



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



OFFICE OF SUPPLIER DIVERSITY

FY2017
Q2 Report
October 1, 2016 to December 31, 2016

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Key Indicators

Big Picture results:

- The tracking of spend with the full community of diverse and small businesses shows that FY2017 Q2 totaled \$69.9Million, which is a 9.9% increase over the spend of \$63.6Million in same period last year.

Growth in Agency and School District Spend with Certified Diverse and Small Businesses:

- In Q2 of FY2017, the State of Delaware spent \$48.7Million with the Supplier Diversity (\$19.8M) and Small Business (\$28.8M) communities. This is inclusive of the OSD and SBF certified businesses, W9 self-identified businesses, and awarded contract Tier II spend inclusive of DelDOT certified DBEs.
- In Q2 of FY2017, the Department of Education spent \$5.97M with the Supplier Diversity community of which \$5.36M or 90% was spent by the School Districts. DOE has the highest Agency spend with the Supplier Diversity community in FY2017 Q2 representing 30.1% of the total Supplier Diversity spend this quarter. DOE's spend with the diversity community is up 7.94% compared to the same period last fiscal year.

Growth in the Supplier Diversity Certified community:

- The number of certified firms increased by 2.4% or 65 businesses from 2,954 FY2016 to 3,019, FY2017 Q2.
- DelDOT showed a significant increase in Tier II subcontracting results this quarter with a 169.3% increase over the same period in FY2016.
- The Housing Authority showed a significant increase of 259.6% in diverse vendor spend results with Veterans this quarter over the same period in FY2016.

Growth in the Small Business Certified community:

- The number of certified firms increased in by 7.1% from 99 in FY2016 to 106 this quarter.

Growth in the Technology Sector:

- The Professional, Scientific, and Technical Services sector continues to experience the highest growth in the number of certified firms over all other sectors. FY2017 year-to-date continues this trend with an average growth of 5.4% over FY2016.

Agencies' SCORE CARD FY2017 Q2

The State of Delaware spent a total of \$48.7Million with the OSD Certified Supplier Diversity and Small Business Communities this quarter, of which \$19.8Million was with the Certified Supplier Diversity community and \$28.8Million was with Small Businesses.

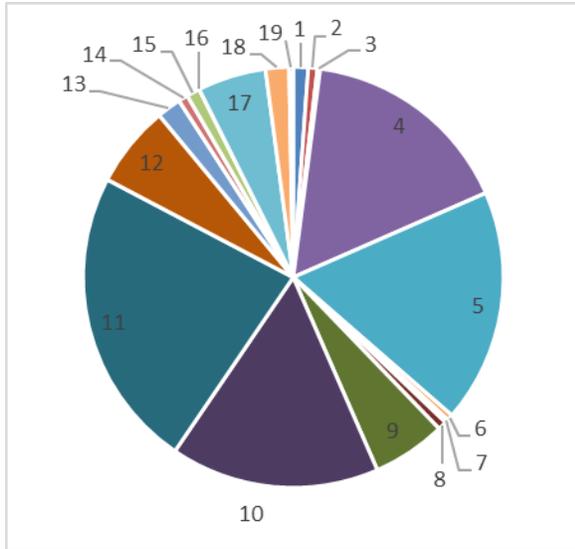
Department of Education (DOE) has highest spend with the OSD Certified community at \$5.9Million and 30% of the total of all agencies spend with the diversity community as well as the highest spend with small businesses at \$11.2Million and 39% of the total of all agencies W9 spend with small businesses this quarter. Four agencies account for 74% of the spend with the diversity community: DOE, Correction, DelDOT, and DHSS and three agencies account for 75% of small business spend: DOE, DelDOT, and Children, Youth & Families.

| AGENCY | OSD FY17 Q2 | % of Agency OSD Spend | OSD% YTD Agency Spend | Total Agency Spend | Small FY17 Q2 | % of Agency small Spend | Small% YTD Agency Spend |
|--------------------------------|---------------------|-----------------------|-----------------------|-----------------------|---------------------|-------------------------|-------------------------|
| Legislative | \$67,117 | 0.34% | 5.0% | \$1,353,112 | \$0 | 0.0% | 0.0% |
| Judicial | \$151,110 | 0.76% | 2.3% | \$6,587,706 | \$148,772 | 0.5% | 2.3% |
| Executive | \$1,238,222 | 6.25% | 0.3% | \$480,464,814 | \$1,229,444 | 4.3% | 0.3% |
| Technology | \$366,246 | 1.85% | 3.6% | \$10,114,519 | \$1,082,152 | 3.8% | 10.7% |
| Other Elective | \$56,982 | 0.29% | 0.2% | \$36,616,875 | \$271,585 | 0.9% | 0.7% |
| Legal | \$28,017 | 0.14% | 0.7% | \$3,855,765 | \$501,296 | 1.7% | 13.0% |
| Finance | \$104,347 | 0.53% | 0.2% | \$57,334,308 | \$560,953 | 1.9% | 1.0% |
| DHSS | \$2,275,490 | 11.48 | 0.4% | \$512,266,495 | \$1,914,321 | 6.6% | 0.4% |
| DSCYF | \$171,441 | 0.86% | 0.7% | \$24,417,059 | \$3,611,542 | 12.5% | 14.8% |
| Correction | \$3,960,839 | 19.98 | 15.2 | \$26,023,012 | \$350,766 | 1.2% | 1.3% |
| DNREC | \$1,005,562 | 5.07% | 4.3% | \$23,372,488 | \$58,102 | 0.2% | 0.2% |
| DSHS | \$119,820 | 0.60% | 1.1% | \$10,740,346 | \$308,913 | 1.1% | 2.9% |
| State | \$385,782 | 1.95% | 2.4% | \$16,107,494 | \$439,822 | 1.5% | 2.7% |
| DelDOT | \$2,508,425 | 12.65 | 1.4% | \$173,027,891 | \$6,724,034 | 23.3% | 3.9% |
| Labor | \$464,586 | 2.34% | 5.9% | \$7,846,742 | \$188,199 | 0.7% | 2.4% |
| Agriculture | \$5,640 | 0.03% | 0.0% | \$13,784,092 | \$113,680 | 0.4% | 0.8% |
| Elections | \$79,633 | 0.40% | 4.5% | \$1,768,407 | \$77,371 | 0.3% | 4.4% |
| Fire | \$7,394 | 0.04% | 2.2% | \$337,923 | \$27,097 | 0.1% | 8.0% |
| Natl Guard | \$64,366 | 0.32% | 3.8% | \$1,709,095 | \$3,494 | 0.0% | 0.2% |
| Exceptional Citizens | \$0 | 0.00% | 0.0% | \$13,686 | \$55 | 0.0% | 0.4% |
| Higher Education | \$368,687 | 1.86% | 0.7% | \$53,271,130 | \$0 | 0.0% | 0.0% |
| Education | \$5,967,657 | 30.10 | 3.9% | \$154,446,304 | \$11,218,733 | 38.9% | 7.3% |
| Housing Authority ¹ | \$426,685 | 2.15% | n/a | n/a | n/a | n/a | n/a |
| Totals: | \$19,824,049 | 100.00 | 1.2% | \$1,615,459,26 | \$28,830,331 | 100.0 | 1.8% |

¹ The Delaware Housing Authority spend was not previously included in quarterly reporting in previous fiscal year quarterly reports but was included in the Annual FY2016 report, with year-end diverse spending reported back through FY2009. DSHA utilizes its own system rather than the State of Delaware financial system. DSHA diverse spending is included throughout this FY2017 Q2 report.

DOE & School Districts SCORE CARD FY2017 Q2

School Districts spent \$5.97Million with the Supplier Diversity community in Q2 of FY2017



| District | FY2017 Q2 | % |
|---|--------------------|-----|
| 1 Caesar Rodney District | \$61,042 | 1% |
| 2 Capital School District | \$37,748 | 1% |
| 3 Lake Forest School District | \$11,386 | 0% |
| 4 Laurel School District | \$879,055 | 16% |
| 5 Cape Henlopen School District | \$964,154 | 18% |
| 6 Milford School District | \$23,619 | 0% |
| 7 Seaford School District | \$14,774 | 0% |
| 8 Smyrna School District | \$36,111 | 1% |
| 9 Appoquinimink School District | \$303,697 | 6% |
| 10 Brandywine School District | \$862,932 | 16% |
| 11 Red Clay School District | \$1,243,563 | 23% |
| 12 Christina School District | \$337,916 | 6% |
| 13 Colonial School District | \$99,773 | 2% |
| 14 Woodbridge School District | \$39,319 | 1% |
| 15 Indian River School District | \$55,483 | 1% |
| 16 Delmar School District | \$0 | 0% |
| 17 New Castle County VoTech School District | \$282,096 | 5% |
| 18 Polytech School District | \$97,120 | 2% |
| 19 Sussex County Technical School District | \$16,764 | 0% |
| Total | \$5,366,552 | |

Of the \$5.97M spent by DOE with the Supplier Diversity community in FY2017 Q2, \$5.36M or 90% was spent by the School Districts. DOE has the highest Agency spend with the Supplier Diversity community in FY2017 Q2 representing 30.1% of the total Supplier Diversity spend this quarter. DOE's spend with the diversity community is up 8% compared to the same period last fiscal year. It is important to note that much of the spend from the School Districts involves capital funds for new buildings and physical plant, which are projects with end-dates; this is in addition to on-going spend.

| DOE | FY2017 Q2 DOE's OSD spend | Agency's OSD spend as % of Q2 state spend | FY2017 DOE's Q2 total spend | Agency's OSD spend as a % of DOE Q2 spend |
|-----|---------------------------|---|-----------------------------|---|
| | \$5,967,657 | 30.1% | \$154,446,304 | 3.9% |

| Agency spend | FY2016 Q2 | FY2017 Q2 |
|--|-------------|-------------|
| Dept. of Education ² | \$5,528,654 | \$5,967,657 |
| percent increase/decrease over previous year, same quarter | -29.36% | 7.94% |

² Inclusive of all DOE, 19 School Districts, and Charter Schools

Governor's Supplier Diversity Council

The Governor's Supplier Diversity Council works on initiatives and meets to review current activities and takes actions to continue to increase access to opportunities for the supplier diversity community. There are thirteen possible 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 | Represents |
|---|---|--|
| Ken Anderson, Chair | Director - Entrepreneurial & Small Business Support, DEDO, State of Delaware | Delaware Economic Development Office designee |
| Anas Ben Addi | Director - Delaware State Housing Authority, State of Delaware | Representative of the Governor |
| Theresa V. Brown Edwards, Esq. | Corporate Restructuring Professional and Northeast Regional Counsel at US Foods, Inc. | Women-owned private business sector |
| L.J. Nick Callazzo III | President, Resource Specialists | Veteran-owned private business sector |
| Ernest (Ron) Frazier, Esq. | President, Countermeasures Assessment & Security Experts, LLC | Minority-owned private business sector |
| Ralph Truitt | Farmer, and Co-Chair of the Delaware Association of African American Farmers | Local, private, or federal Minority business assistance program or community development program |
| Jayshree Moorthy | CEO, Frontier Technologies, Inc. (FTI) and WBENC Member and Committee leader | Local, private, or federal Women business assistance program or community development program |
| Givvel Marrero | President, Promotion Zone | Minority-owned private business sector |
| Dean Stotler | Chief Procurement Officer Director - Government Support Services, OMB, State of Delaware | Office of Management and Budget designee |
| Loren Hopkins Taylor, has been a non-voting participant during FY2017 <i>Currently open</i> | Supplier Diversity Manager, DuPont <i>Currently open</i> | Private sector DE business that administers a supplier diversity program |
| Dr. Sakthi A. Vel | President, Vel Micro Works Inc. | Minority-owned private business sector and Small Business sector |
| Dr. Devona Williams | President, Goeins-Williams Associates, Inc. | Women-owned private business sector |
| <i>Currently open</i> <i>Role created by EO44</i> | <i>Currently open</i> <i>Role created by EO44</i> | Individual with Disability-owned private business sector |

Who are the Agency Liaisons?

Each Executive Branch Agency is invited to select a Supplier Diversity Liaison to participate with Council and to connect with the Office of Supplier Diversity and work internal in their agency to provide reporting to OSD as well as to support access to opportunities for certified diverse and small business vendors. The Liaisons during FY2017 Q2 included:

| Liaisons | Agency Representing | Email |
|----------------------|---------------------|--|
| Dean Stotler | OMB - Executive | Dean.Stotler@state.de.us |
| Wendy Brown | DHSS | Wendy.M.Brown@state.de.us |
| Brian Leahy | DNREC | Brian.Leahy@state.de.us |
| Carmen Herrera | DTI | Carmen.Herrera@state.de.us |
| Mike Miles | Housing Authority | MIKE@destatehousing.com |
| Valerie Watson | Finance | valerie.watson@state.de.us |
| Ramon Ceballos | DeIDOT | Ramon.Ceballos@state.de.us |
| Herman Rodriguez | DOL | herman.rodriguez@state.de.us |
| Stephanie Young | DSHS | Stephanie.Young@state.de.us |
| William (Bill) Davis | National Guard | william.r.davis534.nfg@mail.mil |
| Ryan Bolles | DSCYF | Herbert.Bolles@state.de.us |
| Ken Anderson | DED0 | Kenneth.R.Anderson@state.de.us |

Certification Programs

What certifications exist?

The Delaware Office of Supplier Diversity (OSD) Community is now inclusive as follows:

| | |
|--------|--|
| MBE | Minority Business Enterprise |
| WBE | Woman Business Enterprise |
| VOBE | Veteran Owned Business Enterprise |
| SDVOBE | Service Disabled Veteran Owned Business Enterprise |
| IWDBE | Individual with Disability Owned Business Enterprise |

For Disadvantaged Business Enterprise (DBE) certification is through the Delaware Department of Transportation³ (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, this is Tier II.

³ <http://www.DeIDOT.gov/information/business/dbe/index.shtml>

Who is eligible to apply for OSD certification?

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; or
 - Individual with DisAbility owned business; 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:

<http://gss.omb.delaware.gov/osd/certify.shtml>

The aim of the Small Business Focus (SBF) Certification

- Increasing access to opportunities for small businesses to participate in state procurement;
- Creating a program for small businesses of a certain size;
- Certifying those uniquely sized businesses enterprises;
- Creating a Directory of these uniquely sized small businesses;
- Encourage the revising of agency Supplier Diversity Plans to access the Small Business Focus certification Directory when making under threshold procurements; and
- Measuring, analyzing, and reporting on spend for current and future procurements with uniquely sized small businesses in the Small Business Focus certification group.

Who is eligible to apply for Small Business Focus (SBF) certification?

To be eligible, a business must meet all of the following criteria:

- Be owned by U.S. Citizen(s) or Permanent Resident(s);
- Be a For-Profit business with “useful business functions”;
- Be within one of the six industry sectors and at or under the eligibility size caps identified below; and
- Operate free from the control of a business larger than the eligibility size caps identified below.

| The SBF Industries | NAICS ⁴ sectors* (initial code numbers) | eligibility & graduation size caps | |
|-------------------------------------|--|---|---------------|
| | | FTE (full time equivalents) Based upon a 3 year average | Gross sales |
| Architecture & Engineering Services | 237 and 541 | none | < \$3,500,000 |
| Construction | 23 | < 250 | < \$7,000,000 |
| Manufacturing | 31, 32, and 33 | < 250 | none |
| Retail | 42, 44, and 45 | < 25 | < \$3,500,000 |
| Service | various | < 50 | < \$3,500,000 |
| Wholesale | 42 | < 50 | none |

NAICS codes within the OSD and SBF 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 1997⁵. 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 FY2016 through this quarter of FY2017. 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.

⁴ [North American Industry Classification System \(NAICS\)](http://www.census.gov/eos/www/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. A NAICS code has 6 digits. The first 2 to 3 digits are used to identify the industry for the Small Business Focus Program. You can review NAICS at: <http://www.census.gov/eos/www/naics/>

⁵ You can review NAICS codes data and information at <http://www.census.gov/eos/www/naics/index.html>

| NAICS Code | Professional, Scientific, and Technical Services Sector | FY2017 Over FY2016 | FY2017 Q2 | FY2016 |
|------------|--|--------------------|-----------|--------|
| 541512 | Computer Systems Design Services | 1.71% | 356 | 350 |
| 541511 | Custom Computer Programming | 1.79% | 342 | 336 |
| 541611 | Administrative Management & General Management Consulting Services | 6.15% | 345 | 325 |
| 541330 | Engineering Services | 3.98% | 209 | 201 |
| 541519 | Other Computer Related Services | 1.35% | 225 | 222 |

During FY2017 to date the state experienced an average of 3% growth of OSD certified firms over FY2016 in the sector known as Professional, Scientific, and Technical Services.

Delaware's Supplier Diversity Community

As we consider reporting on the state's spending during this quarter of FY2017, we first should consider the community itself. Overall, in FY2017 Q2, the number of certified firms increased by 65 businesses or 2.4%, from 2,954 (the number of businesses in the database at the end of FY2016) to 3,019 (the number of businesses in the database at the end of FY2017 Q2).

| Business Enterprise Classification | FY2017 Q2 Certified database Totals | FY2017 Q2 Certified (active) Totals | Veteran VOB/SDVOBE (active) | Minority* MBE (active) | Women WBE (active) |
|------------------------------------|-------------------------------------|-------------------------------------|-----------------------------|------------------------|--------------------|
| African American | 1013 | 719 | 13(4) | 454 | 265 |
| Subcontinent Asian | 245 | 176 | 0(0) | 115 | 61 |
| Hispanic American | 223 | 158 | 1(0) | 101 | 57 |
| Asian American | 178 | 122 | 1(1) | 68 | 54 |
| Native American | 36 | 18 | 1(0) | 13 | 5 |
| Veteran/(Service DisAble) | 48 | 40(12) | 40(12) | 20(3) | 2 |
| Caucasian Women | 1137 | 842 | 1 | | 839 |
| DisAble | 11 | 10 | 9(9) | 4 | 0 |

**Firms counted in the MBE column are not necessarily firms that are male owned. A firm can be 50% Asian Male and 50% Asian Female, this is a minority owned firm (MBE) and not a woman owned (WBE) firm as 51% is not women owned. Certification is based upon 51% ownership and control but that ownership is clearly no male nor female, as it is equally owned across genders.

***There are 2079 vendors active in the directory and a total of 3019 in the database. Of the 3019, 199 are inactive, 492 are expired, 46 are deleted, 1 is denied, and we are always working on applications. There is great overlap in the classifications within the community as some vendors are more than one category and each vendor is counted in all of their categories, for example, a minority woman veteran is counted in three places.

Delaware's Small Business Focus (SBF) Community

The third year of the SBF program grew marginally during FY2017; the Office of Supplier Diversity has increased outreach to share the SBF application with every diverse certified firm when they are recertified and at a first time diverse certification. OSD continues to seek to include businesses that are eligible based on the criteria. Overall, in FY2017, the number of certified firms grew by 7.1% from 99 in FY2016 to 106 at the end of this quarter of FY2017.

| SBF Industries | FY2017 Q2 | SBF only | Veteran VOB (SDVOBE) | Disabled | Minority* MBE | Caucasian*** | Women WBE | Delaware SBF |
|----------------------------|-----------|----------|----------------------|----------|---------------|--------------|-----------|--------------|
| Architecture & Engineering | 8 | 0 | 0 | 0 | 6 | 2 | 5 | 2 |
| Construction | 18 | 6 | 2 | 0 | 5 | 7 | 8 | 12 |
| Manufacturing | 8 | 3 | 0 | 0 | 1 | 4 | 6 | 8 |
| Retail | 14 | 5 | 0 | 0 | 2 | 5 | 7 | 13 |
| Service | 79 | 20 | 4(1) | 1 | 34 | 23 | 39 | 54 |
| Wholesale | 17 | 3 | 0 | 0 | 6 | 7 | 10 | 9 |
| | 106*** | | | | | | | |

*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.
 ** some vendors are qualified for more than one SBF industry and a vendor may graduate from one industry but not from another
 ***some vendors have multiple codes i.e.: VOB+MBE+SBF or AA+NA+SBF or WBE+SBF, and some vendors are only SBF.

Government Support Services, Contracting Unit, outreach

The GSS Contracting Unit manages all aspects of central or statewide contracts. As part of this team's commitment to a fair and equitable bidding platform, each contract specialist, manager, and officer 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®)⁶ codes that the business has registered with. The outreach performed by the contracting team to reach the supplier diversity community is significant. During FY2017 to date, the Central Contracting Team at Government Support

⁶ You can review UNSPSC data and information at: <http://www.unspsc.org/>

Services has sent 45,646 email points of outreach contact to vendors to notify them of solicitation opportunities. 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://directory.osd.gss.omb.delaware.gov/index.shtml>
- 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>

| | Total to date | FY2017 Q2 | FY2016** |
|---|----------------|---------------|----------------|
| Number of Central Contracts | 75 | 30 | 45 |
| Number of outreach communications performed | | | |
| Delaware Businesses | 1,014 | 457 | 557 |
| Small Businesses | 92,598 | 20,555 | 72,043 |
| MBE / WBE | 42,575 | 15,635 | 26,940 |
| Veteran / Service Disabled Veteran | 29,901 | 8,999 | 20,902 |
| Totals | 166,088 | 45,646 | 120,442 |

** note this chart indicates an update to the FY2016 year-end numbers for central contracts through total outreach; from 42 to 45 total central contracts and a total outreach from 117,659 for the year to 120,442 outreaches.

ROI on GSS Contracting Unit outreach for bids

The OSD is interested in tracking the Return on Investment (ROI) from the high amount of outreach performed by the Contracting Unit on its solicitations. During FY2017 Q2, the contracting unit outreached 45,646 times to diverse and small businesses to help them learn of the above threshold / formal procurement opportunities with state contracting. The FY2017 Q2 outreach was for 17 central contracts, bringing the FY2017 to-date-total to 30.

This chart shows the Return on Investment for the Contracting Unit outreach.

| Total Bids Received | Total Awarded Vendors | Delaware Bids Received | Awarded To A Delaware Firm | Total Diverse Bids Received (OSD or W9) | Awarded To A Diverse Firm (OSD or W9) |
|---------------------|-----------------------|------------------------|----------------------------|---|---------------------------------------|
| 92 | 59 | 58 | 43 | 17 | 5 |

Delaware's Supplier Diversity and Small Business spend snapshot

FY2017 Q2 overall spend is represented in this snapshot. The tracking of spend with the full community of diverse and small businesses shows that of the \$69.5Million is a 9% increase over the spend of \$63.6Million in same period last year. Supplier Diversity spend with direct certified firms, inclusive of the Housing Authority (DSHA)⁷, decreased by -15.3% over the same period last year. DelDOT's DBE Subcontract spend shows a remarkable 169% increase over the same period last year. GSS Tier II spend is less than the same period last year by -8.5%. The spend with self-identified W9 minority, women, and veteran firms increased by 26%. Small Business results increased by 4% over the same period last year; this includes those self-identifying on their W9 as well as those certified in the SBF program.

| | FY2017 Q2 | % of Total | FY2016 Q2 | Difference FY2017 Q2 over FY2016 Q2 |
|--------------------------------------|--------------|------------|--------------|-------------------------------------|
| Direct Certified OSD & DSHA Spend | \$19,824,049 | 28.32% | \$23,396,996 | -15.27% |
| DelDOT DBE Subcontracting | \$10,560,543 | 15.09% | \$3,921,176 | 169.32% |
| GSS 2nd Tier | \$538,247 | 0.77% | \$588,031 | -8.47% |
| Self Registered W-9 | | | | |
| Minority, Women, Vets | \$10,240,292 | 14.63% | \$8,120,205 | 26.11% |
| Small Businesses (with SBF) | \$28,830,331 | 41.19% | \$27,622,876 | 4.37% |
| Total (with Small Businesses) | \$69,993,462 | | \$63,649,284 | 9.97% |
| Total (diverse only) | \$41,163,131 | | \$36,026,408 | 14.26% |

The Summary Score Card:

The report below provides an overview of the spending by each agency for FY2017 Q2. This snap shot reports the actual dollars spent with and the number of vendors who are OSD Certified

⁷ The Delaware Housing Authority spend was not previously included in quarterly reporting in FY2016 but was included in the Annual FY2016 report. DSHA utilizes its own system rather than the State of Delaware financial system. DSHA diverse spending is included throughout this FY2017 Q2 report and the FY2016 DSHA spend has also been incorporated into this report for comparison for the current fiscal quarter.

that performed work for each agency, and includes dollars from both the state’s checkbook as well as the State’s procurement card purchases. The chart below shows not only the dollars spent by agency but it is also intended to show two areas, “No Find” and “1 for 3”. A “No Find” means that the agency attempted to find a vendor within the Directory of OSD Certified firms and was not successful in finding a certified vendor for a particular need. The “1 for 3” opportunity identifies the occasions when an agency had an Under-Threshold opportunity and they outreach to at least one vendor from the Directory of OSD Certified firms to obtain a written quote. Procurement officials follow their Agency Supplier Diversity Plans to seek at least three written quotes for Under-Threshold purchases, and in so doing, they seek from the Directory of OSD Certified firms. The capture of this data has been found to be very challenging. OSD is exploring methods to capture and report this data.

| Agency | FY17 Q2 | OSD Vendors paid with Pcard | OSD Vendors paid in checkbook | OSD No Find FY2017 Q2 | Agency 1 for 3 Opportunities FY2017 Q2 |
|----------------|-------------|-----------------------------|-------------------------------|-----------------------|--|
| Legislative | \$67,117 | 0 | 3 | | |
| Judicial | \$151,110 | 0 | 14 | | |
| Executive | \$1,238,222 | 2 | 29 | | |
| Technology | \$366,246 | 4 | 3 | | |
| Other Elective | \$56,982 | 0 | 6 | | |
| Legal | \$28,017 | 1 | 7 | | |
| Finance | \$104,347 | 1 | 5 | | |
| DHSS | \$2,275,490 | 2 | 44 | | |
| DSCYF | \$171,441 | 4 | 12 | 0 | 11 opportunities 0 awards |
| Correction | \$3,960,839 | 13 | 4 | 2 | 0 |
| DNREC | \$1,005,562 | 7 | 19 | 6 | 0 opportunity 0 awards |
| DSHS | \$119,820 | 2 | 16 | | |
| State | \$385,782 | 4 | 19 | | |
| DelDOT | \$2,508,425 | 12 | 25 | | |
| Labor | \$464,586 | 3 | 20 | | |
| Agriculture | \$5,640 | 1 | 5 | | |
| Elections | \$79,633 | 0 | 4 | | |
| Fire | \$7,394 | 2 | 3 | | |
| Natl Guard | \$64,366 | 0 | 6 | | |

| | | | | | |
|----------------------|-------------|-----------|------------|----------|--------------------------------------|
| Exceptional Citizens | \$0 | 0 | 0 | | |
| Higher Education | \$368,687 | 3 | 15 | | |
| Education | \$5,967,657 | 3 | 95 | | |
| Housing Authority | | n/a | 3 | n/a | n/a |
| Total | | 64 | 354 | 8 | 11 opportunities 0 awards |

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.

Count of Diversity vendors contracting with the state

During FY2017 Q2 of the diverse vendors that received spend from the State of Delaware, there are 354 in the checkbook and 64 in the Procurement Card payments and this group accounts for approximately \$19.8M in spend. This spend includes above threshold or Formal Procurement as well as Under Threshold and Open Market procurements. There are also vendors who have self-identified their diversity on their W9 as women owned, minority owned, or veteran owned, who are not currently certified with the Office of Supplier Diversity and the spend attributed to this group of diverse businesses is approximately \$10M or 14.6% of the spend with the entire diverse and small business community. Adding in Tier II spend of \$11M; this quarter diverse vendor spend totaled \$41.2Million.

Breakdown of Spend by ethnicities, gender, veteran, individuals with disabilities and the small business program.

The following chart shows the FY2017 Q2 spend for each of the groups of the supplier diversity community. Minority Business Enterprise (MBE) vendors are representative of five ethnic minority groups and include minority women vendors. Minority Women Business Enterprise (MBE+WBE) vendors are represented within five ethnic minority groups as well as within the Woman group; meaning that a MBE+WBE who is both African American and Native American is counted within both of those ethnic minority groups as well as within the Woman group. For FY2017 Q2 Veteran Owned Business Enterprises (VOBE) is inclusive of Service Disabled Veteran Business Enterprise (SDVOBE). Note that a Veteran who is also a minority and/or a woman will be counted within each group they belong to. In FY2017 Q2, the disabled community includes firms owned by Individuals with DisAbilities (IWDBE) and Service Disabled Veteran Business Enterprises (SDVOBE).



| | FY2016 Q2 | FY2017 Q2 | Difference FY2017 Q2 over FY2016 Q2 |
|-----------------------------|---------------------|---------------------|--|
| African American | \$1,481,558 | \$1,624,280 | 9.6% |
| Asian American | \$2,638,706 | \$1,440,559 | -45.4% |
| Subcontinent Asian | \$667,247 | \$325,055 | -51.3% |
| Hispanic American | \$1,577,083 | \$1,056,042 | -33.0% |
| Native American | \$22,754 | \$16,233 | -28.7% |
| DE State Housing Authority^ | \$337,456 | \$235,934 | -30.1% |
| MBE Tally** | \$6,724,807 | \$4,698,103 | -30.1% |
| Veteran & Service Disabled | \$808,277 | \$648,886 | -19.7% |
| DE State Housing Authority^ | \$34,223 | \$123,079 | 259.6% |
| VOBE & SDVOBE Tally** | \$842,500 | \$771,965 | -8.4% |
| Disabled | \$0 | \$0 | 0.0% |
| IWDBE Tally** | \$0 | \$0 | 0.0% |
| White American | \$15,019,727 | \$14,335,612 | -4.55% |
| Woman+ | \$19,239,981 | \$17,328,830 | -9.93% |
| DE State Housing Authority^ | \$155,507 | \$67,672 | -56.48% |
| WBE Tally** | \$19,395,488 | \$17,396,502 | -10.31% |
| Total | \$26,962,795 | \$22,866,570 | -15.19% |

**There is some double count in the numbers for businesses who are in more than one category. For example, a Women Business owner who is both African American and Native American is counted in 3 categories.

+ This Woman category includes all minority women and they are also captured within their ethnic minority.

^ DSHA provides spend by Minority, woman, and veteran without further breakdown.

The Small Business Focus program includes six industry sectors. FY2017 Q2 spend by category is contained in the following chart, which also includes the percent change for this quarter this year versus the same quarter last year. This quarter of FY2017 experienced a decrease of 55% in spend than the same period last year for small businesses.

| Small Business Focus (SBF) | FY2016 Q2 | FY2017 Q2 | Difference FY2017 Q2 over FY2016 Q2 |
|-------------------------------------|-------------|-----------|--|
| Architecture & Engineering Services | \$57,696 | \$55,849 | -3.20% |
| Construction | \$714,242 | \$125,935 | -82.37% |
| Manufacturing | \$199,331 | \$32,886 | -83.50% |
| Retail | \$532,695 | \$196,745 | -63.07% |
| Service | \$1,126,512 | \$804,724 | -28.56% |
| Wholesale | \$523,784 | \$176,913 | -66.22% |

| | | | |
|--------------|--------------------|--------------------|----------------|
| Total | \$3,154,259 | \$1,393,052 | -55.84% |
|--------------|--------------------|--------------------|----------------|

**There is some double count in the numbers for businesses who are in more than one category.

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, a culling process occurs to remove all vendors that are OSD Certified from the group in the W-9 spending column. 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. This chart shows W-9 diverse and W-9 small businesses.

| Agency⁸ | Diverse | Small⁹ |
|---------------------------|----------------|--------------------------|
| Legislative | \$11,288 | \$0 |
| Judicial | \$162,430 | \$148,772 |
| Executive | \$765,507 | \$1,229,444 |
| Technology | \$25,257 | \$1,082,152 |
| Other Elective | \$69,570 | \$271,585 |
| Legal | \$390,126 | \$501,296 |
| Finance | \$105,950 | \$560,953 |
| DHSS | \$696,077 | \$1,914,321 |
| DSCYF | \$2,341,871 | \$3,611,542 |
| Correction | \$839,617 | \$350,766 |
| DNREC | \$56,949 | \$58,102 |
| DSHS | \$247,834 | \$308,913 |
| State | \$113,372 | \$439,822 |
| DelDOT | \$1,029,469 | \$6,724,034 |
| Labor | \$102,712 | \$188,199 |
| Agriculture | \$111,907 | \$113,680 |
| Elections | \$7,356 | \$77,371 |
| Fire | \$0 | \$27,097 |
| Natl Guard | \$239,755 | \$3,494 |
| Exceptional Citizens | \$0 | \$55 |
| Higher Education | \$0 | \$0 |
| Education | \$2,923,247 | \$11,218,733 |
| Housing Authority | n/a | n/a |

⁸ The Diverse and Small business W9 reporting does not include the Housing Authority spend with those only identified on their W9 filing.

⁹ The small business W9 spend does include the SBF certified firms if self-identified as small on their W9 forms.

| | | |
|--------------|---------------------|---------------------|
| Total | \$10,240,292 | \$28,830,331 |
|--------------|---------------------|---------------------|

About the score card

This Annual Report is the first time there is a pull-out score card included. The first two pages of the report are a score card for agencies and one for School Districts. There are various data points that make up the FY2017 Q2 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. As the budget for each agency is different, the second column reports what that agency's percent of the total annual spend with the OSD certified community is. This percentage of total spend allows us to normalize the vantage point to find averages. The average percentage is 4.35%. Six agencies exceed the average for FY2017 Q2. They are, in order of highest spend compared to other agencies: Education (30.1%), Correction (19.98%), DelDOT (12.65%), DHSS (11.48%), Executive (6.25%), and DNREC (5.07%). The third column is the total spend by each agency for the quarter. The last column reports the percentage of spend each agency had made with the certified OSD community as a percentage of their total quarterly spend. In this instance, the average agency spent 2.7% of their total spend this quarter with the OSD Certified community. Eight agencies exceeded or were at that quarterly average with the supplier diversity community. They are, in order of highest percent of spend compared to total spend: Correction (15.2%), Labor (5.9%), Legislative (5%), Elections (4.5%), DNREC (4.3%), Education (3.9%), Nat'l Guard (3.8%), and Technology (3.6%). The \$19.8Million total spend with OSD Certified firms is 1.2% of the \$1.6Billion total spent by these agencies in this quarter; this total figure is below the average, and lower than last quarter. Of note is that this \$1.6Billion total quarterly spend has not been adjusted to remove any debt-service or any non-discretionary spend.

The score cards follow. Here there is a score card for the spend with the Supplier Diversity community followed by one with the small business community. At the start of this report is a

score card that combines reporting for both the Supplier Diversity Community and the Small Business community. It is included at the start of this report (at pages iii and iv) as a pull out page for Agencies and also includes School Districts spend with the diversity community.

| AGENCY | FY2017 Q2 spend with certified OSD | % of FY17 Q2 Direct Certified OSD Spend | FY2017 Q2 Total Agency Spend | OSD % of FY17 Q2 Agency Spend |
|---------------------------------|---|--|-------------------------------------|--------------------------------------|
| Legislative | \$67,117 | 0.34% | \$1,353,112 | 5.0% |
| Judicial | \$151,110 | 0.76% | \$6,587,706 | 2.3% |
| Executive | \$1,238,222 | 6.25% | \$480,464,814 | 0.3% |
| Technology | \$366,246 | 1.85% | \$10,114,519 | 3.6% |
| Other Elective | \$56,982 | 0.29% | \$36,616,875 | 0.2% |
| Legal | \$28,017 | 0.14% | \$3,855,765 | 0.7% |
| Finance | \$104,347 | 0.53% | \$57,334,308 | 0.2% |
| DHSS | \$2,275,490 | 11.48% | \$512,266,495 | 0.4% |
| DSCYF | \$171,441 | 0.86% | \$24,417,059 | 0.7% |
| Correction | \$3,960,839 | 19.98% | \$26,023,012 | 15.2% |
| DNREC | \$1,005,562 | 5.07% | \$23,372,488 | 4.3% |
| DSHS | \$119,820 | 0.60% | \$10,740,346 | 1.1% |
| State | \$385,782 | 1.95% | \$16,107,494 | 2.4% |
| DelDOT | \$2,508,425 | 12.65% | \$173,027,891 | 1.4% |
| Labor | \$464,586 | 2.34% | \$7,846,742 | 5.9% |
| Agriculture | \$5,640 | 0.03% | \$13,784,092 | 0.0% |
| Elections | \$79,633 | 0.40% | \$1,768,407 | 4.5% |
| Fire | \$7,394 | 0.04% | \$337,923 | 2.2% |
| Natl Guard | \$64,366 | 0.32% | \$1,709,095 | 3.8% |
| Exceptional Citizens | \$0 | 0.00% | \$13,686 | 0.0% |
| Higher Education | \$368,687 | 1.86% | \$53,271,130 | 0.7% |
| Education | \$5,967,657 | 30.10% | \$154,446,304 | 3.9% |
| Housing Authority ¹⁰ | \$426,685 | 2.15% | n/a | n/a |
| Total | \$19,824,049 | 100.00% | \$1,615,459,263 | |

¹⁰ The Delaware Housing Authority spend was not previously included in quarterly reporting in previous fiscal year quarterly reports but was included in the Annual FY2016 report, with year-end diverse spending reported back through FY2009. DSHA utilizes its own system rather than the State of Delaware financial system. DSHA diverse spending is included throughout this FY2017 Q2 report.

Spend with the Small Business community

Now let us examine FY2017 Q2 spend with the Small Business community. This will be inclusive of businesses who self-identified as small on their W9 report as well as those who are certified as Small Business Focus (SBF) vendors with the Office of Supplier Diversity.

In addition to looking at the spend that is done directly with OSD Certified firms as we did above, this chart looks at the spend with Small Businesses and SBF certified firms in the form of dollars as well as in the form of a percentage of the total spend with small businesses. The first column captures the spend with small business firms. As the budget for each agency is different, the second column reports that agency's percent of the total Q2 spend with the small businesses. This percentage of Q2 spend allows us to normalize the vantage point to find averages. The average percentage is 4.54%. Some OSD certified firms are also small businesses and some of these numbers will be inclusive of OSD certified firms. Four agencies exceed the average for FY2017 Q2. They are, in order of highest spend compared to other agencies: Education (38.9%), DeIDOT (23.3%), DSCYF (12.5%), and DHSS (6.6%). The third column is the total spend by each agency for the quarter. The last column reports the percentage of spend each agency had made with the small business community as a percentage of their total quarterly spend. In this instance, the average agency spent 1.80% of their total spend this quarter with the small business community. Eleven agencies exceeded that quarterly average. They are, in order of highest percent of spend compared to total spend: DSCYF (14.8%), Legal (13%), Technology (10.7%), Fire (8%), Education (7.3%), Elections (4.4%), DeIDOT (3.96%), DSHS (2.9%), State (2.7%), Labor (2.4%), and Judicial (2.3%). The \$28.8Million total spend with small business community is 1.8% of the \$1.6Billion total spent by these agencies in this quarter; this total figure is below the average. Of note is that this \$1.6Billion total quarterly spend has not been adjusted to remove any debt-service or any non-discretionary spend.

| Agency | FY2017 Q2 Spend with Small Businesses | % of Total FY17 Q2 Small Biz Spend | FY2017 Q2 Total Agency Spend | % of FY17 Q2 Agency Spend |
|-------------|---------------------------------------|------------------------------------|------------------------------|---------------------------|
| Legislative | \$0 | 0.00% | \$1,353,112 | 0.00% |
| Judicial | \$148,772 | 0.50% | \$6,587,706 | 2.30% |
| Executive | \$1,229,444 | 4.30% | \$480,464,814 | 0.30% |

| | | | | |
|----------------------|---------------------|----------------|------------------------|--------------|
| Technology | \$1,082,152 | 3.80% | \$10,114,519 | 10.70% |
| Other Elective | \$271,585 | 0.90% | \$36,616,875 | 0.70% |
| Legal | \$501,296 | 1.70% | \$3,855,765 | 13.00% |
| Finance | \$560,953 | 1.90% | \$57,334,308 | 1.00% |
| DHSS | \$1,914,321 | 6.60% | \$512,266,495 | 0.40% |
| DSCYF | \$3,611,542 | 12.50% | \$24,417,059 | 14.80% |
| Correction | \$350,766 | 1.20% | \$26,023,012 | 1.30% |
| DNREC | \$58,102 | 0.20% | \$23,372,488 | 0.20% |
| DSHS | \$308,913 | 1.10% | \$10,740,346 | 2.90% |
| State | \$439,822 | 1.50% | \$16,107,494 | 2.70% |
| DelDOT | \$6,724,034 | 23.30% | \$173,027,891 | 3.90% |
| Labor | \$188,199 | 0.70% | \$7,846,742 | 2.40% |
| Agriculture | \$113,680 | 0.40% | \$13,784,092 | 0.80% |
| Elections | \$77,371 | 0.30% | \$1,768,407 | 4.40% |
| Fire | \$27,097 | 0.10% | \$337,923 | 8.00% |
| Natl Guard | \$3,494 | 0.00% | \$1,709,095 | 0.20% |
| Exceptional Citizens | \$55 | 0.00% | \$13,686 | 0.40% |
| Higher Education | \$0 | 0.00% | \$53,271,130 | 0.00% |
| Education | \$11,218,733 | 38.90% | \$154,446,304 | 7.30% |
| Housing | | n/a | n/a | n/a |
| Total | \$28,830,331 | 100.00% | \$1,615,459,263 | 1.80% |

Delaware State Housing Authority

The Delaware State Housing Authority (DSHA) spend was not previously included in Office of Supplier Diversity quarterly reporting in previous fiscal year quarterly reports but was included in the Annual FY2016 OSD report. That FY2016 Annual report included year-end diverse spending by DSHA reported back through and including FY2009. DSHA utilizes its own system rather than the State of Delaware financial system. DSHA diverse spending is included throughout this FY2017 Q2 report, and will be included in OSD reporting going forward, both quarterly and annually.

| DSHA Programs | Total | | MBE | | WBE | | Veteran | | Section 3 | Section 3 |
|---------------|-----------|-----------|-----------|-----------|-----------|----------|----------|----------|-----------|-----------|
| | Contracts | Dollars | Contracts | Dollars | Contracts | Dollars | Contract | Dollars | Contracts | Dollars |
| PH and CFP | 8 | \$83,668 | 4 | \$20,171 | 1 | \$595 | 2 | \$26,522 | 0 | \$0 |
| CDBG and NSP | 84 | \$736,138 | 10 | \$185,060 | 5 | \$33,304 | 1 | \$94,557 | 6 | \$51,273 |
| HOME | 2 | \$20,456 | 1 | \$6,872 | 1 | \$13,584 | 0 | \$0 | 1 | \$13,584 |
| DSHA Ops | 5 | \$25,831 | 4 | \$23,831 | 1 | \$20,189 | 1 | \$2,000 | 0 | \$0 |

¹¹ The Delaware Housing Authority spend was not previously included in quarterly reporting in previous fiscal year quarterly reports but was included in the Annual FY2016 report, with year-end diverse spending reported back through FY2009. DSHA utilizes its own system rather than the State of Delaware financial system. DSHA diverse spending is included throughout this FY2017 Q2 report.

| | | | | | | | | | | |
|---------------------|-----------|------------------|-----------|------------------|----------|-----------------|----------|------------------|---|----------|
| HCV and S8 CA | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 | 0 | \$0 |
| TOTALS | 99 | \$866,093 | 19 | \$235,934 | 8 | \$67,672 | 4 | \$123,079 | 7 | \$64,857 |
| FYQ2 diverse | | \$426,685 | | | | | | | | |

The DSHA program include: PH = Public Housing; CDBG = Community Development Block Grant Program; NSP = Neighborhood Stabilization Program; HOME = HOME Investment Partnerships Program; HCV = Housing Choice Voucher; and S8 = Section 8.

Of interest is DSHA’s fourth grouping of tracked and reporting spending, titled Section 3. The federal program known as Housing and Urban Development (HUD) includes a Section 3 program, which is related to the provision of economic opportunities for low or very low-income businesses and residents. It is a program that primarily deals with providing training, employment and contracting opportunities to residents of properties supported by federal assistance, or those seeking to obtain work on projects supported by federal funds. There are requirements with respect to reporting Section 3 activities and spend data, however the program is primarily defined by income, and not specific diversity classifications as reported by the State of Delaware Office of Supplier Diversity, nor the size of the business entity. DSHA captures this Section 3 data for HUD purposes, as it is specific to the programs identified.

For additional information on the extensive financial reporting from DSHA, use this link:

<http://www.destatehousing.com/FormsAndInformation/financial.php>

Subcontracting/Tier II Report

Government Support Services (GSS) 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. Tier II reporting has a lag period to gather all data as we rely upon prime vendors to report their supplier diversity spend with subcontractors (Tier II) and that data extends past a quarter end. The currently available Tier II reporting and spend for Q2 covers four contracts and is compared to the same period for the previous year. This data is expected to be updated in future reporting once the known lag-period reports are received:

| Contract | Vendor | FY2017 Q2 | FY2016 Q2 | Difference FY2017 Q2 over FY2016 Q2 |
|---|---------------------------------------|------------------|------------------|--|
| 001-DentalInsBenefit | Delta Dental | | \$535 | -100% |
| 597-IT Augmentation | Computer Aid | \$538,247 | \$551,829 | -2% |
| 608-Document Destruction | DE Assn. of Rehabilitation Facilities | | \$15,895 | -100% |
| 011-Hand Tools/127-Fasteners/577-Industrial | Fastenal | | \$4,168 | -100% |
| 133-Computer | Hewlett Packard | | \$10,684 | -100% |
| 042-Highway Safety Flares | Orion Safety Products | | \$4,919 | -100% |
| Total | | \$538,247 | \$588,030 | -8% |

Federal Disadvantaged Business Enterprise (DBE) program at DelDOT

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 FY2017 Q2 forty one (41) different DBE Certified firms worked on DelDOT projects, of which five (5) performed as Prime Contractors and thirty six(36) performed in a sub-contracting capacity, those payments totaled \$10.5Million and the Tier II spend with the subs totaled \$10.2Million. This business activity represents an increase of 14.81% over the same period last year, where \$3.9Million was spend in Tier II sub-contracting capacities.



| Certified DBE | Payments as Prime | FY2017 Q2 Payments as Sub | Total Payments |
|--------------------------------------|-------------------|---------------------------|----------------|
| A & A PREMIUM PAINT DISTRIBUTOR | | \$16,205 | \$16,205 |
| AMERICAN FLAG, INC. | | \$1,796,827 | \$1,796,827 |
| ARROW LEASING CORP | | \$400 | \$400 |
| ATLANTIC SURVEYING AND MAPPING, LLC | | \$7,225 | \$7,225 |
| BATTA ENVIRONMENTAL ASSOCIATES, INC. | | \$17,957 | \$17,957 |
| BRIGHTFIELDS, INC. | \$210,841 | | \$210,841 |
| CALLAHAN PAVING PRODUCTS, INC. | | \$525,435 | \$525,435 |
| CRAWFORD TRUCKING, LLC | | \$431,135 | \$431,135 |
| CURBS ETC INC | | \$1,241,940 | \$1,241,940 |
| DIEHL ELECTRIC COMPANY INC | | \$40,286 | \$40,286 |
| DIRECT & CORRECT, INC. | | \$250,150 | \$250,150 |
| DOVETAIL CULTURAL RESOURCE GROUP I | \$37,548 | | \$37,548 |
| EASTERN STEEL CONSTRUCTORS, INC. | | \$254,796 | \$254,796 |
| EASTERNEX INT'L LTD. | | \$345,103 | \$345,103 |
| FILLY OIL, INC. | | \$7,978 | \$7,978 |
| HEARTLAND TRUCKING, INC. | | \$48,108 | \$48,108 |
| INTERLOCK STEELWORKERS, INC. | | \$73,323 | \$73,323 |
| JANETTE REDROW, LTD | | \$1,703,873 | \$1,703,873 |
| KRISS CONTRACTING, INC. | \$63,263 | \$228,650 | \$291,913 |
| M & M CONSTRUCTION, INC. | | \$98,968 | \$98,968 |
| M. L. RUBERTON CONSTRUCTION COMPANY | | \$137,375 | \$137,375 |
| MARINIS BROS, INC. | | \$390,998 | \$390,998 |
| NANTICOKE FENCE, LLC | | \$31,555 | \$31,555 |
| PAUL PUGH TRUCKING CO., INC. | | \$23,138 | \$23,138 |
| PRIME AE GROUP, INC. | | \$12,915 | \$12,915 |
| RAMESH C. BATTA ASSOCIATES, PA | | \$36,000 | \$36,000 |
| RAM-T CORPORATION | | \$3,325 | \$3,325 |
| REMLINE CORP. | | \$483 | \$483 |
| RJM ENGINEERING, INC. | | \$43,342 | \$43,342 |
| ROSSI TRANSPORTATION GROUP, INC. | \$30,620 | | \$30,620 |
| RYBINSKI ENGINEERING, LLC | \$51,613 | \$22,313 | \$73,926 |
| SAMS CONSTRUCTION, LLC | | \$903,182 | \$903,182 |
| SITE WORK SAFETY SUPPLIES, INC. | | \$87,639 | \$87,639 |
| STRIPE-A-LOT, INC. | | \$65,108 | \$65,108 |
| THE COBI GROUP, INC. | | \$269,870 | \$269,870 |

| | | | |
|---------------------------------------|-----------|---------------------|--------------|
| THE VANN ORGANIZATION | | \$1,168 | \$1,168 |
| TRAFFIC & SAFETY SIGNS, INC., | | \$794,597 | \$794,597 |
| VEGA SOLUTIONS, INC. | | \$800 | \$800 |
| WHH TRUCKING & SERVICES | | \$63,280 | \$63,280 |
| WILTON CORPORATION | | \$121,503 | \$121,503 |
| WORK ZONE CONTRACTORS | | \$69,708 | \$69,708 |
| subtotal(s): | \$393,885 | \$10,166,658 | \$10,560,543 |
| TOTAL: Tier II spend at DelDOT | | \$10,166,658 | |

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 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.

| Plan Request history | FY2017 Q2 | FY2016 Q2 | % change |
|------------------------------------|------------------|------------------|-----------------|
| Plan Requests received | 36 | 65 | -44.62% |
| Businesses requesting | 24 | 46 | -47.83% |
| Requests approved | 33 | 56 | -41.07% |
| Requests denied | 3 | 5 | -40.00% |
| Solicitations involved | 11 | 29 | -62.07% |
| Requesting businesses that are OSD | 1 | 6 | -83.33% |

Of the Plan Requests made through OSD for FY2017 Q2, 2.8% were from the OSD Certified community, which is a 83% decrease in the number of OSD certified businesses seeking to review plans through the Plan Request process as compared to the same quarter in FY2016.

OSD Participation in the Community

The Office of Supplier Diversity is committed to continued contact and participation in the community. OSD utilizes a list serve to outreach to the business community to share access to business development, opportunities, networking, and engagement to the businesses who joined the list serve. OSD had 86 in-person touch points with the community in the quarter.

| FY2017 | Q2 |
|------------------------------------|------------|
| Meetings and Events | 19 |
| State of Delaware events | 16 |
| OSD Community meetings | 16 |
| Vendor requested meetings | 15 |
| Boards, Committees, Commissions | 14 |
| Chambers of Commerce | 6 |
| subtotal | 86 |
| OSD List serve outreach activities | 97 |
| OSD participation in community by | 183 |

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

| | |
|--|-----------|
| Networking - and meet new members DSCC - FREE Oct 18th | 10/3/2016 |
| 1 Million Cups - all 3 counties - Wednesday morning - FREE | 10/4/2016 |
| Entrepreneur Small Business Assistance - October Workshops - Libraries - | 10/4/2016 |
| Networking - and meet new members DSCC - FREE Oct 18th - link corrected | 10/4/2016 |



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|---|------------|
| Entrepreneur Small Business Assistance - October 6th Workshop | 10/5/2016 |
| Kent County is Open For Business - Oct 6 - FREE | 10/5/2016 |
| MONEYclubs Fall Gathering - DFLI - October 8 | 10/5/2016 |
| Women's Business Center - Tuesday Trainings - October | 10/5/2016 |
| Boost Your Business - 90 Day Countdown - The Big Push- Oct 12 - free | 10/6/2016 |
| How to Write a Powerful Marketing Plan in 2+ Hours - Oct 13 | 10/6/2016 |
| Certification Workshop & Open Forum - at OSD - Oct 17 - FREE | 10/7/2016 |
| DSBC - Beefsteak Dinner - Networking & more - Oct 25 | 10/7/2016 |
| 1 Million Cups - all 3 counties - Wednesday morning - FREE | 10/10/2016 |
| Federal Contract Opportunity Info - HUBZone & 8a - October 19 - FREE | 10/10/2016 |
| Entrepreneur Small Business Assistance - October 13 Workshop - Libraries - | 10/11/2016 |
| Passport to Prosperity & Breaking the Glass Ceiling - DFLI - Oct 22 - FREE | 10/12/2016 |
| Small Business Success Series - City of Wilmington | 10/13/2016 |
| Join Governor Markell - October 17 - Wilmington Library | 10/14/2016 |
| NETWORKING - NEWS4Women - October 19 - Wilmington | 10/17/2016 |
| P.E.R.K. Academy - Project Management - tomorrow Oct 18 & other October | 10/17/2016 |
| Sussex County - Open For Business - October 20 - FREE | 10/17/2016 |
| DSBC - Simple Techniques for Writing Like a Pro - Oct 19 - lunch | 10/18/2016 |
| Entrepreneur Small Business Assistance - October 20 Veteran Workshop - | 10/18/2016 |
| Entrepreneur Small Business Assistance - October 27 Start UP Workshop - | 10/25/2016 |
| 2017 LIFE Conference Exhibitor and Sponsor Invitation | 10/31/2016 |
| Concerned about exiting/transitioning out of your business? November 16 | 10/31/2016 |
| Do You Know How to Drive Sales Success? - A Growth Wheel Workshop | 10/31/2016 |
| DSBC - After Hours Networking Olive Tree Cafe, Newark - Nov 14 | 10/31/2016 |
| Exhibitor Opportunity at: Pursuit of Health & Wellness Expo & Health Fair - | 10/31/2016 |
| How to Measure Your Social Media Success! - November 3rd | 10/31/2016 |
| Inspiring Women in STEM Conference - November 15, 2016 | 10/31/2016 |
| Preparing to Deliberately Change - Nov 9 | 10/31/2016 |
| SAVE THE DATE March 12-14, 2017 - NASPO Exchange (formerly known as | 10/31/2016 |
| Small Business Owner's Boot Camp - Nov 11 & 12 - Free | 10/31/2016 |
| The Future - - Cocktails & Trends with Jim Lee - November 10 - Free | 10/31/2016 |
| Want to be Part of Conversations that Matter? Nov 7 in Wilmington | 10/31/2016 |
| Alliance Small Business Procurement Fair - Baltimore - Nov 10 | 10/31/2016 |
| Network & Knowledge - December 8 - Save the Date | 10/31/2016 |
| It's WBC Training Season - November & December | 11/2/2016 |
| Start and Grow Your Veteran-Owned Business with SBA | 11/7/2016 |
| NCC is Open for Business - Tuesday 11/15 @The Mill - FREE | 11/9/2016 |
| Small Business Owner's Boot Camp - Nov 11 & 12 - Free | 11/9/2016 |
| Certification Workshop - Nov 21 - DSCC - free | 11/10/2016 |
| Small Business Networking & Knowledge - Nov 18 - FREE | 11/10/2016 |
| Write a Book...Grow Your Business- 3 upcoming writing events, Nov 15, Nov | 11/10/2016 |
| Entrepreneurship & Small Business workshops - Free, Thursdays: Nov & Dec | 11/14/2016 |



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| Vendor Day: How to Do Business with the State of Delaware - Dec 8 - FREE | 11/14/2016 |
| Networking: 11/15 Business owners from all 3 counties will be at After Hours | 11/14/2016 |
| MBDA - Black Women Entrepreneurs - Webinar - Nov 21 | 11/15/2016 |
| Vendor Day: How to Do Business with the State of Delaware - Dec 8 - FREE | 11/15/2016 |
| Women Business Owners - Is your business ready to grow? - Info Sessions Nov | 11/15/2016 |
| WBC's fall Training Season | 11/15/2016 |
| Join SBDC for Small Business Saturday - Nov 26 | 11/16/2016 |
| Certification Workshop - Nov 21 - DSCC - free | 11/17/2016 |
| EMSDC Choice Awards Gala - Dec. 2nd | 11/17/2016 |
| "I am" Workshop - Nov 19 | 11/18/2016 |
| Construction Opportunity - Prince George's County Regional Medical Center | 11/19/2016 |
| Join SBDC for Small Business Saturday - Nov 26 | 11/21/2016 |
| Connect, Celebrate & Shine - Dec 1 - FREE | 11/22/2016 |
| NETWORKING Wine4Women and Toys for Tots - Dec 1 | 11/22/2016 |
| Starting or Changing a Business?? DSBC Seminar: Dec 13 | 11/23/2016 |
| What are the Pro's Secrets of Success! EEC Dec 1 | 11/23/2016 |
| Join SBDC for Small Business Saturday - Nov 26 | 11/23/2016 |
| Great Dames Embrace Change-Makers- Dec. 5 at Harry's! | 11/28/2016 |
| Cyber Monday Special! - Alliance Mid Atlantic Small Business Conference - | 11/28/2016 |
| Connect, Celebrate & Shine - Dec 1 - FREE | 11/30/2016 |
| Kent County is Open For Business - Dec 1 - FREE | 11/30/2016 |
| New Castle County Open for Business - Thursday 12/8 - FREE | 11/30/2016 |
| Entrepreneur Small Business Assistance - December Workshops - Libraries - | 12/1/2016 |
| December Trainings by SBDC - online, in Newark, and in Georgetown | 12/2/2016 |
| Networking and Holiday Mixer - DSBC - Dec 13 | 12/2/2016 |
| Vendor Day: How to Do Business with the State of Delaware - Dec 8 - FREE | 12/5/2016 |
| WSFS Bank Free Networking Event - tomorrow | 12/5/2016 |
| WEThink 2.0 info meeting tonight. Only 6 spots left | 12/5/2016 |
| Art Fitness Network & Knowledge Dec. 8 - FREE | 12/6/2016 |
| Federal Contract Opportunity Info - HUBZone & 8a - December 21 - FREE | 12/8/2016 |
| Speaking Opportunity: 2017 Volunteer Delaware Conference | 12/8/2016 |
| Opportunity for 30 minute Complimentary Downsizing Discovery Call | 12/9/2016 |
| Networking into the New Year - Dec. 16th | 12/12/2016 |
| Webinar: Top Strategies to Win Federal Govt Contracts - Dec 14 | 12/12/2016 |
| Operation Veteran Entrepreneurship: Financing Your Business - Dec 15 - FREE | 12/13/2016 |
| Certification Workshop & Open Forum - at OSD - Dec 19 - FREE | 12/14/2016 |
| Make 2017 Your Best Year in Business - Dec 17 | 12/14/2016 |
| Network & Knowledge - January 12 - FREE | 12/15/2016 |
| New Small Business Education Opportunity - with funding | 12/16/2016 |
| Work with a Student Group to Take Your Business to the Next Level | 12/16/2016 |
| Social Media Conference - Feb. 16 - DTCC Georgetown | 12/19/2016 |
| a year of business education at the Emerging Enterprise Center | 12/20/2016 |



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|---|------------|
| start your New Year with SBDC | 12/20/2016 |
| Register Now for the 18th Annual Alliance Mid-Atlantic Procurement Fair - | 12/21/2016 |
| Starting a new business? What is our best entity? Jan 19 | 12/22/2016 |
| 2nd Annual Pursuit of Health & Wellness Expo & Health Fair - FREE Saturday, | 12/23/2016 |
| Entrepreneurship & Small Business: Turn Your Idea Into a Business - January | 12/23/2016 |
| Save The Date! NAWBO First Friday - Jan 6th | 12/28/2016 |
| Nominate a Small Business for 2017 National Small Business Week Awards - | 12/29/2016 |
| WSSC SPECIAL OUTREACH EVENT: PAVING AND RESTORATION | 12/29/2016 |
| 2017 Delaware Department of Transportation Civil Rights Summit - Jan 19 - | 12/30/2016 |

Questions, Comments, and Feedback

Your questions, comments, and feedback are always welcome. Please feel welcome to call or 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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