

Inclusive Procurement and Contracting Board Meeting Agenda

Date: October 5th, 2021 **Time:** 4:30 pm **Location:** Microsoft Teams (Virtual)
Virtual Meeting Link: <https://tinyurl.com/z9vhn2kw>

- I. Call to Order- The IPC Board is now called to order on October 5th, 2021 @ 4:30 pm

- II. Roll Call, Breanna Allen
 - KEANNA BAYLISS
 - KARA BOYLES
 - LARRY KING
 - MURRAY MILLER
 - BREANNA ALLEN
 - BILIJAH WILLIAMS

- III. Approval of the Minutes
 - Approved 6-0
 - KARA, MOTIONED TO APPROVAL
 - 2ND MURRAY WITH AN EXCEPTION THAT THE APPROVAL OF THE VOTE REGARDING THE PRIVELEGE OF THE FLOOR TO BE ADDED TO THE SEPTEMBER 2021 MINUTES

- IV. Diversity Officer- Michael Patton (15 min)
 - Vendor Certification Training (Larry)
 -
 - Contract Compliance Workshop & Vendor Registration- Howard Park, Oct. 6, 2021 (1-3pm)
 - BG2, MICHAEL SCHIMDT, ANN – BPW TO JOIN WITH REGISTRATION TRAINING
 - 10-13-21 COMMUNITY FORUM AT HOWARD PARK @ 6PM TO DISCUSS ODI RESPONSIBILITIES AND FUTURE OUTLOOK, IN PERSON OR VIRTUAL

- Vendor Opportunity Fair- Century Center, Oct. 21st, 2021 (10-1pm) in collaboration with Indiana Toll Road & South Bend Schools
- Testimonial
 - GREGORY WILLIAMS-
 - GRADTITUDE TO THE ODI OFFICE IN ASSISTING WITH COACHING WITH BUSINESS ADMINISTRATION
 - PATRICIA BURDETTE- CERTIFIED VIA COSB, IDOT
 - SMALL BUSINESS ASSISTANCE SUITE -ASSITANCE WITH PROJECTIONS, LEGAL, ACCOUNTING, FUNDING
- LARRY
 - FOLLOW UP ON EMAIL RE: CERTIFICATION,
 - REQUEST LIST OF INDIANA SUB-CONTRACTORS PROVIDED
 - INFORMATION RE: CERTIFICATION PROCESS FOR VARIOUS VENDORS, 60- 90 DAY APPROVAL PROCESS
 - CONFIRMED THAT MURRAY RECEIVED LIST OF CONTRACTORS AND VENDORS THAT DO CERTIFICTAION (9)
 - NO NEW VENDORS
 - BREANNA
 - DO BUSINESSES HAVE TO GO THROUGH ALL CERTIFYING AGENCIES
 - COSB ACCEPTS CERTIFICATION THROUGH THE APPROVED AGENCIES

V. Board of Public Works- Kara Boyles (5 min)

Update on MWBE contracts awarded by BPW

- Rejected Bids
-
- 15 CONTRACTS AWARDED THAT HAVE MET MWBE GOALS
- 1 CONTRACT CLOSED
- 2 CONTRACTS IN PROCESS
- 12 PROJECTS IN THE BIDDING/ QUOTING PHASE TO BE COMPLETED BY END OF FISCAL YR
- 1ST LOW BIDDER DID NOT MEET GOAL
- CONTRACT AWARDED TO 2ND LOW BIDDER, (5-6 SIMILAR EVENTS OCCURRED DURING THE YEAR

VI. Procurement- Michael Schmidt (5 min)

- Update on MWBE Goods and Services contracts awarded by Procurement
 - MONTH OF AUGUST

- MWBE SPENDING: \$317K- WOMEN OWNED SPENDING, 28 COMPANIES
- SLEIGH TILE ROOFING LEADING IN AWARDS
- YTD \$3.5 MILLION WOMEN OWNED BUSINESS
 - SLEIGH TILE, PREMIUM CONCRETE, LEADERS IN AWARD
 - EX. HEAVY EQUIPMENT & VEHICLES
 - MINORITY OWNED- \$675K YTD, 63K AUGUST
 - BS ENGINEERING, DAS DOD, DLZ LEADERS DRIVEN BY PUBLIC BOARD PROJECTS
 - MICHAEL WILL ADDRESS ANY FURTHER QUESTIONS OR CONCERNS FROM THE BOARD

VII. Old Business- (TBD)

VIII. New Business (5 min)

IX. Announcements:

- Open Door Policy Reminder- Bilijah
- WHEN COMMUNICATING BY EMAIL TO THE BOARD TO BE CAREFUL OF RESPONSES
- RESPONSES SHOULD NOT GIVE APPEARANCE OF AN ACTION ITEM
- ACTION ITEMS SHOULD ONLY BE DISCUSSED DURING BOARD MEETINGS
- Attorney Jenna
 - i. When the City sends out information on an event, recommend that feedback be addressed during public meetings

X. Floor open to the Public

XI. Adjournment- Vote

- Motion to adjourn
- 2nd
- Vote to adjourn

Notes and Action Items
