

City of South Bend Office of Diversity Compliance & Inclusion

September 25, 2024 | Proposed 2025 Budget



City of South Bend
Indiana

Agenda

Our Department

2024 Accomplishments

2025 Projected Activities/Strategy

Proposed 2025 Budget



Filed in Clerk's Office

SEP 25 2024

Bianca Tirado
City Clerk, South Bend, IN



City of South Bend
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Office of Diversity, Compliance, & Inclusion Team

Officer of Diversity, Compliance, & Inclusion
Cynthia Simmons-Taylor

Manager - Inclusion Project
Bianca Jones

Contract Compliance Administrator
New Hire Tentative 10/7/2024



Our Mission in 6 Words

Integrity
Fidelity
Diversity
Compliance
Inclusion
Equity



Our Purpose

- To create a more inclusive and equitable business environment.
- To ensure fair access to government contracts for small and diverse businesses.
- To enhance cultural competencies within the city's workforce.
- To build strong, sustainable growth opportunities for MBEs and WBEs.

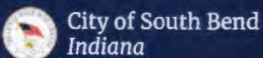
Office of Diversity Compliance & Inclusion



- Supplier Diversity
- Small Business Assistance Suite
- Internal Workforce Cultural Competency (in progress)



Supplier Diversity



Focused on increasing the participation of Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs) in city contracts.



Provides guidance and resources to help these businesses navigate procurement processes.



Sets goals for prime contractors to engage more with diverse subcontractors.

Small Business Assistance Suite



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Aims to assist small and diverse businesses in becoming certified to compete for city contracts.



Provides business development assistance with legal, accounting, and coaching resources. We will be adding marketing in 2025.



Offers workshops and support to help businesses to grow in competitive markets.

Internal Workforce Cultural Competency

- Assists with focusing on building a culturally competent and inclusive workforce within the city's departments.
- Provides training, resources, and strategies to improve diversity and inclusion. [Executive Order No. 01-2016]
- Aims to support departments in assessing and implementing Diversity and Inclusion strategies.



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ODCI 2024 Accomplishments

In 2024 ODCI was able to:

Partner with many amazing local organizations to develop a business ecosystem

Host workshops for adults and youth

Identify and increase the number of Certified firms the City does business with.



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Partnerships

2024 ODCI was invited to participate as presenters at several events.

- SPARK Business Accelerator
- South Bend Entrepreneurial Adversity Program (SBEAP)
- Women's Entrepreneurial Summit
- NDU Center for Social Concerns
- IDEA Week
- Reparatory Justice Commission
- St. Joseph County Public Library
- Intercultural Relationship Institute's Thought Leadership Conference
- Indiana Black Expo Black Business Training Institute
- NIMBA
- NDU Procurement Team
- WSBT Hometown Living



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Workshops

M/WBE Certification - Inclusion and Economics - Youth In Trades - How Small Businesses Get Big Contracts



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Trends

There are areas from growth in the skilled trades



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Office of Diversity, Compliance, & Inclusion

Moving the Needle Forward in Inclusion

To date ODCI has assisted -

- 10 businesses who were successfully able to achieve Indiana Department of Administration (IDOA) Certification
- Identified 50+ businesses that the City has done businesses with who could qualify MBE/WBE Certification
- 42 businesses with assistance through the Businesses Assistance Suite



Office of Diversity, Compliance, & Inclusion

Utilization

Spending Category	2022	2023	2024
MBE AND WBE Certified	3	4	6
MBE Certified Only	8	10	10
WBE Certified Only	13	15	14
Total	24	29	30

Spending Category	2024
Non-Certified Businesses	50+

In 2024 City has spent with over 70 unique MBE/WBE and non-certified minority/women owned businesses.



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Moving the Needle Forward in Inclusion

	2022		
City of South Bend Total Eligible Spend	\$	115,992,458.72	100%
Diversity Spend Certified Primes			
		Over All	
Goal Setting Projects/Prog Plan Admin	PW	\$ 733,109.74	0.63%
Non-Goal Setting or Program Admin	AOS	\$ 5,017,303.30	4.33%
2022 Overall Prime Utilization	\$	5,750,413.04	4.96%
None Minority Total Spend	\$	110,242,045.68	95.04%

2023			
City of South Bend Total Eligible Spend		\$152,912,545.18	100%
Diversity Spend Certified Primes			
		Over All	
Goal Setting Projects/Prog Plan Admin	PW	\$1,796,718.74	1.17%
Non-Goal Setting or Program Admin	AOS	\$5,510,382.30	3.60%
2023 Overall Prime Utilization		\$7,307,101.04	4.78%
None Minority Total Spend		\$145,605,627.88	95.22%



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Office of Diversity, Compliance, & Inclusion

	Jan thru AUG 2024		
City of South Bend Total Eligible Spend	\$	115,827,345.97	100%
Certified Total Spend:			
MBE	\$	1,143,590.45	0.99%
MWBE	\$	217,029.50	0.19%
WBE	\$	263,485.09	0.23%
None Minority Total Spend	\$	112,389,500.09	97.03%
None Certified Total Spend:			
MBE	\$	478,476.90	0.41%
MWBE	\$	190,092.85	0.16%
WBE	\$	1,145,171.09	0.99%
	\$	74,477,401.47	99.29%

List of proposed exclusions to "Eligible Spending"

- Anthem Pharmacy Rebates (invoice offset)
- Anthem Stop Loss Credits (invoice offset)
- Customer Refund
- Debt Service Interest
- Debt Service Principal
- Debt Service (Transfers Out)
- Fringe Benefits
- Insurance
- Legal Settlements
- Miscellaneous Revenue
- Postage/Shipping
- Revolving Loan Fund (RLF) Disbursements
- Salaries & Wages
- Utilities



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2025 Office of Diversity Compliance & Inclusion Projected Activities and Strategy

Business Development – Revamped business development program that takes a full-service approach vs the current 1 or 2 voucher model. Also including, thorough regular reporting with defined KPIs.

Supplier Diversity – Assist MBE/WBE that can potentially do business with the CoSB by hosting workshops and education session on engaging with prime contractors, bidding, understanding their capability, resources for project pricing, supplemental support for insurance and bonding requirements. Assist in certification support with both public and private certifying agencies. Hosting Supplier Diversity Summit and networking events.

Mentor Protégé Program – This program will be focused on businesses that are aspiring to work on government contracts and Public Works Projects. Match making mentors and mentees in like industries to assist these businesses in growth and scaling.

Internal Cultural Competency Training Assistance – This will encompass internal cultural inclusive competency to ensure city employees have a sense of belonging.



2025 Proposed Budget

Expenditure Summary

Includes only City-controlled funds and excludes interfund transfers/allocations

	2022 Actuals	2023 Actuals	2024 Amended	2025 Budget	% change YOY
Diversity & Inclusion	349,303	299,207	549,313	611,942	11.40%
Salaries & Wages	\$ 150,127	\$ 165,019	\$ 251,412	\$ 271,608	8.03%
Fringe Benefits	\$ 36,526	\$ 46,879	\$ 92,401	\$ 101,334	9.67%
Supplies	\$ 389	\$ -	\$ 1,000	\$ 2,500	150.00%
Education & Training	\$ 595	\$ 14,297	\$ 100,000	\$ 100,000	0.00%
Other Services & Charges	\$ 1,155	\$ 50	\$ 6,000	\$ 8,000	33.33%
Printing & Advertising	\$ 1,960	\$ 14,834	\$ 8,500	\$ 18,500	117.65%
Professional Services	\$ 156,689	\$ 50,000	\$ 80,000	\$ 100,000	25.00%
Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	0.00%
Travel	\$ 1,862	\$ 8,129	\$ 10,000	\$ 10,000	0.00%



Office of Diversity, Compliance, & Inclusion



In order to continue to promote programs and policies that enhance diversity, compliance, equity and inclusion within the district, we will continue to ensure that all residents have a voice, feel valued, and have a sense of belonging.



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Thank You



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