

STATE OF DELAWARE
OFFICE OF MANAGEMENT AND BUDGET
GOVERNMENT SUPPORT SERVICES
OFFICE OF SUPPLIER DIVERSITY



OFFICE OF SUPPLIER DIVERSITY

FY2014
Q2 Report
October 1, 2013 to December 31, 2013

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Executive Summary

It is good business to do business with firms that are representative of the community we live and work in. The State of Delaware promotes business engagement and encourages vendor participation with the State's agencies and within the state.

- In Q2, OSD launched an update to the website releasing an improved access point to locate the certified businesses in the OSD community.
- In Q2, the number of certified firms increased by 105 businesses or 4.2%, over Q1.
- The state is experiencing an average of 5.37% growth in the sector known as Professional, Scientific, and Technical Services. Within this sector, we are seeing steady growth in the number of firms offering services in the following disciplines: Architectural, Engineering, and Related Services; Computer Systems Design and Related Services; and Management, Scientific, and Technical Consulting Services.
- In Q2, 191 Supplier Diversity firms worked on state projects, those payments total \$20.4Million. This represents an increase of \$7.2Million or 56.81% more in this quarter than in the same period last year.
- In Q2, 26 DBE Certified firms worked on DelDOT projects in a sub-contracting capacity, those payments totaled \$4.4Million. This represents an increase of \$710,385 or 19.13% more in this quarter than in the same period last year.
- In Q2, 52 firms made 60 Plan Requests. The Plan Request opportunity removes a financial burden of purchasing plans for non-bidding vendors and allows such a vendor to view the plans electronically for 2 weeks so that they may determine if their business has the capacity to perform as a subcontractor or Tier II contractor on projects.
- In Q2, the Government Support Services' Contracting Unit performed 13,350 points of outreach contacts to the supplier diversity community regarding new state solicitation opportunities.
- In Q2, the OSD had 87 in-person touch points with the community and provided 23 business resource events and business opportunities to the supplier diversity community through the OSD list serve.
- One area that OSD does not have good reporting data on is the 1 for 3 and No Find data. It has been omitted for this report. OSD will continue to work to find improvements in gathering the data and reporting of this type.

Why Supplier Diversity?

The State benefits from an inclusive business environment for minority, women, veteran, and service disabled veteran owned business enterprises. During Q2 there were two Executive Orders that provided for supplier diversity efforts in Delaware: Executive Order 14, increasing supplier diversity initiatives within state government in order to provide diversity suppliers with equal access to procurement opportunities; and Executive Order 29, amending Executive Order 14 to ensure representation of veteran-owned businesses in Delaware's Supplier Diversity initiatives.

Governor's Supplier Diversity Council

The Governor's Supplier Diversity Council actively meets to review current activities within the state and to discuss and take actions to continue to increase access to opportunities for the supplier diversity community. During the second quarter of FY2014 the Supplier Diversity Council met four times on October 29, November 21, December 18, and December 19, 2013. The minutes for those meetings are posted on the Office of Supplier Diversity's website at: <http://gss.omb.delaware.gov/osd/sdc.shtml> . There are up to eleven members of the council at any given time and from time to time council members terms expire. The council members include:

Council Member	Current Professional Role
Ken Anderson, Chair	Director - Entrepreneurial & Small Business Support, DEDO, State of Delaware
Anas Ben Addi	Director - Delaware State Housing Authority, State of Delaware
L.J. Nick Callazzo III	President, Resource Specialists
Ernest (Ron) Frazier, Esq.	President, Countermeasures Assessment & Security Experts, LLC
Clay Hammond	President, DelMarVa Black Chamber of Commerce
Cathy Imburgia	President, Creative Communications
Dean Stotler	State of Delaware Chief Procurement Officer and Director - Government Support Services, OMB
Dr. Sakthi A. Vel	President, Vel Micro Works Inc.
Dr. Devona Williams	President, Goins-Williams Associates, Inc.

GSDC Initiatives

The GSDC works on initiatives each calendar year and presents recommendations to Governor Markell at the end of the year. On December 19th the Council met with Governor Markell and participated in a conversation around the current status of initiatives and about the overall current status of supplier diversity efforts in the state. The GSDC initiatives reviewed include:

- Examine and where practical, establish a standard for all agencies in terms of contract length and increased transparency on how the length of contract decisions are made.
Recommendation: GSDC is recommending to not standardize contract terms for state contracting. OMB GSS is developing training materials and FAQs to educate the supplier community on what the opportunities are to understand and influence contract decisions with regard to length of terms.
- Continue to work on codifying and promulgating the various initiatives explored and proposals developed through the Council Tiger Team process. This includes incorporating Veterans into the initiatives.
Recommendation: The Office of Supplier Diversity, once the updated webpage of OSD Certified firms is finalized, will provide guidance to resource partners on the ability to use the OSD Directory of Certified Business Enterprises for inclusion in opportunities and events.
- Evaluate the consistency and integrity of the RFP process, including follow-through and status updates by Procurement personnel. Create accountable timelines for Vendors who have submitted formal proposals.
Recommendation: OMB GSS recommends conducting research on all contracts since 2010 to present date to review, from bid opening to contract close date for all procurements. This research will provide a timeline and will then assist in creating a recommendation by the GSDC for consideration in the state procurement processes.
- Devise a method for effectively communicating current Supplier Diversity Score Card information to the Supplier Diversity Community.
Recommendation: The FY2014 first quarter report was published on December 18, 2013. OSD has reversed the reporting requirement from an agency self-submission to an OSD quarterly outreach to gather data necessary to complete agency score cards.
- Encourage School Districts to report their Diversity spend on the Supplier Diversity Score Cards: GSS to actively participate in School Districts Vendor Days including the providing of training.
Recommendation: OMB GSS presented a letter on December 2nd to the school districts reminding them of their pledge to participate in the supplier diversity initiatives of the State. As of December 10th the districts committed to offering Vendor Day training in each county. The first is in Sussex County at Cape Henlopen School District on January 16. The next is in New Castle County at Appoquinimink Training Center on January 21. Vendor outreach to open the seats for these events commenced on December 18, 2013.

What certifications exist?

In Q2 the Office of Supplier Diversity (OSD) Certifications include the following:

MBE Minority Business Enterprise
WBE Woman Business Enterprise
VOBE Veteran Owned Business Enterprise
SDVOBE Service Disabled Veteran Owned Business Enterprise

For Disadvantaged Business Enterprise (DBE) certification you need to contact the Delaware Department of Transportation¹ (DeIDOT). There are both social and economic eligibility requirements for the DBE certification. You will find DBE spend details within this report. The DBE office provides reporting of the spend that occurs within the state with DBE firms.

Who is eligible to apply?

A business (sole-proprietorship, partnership, corporation or joint venture) who meets the following criteria:

- The business is at least 51 percent owned, controlled, and actively managed by U.S. Citizen(s) or Permanent Resident(s) who is a:
 - Woman; or
 - Member of one of these ethnic groups: African Americans, Asian/Pacific Americans, Hispanic Americans, Native Americans, and Subcontinent Asian Americans; or
 - Veteran or Service Disabled Veteran owned business as verified by VetBiz.gov; and is
- Operating as for profit business with “useful business functions”; and
- An out-of-state company must first be certified in its home state (this must be a state-level diversity certification, if available) or by one of the following: NMSDC, WBENC, or VetBiz.gov before it can be considered for certification in Delaware.

We encourage all eligible businesses to apply for OSD certification. The application is available to you at: <http://gss.omb.delaware.gov/osd/docs/certapp.pdf>

Firms that hold specific certifications:

Any firm already certified by their home state or one of the third party certification entities may utilize a *specialized application* to seek Office of Supplier Diversity certification, those include:

- Disadvantage Business Enterprise [49 CFR Pt 26](#) in Delaware, Maryland, or Pennsylvania
- City of Wilmington, Minority Business Enterprise Office ([MBEO](#))
- Center for Veterans Enterprise ([VetBiz.gov](#))
- National Minority Supplier Development Council ([NMSDC](#))
- Women Business Enterprise National Council ([WBENC](#))

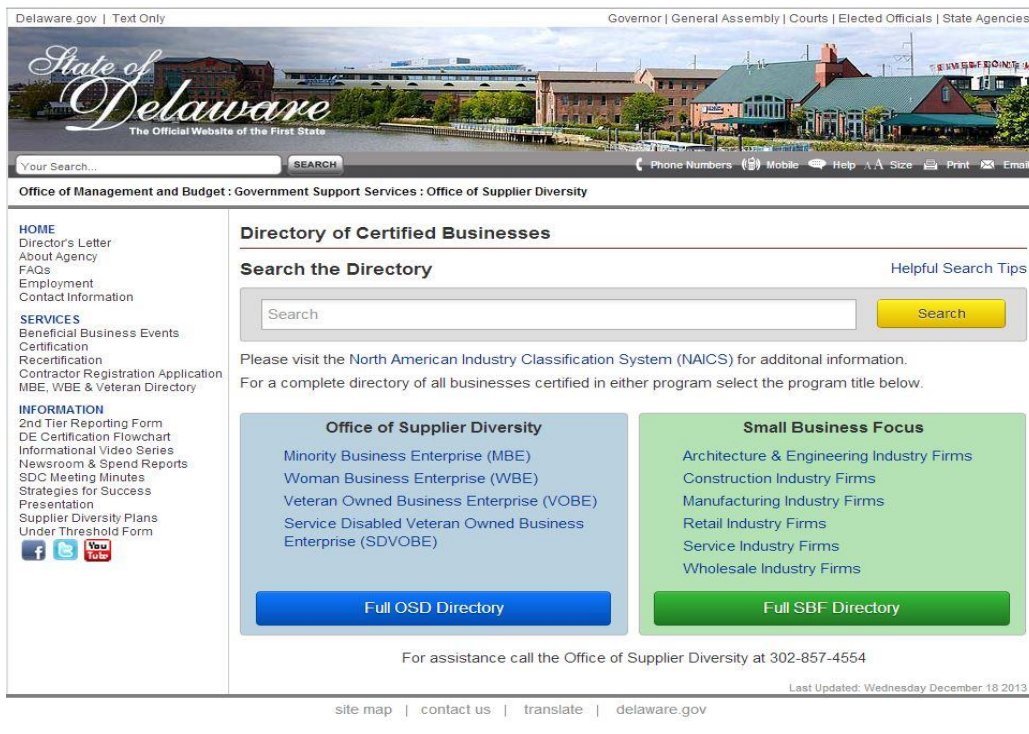
Delaware also recognizes other state certifications and the OSD office can be contacted for additional details. The specialized application is available at:

¹ <http://www.deldot.gov/information/business/dbe/index.shtml>

http://gss.omb.delaware.gov/osd/docs/specapp_0612e.pdf

New Website launched in Q2

At the end of Q2 OSD launched a new website which contains the online Directory of Certified Businesses. This new site streamlined the search and find steps for agency procurement officials to located certified vendors and for businesses in general to find B-to-B business contacts. The site is located at: <http://directory.osd.gss.omb.delaware.gov/index.shtml>



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State of Delaware
The Official Website of the First State

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Office of Management and Budget : Government Support Services : Office of Supplier Diversity

HOME
Director's Letter
About Agency
FAQs
Employment
Contact Information

SERVICES
Beneficial Business Events
Certification
Recertification
Contractor Registration Application
MBE, WBE & Veteran Directory

INFORMATION
2nd Tier Reporting Form
DE Certification Flowchart
Informational Video Series
Newsroom & Spend Reports
SDC Meeting Minutes
Strategies for Success
Presentation
Supplier Diversity Plans
Under Threshold Form

Directory of Certified Businesses

Search the Directory Helpful Search Tips

Search Search

Please visit the North American Industry Classification System (NAICS) for additional information.
For a complete directory of all businesses certified in either program select the program title below.

Office of Supplier Diversity
Minority Business Enterprise (MBE)
Woman Business Enterprise (WBE)
Veteran Owned Business Enterprise (VOBE)
Service Disabled Veteran Owned Business Enterprise (SDVOBE)
Full OSD Directory

Small Business Focus
Architecture & Engineering Industry Firms
Construction Industry Firms
Manufacturing Industry Firms
Retail Industry Firms
Service Industry Firms
Wholesale Industry Firms
Full SBF Directory

For assistance call the Office of Supplier Diversity at 302-857-4554

Last Updated: Wednesday December 18 2013

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FY2014 Delaware's Supplier Diversity Community

As we consider reporting on the state's spending during the second quarter of FY2014, we first should consider the community itself. Overall, in the second quarter of FY2014, the number of certified firms increased by 105 businesses or 4.2%, from 2,499 (the number of certified firm at the end of FY14Q1) to 2,604 (the number of firms certified at the end of the second quarter of FY2014). Firms counted in the MBE column are not necessarily firms that are male owned firms. A firm can be 50% Asian Male and 50% Asian Female; this is a minority (MBE) firm and

not a women owned (WBE) as certification is based upon 51% ownership and control but that ownership is clearly not male as it is equally owned across genders. Of course, some MBE firms are male-owned, we just do not have absolute numbers to report on male owned firms as this is not an eligibility requirement.

Classifications of OSD certified Business Enterprises	FY2013 MBE Quantity	FY2013 WBE Quantity	FY2014 Q1 MBE Quantity	FY2014 Q1 WBE Quantity	FY2014 Q2 MBE Quantity	FY2014 Q2 WBE Quantity	FY2014 Q2 Over FY2013 MBE	FY2014 Q2 Over FY2013 WBE
African American	546	252	620	259	621	262	13.74%	3.97%
Subcontinent Asian	140	65	150	64	150	63	7.14%	-3.08%
Hispanic American	132	53	139	56	140	56	6.06%	5.66%
Native American	20	7	26	6	26	6	30.00%	-14.29%
Asian American	91	44	100	47	102	48	12.09%	9.09%
Veteran (all)	9	0	9	0	13	1	44%	0%
Women Caucasian		957		1,023		1042		8.88%
Total Certified	2,316		2,499 Increase FY14Q1 over FY13 of 183 firms = 7.9%		2,604 Increase FY14Q2 over FY14Q1 of 105 firms = 4.2%		Increase FY14Q2 over FY13 of 288 firms = 12.44%	

NAICS codes within the OSD certified vendor pool.

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. NAICS was

developed under the auspices of the Federal Office of Management and Budget (OMB), and adopted in 1997². Below are the top five NAICS codes under which firms are certified. The number of firms with these NAICS codes has increased from the end of FY2013 through the second quarter of FY2014. In fact, these five NAICS codes are all within one sector, they all begin with 541 and that sector is known as the Professional, Scientific, and Technical Services sector. Delaware’s supplier diversity community is demonstrating increases in these competencies through the continued increase in the number of companies working in these subsectors.

NAICS Code	Description	FY2013 Vendors by Trade	FY2014 Q1 Vendors by Trade	FY2014 Q2 Vendors by Trade	FY2014 Q2 Over FY2014 Q1	FY2014 Over FY2013
541512	Computer Systems Design Services	275	296	297	0.34%	8.00%
541511	Custom Computer Programming	269	282	284	0.71%	5.58%
541611	Administrative Management & General Management Consulting Services	261	271	272	0.37%	4.21%
541330	Engineering Services	189	196	196	0%	3.70%
541519	Other Computer Related Services	172	183	183	0%	6..40%

Plan Requests

In addition to certification, the Office of Supplier Diversity manages a process known as Plan Requests. Any Public Works construction project that has architectural or engineering plans or drawings involved has the Plan Request option for vendors. A vendor may make a request to view the plans or drawings. The request comes into the Office of Supplier Diversity and is reviewed, passed along to the solicitation owner if appropriate, and once the solicitation owner

² You can review NAICS codes data and information at <http://www.census.gov/eos/www/naics/index.html>

reviews they send their decision back to OSD. OSD then works with the technology team to cause an internet site to be created especially for the approved vendor where they can view the requested plans. This Plan Request option removes the financial burden of purchasing plans for non-bidding vendors and allows such a vendor to view the plans electronically for 2 weeks so that they may determine if their business has the capacity to perform as a subcontractor or Tier II contractor on projects. Plan Requests are for school projects, colleges and university projects, state buildings under Division of Facilities Management (DFM), the National Guard, and any other state public work project. This process has been in place since August of 2012.

There is a group of vendors that are excluded from this process – they are known as Bid Rooms or Plan Rooms. Plan Rooms do not perform construction trade work on a contract but instead collect plans from throughout the country or a region and then share the plans with their customers. The Plan Request form explains the limitations on use - including that drawings are not for re-distribution. Plan Rooms and Bid Rooms are therefore excluded as their sole purpose of receiving the plans is to redistribute to their subscribership. The obvious safety aspect about who has what plans for which project is one of the most compelling reasons for this exclusion. There is a specific email address created for Plan Requests, it is PlanRequests@state.de.us. This chart documents the quarter request volume against that of the previous quarter and FY2013.

Plan Request history	FY2013	FY2014 Q1	FY2014 Q2
Plan Requests received	147	115	60
Businesses requesting	79	78	52
Requests approved	147	106	56
Requests denied	0	9	4
Solicitations involved	37	38	16
Requesting businesses that are OSD Certified	2	7	1

Past year-over-year analysis

The State of Delaware ultimately serves the citizenry and works with various vendors each quarter and year to perform and fulfill all necessary functions. From the vantage point of the Office of Supplier Diversity, we track and review state spend with the Supplier Diversity Community. In FY2013, the State of Delaware spent \$92.1Million with the Supplier Diversity Community. This is an increase of \$17.4Million or 23% over FY2012. These figures include direct contracting with OSD Certified vendors, subcontracting through DelDOT with the Disadvantaged Business Enterprises (DBE Certified vendors), and with those businesses that are not certified but have self-identified in their W-9 submission that they are a firm owned by a minority, woman, or veteran. Further, each of Delaware’s central contracts require that awarded vendors provide a Tier 2 report, which is a report of all work that the prime vendor (awarded vendor to a state central contract) has done with one or more subcontractors who are members of the supplier diversity community. We look at these numbers as a consolidated total as well as reviewing each separate category.

	FY2011	FY2012	FY2013
Direct Certified OSD Spend*	\$53,828,569.99	\$54,204,991.09	\$66,644,945.94
DelDOT DBE Subcontracting**	\$6,920,209.07	\$9,299,557.08	\$11,068,404.94
OSD 2nd Tier	\$286,581.64	\$527,777.56	\$11,226.07
Self-Registered W-9	\$2,549,793.34	\$10,727,113.42	\$14,403,073.75
Total	\$63,585,154.04	\$74,759,439.15	\$92,127,650.70

Increase over previous year **17.57%** **23.23%**

* Includes DSHA OSD spend

**DelDOT DBE Subcontracting data represents Q1-Q2 spend in FY2012 data

The continued year over year increases in total spend with the supplier diversity community is both good for the state and good for the community.

Government Support Services, Contracting Unit, outreach

The GSS Contracting Unit manages all aspects of central or statewide contracts. As part of this teams’ commitment to a fair and equitable bidding platform, each contract specialist and

manager performs outreach as the contracts they manage are opened for bid and posted within <http://bids.delaware.gov/>. Businesses that have registered within the state’s free Vendor Notification Service receive notification of newly posted bids that match the United Nations Standard Products and Services Code® (UNSPSC®)³ codes that the business has registered with. The outreach performed by the contracting team to reach the supplier diversity community is significant, over the past four years to date there have been 206,430 points of outreach contacts made by the contracting team. The chart below counts each point of outreach contact. Note that this is different from the number of entities contacted as a firm may be listed in more than one of the sources and any firm may have more than one contact person identified on any list. These contact attempts are from various sources including:

- Office of Supplier Diversity (OSD): <http://gss.omb.delaware.gov/osd/certdir.asp>
- Veteran / Service Disabled Veteran: <http://www.vip.vetbiz.gov>
- SBA / CCR vendor database: http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm
- MyMarketPlace vendor listing: http://contracts.delaware.gov/vendor_list.asp
- DFM Contractor Registry: <http://dfm.delaware.gov/contractor/index.shtml>

	FY2011	FY2012	FY2013	FY2014 Q1 correction to Q1 report ⁴	FY2014 Q2	Total to date
Number of Contracts	33	76	45	2	21	175
Number of outreach communications performed to:						
Delaware Businesses	151	756	612	44	225	1,744
Small Businesses	1,541	67,800	24,918	1,048	5,585	99,844
MBE / WBE	3,286	33,994	16,590	650	4,861	58,731
Veteran / Service Disabled Veteran	2,202	29,116	12,114	188	2,679	46,111
Totals	7,180	131,666	54,234	1,930	13,350	206,430

³ You can review UNSPSC data and information at: <http://www.unspsc.org/>

⁴ This column includes corrections to the reported numbers in the published FY2014 Q1 reporting, where Q2 numbers were inadvertently reported.

FY2014 Delaware's Supplier Diversity Q2 spend snapshot

The second quarter of FY2014 overall spend is represented in this snapshot and Q1 is also included. The second quarter of FY2014 started strong for the supplier diversity community as \$31.9Million was spent with the supplier diversity community. This spend represents an increase of 56.81%, or \$11.6Million more committed to the supplier diversity community when compared with the same period last year.

	FY13 Q1	FY14 Q1⁵	FY13 Q2	FY14 Q2	FY14 total year-to-date
Direct Certified OSD Spend	\$14,520,744	\$20,187,240	\$13,154,251	\$20,383,442	\$40,570,682
DelDOT DBE Subcontracting	\$2,872,473	\$4,302,111	\$3,713,186	\$4,423,571	\$8,725,682
OSD 2nd Tier	\$6,878		\$524	\$609,619	\$609,619
Self-Registered W-9	\$2,431,882	\$3,998,907	\$3,493,607	\$6,512,943	\$10,511,850
Total	\$19,831,978	\$29,191,080	\$20,361,568	\$31,929,575	\$61,120,655
Increase over previous year same quarter		47.19%		56.81%	

The Summary Score Card:

The report below provides an overview of the spending by each agency for the second quarter of FY2014. This snap shot reports the actual dollars spent with vendors who are OSD Certified, and includes dollars from both the state's checkbook as well as the State's procurement card purchases. The third column tracks the number of vendors awarded who are OSD Certified vendors. That column tallies to 191, which represents the number of awards. This chart includes, by agency, the spend this quarter spend with the supplier diversity community, which means that the spend can be directly with OSD Certified vendors or with vendors who self-identify on the W-9. When a vendor is awarded a contract, vendors next market themselves to the agencies so that the procurement officials at each agency learn more about their company. This is an effective relationship building technique, especially when a contract has more than one

⁵ This column includes updates to the reported numbers in the published FY2014 Q1 reporting.

awarded vendor. The chart below shows not only the dollars spent in Q2 by agency but it also shows the number of supplier diversity community vendors that were awarded on a contract.

Agency	FY2014 Q2 OSD Certified	MMP OSD Vendors end of Q2 FY2014	% of Awarded OSD on MMP
Legislative	\$52,392.50	0	0.00%
Judicial	\$156,288.86	1	0.52%
Executive	\$2,004,989.98	104	54.45%
Technology	\$107,936.86	21	10.99%
Other Elective	\$40,586.42	0	0.00%
Legal	\$66,657.89	3	1.57%
Finance	\$1,089,465.36	0	0.00%
DHSS	\$1,056,329.58	4	2.09%
DSCYF	\$204,757.03	5	2.62%
Correction	\$2,810,291.30	4	2.09%
DNREC	\$898,787.47	3	1.57%
DSHS	\$208,200.83	2	1.05%
State	\$370,846.14	7	3.66%
DelDOT	\$1,686,560.61	13	6.81%
Labor	\$273,042.77	5	2.62%
Agriculture	\$25,966.80	0	0.00%
Elections	\$29,424.10	0	0.00%
Fire	\$466.79	0	0.00%
Nat'l Guard	\$147,151.28	3	1.57%
Exceptional Citizens	\$0.00	0	0.00%
Higher Education	\$857,965.34	1	0.52%
Education	\$8,295,334.13	15	7.85%
Total	\$20,383,442.04	191	100.00%

Note: Spend data includes Pcard, OSD No Find, and Agency 1 for 3 Opportunities are summarized for all agencies.

OSD = Office of Supplier Diversity Certified firms

MMP = MyMarketplace.Delaware.gov the state's electronic and transparent procurement portal hosted by Government Support Services.

One area that OSD does not have good reporting on for the above chart is the 1 for 3 and No Find data. It has been omitted. OSD will continue to work to find improvements in reporting of this type.

Count of Supplier Diversity vendors awarded contracts

Supplier Diversity Vendors are awarded as vendors on state contracts. During the second quarter of FY2014, of the 191 contract awards to vendors that are Supplier Diversity Vendors, the following are awarded on more than one contract:

Vendor	MBE WBE	Vets /SDV	Delaware	# of contracts
22nd Century Technologies, Inc.	Y	N	Y	2
22nd Century Technologies, Inc.	Y	N	Y	2
Arugie Enterprises Corp	N	Y	Y	2
Collins Business Systems, Inc.	N	Y	Y	2
Corporate Interiors, Inc.	Y	N	Y	2
Dejana Truck & Utility Equipment Co., Inc.	Y	Y	N	2
Frontier Technologies, Inc.	Y	N	Y	2
G. A. Blanco and Sons, Inc.	Y	N	N	2
Laurus Systems, Inc.	Y	N	Y	2
Positive Directions II, LLC	Y	N	Y	2
School Health Corp	Y	N	N	2
Superior Electric Service Co.	Y	N	Y	2
Unitex International Inc.	Y	N	N	2
Assurance Media, LLC	Y	N	Y	3
Garden State Highway Products, Inc.	Y	N	N	3
Joshi Construction Co	Y	N	Y	3
S & S Worldwide, Inc.	Y	N	N	3
SHI International Corp	Y	N	N	3
Therapy Services of Delaware, Inc.	Y	N	Y	3

Self-Identified supplier diversity entities through the W-9

Any vendor doing work must provide a W-9 form for tax purposes. Delaware has a Substitute Form W-9; it allows vendors to self-identify in the Additional Reporting Elements section of the form, by checking all that apply, as: Women Owned, Veteran Owned, Minority Owned, and Small Business. Some firms who self-identify on the W-9 are also OSD Certified, but not all are. When reporting spend for the quarter, a culling process occurs to remove all vendors that are OSD Certified from the group in the W-9 spending column. This means that the chart below

reports on the monies spent with firms that self-identify on their W-9 form but are not certified through the Office of Supplier Diversity.

Agency	FY2014 Q1	FY2014 Q2
Legislative		\$1,067.50
Judicial	\$146,652.21	\$175,477.12
Executive	\$50,114.04	\$112,539.34
Technology		\$0.00
Other Elective	\$5,179.00	\$693.60
Legal	\$239,972.00	\$251,967.87
Finance	\$105,109.85	\$92,340.49
DHSS	\$957,206.59	\$614,004.22
DSCYF	\$159,922.36	\$227,452.06
Correction	\$2,852.82	\$16,336.43
DNREC	\$78,029.22	\$203,795.27
DSHS	\$30,713.62	\$340,474.28
State	\$23,141.38	\$78,946.67
DelDOT	\$92,074.10	\$314,896.15
Labor	\$28,483.10	\$45,928.18
Agriculture	\$9,728.38	\$23,623.86
Elections		\$0.00
Fire	\$240.98	\$1,570.06
Nat'l Guard	\$438,878.77	\$1,423,425.50
Exceptional Citizens		\$546.99
Higher Education	\$66,051.33	\$443,839.83
Education	\$1,564,557.55	\$2,144,017.20
Total	\$3,998,907.30	\$6,512,942.62

2nd Quarter FY2014

There are various data points that make up the current Supplier Diversity Score Card. Agencies track and measure their Supplier Diversity efforts along these analytics. Agencies each have a Supplier Diversity Plan and those can be found at the Office of Supplier Diversity website at: <http://gss.omb.delaware.gov/osd/supplierdiversity.shtml> or within each agency. In addition to looking at the spend that is done directly with OSD Certified firms, this chart looks at the spend in the form of dollars as well as in the form of a percentage of the total spend with OSD Certified

firms. The first column captures the spend with OSD Certified firms in the quarter. As the budget for each agency is different, the second column reports what the percent of the total OSD Certified spend is from each agency. This percentage of total spend allows us to normalize the vantage point to find averages. The average percentage for the quarter is 4.55%. 6 agencies exceed the average for the quarter. We also review the OSD spend in comparison to the total spend by each agency for the quarter. In this instance, the average agency spent 2.53% of their total spend with the OSD Certified community, 6 agencies exceed that average. The \$20.4Million quarterly spend with OSD Certified firms is 1.44% of the \$1.4Billion total spent by these agencies in quarter. Of note is that this total spend has not been adjusted to remove any debt-service or any non-discretionary spend, if any. This is an area for potential improvement.

AGENCY	FY2014 Q2 Direct Certified OSD Spend	Agency Direct Certified OSD (1st column) as a % of the total Direct Certified OSD Spend	FY2014 Q2 Agency Total Spend	Agency Direct Certified OSD (1st column) Spend as a % of that agency's Q2 total spend (3rd column)
Legislative	\$52,392.50	0.26%	\$845,160.46	6.20%
Judicial	\$156,288.86	0.77%	\$6,293,754.52	2.48%
Executive	\$2,004,989.98	9.84%	\$135,501,571.95	1.48%
Technology	\$107,936.86	0.53%	\$10,715,330.83	1.01%
Other Elective	\$40,586.42	0.20%	\$15,691,485.52	0.26%
Legal	\$66,657.89	0.33%	\$4,431,712.31	1.50%
Finance	\$1,089,465.36	5.34%	\$47,801,035.58	2.28%
DHSS	\$1,056,329.58	5.18%	\$669,119,553.63	0.16%
DSCYF	\$204,757.03	1.00%	\$21,637,748.84	0.95%
Correction	\$2,810,291.30	13.79%	\$23,675,853.33	11.87%
DNREC	\$898,787.47	4.41%	\$65,672,919.48	1.37%
DSHS	\$208,200.83	1.02%	\$15,194,312.30	1.37%
State	\$370,846.14	1.82%	\$15,233,294.03	2.43%
DeIDOT	\$1,686,560.61	8.27%	\$123,334,132.45	1.37%
Labor	\$273,042.77	1.34%	\$6,944,372.60	3.93%
Agriculture	\$25,966.80	0.13%	\$19,362,138.58	0.13%

Elections	\$29,424.10	0.14%	\$483,745.03	6.08%
Fire	\$466.79	0.00%	\$404,468.37	0.12%
Nat'l Guard	\$147,151.28	0.72%	\$3,344,589.30	4.40%
Exceptional Citizens	\$0.00	0.00%	\$22,171.11	0.00%
Higher Education	\$857,965.34	4.21%	\$55,695,979.83	1.54%
Education	\$8,295,334.13	40.70%	\$172,888,666.88	4.80%
Total	\$20,383,442.04		\$1,414,293,996.93	1.44%
Average		4.55%		2.53%

Quarter over Quarter Analysis

As we look at current quarter spending with the OSD Certified community, looking at a trend in comparison to the same period last year is helpful. As mentioned in the FY2014 Q1 report, OSD worked with the Manager of Business Analysis at Government Support Services and together resolved a formulaic error in the previous year calculations. The correction was able to be applied to each quarter of FY2013 but was not able to be applied on a quarterly basis going back into FY2012. Therefore, we can only perform a quarter over quarter analysis with the past year. The chart below demonstrates a significant overall FY2014 quarter 2 spending increase with the OSD Certified community as compared with the same period in FY2013.

AGENCY	FY2013 Q2 Agency Direct Certified OSD Spend	FY2014 Q2 Agency Direct Certified OSD Spend	Difference	Percent change
Legislative	\$56,225.01	\$52,392.50	-\$3,832.51	-6.82%
Judicial	\$145,021.31	\$156,288.86	\$11,267.55	7.77%
Executive	\$1,730,818.29	\$2,004,989.98	\$274,171.69	15.84%
Department of Technology and Information	\$494,843.00	\$107,936.86	-\$386,906.14	-78.19%
Other Elective	\$51,793.92	\$40,586.42	-\$11,207.50	-21.64%
Legal	\$62,904.60	\$66,657.89	\$3,753.29	5.97%
Department of Finance	\$651,033.99	\$1,089,465.36	\$438,431.37	67.34%
Department of Health and Social Services	\$778,218.16	\$1,056,329.58	\$278,111.42	35.74%
Department of Services for Children Youth and Their Families	\$113,598.48	\$204,757.03	\$91,158.55	80.25%

Department of Correction	\$1,678,775.04	\$2,810,291.30	\$1,131,516.26	67.40%
Department of Natural Resources and Environmental Control	\$706,026.01	\$898,787.47	\$192,761.46	27.30%
Department of Safety and Homeland Security	\$364,781.25	\$208,200.83	-\$156,580.42	-42.92%
Department of State	\$221,843.51	\$370,846.14	\$149,002.63	67.17%
Department of Transportation	\$1,645,063.25	\$1,686,560.61	\$41,497.36	2.52%
Department of Labor	\$466,733.67	\$273,042.77	-\$193,690.90	-41.50%
Department of Agriculture	\$2,149.70	\$25,966.80	\$23,817.10	1107.93%
Department of Elections	\$1,623.74	\$29,424.10	\$27,800.36	1712.12%
Fire Prevention Commission	\$4,555.13	\$466.79	-\$4,088.34	-89.75%
Delaware National Guard	\$160,628.00	\$147,151.28	-\$13,476.72	-8.39%
Advisory Council for Exceptional Citizens	\$0.00	\$0.00	\$0.00	
Higher Education	\$403,859.93	\$857,965.34	\$454,105.41	112.44%
Department of Education	\$3,413,754.90	\$8,295,334.13	\$4,881,579.23	143.00%
Total	\$13,154,250.89	\$20,383,442.04	\$7,229,191.15	54.96%

Subcontracting/Tier II Report

Government Support Services receives subcontracting information on central contracts from the prime or awarded vendors on those contracts, when they have work with the supplier diversity community relative to the core of the contract. In the first quarter of FY2014, no awarded vendors reported Tier II work. In the second quarter there was Tier II work reported on two contracts as follows:

Contract	FY2014 Q1	FY2014 Q2
011-Hand Tools/127-Fasteners/577-Industrial		\$686.26
001-DentalInsBenefit		\$543.00
Total	\$0.00	\$1,229.26

Federal Disadvantaged Business Enterprise (DBE) program

The Delaware Department of Transportation (DelDOT) is a recipient of both federal and state funds for their projects. Businesses that are certified as Disadvantaged Business Enterprises (DBE) meet both social and economic eligibility review. The Directory of DBE Certified Firms at DelDOT is at: <http://www.deldot.gov/public.ejs?command=PublicDBEVendorSearch> . The projects that include federal funds may have a federally required sub-contracting participation

goal for firms that are Disadvantaged Business Enterprise (DBE) Certified. DelDOT's contract is with a prime contractor or awarded contractor and those contractors bid with identified DBE Certified sub-contractors. The prime contractors provide a Tier II report regarding the DBE participation during each phase of the work. In the second quarter of FY2014 twenty-six (26) different DBE Certified firms worked on DelDOT projects in a sub-contracting capacity, those payments totaled \$4.4Million. This represents an increase of \$710,385 or 19.13% more in this quarter than in the same period last year.

DelDOT DBE Subcontracting	FY2013	FY2014	FY2014 over FY2013
Q1	\$2,872,473	\$4,302,111	33.2%
Q2	\$3,713,186	\$4,423,571	19.13%

The 26 subcontractors are:

American Flag Inc
 Arrow Leasing Corp
 Atlantic Surveying And Mapping Llc
 Callahan Paving Products Inc
 Crawford Trucking Co Llc
 Curbs Etc Inc
 Easternex International Ltd
 Garden State Highway Products
 Griffin Sign Inc
 Highway Markings
 Janette Redrow Ltd
 Kriss Contracting Inc
 M & M Construction Inc
 Mary Thresa Allen Dba Nanticoke Fence
 Paul Pugh Trucking Co., Inc.
 Ramesh C Batta Associates Pa
 S & T Trucking
 Sam's Construction Llc
 Sam's Construction
 Sitework Safety Supplies Inc
 Stripe-A-Lot Inc
 The Vann Organization Inc

Traffic & Safety Signs Inc
 Tuscan Construction Co Inc
 Vega Solutions Inc
 Wilton Corporation

OSD Participation in the Community

The Office of Supplier Diversity is committed to continued contact and participation in the community. During the first quarter OSD created a list serve and started the outreach to the community. During the second quarter that outreach grew and OSD connected with more resource partners to share further access to business development, opportunities, networking, and engagement to the businesses who joined the list serve. OSD had 87 in-person touch points with the community in the second quarter.

FY2014	Q1	Q2
Meetings and Events	14	19
State of Delaware events	7	7
Open For Business		7
DE GSS Vendor Day trainings		4
PTAC, SBDC, SBA, SCORE		2
Veteran meetings		3
Vendor requested meetings	6	27
ABC Delaware Diversity Committee	1	3
DBCC's MBAC	1	3
DE Commission for Women	1	1
DE Hispanic Commission	2	3
Chambers of Commerce	8	2
national activities	0	4
regional activities	0	1
Quarterly activity total	42	87

One of the best ways to learn about the various business development activities and other opportunities is to join the OSD list serve via this link:

<http://directory.osd.gss.omb.delaware.gov/self-registration.shtml>. In that regard, the OSD list

serve shared 23 different business-opportunity focused messages with the community this quarter, which shared are included in this chart:

OSD is Sharing:	Date sent
Kent County Open For Business	10/1/2013
Sussex County Open For Business October 2013	10/10/2013
NCCCC Open For Business - October 24, 2013	10/10/2013
PTAC's Navigate Federal Government Contracts	10/14/2013
Veteran Workshop Nov 21	10/14/2013
Vendor Day - November 2013	10/21/2013
Canaan Business Network Event Nov 2 2013	10/21/2013
Kent County "Open For Business"	11/1/2013
Showorks Matchmaking Opportunities: Baltimore 11/13/2013 and Wilmington 03/04/2013	11/1/2013
WBENC Just Desserts November 13, 2013	11/1/2013
New Castle County 1 Million Cups	11/2/2013
Veterans Day	11/8/2013
Kent County Open For Business - December 5	11/26/2013
NCCCC Open For Business December 11	11/26/2013
Vendor Day - December 2013	11/26/2013
Opportunity - Teal Construction - Deadline December 23	11/26/2013
Alliance March 4 2014 2 For 1 Discount *	12/3/2013
NCCCC: Encore Entrepreneur Mentor Day	12/4/2013
School District Vendor Day	12/18/2013
OSD FY2014 Q1 Report	12/18/2013
CyberED Cyber Security Solutions Protection 2014	12/19/2013
Kent County Open For Business Jan 2014	12/31/2013
PTAC Is Holding A Construction Industry Event February 28th	12/31/2013

Future Plans for OSD

In addition to continuing the efforts already reported on in this report, the OSD continues to look for additional opportunities to provide analytics to the state and the supplier diversity community.

As a result of the work of the Governors Supplier Diversity Council (GSDC), a race and gender neutral small business program is in the process of being readied for launch and a soft launch requesting applications occurred at the end of Q2 to start the community interest. This program is anticipated in Q3.

OSD is looking at opportunities to gather more information regarding the 1 for 3 opportunities and the no find results for under threshold procurement opportunities.

OSD will continue to participate with the Governor' Supplier Diversity Council on initiatives to continue to support supplier diversity opportunities state wide.

Questions, Comments, and Feedback

Your questions, comments, and feedback are always welcome. Please feel welcome to email so that we can find a time to get together to discuss your questions, comments, and feedback.

Collaboration is a wonderful tool to finding results that move us along in a positive direction.

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