,069.82	0.01%
NJ	14	6.60%	4,145,187.84	14.80%
NY	2	0.94%	7,047.99	0.03%
PA	14	6.60%	3,446,967.24	12.30%
TX	2	0.94%	1,338,472.95	4.78%
VA	2	0.94%	54,284.60	0.19%
	<b>212</b>	<b>100.00%</b>	<b>28,107,382.11</b>	<b>100.00%</b>

## Geographic distribution of certified minority and women owned businesses

### Table highlights

- 52% of the FY12 Q1-Q2 MWBE spend is represented by Delaware business, however they only represent 41% of the total number of certified minority- and women-owned business
- There was an increase of 10% of certified minority- and women owned-business over the last twelve months.

State	# MWBE	State	# MWBE
Alaska	1	Michigan	5
Alabama	1	Minnesota	5
Arkansas	1	Missouri	6
Arizona	4	North Carolina	5
California	24	New Hampshire	1
Colorado	5	New Jersey	208
Connecticut	9	New Mexico	2
DC	19	New York	60
Delaware	868	Ohio	14
Florida	27	Oregon	1
Georgia	16	Pennsylvania	421
Illinois	9	Rhode Island	1
Indiana	7	South Carolina	4
Kansas	1	Tennessee	6
Kentucky	1	Texas	23
Louisiana	3	Virginia	53
Massachusetts	21	Wisconsin	2
Maryland	297	West Virginia	2
		<b>Total</b>	<b>2133</b>

State	# MWBE	% of Total
Delaware	868	41%
Pennsylvania	421	20%
New Jersey	208	10%
Maryland	297	14%
	1794	84%

## Minority and Women Business Enterprise Direct Spend Industry Classifications

### Minority and women business enterprise direct spend for North American Industry Classification System (NAICS)

The below table includes direct certified minority and women business enterprise spend inclusive of P-card purchases.

Table highlights

- The construction, professional, scientific, and technical services and wholesale trade continue to be the major drivers of MWBE direct spend.
- The construction NAICS coded minority and women businesses are approximately \$9.86 million of MWBE spend, which is 63% of total construction spend in FY11.
  - The remaining two NAICS code drivers are approximately 50% of FY11 MWBE spend
- The highest concentration of certified MWBE continues to be coded in professional, scientific, and technical services and construction.

NAICS Group	FY12 Q1-Q2 MWBE	% Total
Utilities	\$229,103.50	0.82%
Construction	\$9,866,470.69	35.10%
Manufacturing	\$750,117.23	2.67%
Wholesale Trade	\$5,605,309.87	19.94%
Retail trade	\$19,687.35	0.07%
Transportation and Warehousing	\$86,429.98	0.31%
Information	\$548,666.95	1.95%
Real Estate and Rental and Leasing	\$12,976.74	0.05%
Professional, Scientific, and Technical Services	\$8,298,015.47	29.52%
Administrative and Support and Waste Management and Remediation Services	\$1,261,878.96	4.49%
Educational Services	\$939,618.92	3.34%
Health Care and Social Assistance	\$358,512.46	1.28%
Arts, Entertainment, and Recreation	\$5,490.00	0.02%
Other Services (except Public Administration)	\$125,103.99	0.45%
<b>Total</b>	<b>\$28,107,382.11</b>	<b>100.00%</b>

## Minority and women business enterprise North American Industry Classification System (NAICS) extract

NAICS Description	FY 12 Q1-Q2	Delaware	FY 11 Total Certified MWBEs
Agriculture, Forestry, Fishing and Hunting	8	2	8
Mining, Quarrying, and Oil and Gas Extraction	3	0	3
Utilities	17	7	17
Construction	524	226	499
Manufacturing	237	85	224
Wholesale Trade	251	71	239
Retail trade	102	57	100
Transportation and Warehousing	85	52	91
Information	121	41	108
Finance and Insurance	52	14	51
Real Estate and Rental and Leasing	43	20	39
Professional, Scientific, and Technical Services	997	305	940
Management of Companies and Enterprises	1	2	3
Administrative and Support and Waste Management and Remediation Services	423	172	398
Educational Services	127	56	117
Health Care and Social Assistance	94	62	88
Arts, Entertainment, and Recreation	18	12	18
Accommodation and Food Services	13	8	10
Other Services (except Public Administration)	116	56	115
Public Administration	35	13	33

# Agency Recruiting of Self Certified Minority and Women Businesses

## Table highlights

- The recruiting numbers are extracted from the State’s W-9 information of self identified minority- or women-owned businesses.
  - All businesses have been contacted via email by OMWBE and each agency has received a copy of the respective vendors.
  - It is recommended that agencies take additional responsibility in encouraging potential vendors to certify with OMWBE.

Agency	FY12 Q1Q2
Legislative	0
Judiciary	0
Executive	\$219,092.41
Technology	\$2,436.40
Other Elective	0
Legal	\$93,899.60
State	\$231,936.58
Finance	\$65,716.29
DHSS	\$2,915,980.71
DSCYF	\$1,526,345.22
Correction	\$710,512.27
DNREC	\$145,498.29
DSHS	\$43,374.67
DeIDOT	\$248,778.91
Labor	\$140,486.02
Agriculture	\$129,618.19
Elections	\$0.00
Fire	\$11,528.37
Natl Guard	\$104,579.20
Exc. Citizens	\$0.00
Higher Ed	\$63,202.42
Education	\$2,496,555.33
<b>Total</b>	<b>\$9,149,540.88</b>

## OMWBE Additional Spend Metrics

### Delaware Transit Corporation (DTC)

Although DTC is not an executive agency, efforts have been made to continue to collect MWBE data in FY12.

- FY12 Q1-Q2, DTC reported \$302,285.12 of certified MWBE spend, which is approximately 50% of the total FY11 MWBE spend.
- Three of the twelve certified MWBEs that secured business with DTC are on a Government Support Services central contract.

### Delaware State Housing Authority (DSHA)

DSHA made significant efforts to identify MWBE spend for pass thru funding.

- The certified MWBE direct spend represents approximately 5.0% of DSHA total spend.

<b>Delaware State Housing Authority</b>	<b>FY12 Q1-Q2</b>	<b>\$ MWBE</b>
DSHA Operations/ Public Housing	\$2,008,065.00	\$152,102.00
Community Development Block Grant	\$699,908.00	\$1,660.00
Community Development Block Grant- Home	\$212,723.00	\$1,520.00
Home (no completed project to report)	\$2,920,696.00	\$0.00
<b>Total</b>	<b>\$2,920,696.00</b>	<b>\$155,282.00</b>



## Veteran-Owned Business Analysis

The identification of veteran-owned businesses is based on a combination of data sources which include the state self-certification W-9 form, the Central Contractor’s Registry (CCR), and vetbiz.com.

- It should also be noted that the veteran-owned business data may include non-profits and the data analysis was only based on the following states from the CCR, Delaware, Maryland, New Jersey, Pennsylvania, California, Texas and Florida.
- Veteran-owned business spend was driven by GSS central contracts, auto care, security, lawn care services, building access security and telecommunications.

Agency	FY12 Q1-Q2	FY12 Q1-Q2
Legislative	\$1,859.90	1
Judiciary	\$358,724.10	9
Executive	\$1,007,691.48	26
Technology	\$19,323.00	1
Other Elective	\$2,105.00	2
Legal	\$88,255.53	7
State	\$228,228.13	14
Finance	\$435,321.23	4
DHSS	\$486,279.24	35
DSCYF	\$32,706.45	7
Correction	\$23,371.60	3
DNREC	\$269,408.57	28
DSHS	\$369,355.28	22
DelDOT	\$1,053,531.94	18
Labor	\$148,035.86	9
Agriculture	\$11,024.63	7
Elections	\$5,195.04	4
Fire	\$8,747.71	6
Natl Guard	\$417,575.99	8
Exc. Citizens	\$0.00	0
Higher Ed	\$1,359,539.62	21
Education	\$1,936,699.89	59
<b>Total</b>	<b>\$8,262,980.19</b>	<b>150</b>

# Statewide Recommendations for Supplier Diversity

## Improvements

- a) Although all state agencies have aggressively posted bid opportunities on [mymarketplace.delaware.gov](http://mymarketplace.delaware.gov) there needs to be increased efficiency and accuracy posting additional supporting documentation, which we have termed business intelligence. Business intelligence includes but not limited to, prebid attendance, usage reports, and detailed vendor participation information. Furthermore, the posting of prebid information specifically, public works projects, can be expedited.
- b) Agencies can adopt a model similar to Government Support Services' (GSS) Vendor Days or partner with GSS to provide agency specific training for contracting opportunities.
- c) Utilize the Division of Facilities Management Contractors' Registry for under threshold public works projects. This document is posted on [mymarketplace.delaware.gov](http://mymarketplace.delaware.gov).
- d) Encourage use of labeled MWBEs on the Government Support Services central contracts if contract is multi awarded (i.e. staffing, furniture, fasteners, network services, network hardware, translating services, security services, lawn care, telecommunications, dry cleaning services, towing services, packaged software). This will increase MWBE and veteran-owned business spend.
- e) Leverage open enrollment contracting opportunities such as the vendor IT staff augmentation contract in addition to ensuring MWBE are afforded the opportunities to fill respective positions.
- f) Request construction contractors on front end documents and all other vendor(s) to report minority-, women- and veteran-owned business subcontracting spend to the Office of Minority and Women Business Enterprise, utilizing the subcontracting form posted on the OMWBE website.
- g) Utilize OMWBE database for smaller purchases not on contract and report to OMWBE using the under threshold solicitation form and provide Cabinet level support for reporting.

## Agency Specific Highlights and Recommendations

### Executive (OMB)

- An analysis of the data identified Human Resource Management - Statewide Training and Budget Administration were the only two divisions, which accounted for the only two MWBEs that were not on a Government Support Services central contract, which indicates a greater need for exposure to under threshold opportunities.
- The Division of Facilities Management increased the direct MWBE spend by 60% or \$1,186,074.61 compared to the first half of FY11 and showed an increase of 21% or 4 for the quantity of utilized MWBE vendors. However, the results did not support the utilization of the contractors' registry, which was created to expose MWBEs to non advertised small public works projects.
- Analysis identified there was a potential to increase MWBE spend on network services and network hardware, which included awarded MWBEs on Government Support Services multi awarded contract.
- In FY12 Q1-Q2 Government Support Services (GSS) MWBE direct spend under contract increased by approximately \$870,000 or 33% compared to FY11 Q1-Q2.

### Delaware Economic Development Office (DEDO)

- In FY12 Q1-Q2, an analysis of financial data revealed, DEDO provided approximately \$42,000 in financial assistance to four certified MWBEs.
- The procurement opportunities were minimal, but the office utilized six MWBEs that were not on the GSS central contract.
  - Analysis also revealed the DEDO utilized multiple MWBEs for the entrepreneurial training, however approximately half have not officially certified with OMWBE.
- It is recommended that DEDO foster an environment conducive of supplier diversity and encourage diverse business relationships with financially assisted companies with economic development funding for example, Johnson Controls, Fisker, Bloom Energy, Delaware City Refining City Refining Company and Amazon to request MWBE and veteran-owned business subcontracting information for respective project.
- Analysis identified there was a potential to increase MWBE spend network services, which included awarded MWBEs on Government Support Services multi awarded contract.

## Delaware State Housing Authority (DSHA)

- The agency liaison worked with OMWBE to increase transparency for agency pass thru funding by reporting Community Development Block Grant Information.
- It is recommended the agency liaison continue to work with OMWBE to assist in identifying all certified MWBEs and veteran businesses and leverage the OMWBE database to run Access queries to ensure all applicable business are identified.
- It is recommended that the agency can increase MWBE spend on network hardware and network services.

## Department of Technology & Information (DTI)

- As a result of the MWBE liaison working intricately with technology purchases, spend with technology software providers increased significantly.
- It is recommended that DTI continue assisting in the technology purchases and assist in instructing the agencies on opportunities to increase supplier diversity.
- The department also utilized two MWBE for smaller non advertised purchases not on central contract.
- It is recommended that the agency can increase MWBE spend on network hardware, software purchases and network hardware.

## Department of State (DOS)

- FY12 Q1-Q2 MWBE, the spend increase can be attributed to the utilization of Government Support Services awarded vendors for marketing and HVAC compared to FY11 Q1-Q2.
- The agency utilized approximately 10 vendors, which is a relatively high number for smaller purchases not on central contract.
- Data analysis revealed opportunities to increase MWBE spend in public works, specifically painting.
- Analysis identified there was a potential to increase MWBE spend in janitorial supplies, network hardware and staffing, which included awarded MWBEs on Government Support Services multi awarded contract.

## Finance

- The increase in FY12 Q1-Q2 can be attributed to a significant increase in awarded contract for marketing and public relations compared to FY11 Q1-Q2.
- The agency utilized approximately five MWBEs for under threshold professional service purchases.
- It is recommended that the agency can increase MWBE spend on staffing, which included awarded MWBEs on a Government Support Services multi awarded contract.
- It should be noted the liaison actively seeks opportunities to identify potential MWBE, by forwarding company information to OMWBE.

## Department Health Social Services (DHSS)

- The data revealed the agency had the highest number of MWBE utilization for small non advertised purchases, which was represented by the significant sum total of purchases under \$50,000 not on identified Government Support Services central contract.
- The agency utilized a total of 42 MWBE vendors for FY12 Q1-Q2, which is the highest among agencies; however the data also revealed the agency has the highest number of self-certified MWBEs which indicates a need for stronger communication throughout the agency about the importance of OMWBE certification.
- The facilities department increased the utilization of MWBEs to 12 from 8 or 50% and \$62,436.33 or \$171,786.25 approx 58% compared to FY11 Q1-Q2.
- It is recommended that the agency can increase MWBE spend on the respective contracts network hardware, network services, temporary employment services, site interpretation and written translation services, which included awarded MWBEs on a Government Support Services multi awarded contracts.
- It is also recommended that the agency explore opportunities to identify subcontracting information for the Drinking Water State Revolving Fund (DWSRF).

## Division of Services for Children Youth and Families (DSCYF)

- Agency MWBE spend was increased significantly in FY12 Q1-Q1 by a Government Support Services technology software provider.
- There was a slight increase for MWBE vendors compared to FY11 Q1-Q2 contractors for small non advertised purchases not on Government Support Services central contracts. However it is recommended the agency communicate the importance of OMWBE certification.
- It is recommended the agency communicate the importance of supplier diversity to comprehensive health services providers and become more inclusive in small public works projects.
- It is recommended that the agency can increase MWBE spend on the respective contracts personal care services translating and interpreting which included awarded MWBEs and veteran businesses on Government Support Services multi awarded contracts.

## Department of Corrections (DOC)

- Although the agency accounts for significant percentage of MWBE spend this is attributed to one vendor in the healthcare/pharmacy industry.
- The agency also utilized MWBEs for environmental consulting and additional under threshold products and services that were not on Government Support Services central contracts.
- It is recommended the agency continue to increased usage of Government Support Services central contracts with MWBEs in dry cleaning, software, food and oil.

## Department Natural Resources and Environmental Control (DNREC)

- Three MWBE vendors accounted for 75% of the MWBE spend and in the construction and environmental industries.
- Data analysis revealed opportunities to increase MWBE spend in painting and environmental studies.
- It is recommended that the agency can increase MWBE spend on the respective contracts network hardware, dry cleaning, temporary employment services, janitorial supplies which included awarded MWBEs on a Government Support Services multi awarded contracts.

- It is recommended the agency increase transparency for agency pass thru funding and submit requested supporting information for contracting opportunities.
  - Environmental Protection Agency (EPA) funding to counties – Encourage the prime contractors and respective counties to report this information to the agency or the Office of Minority and Women Business Enterprise.
  - Energy Office –Energy Efficiency and Conservation Block Grant Program.

### **Department Safety Homeland Security (DSHS)**

- 85% percent of the MWBE spend was attributed to two vendors successfully bidding on agency specific contract which were public relations and video surveillance.
- It is recommended the agency continue to increased usage of Government Support Services central contracts with MWBEs in dry cleaning, office furniture, janitorial services and software.
- Although the agency increased utilization of MWBE vendors compared to FY11 Q1-Q2, analysis identified opportunities to increase exposure to MWBE’s in marketing, safety equipment and teleconference equipment.

### **Delaware Department of Transportation (DOT)**

- The agency represented one of the highest sums for MWBE in direct contract award dollar amounts. This could potentially be a result of the federally funded disadvantaged business enterprise (DBE) program and supportive services provided for DBEs.
- It should be noted that agency liaison is extremely active in the DBE program and is leveraging the DBE data collection infrastructure to collect subcontracting information on non federally assisted highway projects.
- Although the agency continually shows positive increases in the MWBE contracting dollars efforts could be increased in small public works projects demolition and professional services such as auditing.
- In FY12 Q1-Q2 the significant increase can be attributed to successful construction contractor and software provider.
- It is recommended that the agency can increase MWBE spend on the network hardware central contract, which included awarded MWBEs on a Government Support Services multi awarded contract.

## Department of Labor (DOL)

- The agency made significant improvements in increasing opportunities for training and education providers.
- A small amount of funding was labeled for auditing services to a large prime contractor, which could have presented an opportunity for MWBE to be included in the solicitation.
- Although the agency showed growth utilizing Government Support Service central contracts for software, staffing, office furniture it is recommended the agency continue to drive MWBE spend on Government Support Services central contracts and more specifically the awarded vocation rehabilitation training contract. Agriculture
- Agency MWBE spend increased significantly in FY12 Q1-Q2, primarily driven by the use of Government Support Services central contract for furniture, telecommunications services, software and office furniture.
- Although the agency data revealed under threshold spend with three certified MWBEs, it appeared this could be an opportunity to increase business with the respective vendors in addition to increasing visibility of non advertised small purchases to MWBE community.

## National Guard

- Although the agency MWBE spend increased slightly in FY12 Q1-Q2 compared to FY11 Q1-Q2, it should be noted the agency liaison has submitted reports to OMWBE displaying the outreach for under threshold public works projects in addition to including the MWBE and veteran business subcontracting report in the front-end documentation for public works contracts.
- It is recommended the agency continue to drive MWBE spend utilizing Government Support Services central contracts in addition to soliciting MWBEs for under threshold opportunities.

## Department of Education (DOE)

- Although the agency is not responsible for individual school district, it is recommended the agency continue to communicate the ability to increase MWBE spend by utilizing Government Support Services central contracts, which include MWBEs and veteran-owned businesses.
- It is recommended that the agency can increase MWBE spend on IT staffing and network services, which included awarded MWBEs on a Government Support Services multi awarded contract.