

May 2nd, 2023

Inclusive Procurement & Contracting Board (Agenda Items IV – VI)

Agenda

I. Office of Diversity and Inclusion

- **Staffing Update**
- **Updates from ODI Staff**
 - i. Proposed Blueprint for Future Mentor Protégé Program**
 - ii. Other Updates**

I. Board of Public Works

- **Approved 2023 Utilization Plan Changes**
- **Minority and Women Participation Report – January, February, March and 1st Quarter**

I. Procurement

- **Minority and Women Spend Report – January, February, March and 1st Quarter**

Updates & Summaries: The Office of Diversity & Inclusion

MENTORSHIP-PROTÉGÉ PROGRAM



CITY OF SOUTH BEND
OFFICE OF DIVERSITY & INCLUSION

Pilot 2023

**MISSION &
GOALS**



WMBE availability



WMBE city spending

*****Pipeline to reach our 6% goal*****



MENTORING



Mentor/Mentee Assessment

- Mentor interview
 - Needs and performance measures
 - Insight into whom they can/cannot support
- Mentee interview and business profile report
 - What are the capabilities of the business?


How will we make matches?

- ODI- high-level suggestions based on protégé profiles
- Mentors will choose
 - Business profile
 - Needs/wants
 - Capabilities
- Matches made based on fit and capacity

GETTING MENTORS/
MENTEES

Program Launch Session

- Introductory session- mentors and mentees meet
- Purpose, goals, and expectations



**UNDER
CONSTRUCTION**

Sustainable Business

**Positioning Your Firm for Success/ Marketing/
Needs**

MODULES

- **Module 5: Understanding the #s and Financial Success**
- **Module 6: Strategic Negotiation**
- **Module 7: Creating a Loyal Customer and Relationship**

THANK YOU
FOR YOUR



CITY OF SOUTH BEND
OFFICE OF DIVERSITY & INCLUSION

Updates & Summaries: Public Works Spending

2023 Quarter One Report (January 2023 - March 2023)
Inclusive Procurement Contracting Board
Department of Public Works Report

1. BPW Awarded Contracts (January - April 2023)

Ten (10) Projects Awarded

Seven (7) Projects with goals.

Six (6) Projects met goals.

One (1) Project met goals by demonstrating GFE.

BPW Awarded Contracts (January 2022)

Two (2) Projects Awarded, Two (2) Projects had goals

Two (2) Projects met goals.

BPW Meeting 1/10/2023

Two (2) Projects with Goals

Nexus Center Roof Replacement (Bid)

Slatile Roofing and Sheet Metal for \$214,812

Goals were met: 0.6% M and 2.1% W

Main Street Improvements between Dean St. and Sherwood St. (Bid)

Milestone Contractors North, Inc. for \$398,000

Goals were met: 3.2% M and 5.49% W

BPW Meeting 1/24/2023

Zero (0) Projects awarded with goals.

BPW Awarded Contracts (February 2023)

Five (5) Projects Awarded, Three (3) Projects had goals

Two (2) Projects met goals.

One (1) Project met goals by demonstrating GFE.

BPW Meeting 2/14/2023

MarMain Apartments Roof Replacement (Bid)

Slatile Roofing and Sheet Metal for \$436,012

Goals were met: 0.6 % M and 2.1% W

Walker Field House Restoration Project (Quote)

Acculevel Commercial Group, Inc. for \$74,040

Goals were met by demonstrating Good Faith Efforts

Pure Green Farms Basin Seeding (Quote)

Naturally Native Nursery for \$4,000

Project does not have goals; Quote less than \$50,000

Nexus Center Site and Building Improvements (Open Market)

R. Yoder Construction, Inc. for \$293,270

Goals were met: 0.6 % M and 2.1% W

BPW Meeting 2/28/2023

Miami Hills TIF Project (Open Market)

H&H Renovations, Inc. for \$1,584,305

Project does not have goals; Scope of work outside of NAICS codes within the program plan.

BPW Awarded Contracts (March 2023)

Number (1) Projects Awarded, Number (0) Projects had goals

BPW Meeting 3/14/2023

Zero (0) Projects were awarded, Zero (0) Projects had goals

BPW Meeting 3/28/2023

Number (1) Projects Awarded, Number (0) Projects had goals

Charles Black Center Signage and Wayfinding (Quote)

Olee Creative dba Valley Screen for \$36,001.25

No Goals for this this project. Project <\$50,000

2023 Quarter One Report (January 2023 - March 2023)
Inclusive Procurement Contracting Board
Department of Public Works Report

2. Project Completion Affidavits for January - April 2023

Thirteen (13) Projects closed out.

Ten (10) Projects had Goals

Six (6) Projects had a change in Utilization Plan

2. Project Completion Affidavits for January 2023

BPW Meeting 1/10/2023

Randolph Park Area Improvements

Change in utilization plan?

Yes

Notes: Reason for change in utilization plan / If no goals why?

This project had a change in Utilization Plan due to trucking availability

BPW Meeting 1/24/2023

Zero (0) Projects closed out

2. Project Completion Affidavits for February 2023

Two (2) Projects closed out, Two (2) Projects had goals, One (1) Project had a change in Utilization Plan

BPW Meeting 2/14/2023

No Projects Closed out

Change in utilization plan?

Notes: Reason for change in utilization plan / If no goals why?

BPW Meeting 2/28/2023

East Bank Trail Over Leeper Ave. Bridge Repairs

No

Goals met without change in Utilization Plan

Morris Performing Arts Center - Main Level Slab Repl:

Yes

Work anticipated was not needed. Larson Danielson utilized an MBE for all cleanup in lieu of K&S Engineers.

2. Project Completion Affidavits for March 2023

Two (2) Projects closed out, One (1) Project had goals

BPW Meeting 3/14/2023

Installation of Electric Vehicle Supply Equipment (EVSE)

Change in utilization plan?

NA

Notes: Reason for change in utilization plan / If no goals why?

Due to speciality and scope of work, this project did not have goals.

BPW Meeting 3/28/2023

South Well Field Backwash Line Relocation

Yes

V& R Trucking was unable to provide trucking when contacted for work on two separate days.

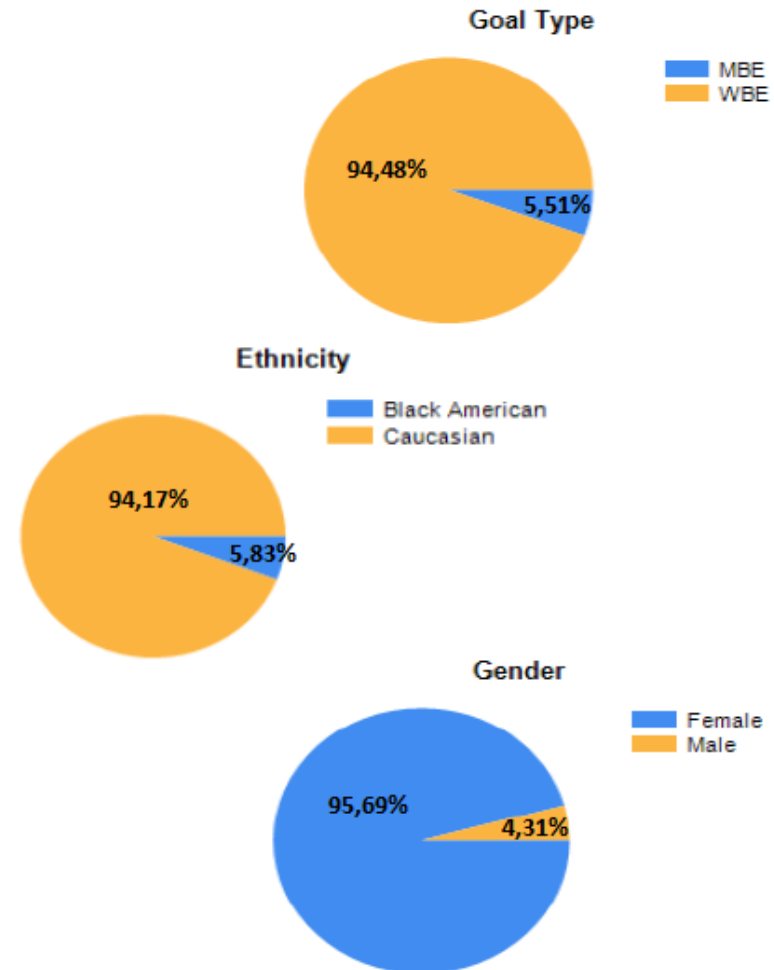
Subcontractor Payment Summary (All)

List of subcontractors that received payment between 1/1/2023 and 3/31/2023.

Total Paid to Subs: \$745,668 *Goal type, ethnicity, gender, city, and state tabulation are for credited subcontractors only.*

Total For Credit: \$745,201

Goal Type	Payments For Credit
MBE	\$41,132
WBE	\$704,068
Ethnicity	Payments For Credit
Black American	\$43,467
Caucasian	\$701,733
Gender	Payments For Credit
Male	\$32,153
Female	\$713,048
State	Payments For Credit
IN	\$745,201
City	Payments For Credit
Fort Wayne	\$37,149
Gary	\$781
Jeffersonville	\$39,105
Knox	\$33,753
Lafayette	\$32,683
Logansport	\$301,671
New Palestine	\$8,059
South Bend	\$292,001



Subcontractor Payment Summary (All)

List of subcontractors that received payment between 1/1/2023 and 3/31/2023.

Business Name	City	State	Goal Type	Ethnicity	Gender	Payments	Payments For Credit
1ST CLASS LOGISTICS LLC	SOUTH BEND	IN	MBE	Black American	Male	\$31,373	\$31,373
1ST CLASS LOGISTICS LLC	SOUTH BEND	IN	MBE			\$468	\$0
AMGI, LLC	NEW PALESTINE	IN	MBE	Black American	Female	\$8,059	\$8,059
BUC CONSTRUCTION SUPPLY, INC.	LAFAYETTE	IN	WBE	Caucasian	Female	\$32,683	\$32,683
C E HUGHES MILLING, INC.	JEFFERSONVILLE	IN	WBE	Caucasian	Female	\$39,105	\$39,105
C. LEE CONSTRUCTION SERVICES, INC.	GARY	IN	MBE	Black American	Male	\$781	\$781
CARPET SERVICE OUTLET INC.	SOUTH BEND	IN	WBE	Caucasian	Female	\$15,000	\$15,000
MONTGOMERY TRUCKING INC., OF INDIANA	FORT WAYNE	IN	WBE	Caucasian	Female	\$37,149	\$37,149
RITSCHARD BROS., INC.	SOUTH BEND	IN	WBE	Caucasian	Female	\$224,007	\$224,007
SLUSSERS GREEN THUMB, INC.	LOGANSPORT	IN	WBE	Caucasian	Female	\$301,671	\$301,671
STATE BARRICADING, INC.	SOUTH BEND	IN	WBE	Caucasian	Female	\$18,366	\$18,366
TRAFFIC CONTROL SPECIALISTS, INC	KNOX	IN	WBE	Caucasian	Female	\$33,753	\$33,753
V & R TRUCKING, INC.	SOUTH BEND	IN	MBE	Black American	Female	\$920	\$920
V & R TRUCKING, INC.	SOUTH BEND	IN	WBE	Black American	Female	\$2,335	\$2,335

Procurement Update

DEPARTMENT OF ADMINISTRATION & FINANCE

PURCHASING DIVISION REPORT TO INCLUSIVE PROCUREMENT AND CONTRACTING BOARD

JANUARY - MARCH 2023

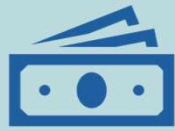
Submitted by Mickey Lovy, Director of Purchasing

Note: This report contains information from the City's financial system responsible for paying the City's direct vendors. Therefore, it does not contain information regarding payments made by the City's prime contractors to the prime contractors' subcontractors. The information presented in this report is preliminary and unaudited, so it remains subject to change. Data does not include payments to subcontractors; such data will be provided in a separate Public Works report.

	January 2023	February 2023	March 2023	Q1 2023 Total
Public work spending	\$4,030,490.44	\$1,765,356.81	\$555,300.82	\$6,351,148.07
1. MBE only	--	--	--	--
2. WBE only	--	\$118,260.00	\$173,247.22	\$291,507.22
3. Both MBE and WBE	--	\$15,000.00	--	\$15,000.00
4. Neither MBE nor WBE	\$4,030,490.44	\$1,632,096.81	\$382,053.60	\$6,044,640.85
All other spending	\$12,908,731.09	\$7,136,413.53	\$9,550,263.93	\$29,595,408.55
1. MBE only	\$189,943.03	\$186,454.48	\$313,191.32	\$689,588.83
2. WBE only	\$397,934.44	\$140,385.06	\$108,920.22	\$647,239.72
3. Both MBE and WBE	\$5,126.00	\$9,672.20	\$5,583.63	\$20,381.83
4. Neither MBE nor WBE	\$12,315,727.62	\$6,799,901.79	\$9,122,568.76	\$28,238,198.17
Grand Total*	\$16,939,221.53	\$8,901,770.34	\$10,105,564.75	\$35,946,556.62

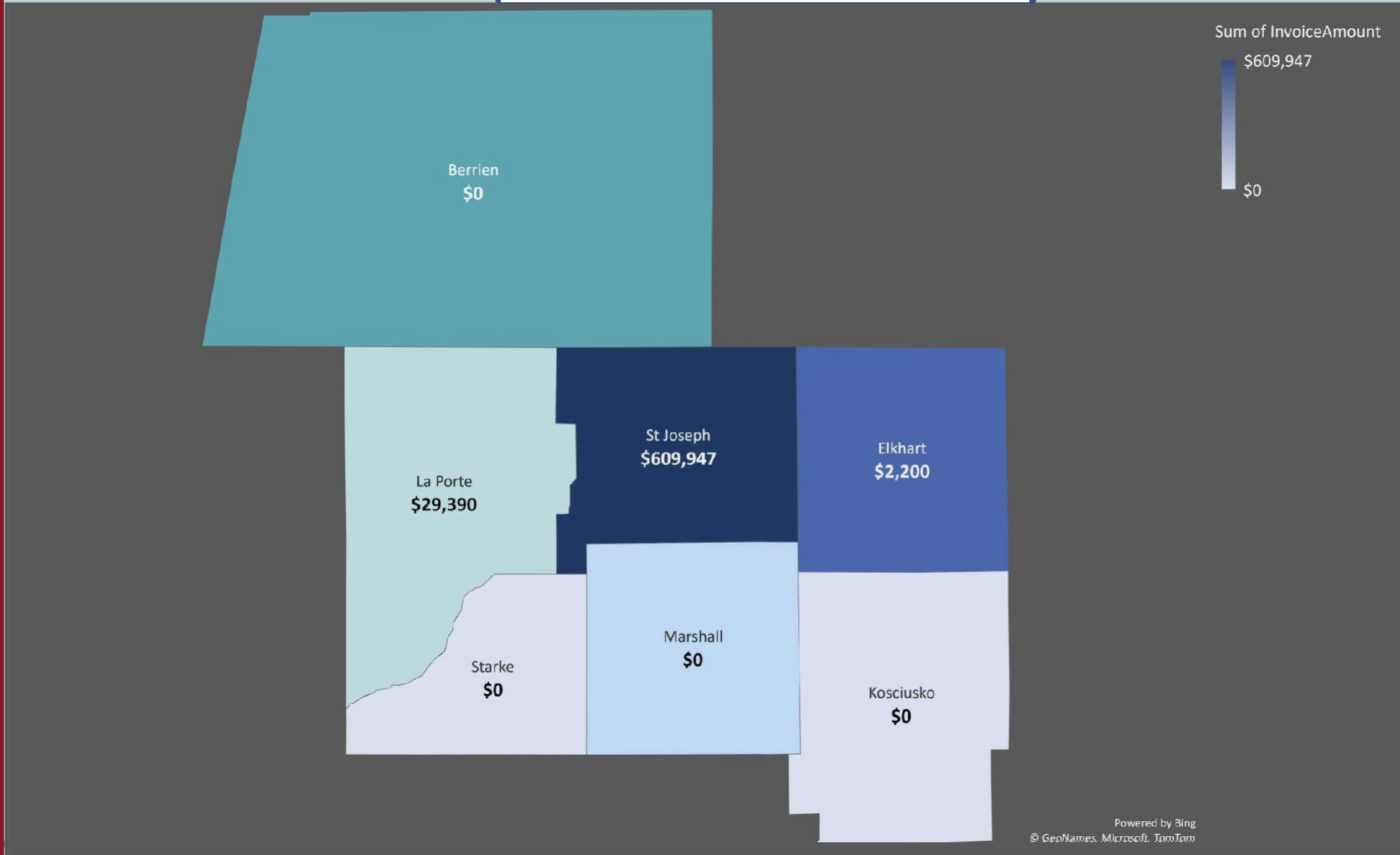
	January 2023	February 2023	March 2023	Q1 2023 Total
Public work spending	\$4,030,490.44	\$1,765,356.81	\$555,300.82	\$6,351,148.07
Not certified	\$4,030,490.44	\$1,765,356.81	\$555,300.82	\$6,351,148.07
All other spending	\$12,908,731.09	\$7,136,413.53	\$9,550,263.93	\$29,595,408.55
MWBE certified	\$10,882.90	\$18,112.70	\$15,318.01	\$44,313.61
WBE certified	\$251.00	\$2,772.20	\$1,750.47	\$4,773.67
Not certified	\$12,897,597.19	\$7,115,528.63	\$9,533,195.45	\$29,546,321.27
Grand Total*	\$16,939,221.53	\$8,901,770.34	\$10,105,564.75	\$35,946,556.62

	January 2023	February 2023	March 2023	Q1 2023 Total
Public work spending	\$4,030,490.44	\$1,765,356.81	\$555,300.82	\$6,351,148.07
Not certified	\$4,030,490.44	\$1,765,356.81	\$555,300.82	\$6,351,148.07
Outside Region	\$2,194,695.98	\$636,414.50	--	\$2,831,110.48
St. Joseph County	\$1,649,428.11	\$922,945.28	\$555,300.82	\$3,127,674.21
Surrounding Counties	\$186,366.35	\$205,997.03	--	\$392,363.38
All other spending	\$12,908,731.09	\$7,136,413.53	\$9,550,263.93	\$29,595,408.55
MWBE certified	\$10,882.90	\$18,112.70	\$15,318.01	\$44,313.61
Outside Region	\$10,882.90	\$18,112.70	\$15,318.01	\$44,313.61
WBE certified	\$251.00	\$2,772.20	\$1,750.47	\$4,773.67
St. Joseph County	\$251.00	\$2,772.20	\$1,750.47	\$4,773.67
Not certified	\$12,897,597.19	\$7,115,528.63	\$9,533,195.45	\$29,546,321.27
Outside Region	\$6,187,810.46	\$5,937,532.87	\$6,269,517.11	\$18,394,860.44
St. Joseph County	\$3,894,297.16	\$1,070,777.85	\$3,163,429.56	\$8,128,504.57
Surrounding Counties	\$2,815,489.57	\$107,217.91	\$100,248.78	\$3,022,956.26
Grand Total*	\$16,939,221.53	\$8,901,770.34	\$10,105,564.75	\$35,946,556.62

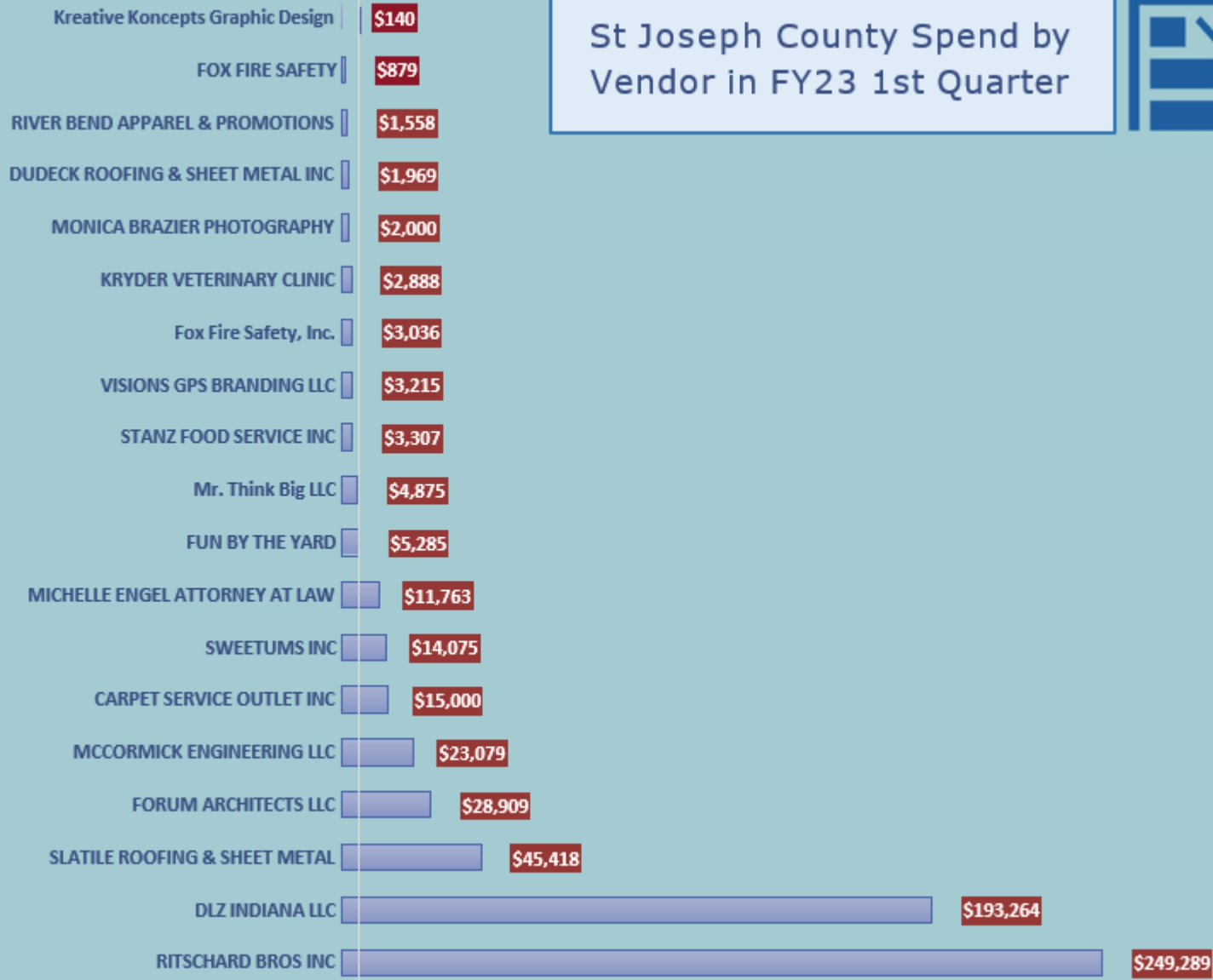


IPC Spend Data

MBE & WBE Spend for FY23 1st Quarter



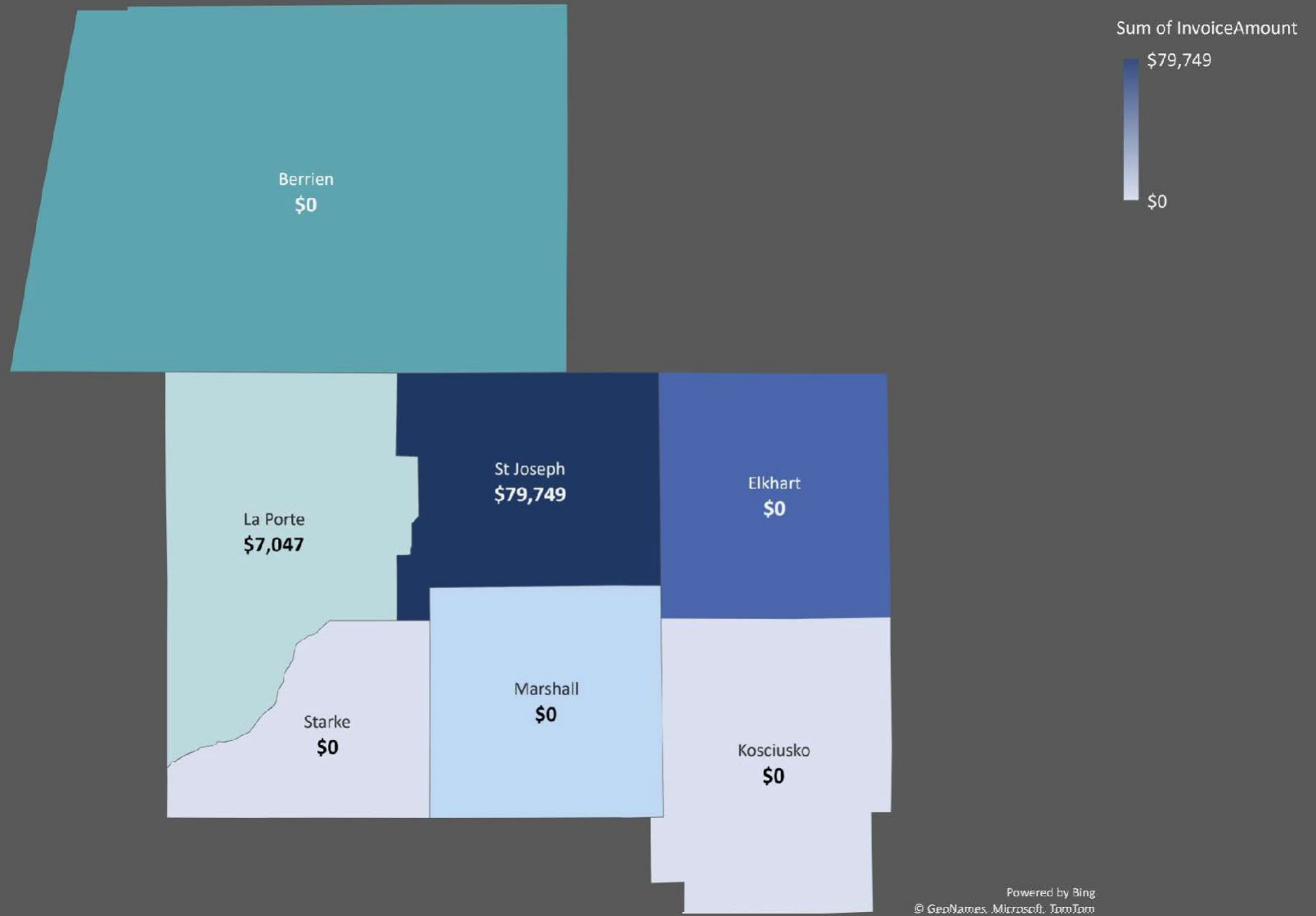
St Joseph County Spend by Vendor in FY23 1st Quarter





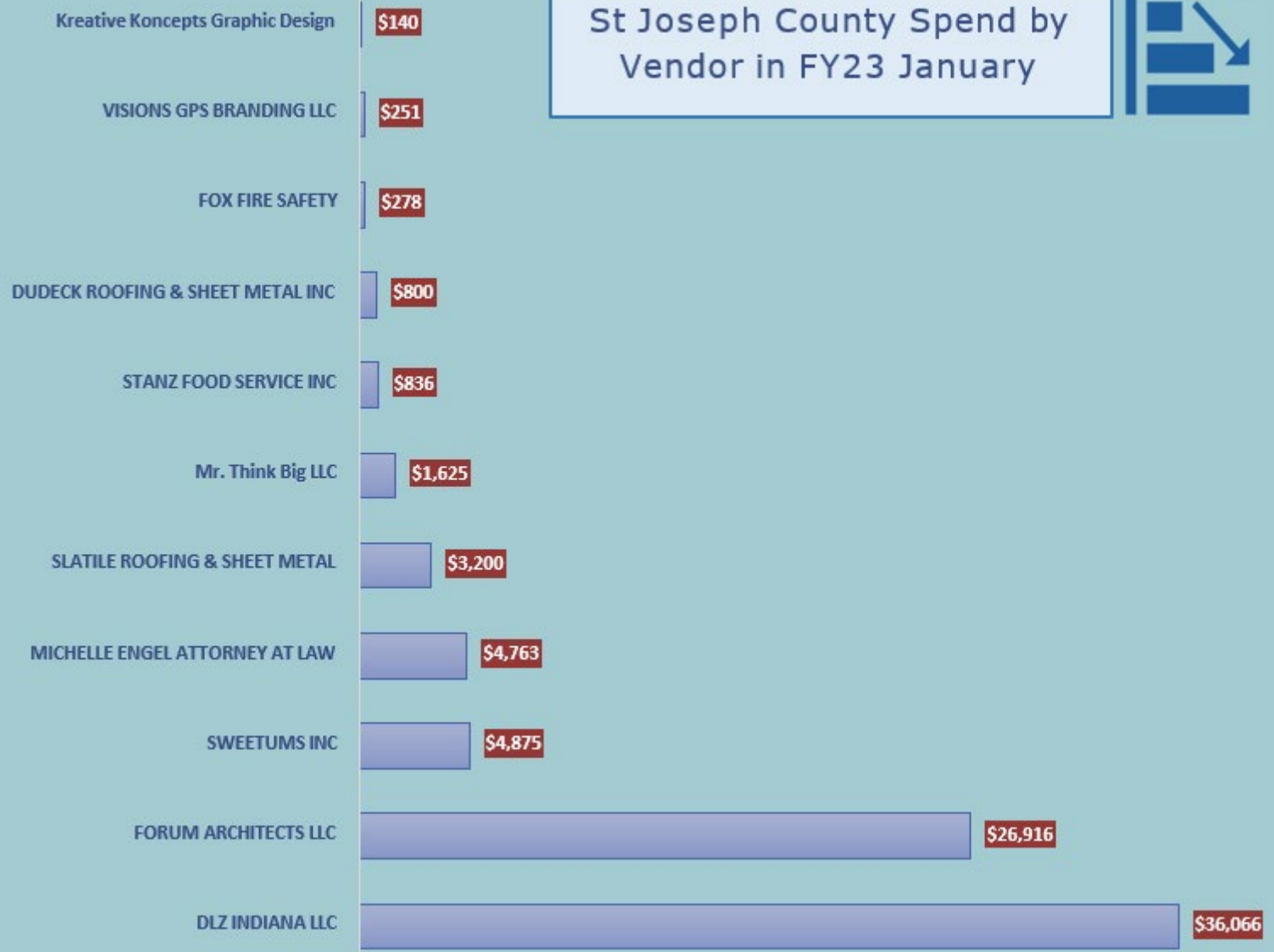
IPC Spend Data

MBE & WBE Spend for FY23 January



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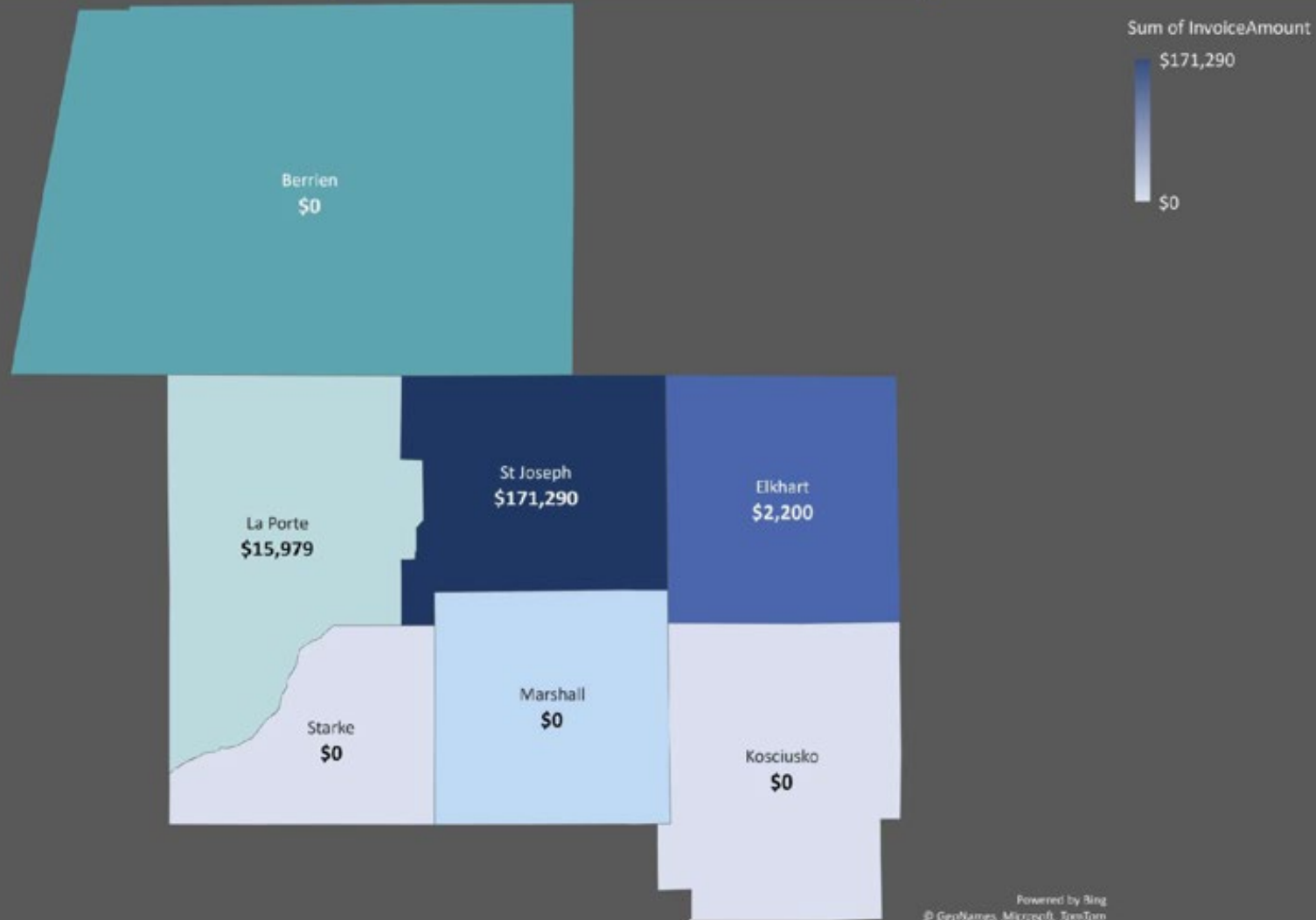
St Joseph County Spend by Vendor in FY23 January





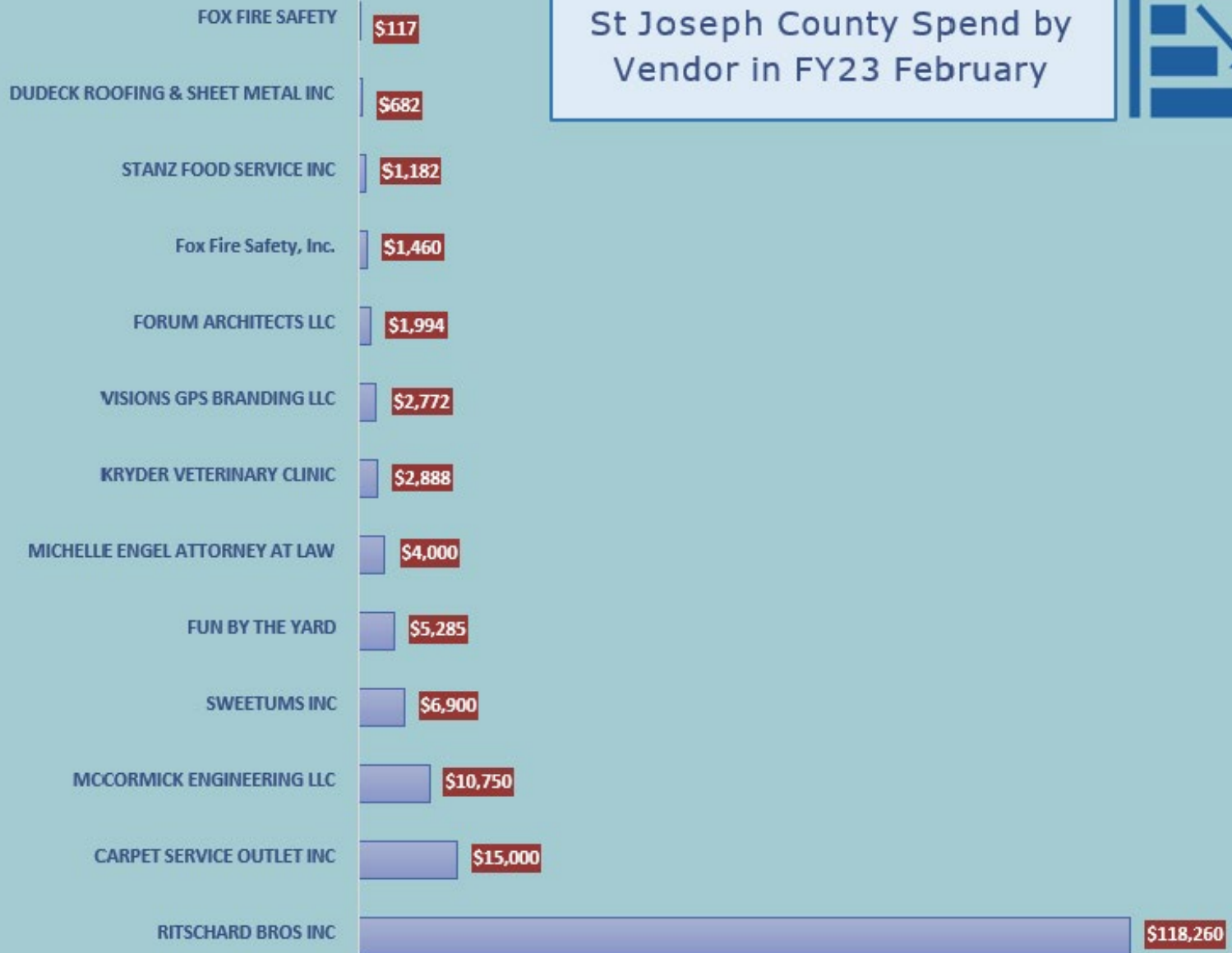
IPC Spend Data

MBE & WBE Spend for FY23 February



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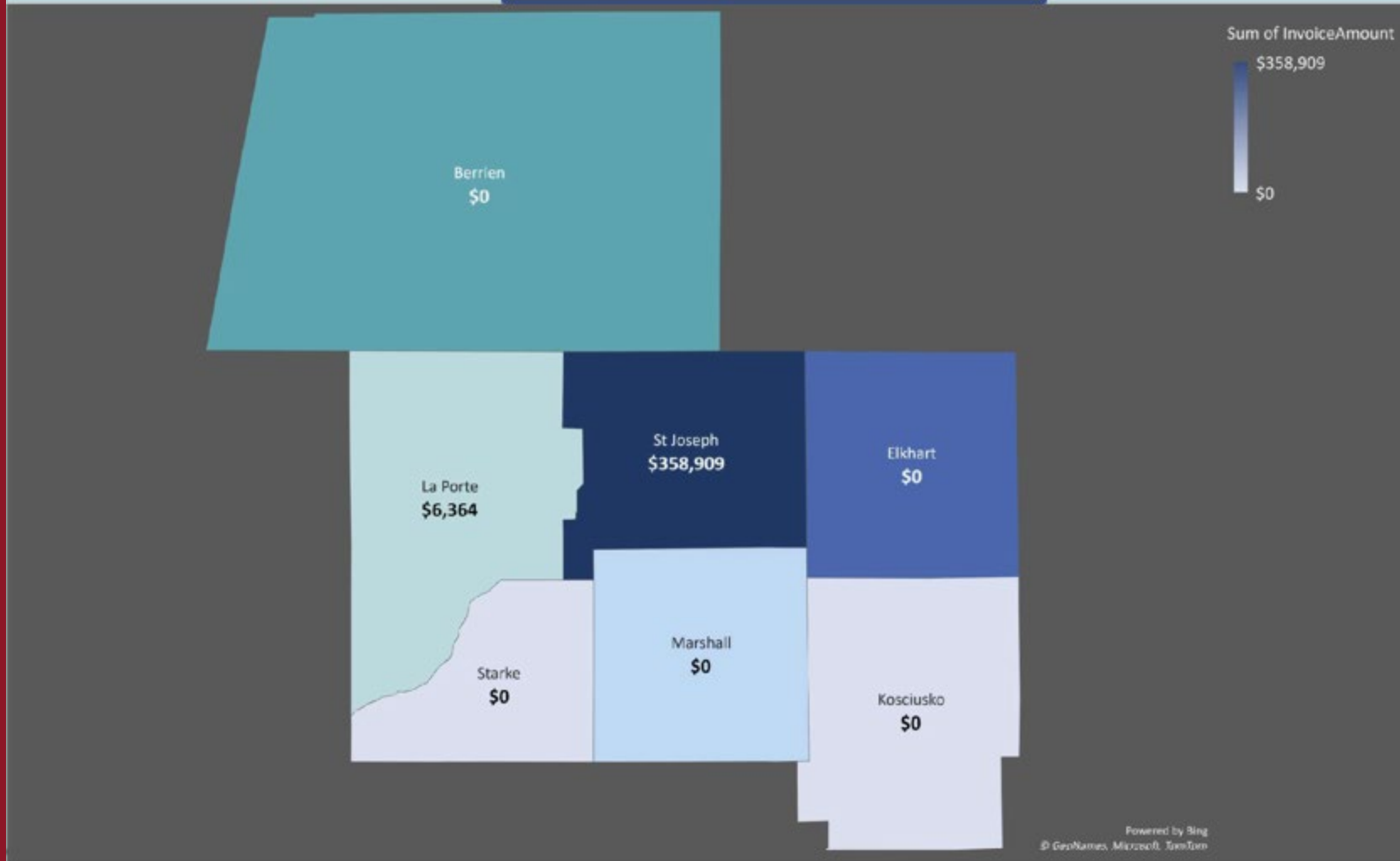
St Joseph County Spend by Vendor in FY23 February



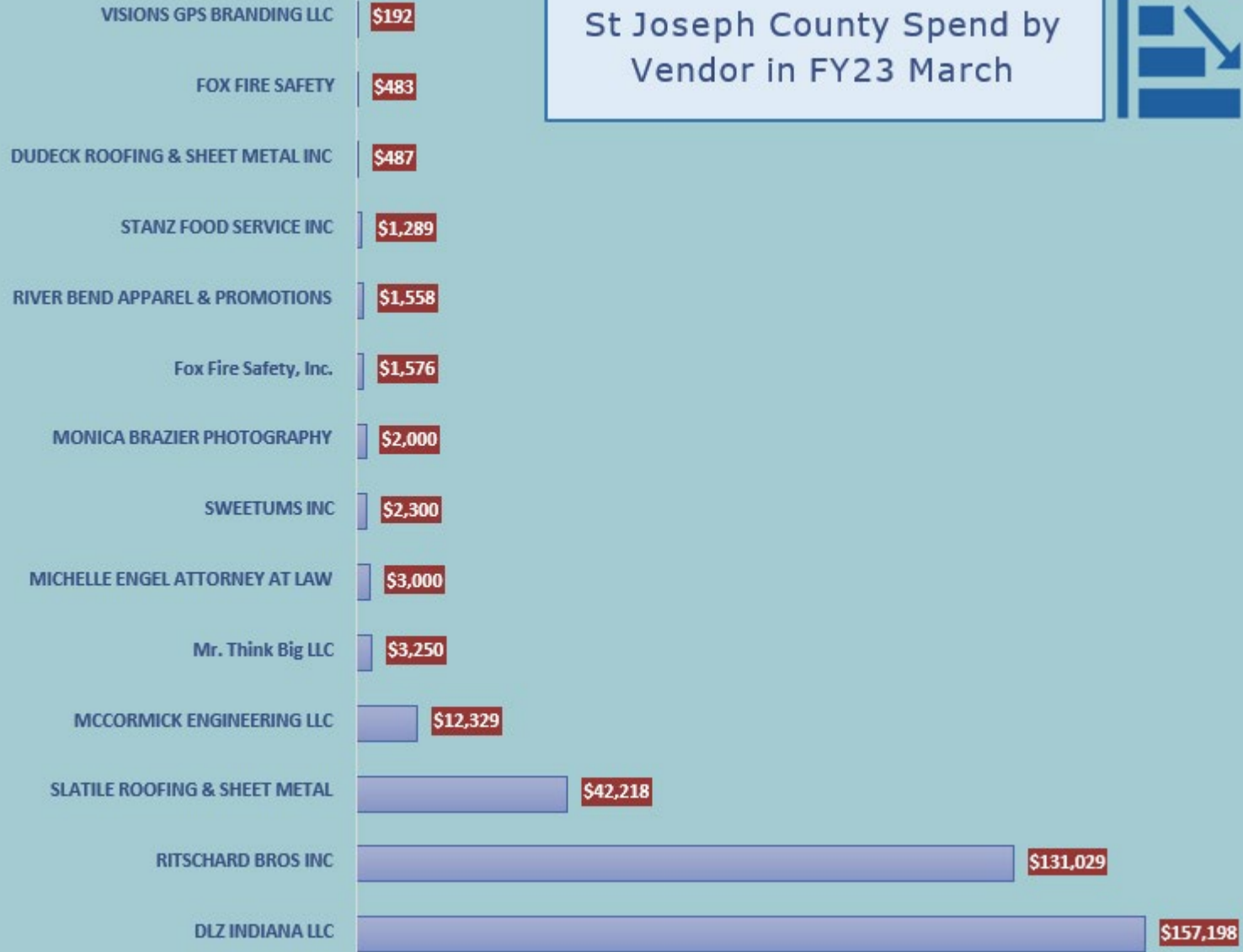


IPC Spend Data

MBE & WBE Spend for FY23 March



St Joseph County Spend by Vendor in FY23 March



2023					Self-identified demographic category	Self-identified ethnic origin category	Known certification	Location
Row Labels	Jan	Feb	Mar	Grand Total				
A&Z ENGINEERING LLC	\$ 9,556.01	\$ 18,610.00	\$ 12,600.09	\$ 40,766.10	1. MBE only	Ethnic origin not identified	Not certified	Outside Region
AFC INTERNATIONAL INC	\$ 2,470.36	\$ 11,145.20		\$ 13,615.56	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
ASAP IDENTIFICATION SECURITY INC			\$ 500.00	\$ 500.00	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
BEST EQUIPMENT CO INC	\$ 1,465.35	\$ 19,384.15	\$ 46,566.93	\$ 67,416.43	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
Brendle Group, Inc	\$ 5,366.25	\$ 5,387.25	\$ 4,810.75	\$ 15,564.25	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
CARPET SERVICE OUTLET INC		\$ 15,000.00		\$ 15,000.00	3. Both MBE and WBE	Ethnic origin not identified	Not certified	St. Joseph County
Cives Corporation dba Lindco Equipment Sales, Division of Viking-Cives Group		\$ 581.15	\$ 1,669.25	\$ 2,250.40	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
DA DODD INC	\$ 6,949.19		\$ 5,091.98	\$ 12,041.17	1. MBE only	Native American	Not certified	Surrounding Counties
DAILY LABORATORIES			\$ 151.00	\$ 151.00	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
DLZ INDIANA LLC	\$ 36,065.50		\$ 157,198.00	\$ 193,263.50	1. MBE only	Ethnic origin not identified	Not certified	St. Joseph County
DUDECK ROOFING & SHEET METAL INC	\$ 800.00	\$ 681.62	\$ 486.92	\$ 1,968.54	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
ELECTRONIC DATA COLLECTION CORP		\$ 23,520.00	\$ 3,213.18	\$ 26,733.18	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
ENVIROSOLUTIONS INC		\$ 6,686.75		\$ 6,686.75	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
EYEDEA STUDIO		\$ 2,200.00		\$ 2,200.00	1. MBE only	Black	Not certified	Surrounding Counties
FIGMENT GROUP INC		\$ 2,925.00		\$ 2,925.00	2. WBE only	Ethnic origin not identified	Not certified	Surrounding Counties
FORUM ARCHITECTS LLC	\$ 26,915.62	\$ 1,993.75		\$ 28,909.37	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
FOX FIRE SAFETY	\$ 278.41	\$ 117.25	\$ 482.90	\$ 878.56	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
Fox Fire Safety, Inc.		\$ 1,460.00	\$ 1,575.84	\$ 3,035.84	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
FUN BY THE YARD		\$ 5,285.00		\$ 5,285.00	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
GRIPP INC	\$ 1,603.00	\$ 4,747.00		\$ 6,350.00	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
J&B MEDICAL SUPPLY CO INC	\$ 678.00			\$ 678.00	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
JACK DOHENY SUPPLIES	\$ 338,047.94	\$ 6,484.54	\$ 14,697.37	\$ 359,229.85	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
KABELIN ACE HARDWARE	\$ 97.31	\$ 13,053.94	\$ 1,272.44	\$ 14,423.69	2. WBE only	Ethnic origin not identified	Not certified	Surrounding Counties
Kreative Koncepts Graphic Design	\$ 140.00			\$ 140.00	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
KRYDER VETERINARY CLINIC		\$ 2,887.73		\$ 2,887.73	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
MCCORMICK ENGINEERING LLC		\$ 10,750.00	\$ 12,328.64	\$ 23,078.64	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
Meticulous Design Architecture, LLC	\$ 118,361.25	\$ 118,474.25	\$ 118,361.25	\$ 355,196.75	1. MBE only	Black	Not certified	Outside Region
MICHELLE ENGEL ATTORNEY AT LAW	\$ 4,762.50	\$ 4,000.00	\$ 3,000.00	\$ 11,762.50	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
MONICA BRAZIER PHOTOGRAPHY			\$ 2,000.00	\$ 2,000.00	3. Both MBE and WBE	Black	Not certified	St. Joseph County
Mr. Think Big LLC	\$ 1,625.00		\$ 3,250.00	\$ 4,875.00	1. MBE only	Ethnic origin not identified	Not certified	St. Joseph County
NUTOYS LEISURE PRODUCTS	\$ 390.90			\$ 390.90	2. WBE only	Ethnic origin not identified	Not certified	Outside Region
RITE QUALITY OFFICE SUPPLIES, INC	\$ 1,961.69	\$ 2,767.73		\$ 4,729.42	1. MBE only	Black	Not certified	Outside Region
RITSCHARD BROS INC		\$ 118,260.00	\$ 131,029.22	\$ 249,289.22	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
RIVER BEND APPAREL & PROMOTIONS			\$ 1,558.40	\$ 1,558.40	2. WBE only	Ethnic origin not identified	WBE certified	St. Joseph County
SHREWSBERRY	\$ 1,009.73		\$ 12,975.00	\$ 13,984.73	1. MBE only	Black	Not certified	Outside Region
Site Design Group, Ltd.		\$ 34,012.50		\$ 34,012.50	1. MBE only	Ethnic origin not identified	Not certified	Outside Region
SLATILE ROOFING & SHEET METAL	\$ 3,200.00		\$ 42,218.00	\$ 45,418.00	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
STANZ FOOD SERVICE INC	\$ 835.90	\$ 1,182.03	\$ 1,288.59	\$ 3,306.52	2. WBE only	Ethnic origin not identified	Not certified	St. Joseph County
STAR UNIFORM	\$ 10,882.90	\$ 18,112.70	\$ 15,318.01	\$ 44,313.61	2. WBE only	Ethnic origin not identified	MWBE certified	Outside Region
SuperSmart Shoppers			\$ 1,091.56	\$ 1,091.56	3. Both MBE and WBE	Ethnic origin not identified	Not certified	Outside Region
SWEETUMS INC	\$ 4,875.00	\$ 6,900.00	\$ 2,300.00	\$ 14,075.00	3. Both MBE and WBE	Black	Not certified	St. Joseph County
VISIONS GPS BRANDING LLC	\$ 251.00	\$ 2,772.20	\$ 192.07	\$ 3,215.27	3. Both MBE and WBE	Hispanic	WBE certified	St. Joseph County
VS ENGINEERING INC	\$ 14,414.66			\$ 14,414.66	1. MBE only	Ethnic origin not identified	Not certified	Outside Region
VS Engineering, Inc.		\$ 10,390.00		\$ 10,390.00	1. MBE only	Ethnic origin not identified	Not certified	Outside Region
WBK ENGINEERING LLC			\$ 3,715.00	\$ 3,715.00	1. MBE only	Native American	Not certified	Outside Region
TOTALS	\$ 593,003.47	\$ 469,771.74	\$ 600,942.39	\$ 1,663,717.60				

New Business

May 2nd, 2023

Inclusive Procurement & Contracting Board Questions?