



State of Illinois



Fair Practices in Contracting Task Force Final Report

December 31, 2018





State of Illinois
Bruce Rauner, Governor

Fair Practices in Contracting Task Force Final Report

Fair Practices in Contracting Task Force Members:

Dr. Willie Wilson – Chairman
Tim McDevitt – Director, CMS
Bruce Montgomery – Governor’s Appointee
Mike Neal – Governor’s Appointee
Larry Ivory – Governor’s Appointee
Kerris Lee – African-American Family Commission

Patty Bellock – Director, DHFS
Randy Blankenhorn – Secretary, IDOT
Representative Will Davis – House Majority Appointee
Representative Mike Fortner – House Minority Appointee
Senator Mattie Hunter – Senate President Appointee



State of Illinois
Bruce Rauner, Governor

On behalf of Chairman Willie Wilson and the Fair Practices in Contracting Task Force (“Task Force”), it is with great honor that we submit this Final Report.

We would like to acknowledge Task Force Members for the commitment, dedication, resources, and time expended in performing this important work. In addition, we wish to commend those State agencies, institutions of higher education, Community Colleges, African-American vendors, and external stakeholders that engaged in this effort for sharing their invaluable feedback, input, and support. We would also like to express our gratitude to Department of Central Management Services staff for its administrative assistance and give special thanks to Governor’s Office Public Engagement Director Vince Bass for ensuring that this effort was initiated from the onset and CMS Chief Operating Officer & Senior Policy Advisor Ngozi Okorafor for her coordination, expertise, and heavy-lifting. Their contributions were essential to the successful completion of this initiative.

We certainly desire for this Final Report to be met with the same level of serious consideration by the Governor and Illinois General Assembly that the Task Force Members have given to this endeavor. Moreover, it is our hope and expectation that Commissioners appointed to the permanent Illinois African-American Fair Contracting Commission will exhibit the same passion and sense of urgency as the Task Force. We respectfully ask that our elected officials utilize the Final Report’s findings and policy recommendations as a road map to eradicate disparities and underrepresentation of African Americans in State contracting and in executive management in State government.

Respectfully submitted,

Mike Neal

Chair of the Final Report Subcommittee

Fair Practices in Contracting Task Force



State of Illinois
Bruce Rauner, Governor

Executive Summary

Statutory Mandates/Executive Order 2018-07

The Fair Practices in Contracting Task Force (the “FPIC Task Force”) was established by statute pursuant to the Fair Practices in Contracting Task Force Act (20 ILCS 5080) to 1) thoroughly survey African-American-owned business participation in State procurement; 2) study African-American-owned subcontractors’ ability to be paid in a timely manner and the communication processes between subcontractors and prime contractors and the State; 3) research solutions and methods to address the disparity in procurement awards; and 4) produce a final report summarizing the Task Force’s findings and detailing recommended statutory or constitutional strategies to recognize best practices.

The authority and breadth of the FPIC Task Force’s statutory mandate was further expanded by Executive Order 2018-07, which declared that it is “the policy of the State of Illinois that addressing the underrepresentation of African-American vendors in State contract awards is a compelling interest of the State” and transformed the FPIC Task Force into the permanent Illinois African-American Fair Contracting Commission, which will continue the work of the FPIC Task Force when it sunsets.

FPIC Task Force Activities

Numerous public meetings and public forums have been held to provide African-American vendors, State agencies, institutions of higher education, Community Colleges, and the public-at-large opportunities to engage, including the inaugural Vendor Learning Event and Procurement Training which was held on May 17, 2018 at the Statehouse Inn in Springfield, Illinois; the FPIC Task Force Vendor Meet & Greet which was held on October 4, 2018 at the James R. Thompson Center in Chicago, Illinois; the FPIC Task Force State University Roundtable & Networking Reception which was held on November 2, 2018 at Illinois State University in Normal, Illinois; and the FPIC Task Force State University/Community College Roundtable & Networking Reception which was held on December 13, 2018 at Chicago State University in Chicago, Illinois. The Fair Practices in Contracting Task Force has collected data and metrics measuring the total amount of contract spend for relevant State agencies, institutions of higher education, and Community Colleges compared against the total amount of African-American contract spend for the past few fiscal years.

To date, several critical external stakeholders have presented testimony before the Task Force, including elected officials and legislators, State Chief Procurement Officers, State agencies, institutions of higher education, Community Colleges, African-American business owners, prime contractors, subcontractors, representatives of business advocacy groups, Business Enterprise Program Council Members, etc. to understand the barriers preventing fair and equal access to State procurement opportunities for African-American-owned-businesses and to identify strategies for eliminating these barriers. Identified State agencies, State Universities, and Community Colleges have submitted initial strategic plans to commit to specific actions to address disparities and underrepresentation of African-American-owned-businesses as well as procurement forecasting summaries which list goods and services anticipated to be procured.

Overarching Challenges to Equitable Procurement Access for African-American-Owned Businesses

As part of its thorough investigation into barriers faced by African-American-owned businesses in accessing State contracts, the FPIC Task Force heard testimony from 21 State Agencies, 13 Institutions of Higher Education, and 48

Community Colleges in 39 Community College Districts, as well as from dozens of vendors from across the State. The FPIC Task Force also completed and analyzed a statewide survey of 203 key stakeholders including African-American business owners, procurement professionals, elected officials, and other interested citizens.

As the FPIC Task Force transitions into a permanent Commission, the FPIC Task Force respectfully recommends that the following policy recommendations be immediately adopted in order to continue to make progress and eliminate barriers to equitable State contracting opportunities for African-American-owned businesses, including but not limited to:

- In receiving testimony from with State agencies, institutions of higher education, and Community Colleges, it became evident that there is a lack of African-Americans in upper management with decision-making authority. In fact, very few State agency Directors and executive management staff who presented before the FPIC Task Force reflected the diversity of the State of Illinois. The failure to place African-Americans in these key positions has contributed to the growing disparities and underrepresentation in State contracting and is paramount to combating institutional racism. The FPIC Task recommends that the permanent Commission continue to hold these public bodies accountable for ensuring that African-Americans are appropriately represented in leadership positions.
- The Department of Central Management Services (“CMS”) lacks adequate personnel and financial resources to fully effectuate and support the mission of the FPIC Task Force and permanent Commission. The FPIC Task Force respectfully asks that the Governor and Illinois General Assembly appropriate additional funds to CMS for the sole purpose of equipping the permanent Commission with the tools necessary to achieve its ongoing objectives.
- The Business Enterprise for Minorities, Women, and Persons with Disabilities Act (the “BEP Act”) was codified into law in 1989 to explicitly promote open access in the awarding of State contracts to disadvantaged small business enterprises victimized by discriminatory practices. The BEP Act established the BEP Council as the public body authorized to enforce this statute. There currently exists an inherent conflict between the FPIC Task Force and BEP Council as the latter public body does not allow for the redress of growing disparities and underrepresentation that are specific to African-American-owned businesses. The FPIC Task Force demands that the permanent Commission be wholly empowered to utilize procurement mechanisms available to increase African-American spend in State contracting free of acquiescence or approval from the BEP Council or any other public body.
- Based upon stakeholder testimony and anecdotal evidence, the FPIC Task Force hereby concludes that there is resistance and perhaps opposition amongst State procurement professionals to implement the strategic plans required to eliminate disparities and underrepresentation that face African-American businesses in State contracting. The FPIC Task Force acknowledges that certain barriers are pervasive and prevalent and proposes that the permanent Commission put the following remedies into place effective immediately:

Prompt Payment

In order to decrease the time between performance of work and the receipt of payment for that work by African-American-owned businesses, the FPIC Task Force recommends the following:

- While the State is currently exploring options to ensure that vendors are paid more expeditiously through third party financial institutions, the FPIC Task Force recommends that the permanent Commission continue to explore additional options for ensuring vendors are paid in a timely manner.

Unequal Access to Capital

In order to address African-American-owned businesses’ unequal access to capital as compared to their White-owned counterparts, the FPIC Task Force recommends the following:

- The FPIC Task Force recommends that the permanent Commission continue to work with banks and financial institutions to provide greater flexibility in obtaining capital for African-American businesses.
- The FPIC Task Force recommends collaborating with that BEP Council to establish and foster successful Mentor-Protégé Programs between and prime contractors and African-American vendors with the goal of identifying non-traditional paths to capital and resources.

Discriminatory Attitudes and Perceptions of Competence

In order to address concerns that State procurement personnel hold discriminatory attitudes about the competence and capabilities of African-American-owned businesses, the Task Force recommends the following:

- The FPIC Task Force recommends that all procurement personnel at State agencies, institutions of higher education, Community Colleges, and other State procurement professionals regularly engage in diversity & inclusion training to ensure exposure to myriad cultures, races, and ethnicities.
- The FPIC Task Force recommends that all procurement personnel at State agencies, institutions of higher education, Community Colleges, and other State procurement professionals regularly participate in outreach events hosted by other public bodies, advocacy organizations, and external stakeholders to better understand the needs of African-American businesses.

Setting and Enforcement of Business Enterprise Program Goals

In order to ensure that appropriate BEP goals are set on all procurements and that State entities and prime contractors are held accountable for meeting those goals, the FPIC Task Force recommends the following:

- The FPIC Task Force recommends that the Commission continue to be a clearing house for vendor complaints where African-American-owned businesses can bring concerns, be directed to the appropriate individuals to have those concerns addressed, and be assured of timely follow-up.
- The FPIC Task Force recommends that BEP aggressively pursue the full implementation, in collaboration with the Chief Procurement Officer, of the B2GNow Compliance module to allow for real-time contract compliance monitoring.

Improved Bidding Process and Transparency

In order to make the bidding process more transparent and easier to navigate, the Task Force recommends the following:

- The FPIC Task Force recommends that the Commission continue to manage the Fair Practices website, including ensuring that the Procurement Forecasting section is updated regularly.

BEP Certification Process

In order to ease the certification burden on African-American-owned businesses, the Task Force recommends the following:

- The FPIC Task Force recommends that the BEP work collaboratively with the certifying entities for which it currently offers a shortened recognition certification to agree on parameters for a fully reciprocal certification.

Recommended Changes to Law

Additionally, the FPIC Task Force encourages our lawmakers to make the following changes to Statute to further the mission of more equitable access to State contracting opportunities for African-American-owned businesses:

- The FPIC Task Force recommends that legislation be introduced to memorialize some of the changes defined in Executive Order 2018-07 in statute including making BEP the final decision-maker on BEP goals, providing for

appropriate consequences when BEP goals are not met by State entities and prime contractors, and requiring State entities to follow the policies and procedures of the BEP.

- The FPIC Task Force recommends partnership with the BEP Council to make certain that African-American vendors are, in fact, utilized by prime contractors when BEP goals are placed on procurements. The FPIC Task Force will actively monitor and review State contracts for compliance with BEP goals and notify the CMS Director and BEP staff of instances of noncompliance with the expectation of investigation leading up to and including cancellation of State contracts.

Fair Practices in Contracting Task Force History

Background

In 2016, Dr. Willie Wilson and Members of the Illinois Legislative Black Caucus recognized the need to single out and study the participation levels of African-American vendors as it appeared clear that a growing disparity existed for the vendors in the State contracting space. Public Act 99-451, known as the Fair Practices in Contracting Task Force Act (the “Act”), was approved by the Illinois General Assembly, signed into law by Governor Bruce Rauner, and became effective on June 1, 2016. Though some legislative, business, and community members of the Fair Practices in Contracting Task Force (the “FPIC” Task Force) were identified and appointed in 2017, full appointments were not effectuated until January 2018.

Statutory Mandates

The Act sets forth the following statutory mandates:

- 1) Thoroughly survey African-American owned business participation in State procurement;
- 2) Study African-American-owned subcontractors’ ability to be paid in a timely manner and the communication processes between subcontractors and prime contractors and the State;
- 3) Research solutions and methods to address the disparity in procurement awards;
- 4) Produce a final report to be submitted to the Governor’s Office and the General Assembly summarizing the Task Force’s findings and detailing recommended statutory or constitutional strategies to recognize best practices.

Mission

The Fair Practices in Contracting Task Force is committed to the goal of increasing the participation of Africa-American owned businesses in State of Illinois contracts and addressing the underrepresentation of African-American owned businesses in State contract awards. The Task Force shall research solutions and methods to address the disparity in **procurement and produce a final report summarizing the Task Force’s findings and recommendations.**

Goals and Objectives

The FPIC Task Force was charged with evaluating and proposing policy recommendations for increased efficiencies and availability for African-American business owners to maximize participation in statewide procurement with the State of Illinois in multiple capacities. The FPIC Task Force was responsible for thoroughly surveying African-American owned business participation in State procurement and researching solutions and methods to address disparities in procurement awards. These policy recommendations should ultimately address the disparities in current contracting practices. A final report must be submitted on or before December 31, 2018.

Previous Work in Contracting Equity

The Business Enterprise for Minorities, Women, and Persons with Disabilities Act (the “BEP Act”) was codified in 1989 and to explicitly promote open access in the awarding of State contracts to disadvantaged small business enterprises victimized by discriminatory practices. In 2017, the BEP Act was subsequently amended to declare that:

“...[i]t is the public policy of the State **to promote and encourage the continuing economic development of minority-owned and women-owned and operated businesses and that minority-owned and women-owned and operated businesses participate in the State's procurement process as both prime and subcontractors.**” 30 ILCS 575/1. (Emphasis Added).

African-Americans represent 14.7% of the total population of Illinois residents with a projected unemployment rate of 13.5% in the community. African-American unemployment is double the statewide rate of unemployment in Illinois. In 2013, African-Americans represented 9.5% of the ownership of total Illinois businesses, but less than 1% of the total contracts awarded by the State of Illinois went to African-American owned businesses. From 2008 to 2016, total spend with vendors certified in the Business Enterprise Program (“BEP”) for minorities, women, and persons with disabilities grew overall to \$443 million (+121%) but spend with African-American-owned BEP-certified vendors declined by \$3.4 million (-4.4%).

Task Force Members

Duly appointed FPIC Task Force Members include:

Dr. Willie Wilson – Chairman	Patty Bellock – Director, DHFS
Tim McDevitt – Director, CMS	Randy Blankenhorn – Secretary, IDOT
Bruce Montgomery – Governor’s Appointee	Representative Will Davis – House Majority Appointee
Mike Neal – Governor’s Appointee	Representative Mark Batinick – House Minority Appointee*
Larry Ivory – Governor’s Appointee	Senator Mattie Hunter – Senate President Appointee
Senator Paul Schimpf – Senate Minority Appointee*	Kerris Lee – African-American Family Commission
Representative Mike Fortner – House Minority Appointee (replaced Representative Mark Batinick)	

* Denotes original Task Force Member who later resigned

Task Force Subcommittees and Chairs

Transparency and Enforcement Committee – Chair, Mike Neal
Resource Availability Committee – Chair, Bruce Montgomery
Research Committee – Chair, Larry Ivory

Significant Milestones

Below is a listing of significant FPIC Task Force milestones:

- February 15, 2018 – Governor’s Office revamp FPIC Task Force, appoint new Task Force Members
- March 29, 2018 - Dr. Willie Wilson selected as Chairman and FPIC Task Force begins holding weekly public meetings
- May 11, 2018 – Governor signs Executive Order 2018- 07
- May 17, 2018 – Procurement Fair and Vendor Learning Event held at the State House Inn in Springfield, Illinois
- May – November 2018 – FPIC Task Force extends invitations to State Agencies, State Universities, Chief Procurement Officers, large vendors, and trade associations and hosts weekly public meetings
- June 8, 2018 – FPIC Task Force held a successful Community Forum in JRTC Room 2-025 in Chicago, Illinois where IDOT and Lottery (and its third-party vendor Camelot, Inc.) directly fielded questions from Task Force Members, vendors, and community members.
- June 11, 2018 – CMS issued amendments to procurement staff job descriptions to support FPIC Task Force and BEP
- June 22, 2018 – FPIC Task Force hosted Community Forum highlighting outreach efforts by the Task Force and resources available at State agencies held at the JRTC Auditorium in Chicago, Illinois (**Governor Rauner provided remarks**)
- July 11, 2018 – CMS drafted and submitted guidance to State agencies to ensure compliance with the BEP program on contracts, a review of contractual language regarding cancelation of contracts, and proposed recommended changes to contractual template language

- July 26, 2018 – FPIC Task Force held weekly public meeting with all four Chief Procurement Officers – Construction, General Services, Higher Education, and IDOT - to address contracting disparities with African-American vendors
- August – September 2018 – Compiled Strategic Action Plans documenting plans for State Agency compliance from 21 different State Agencies
- September 11, 2018 – BEP staff issued an outreach strategy addressing the underrepresentation of African-American businesses in State contracts to State Agencies
- October 4, 2018 – FPIC Task Force hosted Vendor Meet & Greet at the JRTC Auditorium in Chicago, Illinois **(Governor Rauner provided remarks)**
- October 15, 2018 – Compiled Strategic Action Plans documenting plans for State University compliance from 16 different State Universities
- October 25, 2018 – FPIC Task Force hosts Joint Roundtable with BEP Council
- November 1, 2018 – Compiled Procurement Forecasting Summaries from State Agencies and State Universities
- November 2, 2018 – ISU hosts Inaugural FPIC Task Force State University Roundtable & Networking Reception
- December 13, 2018 – CSU hosts Second FPIC Task Force State University/Community College Roundtable & networking Reception
- December 31, 2018 – Expect to compile Strategic Action Plans and Procurement Summaries documenting plans for Community College compliance from the Illinois Community College Board and 43 Community Colleges (local governmental bodies)
- December 31, 2018 – FPIC Final Written Report due to Governor Rauner and General Assembly
- **January 3, 2019 – Task Force transitions to the permanent “Illinois African-American Fair Contracting Commission,” an advisory body that does not make binding recommendations or determinations, to conduct an ongoing study of the African-American owned businesses and their participation in State contracting**
- **July 3, 2019 – All State Agencies required to submit to the Illinois African-American Fair Contracting Commission a proposed plan on how each intends to work to eradicate historic disparities and barriers to State contracting for African-American owned businesses.**

Executive Order 2018-07 – Implementation Deadlines

Below is a listing of implementation milestones contained in Executive Order 2017-07:

- Mandated that BEP outreach activities be allocated towards this major policy goal and that State Agency contracts should be evaluated based on their achievement in engaging underrepresented communities.
- Requires the contracting agency to cancel a contract if the contract is deemed by the BEP Secretary and the Director of CMS to be non-compliant with the goals and policies of BEP.
- Calls for State agency contracts above \$100,000 to be submitted to BEP for goal-setting. Goal-setting is the process for placing BEP goals on State contracts. This recommendation lowered the goal setting threshold, which previously applied to contracts above \$250,000.
- Establishes a standing Commission to continue the work of the FPIC Task Force and to conduct quarterly performance reviews of State agency performance in contracting with African-American-owned businesses and to issue ongoing annual reports on African-American disparity ratios.
- Requires that the State issue a guidance that engagement with BEP contractors and subcontractors and support of the goals of the BEP program and the FPIC Task Force be included in the job descriptions of State agency management and contracting personnel and be a factor in performance evaluations of State agency management and contracting personnel.

- All State agencies under the jurisdiction of the Governor were directed to submit all pending and future contracts above \$100,000 to BEP for goal setting.
- Within 30 days or by June 11, 2018, CMS issued guidance to each State agency to identify appropriate management and contracting personnel and to amend their position descriptions to include an articulation of the following requirement: engagement with BEP-certified contractors and subcontractors and support for the goals of the BEP and the Fair Practices in Contracting Task Force is required of the position.
- Within 60 days or by July 11, 2018, CMS drafted and submitted to the BEP Council for approval: (1) a guidance to State agencies to ensure compliance with the BEP on contracts; and (2) a review of contractual language regarding cancelation of contracts deemed not be compliant with the BEP and proposed recommended changes to contractual boilerplate language for future contracts.
- Within 120 days or by September 11, 2018, BEP staff issued an outreach strategy that addresses the underrepresentation of African-American-owned businesses in State contracts. This outreach strategy was shared with State agency heads. Within 120 days of the effective date of this Executive Order or by September 11, 2018, BEP staff developed a quarterly evaluation metric to measure State agency achievement in engaging underrepresented communities.
- Not later than December 31, 2018, the Task Force will submit its final report to the General Assembly and the Governor.
- Within 180 Days or by July 3, 2019, in coordination with the FPIC Task Force/Commission, the BEP Council, and CMS, all State Agencies shall submit to the Commission a proposed plan on how each intends to work to eradicate historic disparities and barriers to State contracting and receipt of State funds by African-American owned businesses. In its reporting, the Commission shall not disclose any confidential financial or trade secrets protected information furnished to the State under a claim of confidentiality.

Aggregate Historical State Spend with African-American-Owned Businesses

		FY17			
		\$	% of total BEP	% of \$ Subject to BEP Goal	% of Total
African American	Male	\$ 57,209,224	13.19%	1.85%	0.08%
African American	Female	\$ 17,596,721	4.06%	0.57%	0.02%
African American	Total	\$ 74,805,945	17.24%	2.42%	0.10%
Hispanic American	Male	\$ 46,549,924	10.73%	1.51%	0.06%
Hispanic American	Female	\$ 5,782,687	1.33%	0.19%	0.01%
Hispanic American	Total	\$ 52,332,611	12.06%	1.70%	0.07%
Asian American	Male	\$ 59,109,427	13.62%	1.92%	0.08%
Asian American	Female	\$ 20,059,623	4.62%	0.65%	0.03%
Asian American	Total	\$ 79,169,050	18.25%	2.57%	0.11%
Caucasian Female	Total	\$ 227,529,285	52.45%	7.37%	0.30%
Grand Totals		\$ 433,836,891	100.00%	14.06%	0.58%
\$ Subject to BEP Goal		\$ 3,086,191,013		100.00%	4.12%
Total Budget		\$ 74,865,368,136			100.00%

Aggregate Historical State Spend with African-American-Owned Businesses (Continued)

		FY16			
		\$	% of total BEP	% of \$ Subject to BEP Goal	% of Total
African American	Male	\$ 52,134,299	11.83%	2.05%	0.08%
African American	Female	\$ 20,297,796	4.61%	0.80%	0.03%
African American	Total	\$ 72,432,095	16.44%	2.85%	0.11%
Hispanic American	Male	\$ 47,256,437	10.72%	1.86%	0.07%
Hispanic American	Female	\$ 18,326,172	4.16%	0.72%	0.03%
Hispanic American	Total	\$ 65,582,609	14.88%	2.58%	0.10%
Asian American	Male	\$ 72,454,561	16.44%	2.85%	0.11%
Asian American	Female	\$ 18,311,475	4.16%	0.72%	0.03%
Asian American	Total	\$ 90,766,036	20.60%	3.57%	0.13%
Caucasian Female	Total	\$ 211,916,803	48.09%	8.33%	0.31%
Grand Totals		\$ 440,697,543	100.00%	17.32%	0.64%
\$ Subject to BEP Goal		\$ 2,544,796,953		100.00%	3.71%
Total Budget		\$ 68,640,934,556			100.00%

Aggregate Historical State Spend with African-American-Owned Businesses (Continued)

		FY15			
		\$	% of total BEP	% of \$ Subject to BEP Goal	% of Total
African American	Male	\$ 70,875,420	14.40%	4.35%	0.10%
African American	Female	\$ 25,024,501	5.08%	1.54%	0.03%
African American	Total	\$ 95,899,921	19.48%	5.89%	0.13%
Hispanic American	Male	\$ 58,855,077	11.95%	3.61%	0.08%
Hispanic American	Female	\$ 27,288,948	5.54%	1.67%	0.04%
Hispanic American	Total	\$ 86,144,025	17.50%	5.29%	0.12%
Asian American	Male	\$ 67,685,731	13.75%	4.15%	0.09%
Asian American	Female	\$ 20,023,456	4.07%	1.23%	0.03%
Asian American	Total	\$ 87,709,187	17.81%	5.38%	0.12%
Caucasian Female	Total	\$ 222,601,392	45.21%	13.66%	0.30%
	Grand Totals	\$ 492,354,525	100.00%	30.22%	0.67%
	\$ Subject to BEP Goal	\$ 1,629,402,257		100.00%	2.20%
	Total Budget	\$ 73,946,615,828			100.00%

Overarching Challenges to Equitable Procurement Access for African-American-Owned Businesses

As part of its thorough investigation into barriers faced by African-American-owned businesses in accessing State contracts, the FPIC Task Force heard testimony from **21** State Agencies, **13** Institutions of Higher Education, and **48** Community Colleges in **39** Community College Districts, as well as from dozens of vendors from across the State. The FPIC Task Force also completed and analyzed a Statewide survey of **203** key stakeholders including African-American business owners, procurement professionals, elected officials, and other interested citizens. By compiling the testimony and survey results, the FPIC Task Force was able to highlight a number of key barriers that were consistently identified as hindering the ability of African-American-owned businesses to fairly access State contracts and that must be addressed in order to achieve the goals of the Task Force:

Prompt Payment

Those testifying before the Task Force and responding to the survey overwhelmingly identified the length of time it takes for vendors to be paid for the work they do on State contracts as a key barrier to African-American-owned business' ability to succeed. Sixty-five-percent (65%) of survey respondents identified a lack of prompt payment from prime contractors and sixty-four-percent (64%) of survey respondents identified a lack of prompt payment from the State as either "Extremely Detrimental" or "Detrimental" to the success of African-American-owned businesses in State contracting.

Because most businesses are not able to absorb the costs of performing work for which they may not be paid for many months, delays in payment from the State and/or from prime contractors severely limit the ability for African-American-

When payments are delayed to the Prime, we are expected to continue to work without the Prime paying us.

Due to the state's past budget issues MBE / FBE contractors cannot float their payroll and accounts payable long enough to finish the projects.

Direct ACH payments to subcontractors from the state and prevent the prime vendors holding the subcontractors payments African American businesses cannot pay suppliers and Labor Unions every 30 days if they are getting paid every 120 days.

Large contractors should be awarded the projects also based on their ability to pay subcontractors especially MBE's in a timely fashion. Give incentives for large contractors to work with and pay smaller contractors on a 30 day payment cycle.

Unequal Access to Capital

Another key barrier standing between African-American-owned businesses and successful State contracting, which exacerbates the problems with prompt payment discussed above, is equitable access to capital for African-American-owned businesses. Seventy-one-percent (71%) of survey respondents identified unequal access to capital as either "Extremely Detrimental" or "Detrimental" to the success of African-American-owned businesses in State contracting as, without access to capital, businesses cannot pay for the resources necessary to complete competitive bids in a timely manner, cannot expand their businesses to position themselves for larger contracts, and cannot fund their operations while awaiting payment from the State or a prime contractor. When asked to list additional barriers faced by African-American-owned businesses, one respondent simply typed "FUNDING" in capital letters, echoing the sentiments of many of the survey respondents and those who testified before the Task Force.

Access to capital and information are the big [barriers]

Prequalification standards impede small business, especially financial assessment.

Discriminatory Attitudes and Perceptions of Competence

Numerous vendors who testified before the Task Force and responded to the survey also identified the discriminatory idea that African-American-owned businesses are not qualified for or capable of performing on State contracts, regardless of what the actual capacity of those businesses may be. Sixty-three-percent (63%) of survey respondents identified discriminatory attitudes and perceptions of competence as either “Extremely Detrimental” or “Detrimental” to the success of African-American-owned businesses in State contracting. Additionally, the Task Force notes that there are very few African-American employees in the highest level positions within State entities and, specifically, within the ranks of procurement professionals, which contributes to the proliferation of these discriminatory attitudes. If procurement personnel consistently assess African-American-owned businesses as less capable than their white-owned counterparts, they will never be able to achieve equity in State contracting.

Perception of lack of experience in a given area of expertise.

Many contracts require references which eliminates new businesses with the skillset and experience but not the references. This should not be a disqualifying factor.

Setting and Enforcement of Business Enterprise Program Goals

While the majority of the stakeholders who participated in Task Force testimony and the survey were supportive of the Business Enterprise Program, the general sentiment was that the Program lacked an effective enforcement mechanism that would allow it to achieve its goals. This criticism had two key components: 1) that the BEP goal setting process did not result in adequate BEP goals being set on solicitations and 2) that the BEP lacks the necessary authority to enforce action against State entities and prime contractors when they fail to abide by the requirements of the BEP, including but not limited to failing to meet the BEP goal on contracts. Fifty-one-percent (51%) of survey respondents identified a failure to set appropriate BEP goals, forty-two-percent (42%) of survey respondents identified challenges with contract administration and resolution of contract disputes, and thirty-five-percent (35%) of survey respondents identified compliance with BEP mandates as either “Extremely Detrimental” or “Detrimental” to the success of African-American-owned businesses in State contracting.

The Task Force was able to partially address this concern with the signing of Executive Order 2018-07, discussed in a previous section, which moved authority for final BEP goal setting from agencies to the BEP and provided the Deputy Director of the BEP and the Director of the Department of Central Management Services the joint authority to cancel contracts for lack of BEP compliance. However, additional enforcement mechanisms were requested by a large number of vendors testifying before the Task Force and responding to the survey.

Lack of uniformity in compliance monitoring and difficulties figuring out which state agency or person can be contacted about compliance issues

Ensure there is a penalty for state departments who do not reach their goal without serious proof of trying to access AA BEP vendors.

1) Again the bidding and contracting process needs to have a systematic and metrics management component; for checks and balances. 2) The system needs to have a process which enables all bidders to be included, based on fair metrics and not leave bidders subjected to the exclusion or Kick outs at the discretion of racially biased, bid seeking management. 3) There needs to be a totally independent BEP Council, not ran by CMS, so the Fox won't be guarding the hen house.

#1 - Targeted African American contracting and BEP goals should be transparently planned, monitored, reported and adjusted on a monthly basis for performance monitoring and effectiveness. #2 Payments received for contracts awarded should also be monitored, reported and confirmed to audit African-American business participation. #3 Sheltered Market contract opportunities need to be aggressively planned, implemented, awarded and monitored from Every State Agency

that procures goods and services including professional services. #4 A significant increase in the planning spending by all state agencies should be subject to BEP goals and each agency especially those that serve large numbers of African-American State of Illinois citizens and taxpayers, should have sheltered market goals for improving contracting awards to African-American business owners.

Create an accountability system that holds those in charge of the process accountable for not awarding to black businesses

Strict enforcement of regulations and laws. Contractors that pledge to use an MBE/DBE company to achieve the minority participation must use the company that they pledged to use, with the exception of extenuating circumstances. If a company pledges to use an MBE company to achieve participation and they do not, there needs to be strict enforcement of the regulations.

Lack of Adequate Program Resources

As is the case for many government programs, the Department of Central Management Services, which supports both the Business Enterprise Program and the Fair Practices in Contracting Task Force, continues to be constrained by limited resources and is often faced with the task of implementing mandates and additional workload without additional resources, funding, or staff to help effectuate those mandates. Providing adequate funding and resources must indeed be a priority if making progress on BEP goals and other diversity initiatives is a priority.

Complexity and Lack of Transparency in the Bidding Process

Another barrier for the successful participation of African-American-owned businesses in State contracting that was overwhelmingly identified by vendors who testified before the Task Force and responded to the survey was the need to streamline and increase transparency in the State's procurement and bidding processes. More specifically, vendors noted four distinct areas of the bidding process that limit the ability of African-American-owned vendors to compete:

- Procurement Forecasting
 - Vendors expressed the need for State entities to provide thorough and accurate procurement forecasts so that businesses are able to plan ahead for responding to solicitations and performing on State contracts.
- Extended Bidding Times
 - Vendors expressed the need for additional time to be able to competitively respond to solicitations because these businesses do not have the resources available to the large prime contractors that would allow for a bid to be completed and submitted in a short timeframe.
- Streamlined Bid Process
 - Vendors expressed concerns that the bid process is too complicated and is not consistent across State entities, which disadvantages small businesses that do not have the necessary resources to research and understand the complexities, complexities which do not serve to improve bids but rather serve to exclude certain potential bidders.
- Perception of Bias and Rigging in the Procurement Process
 - Vendors expressed distrust in the level of transparency and accountability in the procurement process, specifically noting the perception that the winner of a solicitation is often chosen in advance based on relationships and that information about requirements is not equitably shared with all potential bidders.

My biggest barrier is finding out about opportunities in a timely manner so that I can qualify the opportunity as something that I can compete in, get exposed so I can introduce my company and services, and get an understanding of the requirements so I can put a great team together for the bid.

the procurement process is waaaay too hard for us small businesses. The big businesses have people who can navigate the process much easier than we can.

Bidding process is cumbersome and requires an understanding of terms not common in business. Paperwork is overly complex. Need a system where common documents required across all RFPs are stored for use in the bidding process.

The agency knew from the beginning who they wanted to award the contract and used our complete bid to drive our competitors price down.

Unfairness in the process when many times other companies have an "IN" on the deal before it is even published and pre-selected for the deal. Very Unfair!

There needs to be: a resource for businesses to be able to talk to an individual who will outline how to identify when bids are published; a method of navigating through the cumbersome paperwork that is sometimes a part of bids; a method of not having a maze that must be gone through when it comes to bidding; and the opportunity to have a person with whom specific questions can be asked about the bid that would take away confusion about the process prior to and after a bid is submitted.

Procurement officers to be more accessible and provide unfettered access to information.

One barrier I experienced is when an agency withdraws a solicitation after the bids are opened/due.

Prime vendor contracts are so legally complicated that subcontractors would have to retain legal counsel to read through each one. Many clauses in these contracts are legally unenforceable but are used as leverage against subcontractors who do not have the means to hire legal counsel.

Not being included in the circle of communication and dissemination of information is a barrier to black owned businesses.

Not enough opportunities to be a prime contractor on small job. More unbundled or small target market jobs should be created. Small business cannot grow as a subcontractor on each and every job. This state should have it's own standard subcontract. All state projects allow the prime to make its own contract that's wrapped with language that only protect the prime even when they are at fault. This causes subcontractors to lose a lot of money in legal fees to recover losses in legal dispute.

BEP Certification Process

Both State entities and vendors who testified before the Task Force and responded to the survey noted that the BEP certification process has improved over the years, however, there was still a consistent complaint that the process is cumbersome, places an administrative burden on already over-stretched businesses, and limits State entities' ability to get credit for their work with diverse businesses because the State only recognizes BEP-certified African-American-owned businesses when it calculates spend with African-American companies, despite the fact that some businesses may meet the qualifications and even be certified with other certifying entities but not be certified with BEP. While only twenty-nine-percent (29%) of survey respondents identified the BEP certification process as either "Extremely Detrimental" or "Detrimental" to the success of African-American-owned businesses in State contracting, many of those who testified and/or responded to the survey noted that the need for one business to hold numerous certifications to get work across municipalities was frustrating and time consuming.

African-American-owned businesses and State entities both requested that the State accept the certifications of other government entities when requiring the use of diverse businesses and calculating spend with diverse businesses. Reciprocity would allow vendors to complete just one, instead of multiple, certification applications and be recognized by multiple municipalities as African-American-owned businesses.

-BEP, City Of Chicago, Cook County Certification process should be streamlined in one process

Agencies that Submitted Strategic Action Plans

Below is a listing of State agencies that submitted Strategic Action Plans:

Dept. of Aging – <i>Dir. Jean Bohnhoff</i>	Dept. of Innovation and Technology – <i>Sec. Kirk Lonbom</i>
Capital Development Board – <i>Dir. Jeff Heck</i>	Illinois Lottery – <i>Dir. Harold Mays</i>
Dept. of Central Management Services – <i>Dir. Tim McDevitt</i>	Dept. of Natural Resources – <i>Dir. Wayne Rosenthal</i>
Dept. of Children and Family Services – <i>Dir. BJ Walker</i>	Dept. of Public Health – <i>Dir. Nirav Shah</i>
Dept. of Commerce and Economic Opportunity – <i>Dir. Shawn McCarthy</i>	Dept. of Revenue – <i>Dir. Connie Beard</i>
Dept. of Corrections – <i>Dir. John Baldwin</i>	Dept. of Transportation – <i>Sec. Randy Blankenhorn</i>
Dept. of Financial and Professional Regulations – <i>Dir. Bryan Schneider</i>	Dept. of Veterans Affairs – <i>Dir. Stephen Curda</i>
Dept. of Healthcare and Family Services – <i>Dir. Patricia Bellock</i>	Illinois Housing Development Authority – <i>Dir. Audra Hamernik</i>
Dept. of Human Services – <i>Sec. James Dimas</i>	Toll Highway Authority – <i>Sec. Liz Gorman</i>

The FPIC Task Force received numerous Strategic Plans from State Agencies, Institutions of Higher Education, and Community Colleges. Nevertheless, the FPIC Task Force acknowledges that the Strategic Plans vary in content and substance and are merely a preliminary first step in collaborating with public entities to hold themselves accountable. There is an expectation that each public entity will revise and update its Strategic Plan to ensure that the disparities and underrepresentation in State contracting are effectively addressed and resolved.

Accomplishments and Success Stories

Below is a listing of State agencies that submitted contracts awarded to African-American vendors with an emphasis on contracts valued over at \$100,000:

- o Department of Children and Family Services
- o Department of Central Management Services
- o Department of Commerce and Economic Opportunity
- o Department of Corrections
- o Department of Financial and Professional Regulations
- o Department of Natural Resources
- o Department of Public Health
- o Department of Revenue
- o Housing Development Authority
- o Toll Highway Authority

Recommendations

As the Fair Practices in Contracting Task Force transitions into a permanent Commission, the current members of the Task Force recommend a number of steps to continue making progress eliminating barriers to equitable State contracting opportunities for African-American-owned businesses.

The recommendations below are organized to address the key barriers identified above.

Prompt Payment

In order to decrease the time between performance of work and the receipt of payment for that work by African-American-owned businesses, the Task Force recommends the following:

- While the State is currently exploring options to ensure that vendors are paid more expeditiously through third party financial institutions, the Task Force recommends that the Commission continue to explore additional options for ensuring vendors are paid in a timely manner

Unequal Access to Capital

In order to address African-American-owned businesses' unequal access to capital as compared to their white-owned counterparts, the Task Force recommends the following:

- The Task Force recommends that the permanent Commission continue to work with banks and financial institutions to provide greater flexibility in obtaining capital for African-American businesses
- The Task Force recommends collaborating with the BEP Council to establish and foster successful Mentor Protégé Programs between prime contractors and African-American vendors with the goal of identifying non-traditional paths to capital and resources

Discriminatory Attitudes and Perceptions of Competence

In order to address concerns that State procurement personnel hold discriminatory attitudes about the competence and capabilities of African-American-owned businesses, the Task Force recommends the following:

- The Task Force recommends that all procurement personnel at State agencies and institutions of higher education, as well as other State procurement professionals, regularly engage in diversity and inclusion training to ensure exposure to a myriad of cultures, races, and ethnicities
- The Task Force recommends that all procurement personnel at State agencies and institutions of higher education, as well as other State procurement professionals, regularly participate in outreach events hosted by other public bodies, advocacy organizations, and external stakeholders to better understand the needs of African-American-owned businesses
- The Task Force recommends that the permanent Commission continues to hold public bodies accountable for ensuring that African-Americans are appropriately represented in leadership positions

Setting and Enforcement of Business Enterprise Program Goals

In order to ensure that appropriate BEP goals are set on all procurements and that State entities and prime contractors are held accountable for meeting those goals, the Task Force recommends the following:

- The Task Force recommends that the Commission continue to be a clearing house for vendor complaints where African-American-owned businesses can bring concerns, be directed to the appropriate individuals to have those concerns addressed, and be assured of timely follow-up

- The Task Force recommends that BEP aggressively pursue the full implementation, in collaboration with the Chief Procurement Officer, of the B2GNow Compliance module to allow for real-time contract compliance monitoring
- The Task Force recommends partnership with the BEP Council to make certain that African-American vendors are, in fact, utilized by prime contractors when BEP goals are placed on procurements and encourages the permanent Commission to actively monitor and review State contracts for compliance with BEP goals, to notify the CMS Director and BEP staff of instances of noncompliance, and to expect investigation leading up to and including cancellation of State contracts

Lack of Adequate Program Resources

In order to ensure that the Department of Central Management Services has adequate personnel and financial resources available to fully effectuate and support the mission of the Task Force and permanent Commission, the Task Force recommends the following:

- The Task Force respectfully asks that the Governor and the Illinois General Assembly appropriate additional funds to CMS for the sole purpose of equipping the permanent Commission and the Business Enterprise Program (through which African-American participation in State contracting is monitored) with the tools necessary to achieve their ongoing objectives

Complexity and Lack of Transparency in the Bidding Process

In order to make the bidding process more transparent and easier to navigate, the Task Force recommends the following:

- The Task Force recommends that the Commission continue to manage the Fair Practices website, including ensuring that the Procurement Forecasting section is updated regularly

BEP Certification Process

In order to ease the certification burden on African-American-owned businesses, the Task Force recommends the following:

- The Task Force recommends that the BEP work collaboratively with the certifying entities for which it currently offers a shortened recognition certification to agree on parameters for a fully reciprocal certification

Recommended Changes to Law

Additionally, the Fair Practices in Contracting Task Force encourages our law makers to make the following changes to Statute to further the mission of more equitable access to State contracting opportunities for African-American-owned businesses:

- The Task Force recommends that legislation be introduced to memorialize some of the changes defined in Executive Order 2018-07 in statute including making BEP the final decision-maker on BEP goals, providing for appropriate consequences when BEP goals are not met by State entities and prime contractors, and requiring State entities to follow the policies and procedures of the BEP
- The Task Force recommends that legislation be introduced to empower the permanent Commission to utilize procurement mechanisms available to increase African-American spend in State contracting, free of approval or acquiescence from the BEP Council or any other public body

Additional Information for upcoming meeting, past meeting minutes and updates can be found at www2.illinois.gov/sites/fairpractices

Appendix A: Historical Spend by State Entity

The following data on historical spend by State entity are pulled from the Business Enterprise Program FY2017 Annual Report, which can be found online at https://www2.illinois.gov/cms/business/sell2/bep/pages/bep_reports.aspx. Those agencies that submitted a Strategic Plan included in Appendix B are noted. Because Community Colleges are not subject to the Business Enterprise Program, no spend data are included in Appendix A but a Strategic Plan is included in Appendix B for the Community College System.

Office of the Appellate Defender Spend – FY 17

TOTAL BUDGET	\$19,932,500
DOLLARS SUBJECT TO GOAL	\$177,340
BUSINESS ENTERPRISE GOAL (20%)	\$35,468

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,189	2
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$5,189	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$2,012	2

Office of the State’s Attorney Appellate Prosecutor Spend – FY 17

TOTAL BUDGET	\$14,579,600
DOLLARS SUBJECT TO GOAL	\$71,200
BUSINESS ENTERPRISE GOAL (20%)	\$14,240

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$17,659	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$17,659	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$0	0

Department on Aging Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$987,506,000
DOLLARS SUBJECT TO GOAL	\$195,715
BUSINESS ENTERPRISE GOAL (20%)	\$39,143

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$11,321	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$11,321	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$1,097	1
ASIAN AMERICAN FEMALE	\$1,900	1
TOTAL	\$2,997	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$368,957	4

Department of Agriculture Spend – FY 17

TOTAL BUDGET	\$83,192,100
DOLLARS SUBJECT TO GOAL	\$1,095,506
BUSINESS ENTERPRISE GOAL (20%)	\$219,101

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$57,782	2
AFRICAN AMERICAN FEMALE	\$18,739	1
TOTAL	\$76,521	3
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$187,665	2
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$187,665	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$65,211	9

Department of Central Management Services Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$5,118,335,200
DOLLARS SUBJECT TO GOAL	\$251,450,700
BUSINESS ENTERPRISE GOAL (20%)	\$50,290,140

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$4,566,744	13
AFRICAN AMERICAN FEMALE	\$250,374	5
TOTAL	\$4,817,118	18
HISPANIC AMERICAN MALE	\$3,908,949	8
HISPANIC AMERICAN FEMALE	\$351,865	3
TOTAL	\$4,260,814	11
ASIAN AMERICAN MALE	\$1,710,237	12
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$1,710,237	12
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$6,756,510	44

Department of Children and Family Services Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$1,246,535,000
DOLLARS SUBJECT TO GOAL	\$12,029,045
BUSINESS ENTERPRISE GOAL (20%)	\$2,405,809

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$45,050	1
AFRICAN AMERICAN FEMALE	\$403,795	5
TOTAL	\$448,845	6
HISPANIC AMERICAN MALE	\$27,357	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$27,357	2
ASIAN AMERICAN MALE	\$286,864	3
ASIAN AMERICAN FEMALE	\$126,327	3
TOTAL	\$413,191	6
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$2,601,562	19

Department of Commerce and Economic Opportunity Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$653,196,644
DOLLARS SUBJECT TO GOAL	\$3,035,648
BUSINESS ENTERPRISE GOAL (20%)	\$607,130

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,397	1
AFRICAN AMERICAN FEMALE	\$206,193	2
TOTAL	\$211,590	3
HISPANIC AMERICAN MALE	\$500,000	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$500,000	1
ASIAN AMERICAN MALE	\$23,296	2
ASIAN AMERICAN FEMALE	\$120,155	4
TOTAL	\$143,451	6
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$132,393	6

Department of Natural Resources Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$378,330,778
DOLLARS SUBJECT TO GOAL	\$74,200
BUSINESS ENTERPRISE GOAL (20%)	\$14,840

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$151,322	4
AFRICAN AMERICAN FEMALE	\$4,717	2
TOTAL	\$156,039	6
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$42,037	2
ASIAN AMERICAN FEMALE	\$7,231	3
TOTAL	\$49,268	5
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$545,961	2
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$545,961	2
FEMALE CAUCASIAN TOTAL	\$113,328	22

Department of Juvenile Justice Spend – FY 17

TOTAL BUDGET	\$132,749,500
DOLLARS SUBJECT TO GOAL	\$7,313,900
BUSINESS ENTERPRISE GOAL (20%)	\$1,462,780

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$8,936	1
AFRICAN AMERICAN FEMALE	\$4,326	2
TOTAL	\$13,262	3
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$4,838	3
ASIAN AMERICAN FEMALE	\$27,418	2
TOTAL	\$32,256	5
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$66,282	12

Department of Corrections Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$1,530,887,400
DOLLARS SUBJECT TO GOAL	\$53,806,999
BUSINESS ENTERPRISE GOAL (20%)	\$10,761,400

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$732,833	6
AFRICAN AMERICAN FEMALE	\$337,384	4
TOTAL	\$1,070,217	10
HISPANIC AMERICAN MALE	\$35,432	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$35,432	2
ASIAN AMERICAN MALE	\$566,724	10
ASIAN AMERICAN FEMALE	\$67,708	5
TOTAL	\$634,432	15
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$15,708,025	43

Department of Employment Security Spend – FY 17

TOTAL BUDGET	\$243,643,900
DOLLARS SUBJECT TO GOAL	\$6,521,475
BUSINESS ENTERPRISE GOAL (20%)	\$1,304,295

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$1,533,265	3
AFRICAN AMERICAN FEMALE	\$32,547	1
TOTAL	\$1,565,812	4
HISPANIC AMERICAN MALE	\$157,360	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$157,360	1
ASIAN AMERICAN MALE	\$1,816,805	2
ASIAN AMERICAN FEMALE	\$1,061,230	3
TOTAL	\$2,878,035	5
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$3,361,032	8

Department of Financial and Professional Regulation Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$99,538,300
DOLLARS SUBJECT TO GOAL	\$2,986,149
BUSINESS ENTERPRISE GOAL (20%)	\$597,230

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$8,326	2
AFRICAN AMERICAN FEMALE	\$288,502	1
TOTAL	\$296,828	3
HISPANIC AMERICAN MALE	\$7,107	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$7,107	2
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$619	1
TOTAL	\$619	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$81,612	5

Department of Human Rights Spend – FY 17

TOTAL BUDGET	\$10,008,000
DOLLARS SUBJECT TO GOAL	\$177,700
BUSINESS ENTERPRISE GOAL (20%)	\$35,540

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$6,443	1
AFRICAN AMERICAN FEMALE	\$19,508	1
TOTAL	\$25,952	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$0	0

Department of Human Services Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$5,842,566,694
DOLLARS SUBJECT TO GOAL	\$20,012,740
BUSINESS ENTERPRISE GOAL (20%)	\$4,002,548

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$6,527,951	12
AFRICAN AMERICAN FEMALE	\$3,178,479	13
TOTAL	\$9,706,430	25
HISPANIC AMERICAN MALE	\$1,190,064	7
HISPANIC AMERICAN FEMALE	\$603,087	4
TOTAL	\$1,793,152	11
ASIAN AMERICAN MALE	\$1,204,823	11
ASIAN AMERICAN FEMALE	\$1,444,342	7
TOTAL	\$2,649,164	18
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$27,338	1
TOTAL	\$27,338	1
FEMALE CAUCASIAN TOTAL	\$3,741,128	57

Illinois Power Agency Spend – FY 17

TOTAL BUDGET	\$3,606,625
DOLLARS SUBJECT TO GOAL	\$47,248
BUSINESS ENTERPRISE GOAL (20%)	\$9,450

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$2,125	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$2,125	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$21,881	1

Department of Insurance Spend – FY 17

TOTAL BUDGET	\$50,593,000
DOLLARS SUBJECT TO GOAL	\$964,075
BUSINESS ENTERPRISE GOAL (20%)	\$192,815

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$2,800	1
AFRICAN AMERICAN FEMALE	\$68,698	1
TOTAL	\$71,498	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$770	1
TOTAL	\$770	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$45,207	4

Department of Innovation and Technology Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$900,000,000
DOLLARS SUBJECT TO GOAL	\$27,053,772
BUSINESS ENTERPRISE GOAL (20%)	\$5,410,754

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$1,818,894	6
AFRICAN AMERICAN FEMALE	\$231,542	2
TOTAL	\$2,050,437	8
HISPANIC AMERICAN MALE	\$2,252,772	2
HISPANIC AMERICAN FEMALE	\$764,125	1
TOTAL	\$3,016,897	3
ASIAN AMERICAN MALE	\$4,926,703	7
ASIAN AMERICAN FEMALE	\$517,802	2
TOTAL	\$5,444,505	9
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$10,134,794	4

Department of Labor Spend – FY 17

TOTAL BUDGET	\$6,903,800
DOLLARS SUBJECT TO GOAL	\$297,200
BUSINESS ENTERPRISE GOAL (20%)	\$59,440

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$10,214	1
AFRICAN AMERICAN FEMALE	\$47,762	1
TOTAL	\$57,976	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$6,182	3

Department of the Lottery Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$1,168,592,100
DOLLARS SUBJECT TO GOAL	\$510,200
BUSINESS ENTERPRISE GOAL (20%)	\$102,040

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,726,529	5
AFRICAN AMERICAN FEMALE	\$45,834	1
TOTAL	\$5,772,363	6
HISPANIC AMERICAN MALE	\$4,412,481	2
HISPANIC AMERICAN FEMALE	\$121,513	1
TOTAL	\$4,533,994	3
ASIAN AMERICAN MALE	\$202,769	2
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$202,769	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$3,282,644	6

Department of Military Affairs Spend – FY 17

TOTAL BUDGET	\$47,854,213
DOLLARS SUBJECT TO GOAL	\$0
BUSINESS ENTERPRISE GOAL (20%)	\$0

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$12,863	1
AFRICAN AMERICAN FEMALE	\$41,049	3
TOTAL	\$53,913	4
HISPANIC AMERICAN MALE	\$80,481	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$80,481	2
ASIAN AMERICAN MALE	\$23,074	4
ASIAN AMERICAN FEMALE	\$40,860	2
TOTAL	\$63,934	6
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$272,807	13

Department of Healthcare and Family Services Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$21,576,399,500
DOLLARS SUBJECT TO GOAL	\$461,462,489
BUSINESS ENTERPRISE GOAL (20%)	\$92,292,498

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$10,750,573	52
AFRICAN AMERICAN FEMALE	\$4,580,401	53
TOTAL	\$15,330,974	105
HISPANIC AMERICAN MALE	\$3,302,535	16
HISPANIC AMERICAN FEMALE	\$2,461,001	18
TOTAL	\$5,763,536	34
ASIAN AMERICAN MALE	\$13,545,949	50
ASIAN AMERICAN FEMALE	\$11,902,492	12
TOTAL	\$25,448,441	62
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$65,873,413	115

Department of Public Health Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$386,954,800
DOLLARS SUBJECT TO GOAL	\$5,139,990
BUSINESS ENTERPRISE GOAL (20%)	\$1,027,998

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$73,129	2
AFRICAN AMERICAN FEMALE	\$60,843	2
TOTAL	\$133,972	4
HISPANIC AMERICAN MALE	\$1,323	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$1,323	1
ASIAN AMERICAN MALE	\$61,000	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$61,000	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$10,565,815	10

Department of Revenue Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET		\$949,008,800
DOLLARS SUBJECT TO GOAL		\$12,287,960
BUSINESS ENTERPRISE GOAL (20%)		\$2,457,592
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$71,698	4
AFRICAN AMERICAN FEMALE	\$69,589	1
TOTAL	\$141,287	5
HISPANIC AMERICAN MALE	\$929	1
HISPANIC AMERICAN FEMALE	\$1,813	1
TOTAL	\$2,742	2
ASIAN AMERICAN MALE	\$8,600	1
ASIAN AMERICAN FEMALE	\$77,610	1
TOTAL	\$86,210	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$470,352	5

Illinois State Police Spend – FY 17

TOTAL BUDGET	\$429,105,364
DOLLARS SUBJECT TO GOAL	\$2,141,515
BUSINESS ENTERPRISE GOAL (20%)	\$428,303

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$68,358	2
AFRICAN AMERICAN FEMALE	\$7,896	1
TOTAL	\$76,253	3
HISPANIC AMERICAN MALE	\$5,048	1
HISPANIC AMERICAN FEMALE	\$160,432	1
TOTAL	\$165,480	2
ASIAN AMERICAN MALE	\$88,749	4
ASIAN AMERICAN FEMALE	\$45,358	2
TOTAL	\$134,107	6
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$249,901	12

Department of Transportation Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET		\$15,473,459,499
DOLLARS SUBJECT TO GOAL		\$363,289,765
BUSINESS ENTERPRISE GOAL (20%)		\$72,657,953
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$6,506,661	23
AFRICAN AMERICAN FEMALE	\$3,237,359	12
TOTAL	\$9,744,020	35
HISPANIC AMERICAN MALE	\$13,541,214	25
HISPANIC AMERICAN FEMALE	\$590,308	5
TOTAL	\$14,131,522	30
ASIAN AMERICAN MALE	\$9,503,981	30
ASIAN AMERICAN FEMALE	\$396,849	6
TOTAL	\$9,900,830	36
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$7,080	1
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$71,316	1
TOTAL	\$78,396	2
FEMALE CAUCASIAN TOTAL	\$37,612,188	84

Department of Veterans Affairs Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$150,864,300
DOLLARS SUBJECT TO GOAL	\$1,867,449
BUSINESS ENTERPRISE GOAL (20%)	\$373,490

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$69,450	3
AFRICAN AMERICAN FEMALE	\$236,798	3
TOTAL	\$306,248	6
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$651,287	6
ASIAN AMERICAN FEMALE	\$43,995	5
TOTAL	\$695,282	11
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$156,194	20

Illinois Arts Council Spend – FY 17

TOTAL BUDGET	\$9,087,498
DOLLARS SUBJECT TO GOAL	\$1,888,360
BUSINESS ENTERPRISE GOAL (20%)	\$377,672

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$13,176	2
AFRICAN AMERICAN FEMALE	\$5,874	1
TOTAL	\$19,050	3
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$689	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$689	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$7,757	2

Capital Development Board Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$49,412,700
DOLLARS SUBJECT TO GOAL	\$23,228,100
BUSINESS ENTERPRISE GOAL (20%)	\$4,645,620

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$354,766	12
AFRICAN AMERICAN FEMALE	\$51,400	1
TOTAL	\$406,166	13
HISPANIC AMERICAN MALE	\$919,224	11
HISPANIC AMERICAN FEMALE	\$24,000	1
TOTAL	\$943,224	12
ASIAN AMERICAN MALE	\$1,504,587	2
ASIAN AMERICAN FEMALE	\$25,734	1
TOTAL	\$1,530,321	3
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$3,134,133	40

Illinois Civil Service Commission Spend – FY 17

TOTAL BUDGET		\$438,800
DOLLARS SUBJECT TO GOAL		\$0
BUSINESS ENTERPRISE GOAL (20%)		\$0
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$24	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$24	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$0	0

Illinois Commerce Commission Spend – FY 17

TOTAL BUDGET	\$60,552,200
DOLLARS SUBJECT TO GOAL	\$665,600
BUSINESS ENTERPRISE GOAL (20%)	\$133,120

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,132	2
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$3,132	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$7,796	1
ASIAN AMERICAN FEMALE	\$402	1
TOTAL	\$8,198	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$108,418	6

Court of Claims Spend – FY 17

TOTAL BUDGET	\$25,979,050
DOLLARS SUBJECT TO GOAL	\$29,100
BUSINESS ENTERPRISE GOAL (20%)	\$5,820

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$8,119	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$8,119	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$2,903	2

Environmental Protection Agency Spend – FY 17

TOTAL BUDGET		\$349,300,800
DOLLARS SUBJECT TO GOAL		\$14,689,467
BUSINESS ENTERPRISE GOAL (20%)		\$2,937,893
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,851	1
AFRICAN AMERICAN FEMALE	\$65,723	1
TOTAL	\$71,574	2
HISPANIC AMERICAN MALE	\$9,824	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$9,824	1
ASIAN AMERICAN MALE	\$539,991	3
ASIAN AMERICAN FEMALE	\$182,289	1
TOTAL	\$722,280	4
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$1,208,967	7

Guardianship and Advocacy Commission Spend – FY 17

TOTAL BUDGET	\$11,300,000
DOLLARS SUBJECT TO GOAL	\$624,287
BUSINESS ENTERPRISE GOAL (20%)	\$124,857

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,920	1
AFRICAN AMERICAN FEMALE	\$16,938	1
TOTAL	\$22,859	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$1,731	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$1,731	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$107	1

Historic Preservation Agency Spend – FY 17

TOTAL BUDGET	\$28,844,000
DOLLARS SUBJECT TO GOAL	\$10,831,850
BUSINESS ENTERPRISE GOAL (20%)	\$2,166,370

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$13,302	1
AFRICAN AMERICAN FEMALE	\$72,157	2
TOTAL	\$85,459	3
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$461	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$461	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$12,639	5

Human Rights Commission Spend – FY 17

TOTAL BUDGET	\$2,099,400
DOLLARS SUBJECT TO GOAL	\$1,500
BUSINESS ENTERPRISE GOAL (20%)	\$300

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,671	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$3,671	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$11,872	2

Illinois Criminal Justice Information Authority Spend – FY 17

TOTAL BUDGET	\$96,662,133
DOLLARS SUBJECT TO GOAL	\$125,312
BUSINESS ENTERPRISE GOAL (20%)	\$25,062

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,934	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$5,934	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$143,270	3

Illinois Educational Labor Relations Board Spend – FY 17

TOTAL BUDGET	\$1,569,750
DOLLARS SUBJECT TO GOAL	\$0
BUSINESS ENTERPRISE GOAL (20%)	\$0

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,502	1
AFRICAN AMERICAN FEMALE	\$21,264	1
TOTAL	\$24,766	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$0	0

Illinois Housing Development Authority Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$129,320,281
DOLLARS SUBJECT TO GOAL	\$9,201,868
BUSINESS ENTERPRISE GOAL (20%)	\$1,840,374

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$261,400	5
AFRICAN AMERICAN FEMALE	\$157,554	4
TOTAL	\$418,954	9
HISPANIC AMERICAN MALE	\$57,375	3
HISPANIC AMERICAN FEMALE	\$18,445	2
TOTAL	\$75,820	5
ASIAN AMERICAN MALE	\$21,424	2
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$21,424	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$102,126	6

Illinois State Toll Highway Authority Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET		\$336,261,048
DOLLARS SUBJECT TO GOAL		\$197,569,567
BUSINESS ENTERPRISE GOAL (20%)		\$39,513,913
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$8,145,184	15
AFRICAN AMERICAN FEMALE	\$581,174	9
TOTAL	\$8,726,359	24
HISPANIC AMERICAN MALE	\$5,351,483	21
HISPANIC AMERICAN FEMALE	\$71,650	4
TOTAL	\$5,423,133	25
ASIAN AMERICAN MALE	\$10,376,307	27
ASIAN AMERICAN FEMALE	\$924,905	13
TOTAL	\$11,301,212	40
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$12,960,884	42

Illinois Workers' Compensation Commission Spend – FY 17

TOTAL BUDGET	\$29,038,900
DOLLARS SUBJECT TO GOAL	\$50,000
BUSINESS ENTERPRISE GOAL (20%)	\$10,000

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$30,618	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$30,618	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$6,987	5

Illinois Gaming Board Spend – FY 17

TOTAL BUDGET	\$154,641,200
DOLLARS SUBJECT TO GOAL	\$54,200
BUSINESS ENTERPRISE GOAL (20%)	\$10,840

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$955,049	2
AFRICAN AMERICAN FEMALE	\$3,381	2
TOTAL	\$958,429	4
HISPANIC AMERICAN MALE	\$277	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$277	1
ASIAN AMERICAN MALE	\$661	1
ASIAN AMERICAN FEMALE	\$325	1
TOTAL	\$986	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$118,095	4

Illinois Law Enforcement Training and Standards Board Spend – FY 17

TOTAL BUDGET	\$23,796,700
DOLLARS SUBJECT TO GOAL	\$200,412
BUSINESS ENTERPRISE GOAL (20%)	\$40,082

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$2,908	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$2,908	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$668	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$668	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$0	0

Illinois Prisoner Review Board Spend – FY 17

TOTAL BUDGET	\$3,174,700
DOLLARS SUBJECT TO GOAL	\$251,300
BUSINESS ENTERPRISE GOAL (20%)	\$50,260

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$334	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$334	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$2,698	2

Illinois Racing Board Spend – FY 17

TOTAL BUDGET	\$6,900,400
DOLLARS SUBJECT TO GOAL	\$370,617
BUSINESS ENTERPRISE GOAL (20%)	\$74,123

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,082	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$5,082	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$402	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$402	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$2,870	2

Illinois Property Tax Appeal Board Spend – FY 17

TOTAL BUDGET	\$5,321,000
DOLLARS SUBJECT TO GOAL	\$86,160
BUSINESS ENTERPRISE GOAL (20%)	\$17,232

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$9,252	1
AFRICAN AMERICAN FEMALE	\$1,329	1
TOTAL	\$10,581	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$425	1

Illinois State Board of Education Spend – FY 17

TOTAL BUDGET	\$11,104,426,131
DOLLARS SUBJECT TO GOAL	\$13,311,352
BUSINESS ENTERPRISE GOAL (20%)	\$2,662,270

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,908	3
AFRICAN AMERICAN FEMALE	\$142,855	4
TOTAL	\$146,763	7
HISPANIC AMERICAN MALE	\$12,907	2
HISPANIC AMERICAN FEMALE	\$846	1
TOTAL	\$13,753	3
ASIAN AMERICAN MALE	\$662,450	10
ASIAN AMERICAN FEMALE	\$180,147	4
TOTAL	\$842,597	14
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$837,162	29

Illinois State Board of Elections Spend – FY 17

TOTAL BUDGET	\$27,979,800
DOLLARS SUBJECT TO GOAL	\$388,835
BUSINESS ENTERPRISE GOAL (20%)	\$77,767

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$5,743	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$5,743	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$2,475	1
ASIAN AMERICAN FEMALE	\$80,745	1
TOTAL	\$83,220	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$5,571	1

Illinois Emergency Management Agency Spend – FY 17

TOTAL BUDGET	\$512,986,200
DOLLARS SUBJECT TO GOAL	\$616,814
BUSINESS ENTERPRISE GOAL (20%)	\$123,363

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,326	3
AFRICAN AMERICAN FEMALE	\$396	1
TOTAL	\$3,722	4
HISPANIC AMERICAN MALE	\$7,374	1
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$7,374	1
ASIAN AMERICAN MALE	\$10,302	1
ASIAN AMERICAN FEMALE	\$14,941	2
TOTAL	\$25,243	3
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$149,849	8

Illinois Labor Relations Board Spend – FY 17

TOTAL BUDGET	\$1,270,400
DOLLARS SUBJECT TO GOAL	\$28,600
BUSINESS ENTERPRISE GOAL (20%)	\$5,720

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$3,618	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$3,618	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$6,165	2

Office of the State Fire Marshal Spend – FY 17

TOTAL BUDGET	\$30,805,300
DOLLARS SUBJECT TO GOAL	\$735,465
BUSINESS ENTERPRISE GOAL (20%)	\$147,093

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$49,946	3
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$49,946	3
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$5,000	2

Illinois Board of Higher Education Spend – FY 17

TOTAL BUDGET	\$6,255,872
DOLLARS SUBJECT TO GOAL	\$31,316
BUSINESS ENTERPRISE GOAL (20%)	\$6,263

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$7,505	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$7,505	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$5,827	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$5,827	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$129,416	2

Chicago State University Spend – FY 17 (Strategic Plan included in Appendix B)

Chicago State University did not comply with reporting requirements for the Business Enterprise Program for Fiscal Year 2017 so we do not have spend data.

Eastern Illinois University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$146,418,500
DOLLARS SUBJECT TO GOAL	\$18,353,000
BUSINESS ENTERPRISE GOAL (20%)	\$3,670,600

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$0	0
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$189,058	2
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$189,058	2
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$183,804	9

Governors State University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$54,414,160
DOLLARS SUBJECT TO GOAL	\$1,417,447
BUSINESS ENTERPRISE GOAL (20%)	\$283,489

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$110,465	7
AFRICAN AMERICAN FEMALE	\$2,420	1
TOTAL	\$112,885	8
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$125,555	26

Northeastern Illinois University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$91,966,600
DOLLARS SUBJECT TO GOAL	\$2,575,800
BUSINESS ENTERPRISE GOAL (20%)	\$515,160

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$47,060	2
AFRICAN AMERICAN FEMALE	\$147,410	16
TOTAL	\$194,470	18
HISPANIC AMERICAN MALE	\$39,293	9
HISPANIC AMERICAN FEMALE	\$14,735	9
TOTAL	\$54,029	18
ASIAN AMERICAN MALE	\$120,123	7
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$120,123	7
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$70,564	19

Western Illinois University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$52,755,096
DOLLARS SUBJECT TO GOAL	\$2,875,320
BUSINESS ENTERPRISE GOAL (20%)	\$575,064

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$0	0
AFRICAN AMERICAN FEMALE	\$2,550	1
TOTAL	\$2,550	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$143,759	4
TOTAL	\$143,759	4
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$2,146	3
TOTAL	\$2,146	3
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$420,101	10

Illinois State University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$422,247,400
DOLLARS SUBJECT TO GOAL	\$24,702,177
BUSINESS ENTERPRISE GOAL (20%)	\$4,940,435

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$800	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$800	1
HISPANIC AMERICAN MALE	\$10,672	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$10,672	2
ASIAN AMERICAN MALE	\$379,835	3
ASIAN AMERICAN FEMALE	\$8,341	4
TOTAL	\$388,176	7
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$674,010	220

Northern Illinois University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$368,562,060
DOLLARS SUBJECT TO GOAL	\$41,090,404
BUSINESS ENTERPRISE GOAL (20%)	\$8,218,081

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$901	2
AFRICAN AMERICAN FEMALE	\$28,938	1
TOTAL	\$29,839	3
HISPANIC AMERICAN MALE	\$14,415	2
HISPANIC AMERICAN FEMALE	\$350	1
TOTAL	\$14,765	3
ASIAN AMERICAN MALE	\$6,049	1
ASIAN AMERICAN FEMALE	\$15,433	4
TOTAL	\$21,481	5
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$843,945	17

Southern Illinois University Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$827,403,855
DOLLARS SUBJECT TO GOAL	\$115,870,690
BUSINESS ENTERPRISE GOAL (20%)	\$23,174,138

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$84,203	12
AFRICAN AMERICAN FEMALE	\$183,230	7
TOTAL	<u>\$267,433</u>	<u>19</u>
HISPANIC AMERICAN MALE	\$8,100	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	<u>\$8,100</u>	<u>2</u>
ASIAN AMERICAN MALE	\$41,864	2
ASIAN AMERICAN FEMALE	\$11,423	5
TOTAL	<u>\$53,286</u>	<u>7</u>
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	<u>\$0</u>	<u>0</u>
FEMALE CAUCASIAN TOTAL	\$3,983,575	152

University of Illinois Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET		\$1,514,203,358
DOLLARS SUBJECT TO GOAL		\$1,361,382,819
BUSINESS ENTERPRISE GOAL (20%)		\$272,276,564
	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$6,826,118	51
AFRICAN AMERICAN FEMALE	\$2,673,471	23
TOTAL	\$9,499,589	74
HISPANIC AMERICAN MALE	\$10,445,527	47
HISPANIC AMERICAN FEMALE	\$453,536	7
TOTAL	\$10,899,063	54
ASIAN AMERICAN MALE	\$7,689,640	30
ASIAN AMERICAN FEMALE	\$1,759,095	10
TOTAL	\$9,448,735	40
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$38,074,368	173

Illinois Community College Board Spend – FY 17 (Strategic Plan included in Appendix B)

TOTAL BUDGET	\$228,377,169
DOLLARS SUBJECT TO GOAL	\$15,700
BUSINESS ENTERPRISE GOAL (20%)	\$3,140

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$7,208	2
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$7,208	2
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$17,978	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$17,978	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$50	1

Illinois Student Assistance Commission Spend – FY 17

TOTAL BUDGET	\$638,718,900
DOLLARS SUBJECT TO GOAL	\$8,216,500
BUSINESS ENTERPRISE GOAL (20%)	\$1,643,300

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$9,981	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$9,981	1
HISPANIC AMERICAN MALE	\$231,637	2
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$231,637	2
ASIAN AMERICAN MALE	\$155	1
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$155	1
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$1,354,565	7

Illinois Mathematics and Science Academy Spend – FY 17

TOTAL BUDGET	\$7,126,958
DOLLARS SUBJECT TO GOAL	\$695,794
BUSINESS ENTERPRISE GOAL (20%)	\$139,159

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$38,851	2
AFRICAN AMERICAN FEMALE	\$8,546	2
TOTAL	\$47,397	4
HISPANIC AMERICAN MALE	\$5,775	1
HISPANIC AMERICAN FEMALE	\$1,221	1
TOTAL	\$6,996	2
ASIAN AMERICAN MALE	\$8,865	1
ASIAN AMERICAN FEMALE	\$8,640	2
TOTAL	\$17,504	3
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$277,992	19

Illinois State Universities Civil Service System Spend – FY 17

TOTAL BUDGET	\$1,406,200
DOLLARS SUBJECT TO GOAL	\$5,300
BUSINESS ENTERPRISE GOAL (20%)	\$1,060

	<u>ACHIEVEMENT</u>	<u>CONTRACTS</u>
AFRICAN AMERICAN MALE	\$6,028	1
AFRICAN AMERICAN FEMALE	\$0	0
TOTAL	\$6,028	1
HISPANIC AMERICAN MALE	\$0	0
HISPANIC AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
ASIAN AMERICAN MALE	\$0	0
ASIAN AMERICAN FEMALE	\$0	0
TOTAL	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE MALE	\$0	0
NATIVE AMERICAN/ALASKAN NATIVE FEMALE	\$0	0
TOTAL	\$0	0
FEMALE CAUCASIAN TOTAL	\$20,652	5

Appendix B: Strategic Plans by State Entity

The FPIC Task Force received numerous Strategic Plans from State Agencies, Institutions of Higher Education, and Community Colleges. Nevertheless, the FPIC Task Force acknowledges that the Strategic Plans vary in content and substance and are merely a preliminary first step in collaborating with public entities to hold themselves accountable. There is an expectation that each public entity will revise and update its Strategic Plan to ensure that the disparities and underrepresentation in State contracting are effectively addressed and resolved.

Fair Practices in Contracting – Strategic Plan Department on Aging

GOALS

Increase the participation of African-American-owned businesses in Department on Aging procurements.

STRATEGIES

As the Agency has consistently met or exceeded the set BEP goal over the last several fiscal years, the Agency shall continue and, wherever possible, improve upon best practices to increase engagement with certified BEP Vendors. This shall include, at a minimum:

- The Agency shall utilize the BEP website, <https://cms.diversitycompliance.com>. This resource shall be provided to businesses seeking subcontractors as well as by the Agency to ensure BEP certified businesses are aware of pending procurement (including small purchases for which an SBSP waiver has been obtained).
- Where appropriate, increase the minimum goal required in order to increase BEP spend. For example, with a recent procurement, the Agency was required to have a 1% goal based upon Vendor availability, and requested to have the goal set at 5%. This practice shall ensure even more increased Agency spend with BEP Vendors.
- Verify with Vendors during contract performance amounts paid to BEP subcontractors to ensure (i) dollars are appropriately reported, (ii) contractual obligations for BEP subcontractor engagements are met, and (iii) allows for more accurate contract and subcontract monitoring.
- Work with the BEP liaison to ensure that all possibilities for contracting with BEP are utilized appropriately.
- Continue to set BEP subcontracting goals above minimums set by CMS
- Collaborate with the Human Services sister agencies to regularly attend and participate at scheduled outreach events through the CMS BEP Office

ADDITIONAL CONSIDERATIONS

As part of a group of agencies dominant in code-exempt Purchase of Care procurements, IDOA has identified the following areas of consideration in the spirit of the executive order:

- Collaborate with the Human Services sister agencies to identify opportunities for increased African-American participation in Human Services procurements.
- Review outreach and information targeted at African-American enterprises for bidding on state business.

Draft

Fair Practices in Contracting

STRATEGIC PLAN
ILLINOIS DEPARTMENT OF INNOVATION AND
TECHNOLOGY

JUNE 22, 2018

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Table of Contents

EXECUTIVE SUMMARY	- 3 -
POLICY STATEMENT	- 3 -
PURPOSE OF THE STRATEGY	- 3 -
STRATEGIC VISION	- 3 -
STRATEGIC OUTCOMES	- 3 -
REDUCED DISPARITY IN CONTRACT AWARDS AND SPEND	- 3 -
INCREASED CONTRACT AWARDS	- 3 -
INCREASED CONTRACT SPEND	- 3 -
STRATEGIC GOALS	- 3 -
GOAL 1 – TRANSPARENCY AND ACCOUNTABILITY IN AWARDS AND SPEND	- 3 -
GOAL 2 - ERADICATE DISPARITIES AND BARRIERS IN CONTRACTS AND RECEIPT OF FUNDS	- 3 -
GOAL 3 – ERADICATE DISPARITIES AND BARRIERS THAT PREVENT FAIRNESS, EQUALITY AND PARITY	- 3 -
STRATEGIC OUTCOMES – KEY PERFORMANCE INDICATORS AND METRICS	- 4 -
STRATEGIC OUTCOME 1 - REDUCED DISPARITY IN CONTRACT AWARDS AND SPEND	- 4 -
STRATEGIC OUTCOME 2 – INCREASED CONTRACT AWARDS	- 4 -
STRATEGIC OUTCOME 3 – INCREASED CONTRACT SPEND	- 4 -
GOALS, OBJECTIVES AND ACTION PLANS	- 5 -
GOAL 1 – TRANSPARENCY AND ACCOUNTABILITY IN AWARDS AND SPEND	- 5 -
OBJECTIVE 1.1 – METRICS AND KPIS	- 5 -
OBJECTIVE 1.2 – QUARTERLY REPORTS	- 6 -
OBJECTIVE 1.3 – VENDOR ACCOUNTABILITY	- 6 -
OBJECTIVE 1.4 - MANAGEMENT ACCOUNTABILITY	- 7 -
OBJECTIVE 1.5 – PROCUREMENT FORECASTING	- 7 -
GOAL 2 - ERADICATE DISPARITIES AND BARRIERS IN CONTRACTS AND RECEIPT OF FUNDS	- 9 -
OBJECTIVE 2.1 – BEP GOALS	- 9 -
OBJECTIVE 2.2 – MAXIMIZE THE USE OF THE SHELTERED MARKET	- 10 -
OBJECTIVE 2.3 – UTILIZE DIRECT SOLITICATIONS	- 10 -
OBJECTIVE 2.4 – PROMOTE AND MAINTAIN A ROBUST BEP VENDOR POOL	- 10 -
OBJECTIVE 2.5 – INFORMATION TECHNOLOGY RESOURCE PROVIDER (ITRP) COMMUNICATION	- 11 -
GOAL 3 – ERADICATE DISPARITIES AND BARRIERS THAT PREVENT FAIRNESS, EQUALITY AND PARITY	- 12 -
OBJECTIVE 3.1 – VENDOR COLLABORATION	- 12 -
OBJECTIVE 3.2 – STAKEHOLDER OUTREACH	- 12 -
OBJECTIVE 3.3 – RECRUIT FOR DIVERSITY	- 13 -
OBJECTIVE 3.4 – COMMUNICATE FOR DIVERSITY	- 13 -
OBJECTIVE 3.5 – TRAIN FOR DIVERSITY	- 13 -
STRATEGIC GOALS AND OBJECTIVES SUMMARY	- 14 -
FAIR PRACTICES IN CONTRACTING – PERFORMANCE METRICS	- 15 -

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Executive Summary

Policy Statement

It is the policy of the State of Illinois and the Illinois Department of Innovation and Technology that businesses owned by minorities, women and persons with disabilities should participate equitably and contract with the State through its procurement processes.

Purpose of the Strategy

Address the under-representation of African-American vendors in state contract awards and contract spend, addressing disparities affecting African-American-owned businesses.

Strategic Vision

Parity in information technology contract awards and actual spend with African-American-owned businesses is established and maintained.

Strategic Outcomes

Reduced Disparity in Contract Awards and Spend

The disparity of contract awards and actual spend with African-American-owned businesses is continually reduced.

Increased Contract Awards

The total contract amount of IT-related contracts awarded to African-American-owned businesses is increased.

Increased Contract Spend

The total contract spend amount of IT-related contracts awarded to African-American-owned businesses is increased.

Strategic Goals

Goal 1 – Transparency and Accountability in Awards and Spend

Increase transparency and accountability surrounding the awarding of contracts and actual spend with African-American-owned businesses.

Goal 2 - Eradicate Disparities and Barriers in Contracts and Receipt of Funds

Eradicate historic disparities and barriers to state contracting and receipt of state funds by African-American-owned businesses.

Goal 3 – Eradicate Disparities and Barriers That Prevent Fairness, Equality and Parity

Eradicate historic disparities and barriers that prevent fairness, equality, and parity for African-American-owned businesses.



**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Strategic Outcomes – Key Performance Indicators and Metrics

Strategic Outcome 1 - Reduced Disparity in Contract Awards and Spend

The disparity of contract awards and actual spend with African-American-owned businesses is continually reduced.

Key Performance Indicators and Metrics

- Percent of total IT-related contract awards which have been awarded to African-American-owned businesses.
- Percent of actual IT-related contract spend with African-American-owned business.
- Parity gap between targeted IT-related contract awards and actual IT-related contract awards with African-American-owned businesses.
- Parity gap between targeted IT-related spend percentage and actual IT-related spend percentage with African-American-owned businesses.

Strategic Outcome 2 – Increased Contract Awards

The total contract amount of IT-related contracts awarded to African-American-owned businesses is increased.

Key Performance Indicators and Metrics

- Percent increase/change of total \$ value of IT-related contracts awarded to African-American-owned businesses.
- Total \$ value of IT-related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ value of IT-related contracts awarded to African-American-owned businesses for the comparison period.

Strategic Outcome 3 – Increased Contract Spend

The total spend against IT-related contracts awarded to African-American-owned businesses is increased.

Key Performance Indicators and Metrics

- Percent increase of total \$ spend against IT-related contracts awarded to African-American-owned businesses
- Total \$ spend against IT-related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ spend against IT-related contracts awarded to African-American-owned businesses for the comparison period.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Goals, Objectives and Action Plans

GOAL 1 – Transparency and Accountability in Awards and Spend

Increase transparency and accountability surrounding the awarding of contracts and actual spend with African-American-owned businesses.

- Objective 1.1 - Establish and Maintain Meaningful Metrics and Key Performance Indicators
- Objective 1.2 - Compile, Present and Publish Quarterly Reports to Ensure Transparency
- Objective 1.3 - Hold Vendors Accountable for Reaching and Maintaining BEP Goals
- Objective 1.4 - Hold Agency Management Accountable for Supporting Fair Practices
- Objective 1.5 - Determine the Feasibility of Establishing a Procurement Forecasting Program

Targeted Outcomes

- African-American-owned businesses are better prepared to respond to IT-related contracting opportunities.
- Vendors are held accountable for meeting or exceeding BEP goals, resulting in increased actual spend with African-American-owned businesses.
- Progress against established objectives is effectively monitored and action plans are adjusted as needed to ensure continuous improvement.
- Full transparency is established regarding DoIT's milestones, improvement targets and actual performance.

Objectives, Action Plans and Metrics

Objective 1.1 – Metrics and KPIs

Establish and Maintain Meaningful Metrics and Key Performance Indicators

Action Plan:

- By July 30, 2018, develop and maintain performance metrics and indicators relating to the number of contracts, contract amounts, and actual spend with African-American-owned businesses.
- By July 30, 2018, develop and maintain performance metrics and indicators regarding vendor compliance with BEP goals.
- By July 30, 2018, establish an accurate baseline for improvement utilizing FY18 data.
- By October 15, 2018, publish performance metrics for all objectives on the publicly available Illinois Department of Innovation and Technology website.

Key Performance Indicator

Metrics are established, tracked and utilized to both measure performance and make program adjustments.

- % of Targeted Outcomes with at least one established performance metric
- % of total performance metrics with sufficient data
- # of Action Plans that are adjusted due to metrics analysis



**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Objective 1.2 – Quarterly Reports

Compile, Present and Publish Quarterly Reports to Ensure Transparency

Action Plan:

- By August 1, 2018, publish the formal DoIT Fair Practices in Contracting Strategy Plan on the publicly available Illinois Department of Innovation and Technology website.
- By October 15, 2018 and each quarter thereafter and annually, compile reports on a regarding the number of contracts, contract amounts and actual spend with African-American-owned businesses.
- Each quarter and annually, provide the report(s) to the Illinois Department of Central Management Services and the Illinois African-American Fair Practices in Contracting Task Force.
- Publish quarterly and annual reports on the publicly available Illinois Department of Innovation and Technology website.

Key Performance Indicator

The DoIT Fair Practices in Contracting Strategic Plan and performance against that plan is available for public review and key stakeholders are regularly briefed and consulted to promote continuous improvement.

- Date the DoIT Fair Practices in Contracting Strategy is publicly available on the DoIT website.
- Date the first quarterly report is published.
- % of quarterly and annual reports published in a timely manner (15th of the month following the end of a reporting period)
- % of quarterly and annual reports provided to the Illinois Department of Central Management Services and the Fair Practices in Contracting Task Force.

Objective 1.3 – Vendor Accountability

Hold Vendors Accountable for Reaching and Maintaining BEP Goals

Action Plan:

- By July 15, 2018, develop a BEP accountability monitoring plan and processes to ensure that contracted vendors are meeting or exceeding pre-established and approved BEP goals.
- On an ongoing basis, develop action plans with non-compliant vendors to help ensure vendors reach pre-established BEP goals.
- Take decisive action, including the cancellation of contracts, in response to vendors which do not comply with established BEP goals.

Key Performance Indicators

- Vendors are held accountable for meeting or exceeding BEP goals, resulting in increased actual spend with African-American-owned businesses.
- Vendors with established contractual BEP goals are meeting or exceeding those goals.



Illinois Department of Innovation and Technology Fair Practices in Contracting - Strategic Plan (DRAFT)

- % of contracts with BEP goals with current and accurate progress reports against those goals
- # of contracts with BEP goals which have quarterly updates against those goals/total # of contracts with BEP goals.
- % of contracts with BEP goals which are on-track (quarterly and annual basis)
- Listing of vendors which are out of compliance with BEP goals.
- Listing of vendors which have had contracts cancelled due to non-compliance with BEP goals.

Objective 1.4 - Management Accountability

Hold Agency Management Accountable for Supporting Fair Practices

Action Plan:

- By July 1, 2018, identify appropriate DoIT management and contractual personnel position descriptions for amendment to include the requirement for engagement with BEP contractors and support of the BEP program and the Fair Contracting Task Force as a requirement of the position.
- By August 1, 2018, adjust performance goals and objectives as appropriate.
- By August 15, 2018, complete the changes to the position descriptions and receive approved position descriptions from the Department of Central Management Services.

Key Performance Indicator

DoIT position descriptions are all updated with requirements, objectives are established and DoIT personnel assigned to contracting roles are meeting or exceeding performance objectives.

- % of applicable position descriptions which are appropriately updated.
- % of employees with contracting responsibilities who have performance objectives focusing on fair practices in contracting.
- % of employees who have met or exceeded fair practices in contracting performance objectives.

Objective 1.5 – Procurement Forecasting

Determine the Feasibility of Establishing a Procurement Forecasting Program

Action Plan:

- By July 1, 2018, meet with the Office of the Chief Procurement Officer to discuss the establishment of a DoIT Procurement Forecasting Program.
- By July 15, 2018, conduct a review of Procurement Forecasting Programs currently being implemented by other governmental agencies.
- By August 1, 2018, determine if the establishment of a Procurement Forecasting Program is in compliance with State of Illinois procurement laws and rules.
- By October 1, 2018, publish the first procurement forecast report/information.
- By October 1, 2018, establish a communication process for communicating the DoIT procurement forecast.



**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Key Performance Indicator

The DoIT Procurement Forecasting Program is providing valuable planning information to African-American-owned businesses.

- Date of the issuance of the first, publicly accessible DoIT Procurement Forecast.
- % of quarterly updates to the DoIT Procurement Forecast which are completed by the 15th of the 1st month following the end of a quarter (based on fiscal years).
- Listing of ways the DoIT Procurement Forecast(s) are communicated to the African-American-owned business community and other vendors.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Goal 2 - Eradicate Disparities and Barriers in Contracts and Receipt of Funds

Eradicate historic disparities and barriers to state contracting and receipt of state funds by African-American-owned businesses.

Objective 2.1 - Establish BEP Goals for All New and Existing Procurements Over \$100,000

Objective 2.2 - Maximize the Use of the Sheltered Market for Opportunities

Objective 2.3 - Utilize Direct Solicitations

Objective 2.4 - Promote and Maintain a Robust BEP Vendor Pool

Objective 2.5 - Promote Information Technology Resource Provider (ITRP) Participation

Targeted Outcomes

- Engagement with BEP vendors is improved resulting in increased opportunities for African-American-owned businesses.
- The dollar amount of IT-related BEP and African-American-owned business spend goals is increased.
- The total IT-related contract amounts and actual spend with African-American-owned businesses is increased through the use of Sheltered Market procurements.
- African-American-owned businesses are more often the prime vendor on IT-related contracts.
- The African-American-owned business vendor pool is robust, increasing the IT-related opportunities for the African-American-owned business community.

Objectives, Action Plans and Metrics

Objective 2.1 – BEP Goals

Establish BEP Goals for All New and Existing Procurements Over \$100,000

Action Plan:

- By July 15, 2018, identify all current contracts over \$100,000 which have not had BEP goals established.
- By August 30, 2018, complete work with the Illinois Department of Management Services to establish BEP goals for existing contracts over \$100,000.
- Effective July 1, 2018, establish BEP goals for new contracts above \$100,000.
- By October 1, 2018, identify opportunities for increasing BEP goal percentages for contracts.

Key Performance Indicator

Increased BEP goals provide increased opportunity for African-American-owned businesses.

- % increase of BEP % across all DoIT contracts
- % of contract awards which have been awarded, or targeted for African-American-owned businesses through BEP goal setting.

1

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

- \$ amount of contract awards which have been awarded, or targeted for African-American-owned businesses through BEP goal setting.

Objective 2.2 – Maximize the Use of the Sheltered Market

Action Plan:

- Commencing July 1, 2018, identify opportunities for solicitations to be issued under the Sheltered Market Executive Order by reviewing all incoming procurements for applicability and opportunity.

Key Performance Indicator

Increase in the use of the Sheltered Market in numeric amount as well as contract award and total spend.

- # of contracts which utilized the Sheltered Market process
- \$ amount of contracts awarded via the Sheltered Market
- \$ amount of contracts awarded via the Sheltered Market to African-American-owned businesses
- \$ amount of actual spend with African-American-owned businesses via Sheltered Market contracts.

Objective 2.3 – Utilize Direct Solicitations

Action Plan:

- By August 1, 2018, receive guidance from the Chief Procurement Officer regarding appropriate procedures to be utilized for direct solicitations.
- Commencing August 1, 2018, utilize direct solicitations in compliance with the procurement code to notify African-American-owned businesses of opportunities available at DoIT.

Key Performance Indicator

Increase in the use of the Direct Solicitations with African-American-owned businesses

- # of direct solicitations completed by DoIT
- estimated \$ amount of contracts related to direct solicitation
- Listing of African-American-owned businesses which received direct solicitation information

Objective 2.4 – Promote and Maintain a Robust BEP Vendor Pool

Action Plan;

- By October 31, 2018, in conjunction with the CMS BEP program, develop a process for notifying BEP vendors which have expired or soon to expire BEP certifications/eligibility to help maintain a robust BEP vendor pool.

Key Performance Indicator

Increase in the # and % of current and eligible BEP vendors.

- Total # of African-American-owned businesses which are certified as a BEP vendor effective July 1, 2018 vs. total # of African-American-owned businesses which are certified at comparison date (quarterly). Percent increase and number increase.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Objective 2.5 – Information Technology Resource Provider (ITRP) Communication

Action Plan:

Proactively communicate information regarding the ITRP to African-American vendor stakeholder groups to promote African-American-owned business participation with the ITRP in compliance with the procurement code.

Key Performance Indicator

Increase in the # and % of current and eligible African-American-owned businesses which are prequalified for opportunities via the ITRP.

- # of African-American-owned vendors on the ITRP
- % of African-American-owned vendors on the ITRP
- \$ amount of contract awards to African-American-owned businesses via the ITRP
- \$ amount of actual contract spend to African-American-owned businesses via the ITRP
- % increase of African-American-owned businesses which are pre-qualified for the Information Technology Resource Provider (ITRP) contract.
- Total # of African-American-owned businesses which are pre-qualified for ITRP effective July 1, 2018 vs. total # of African-American-owned businesses which are pre-qualified for the ITRP at comparison date (following pre-qualification update period). Percent increase and number increase.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

**Goal 3 – Eradicate Disparities and Barriers That Prevent Fairness,
Equality and Parity**

Eradicate historic disparities and barriers that prevent fairness, equality, and parity for African-American-owned businesses.

Targeted Outcomes

- Collaboration opportunities between vendors are created, increasing the likelihood that established BEP goals will be met by prime vendors.
- Continued communication with the African-American-business community and related stakeholders more actively identifies barriers that prevent fairness, equality and parity.
- Minority, and African-American representation in DoIT is increased.
- A culture of fairness, equality and parity within DoIT is established and maintained.

Objective 3.1 – Vendor Collaboration

Action Plan :

Conduct information technology circuit events at least twice a year between IT BEP vendors and non-BEP vendors to promote collaboration and increase opportunities for African-American-owned businesses. At least one annual event will be held in both Springfield and Chicago.

Key Performance Indicator

Vendor collaboration events are effective and produce meaningful partnerships.

- Listing of vendor collaboration events initiated by the state/DoIT
- # of total companies/businesses which attend collaboration events
- # of African-American-owned businesses which attend collaboration events
- # of total BEP vendors which attend collaboration events
- # of total non-BEP vendors which attend collaboration events
- Total # of individuals who attend the collaboration events
- Total # of individuals representing African-American-owned businesses who attend the collaboration events.
- Total # of individuals representing BEP vendors who attend the collaboration events
- Total # of individuals representing non-BEP vendors who attend the collaboration events.
- # of individuals who indicate that the collaboration events resulted in the development of a potential contracting partnership. (survey following events)

Objective 3.2 – Stakeholder Outreach

Action Plan:

Conduct informational exchange meetings at least twice a year with the Illinois Black Chamber of Commerce, the Illinois Legislative Black Caucus, the BEP Council and other

Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)

representatives of the Fair Contracting Task Force to improve overall communication with African-American-owned businesses and continually address barriers to fair contracting.

Key Performance Indicator

Informational meetings are held consistently and result in valuable information sharing.

- # of informational meetings held
- # of attendees representing African-American interests

Objective 3.3 – Recruit for Diversity

Action Plan:

Conduct recruiting events to increase hiring of under-represented minorities at the Illinois Department of Innovation and Technology.

- % representation of African-Americans in the DoIT workforce

Objective 3.4 – Communicate for Diversity

Action Plan:

By September 1, 2018, develop listings of associations, groups or other organizations that represent diverse groups.

By October 1, 2018, establish a procedure for the distribution of information regarding DoIT employment opportunities on an ongoing basis.

Key Performance Indicator

Increased proactive communication with African-American-owned business leaders and other stakeholders identifies ways to continuously improve progress toward disparity reduction.

- Listing of associations, groups or other organizations that is utilized for proactive communication
- Listing of proactive communications completed by DoIT

Objective 3.5 – Train for Diversity

Action Plan:

Ensure DoIT employee compliance with any mandated diversity training and develop programs to establish a culture of fairness, equality and parity in the workplace.

Key Performance Indicator

Compliance with mandated diversity and other related training.

- % of DoIT employees compliant with diversity related training
- Listing of any newly developed program focused on establishing a culture of fairness, equality and parity in the workplace.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Strategic Goals and Objectives Summary

Goal 1 - Increase transparency and accountability surrounding the awarding of contracts and actual spend with African-American-owned businesses.

- Objective 1.1 - Establish and Maintain Meaningful Metrics and Key Performance Indicators
- Objective 1.2 - Compile, Present and Publish Quarterly Reports to Ensure Transparency
- Objective 1.3 - Hold Vendors Accountable for Reaching and Maintaining BEP Goals
- Objective 1.4 - Hold Agency Management Accountable for Supporting Fair Practices
- Objective 1.5 - Determine the Feasibility of Establishing a Procurement Forecasting Program

Goal 2 - Eradicate historic disparities and barriers to state contracting and receipt of state funds by African-American-owned businesses.

- Objective 2.1 - Establish BEP Goals for All New and Existing Procurements Over \$100,000
- Objective 2.2 - Maximize the Use of the Sheltered Market for Opportunities
- Objective 2.3 - Utilize Direct Solicitations
- Objective 2.4 - Promote and Maintain a Robust BEP Vendor Pool
- Objective 2.5 - Promote Information Technology Resource Provider (ITRP) Participation

Goal 3 – Eradicate historic disparities and barriers that prevent fairness, equality, and parity for African-American-owned businesses.

- Objective 3.1 - Promote Vendor Collaboration
- Objective 3.2 - Conduct Stakeholder Outreach
- Objective 3.3 - Recruit for Diversity
- Objective 3.4 - Communicate for Diversity
- Objective 3.5 - Train for Diversity

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

Fair Practices in Contracting – Performance Metrics

Strategic Outcome Metrics

1. Percent of total IT-related contract awards which have been awarded to African-American-owned businesses.
2. Percent of actual IT-related contract spend with African-American-owned business.
3. Parity gap between targeted IT-related contract awards and actual IT-related contract awards with African-American-owned businesses.
4. Parity gap between targeted IT-related spend percentage and actual IT-related spend percentage with African-American-owned businesses.
5. Percent increase/change of total \$ value of IT-related contracts awarded to African-American-owned businesses.
6. Total \$ value of IT-related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ value of IT-related contracts awarded to African-American-owned businesses for the comparison period.
7. Percent increase of total \$ spend against IT-related contracts awarded to African-American-owned businesses.
8. Total \$ spend against IT-related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ spend against IT-related contracts awarded to African-American-owned businesses for the comparison period.

Goal-Focused Metrics

9. % of Targeted Outcomes with at least one established performance metric.
10. % of total performance metrics with sufficient data.
11. # of Action Plans that are adjusted due to metrics analysis.
12. % of performance metrics that are complete, timely and available for public review
13. % planned Performance Reports which are submitted in a complete and timely manner.
14. Date the DoIT Fair Practices in Contracting Strategy is publicly available on the DoIT website.
15. Date the first quarterly report is published.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

16. % of quarterly and annual reports published in a timely manner (15th of the month following the end of a reporting period)
17. % of quarterly and annual reports provided to the Illinois Department of Central Management Services and the Fair Practices in Contracting Task Force.
18. % of contracts with BEP goals with current and accurate progress reports against those goals
19. % of contracts with BEP goals which are on-track (quarterly and annual basis)
20. Listing of vendors which are out of compliance with BEP goals.
21. Listing of vendors which have had contracts cancelled due to non-compliance with BEP goals.
22. Date of the issuance of the first, publicly accessible DoIT Procurement Forecast.
23. % of quarterly updates to the DoIT Procurement Forecast which are completed by the 15th of the 1st month following the end of a quarter (based on fiscal years).
24. Listing of ways the DoIT Procurement Forecast(s) are communicated to the African-American-owned business community and other vendors.
25. % increase of BEP % across all DoIT contracts
26. % of contract awards which have been awarded, or targeted for African-American-owned businesses through BEP goal setting.
27. # of contracts which utilized the Sheltered Market process
28. \$ amount of contracts awarded via the Sheltered Market
29. \$ amount of contracts awarded via the Sheltered Market to African-American-owned businesses
30. \$ amount of actual spend with African-American-owned businesses via Sheltered Market contracts.
31. # of direct solicitations completed by DoIT
32. Estimated \$ amount of contracts related to direct solicitation Listing of African-American-owned businesses which received direct solicitation information
33. Total # of African-American-owned businesses which are certified as a BEP vendor effective July 1, 2018 vs. total # of African-American-owned businesses which are certified at comparison date (quarterly). Percent increase and number increase.

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

34. # of African-American-owned vendors on the ITRP
35. % of African-American-owned vendors on the ITRP
36. \$ amount of contract awards to African-American-owned businesses via the ITRP
37. \$ amount of actual contract spend to African-American-owned businesses via the ITRP
38. % increase of African-American-owned businesses which are pre-qualified for the Information Technology Resource Provider (ITRP) contract.
39. Total # of African-American-owned businesses which are pre-qualified for ITRP effective July 1, 2018 vs. total # of African-American-owned businesses which are pre-qualified for the ITRP at comparison date (following pre-qualification update period). Percent increase and number increase.
40. Listing of vendor collaboration events initiated by the state/DoIT
41. # of total companies/businesses which attend collaboration events
42. # of African-American-owned businesses which attend collaboration events
43. # of total BEP vendors which attend collaboration events
44. # of total non-BEP vendors which attend collaboration events
45. Total # of individuals who attend the collaboration events
46. Total # of individuals representing African-American-owned businesses who attend the collaboration events.
47. Total # of individuals representing BEP vendors who attend the collaboration events
48. Total # of individuals representing non-BEP vendors who attend the collaboration events.
49. # of individuals who indicate that the collaboration events resulted in the development of a potential contracting partnership. (survey following events)
50. # of informational meetings held
51. # of attendees representing African-American interests
52. % representation of African-Americans in the DoIT workforce
53. Listing of associations, groups or other organizations that is utilized for proactive communication

**Illinois Department of Innovation and Technology
Fair Practices in Contracting - Strategic Plan (DRAFT)**

- 54. Listing of proactive communications completed by DoIT
- 55. % of DoIT employees compliant with diversity related training
- 56. Listing of any newly developed program focused on establishing a culture of fairness, equality and parity in the workplace.

Capital Development Board

Fair Practices in Contracting Task Force

Strategic Plan

August 2, 2018

Our Mission

The professional architects, engineers, project managers, construction experts, and staff of the Capital Development Board (CDB) provide construction management oversight for new construction and renovation projects for state-funded facility projects. With work on colleges and university buildings, public safety centers, museums and historic sites, State parks, mental health hospitals, State office buildings, and correctional centers, the CDB manages projects that touch the lives of almost every Illinois citizen. CDB does not initiate projects, but rather responds to capital improvement needs identified by other State agencies, institutions of higher education, and governmental units, which are approved by the Governor and enacted by the General Assembly.

Many projects involve routine deferred maintenance, modernizing facilities to meet current building code standards and protecting the lives and safety of Illinois residents by removing environmental hazards such as asbestos and lead. Projects can range from the replacement of a failing heating or roofing system to the restoration of internationally significant historic structures.

The Capital Development Board's Fair Employment Practices (FEP) Unit encourages Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Business Enterprise (VBE) participation by promoting opportunities for minority and female owned business as stipulated by the Business Enterprise for Minorities, Women and Person with Disabilities Act (BEP Act) and the Veterans Business Program for veteran owned business in accordance with the Illinois Procurement Code. The FEP Program also ensures vendor compliance in providing equal employment opportunities to minority, women, and veteran tradespersons in accordance with the Department of Human Rights Rules and Regulations.

Our Strategy

CDB is strategic in its approach to foster an environment that promotes diversity and inclusion of MBE/WBE/VBE vendors. Specific to bolstering inclusion of African American contractors on State-funded construction projects, the agency fosters partnerships with groups such as Black Contractors United, the Black Chamber of Commerce, and the United States Minority Contractors Association. In addition to these strategic partnerships, the agency sponsors and attends outreach events across the state with the intention of providing guidance and clarity on

CDB processes, forms and requirements for vendors to be successful in pursuing CDB's bidding opportunities.

FEP sets goals on individual construction projects based on the scope of work and the availability of MBE/WBE/VBE companies, including African American vendors in the geographic area. CDB uses historical goals in conjunction with other factors to assist in assigning participation goals to construction projects. For the majority of CDB projects, individual goals are set for minority, women and veteran owned vendors independently of each other. CDB has created a Good Faith Effort Committee to ensure only vendors who have done their due diligence are granted a waiver from the required participation goals. Vendors are required to provide substantial documentation of efforts made to meet the participation goals prior to a waiver being issued. Failure to provide substantial documentation of efforts to meet participation goals does result in bid rejections.

To achieve its mission, CDB attends outreaches in order to promote participation by providing information to the African American business owners as well as other FEP participants. Through outreaches, CDB builds a rapport with contractors, design professionals and second tier contractors, and advises them through CDB processes such as prequalification and registration. CDB's FEP Unit often sends follow-up communications after attending outreaches when they capture information from contractors that have not worked with the State before. FEP also follows up through individual meetings with contractors; attending events with the Black Contractors United, Black Chamber of Commerce, and United States Minority Contractors Association; as well as being readily available to help contractors navigate the procurement process, all of which have helped maintain and often times increase African American contractors' participation.

Whether meeting with a group of 50 contractors or one-on-one, CDB FEP staff always make themselves available to walk MBE/WBE/VBE companies through the process of how to do business with the agency. These staff members are routinely available at CDB's pre-bid and pre-construction meetings as well as on construction sites to aid in the clarification of the diversity and inclusion programs and procedures. CDB also offers training sessions for those firms newly prequalified or interested in learning more about CDB project procedures.

Once MBE/WBE/VBE contractors are involved on projects, FEP staff monitors participation on payment requests and on job sites throughout the entire construction project to ensure inclusion and compliance with BEP goals. This is a critical component to CDB's strategy to ensure the minority contractors, especially African American vendors, are participating on State-funded building construction projects and are being treated fairly.

CDB will continue to attend and conduct outreaches in order to reach the African American construction community to encourage their participation as well as educate them on upcoming bidding opportunities. In addition to the agency's current approaches to further involvement of

African American contractors on State-funded construction projects, CDB is working diligently to execute strategic goals and action items to promote greater inclusion.

Strategic Goals

Goal 1- Reach the Unreached

The State of Illinois is filled with corridors or pockets of nonparticipation. Many times in these areas, there are a limited number of MBE/WBE/VBE firms. To help increase these numbers, CDB's FEP Unit makes a practice of being readily available to answer questions from contractors when asked on how to navigate our website, forms, or processes.

Goal 2- Educate Vendors on Good Business Practice

Many times new vendors do not understand the inner workings of the State and rely on the expertise of the prime contractors. CDB educates contractors, design professionals and second tier contractors, on the significance of CDB forms, the timetable in which they could expect to receive or submit those forms, as well as the significance of their signature upon the appropriate forms. CDB would like to increase the number of outreaches that target African American vendors to further encourage those firms to participate on CDB construction projects.

Goal 3- Sheltered Markets

CDB is exploring the feasibility of establishing sheltered markets for minority and women businesses to help level the playing field for underrepresented vendors to gain experience working on State-funded construction projects. CDB will be engaging in discussions and looking for guidance from the Business Enterprise Program (BEP) Council and the Department of Central Management Services (CMS).

Goal 4- Mentor-Protégé

Small businesses can find it challenging to contract with the State of Illinois due to lack of resources, bonding and apprenticeship and training requirements. A Mentor-Protégé program would allow these small businesses the opportunity to compete for State contracts by teaming up with experienced state contractors to provide developmental assistance to the protégé's business to enhance its technical capabilities to do more complex construction work.

Goal 5- Website Refresh

Dedicated information on the agency's website, including new training videos, will help CDB reach more African American contractors and will build trust with underrepresented contractors. Through this release of information FEP can help contractors navigate the forms and processes involved in doing business with CDB and dispel the notion that "the state doesn't pay" when it comes to CDB construction projects.

Goals and Action Plans

Goal 1- Reach the Unreached

The State of Illinois is filled with corridors or pockets of nonparticipation. Many times in these areas, there are a limited number of MBE/WBE/VBE firms, including African American businesses. To help increase these numbers, CDB's FEP Unit makes a practice of being readily available to answer questions from contractors when asked on how to navigate our website, forms, or processes.

Action Plan 1.1-Work with state legislature and members of the BEP community to drive participation further south in the state.

Action Plan 1.2-Explain the significance to African American contractors willing to commute across state for bigger contracts.

Action Plan 1.3-Host outreaches with contractors in which CDB staff are in attendance to answer questions of CDB process navigation.

Goal 2- Educate Vendors on Good Business Practice

Many times vendors do not understand the inner workings of the state and rely on the expertise of the prime contractors. CDB educates contractors, design professionals and second tier contractors, on the significance of our forms, the timetable in which they could expect to receive or submit those forms, as well as the significance of their signature upon the appropriate forms. CDB would like to increase the number of outreaches that target African American vendors to further encourage those firms to participate on CDB construction projects.

Action Plan 2.1-Provide training to African American contractors on the inner workings of CDB and its forms by explaining the power of a signature.

Action Plan 2.2-Provide an explanation on the significance of creating written documentation via email follow-ups, to recapture conversations so that all parties understand what was discussed verbally.

Goal 3- Sheltered Markets

Sheltered markets for minority, women and persons with disabilities may help level the playing field for underrepresented contractors and design professionals. CDB will explore this with the Business Enterprise Program (BEP) Council and the Department of Central Management Services (CMS).

Action Plan 3.1- Explore feasibility of developing rules and future implementation of a program in conjunction with the Business Enterprise Program (BEP) Council and Central

Management Services (CMS) where the Capital Development Board could utilize sheltered markets.

Goal 4- Mentor Protégé

Small businesses can find it challenging to contract with the State of Illinois due to lack of resources, bonding and apprenticeship and training requirements. A Mentor Protégé program would allow these small businesses the opportunity to compete for state contracts by teaming up with experienced state contractors to provide developmental assistance to the Protégé's business to enhance its technical capabilities to do more complex construction work.

Action Plan 4.1-Explore developing rules and possible implementation of a Mentor Protégé program where the Capital Development Board will be able create a pipeline to give new and small businesses the opportunity to grow and obtain state contracts.

Action Plan 4.2- Conduct outreach and garner interest from experienced contractors and design professionals to participate as mentors.

Action Plan 4.3-Identify new and small businesses capable of participating as mentees.

Goal 5- Website Refresh

Increased transparency through a website refresh will help reach a larger pool of African American contractors and help to build a trust with underrepresented contractors that there is money available for them to earn. Through tailored information for MBE/WBE/VBE companies on the agency website, this release of information can dispel the notion that “the state doesn’t pay” when it comes to CDB construction projects and help to answer other frequency asked questions.

Action Plan 5.1-Get feedback from MBE/WBE/VBE trade organizations regarding suggestions to improve website and promote greater transparency in order to nurture participation with returning and new contractors alike, showing that the Capital Development Board has access to project money.

Action Plan 5.2-Increase website utilization by providing up to date information along with upcoming bidding information.

Action Plan 5.3-Work closer with in house project managers in order to ensure BEP firms have longevity on projects.

Fair Practices in Contracting
DRAFT Strategic Plan
Illinois Lottery and Camelot Illinois
July 27, 2018

Overview of the Illinois Lottery

Founded in 1974, the Illinois Lottery's mission is to maximize revenue to the State to benefit schools, capital projects and specialty causes in an ethical and socially responsible manner.

Since 1985, the Illinois Lottery has contributed more than \$20 billion to the State's Common School Fund to assist public schools in Illinois. It has also provided hundreds of millions of dollars to the Capital Projects Fund and to special causes such as Illinois veterans services, the fight against breast cancer, MS research, Special Olympics training programs and assistance for people living with HIV/AIDS.

The Illinois Lottery has been run by a private manager since July 2011, and, in 2012, it became the first state in the U.S. to sell tickets on the internet.

Overview of Camelot Illinois

In 2017, Camelot Illinois was awarded a competitively bid 10-year contract to manage the operations of the Illinois Lottery. This rare public-private partnership is governed by a private management agreement (PMA) that outlines performance standards, operating procedures and clear incentives to guide the company's work on behalf of the State of Illinois. Between January and July 2018, Camelot transitioned key business activities from the previous operator, and launched the company's first annual business plan for Fiscal Year 2019, which can be found online at <http://www.illinoislottery.com/en-us/private-management-process.html>.

Camelot is a proven leader in lottery management with strong expertise in retail and digital channels, and an impressive track record of successful public-private partnerships in the lottery industry. As the operator of the UK National Lottery and adviser to multiple U.S. state lotteries, Camelot helps governments fund important programs including education, special needs and capital projects.

In its first year, Camelot will seek to establish operational fundamentals and build trust in the Illinois Lottery through responsible, transparent and accountable management. The company's long-term goal is to create an innovative, modern lottery that will attract new players and maximize financial returns to the State in a socially responsible way.

In addition to these commitments, Camelot will adhere to the legal requirements for minority contracting set forth in the PMA, as well as deliver on its promise to work with a diverse range of businesses.

Policy Statement

The Illinois Lottery and Camelot Illinois are committed to providing meaningful opportunities for skilled and qualified businesses owned by minorities, women and persons with disabilities to participate equitably in contracts to achieve the economic benefits of doing business with the State of Illinois.

Our collective goal is to level the playing field for diverse businesses, particularly African-American-owned businesses, by enabling them to successfully compete for and be awarded contracts while also adhering to and ultimately surpassing our obligations under the State's Business Enterprise Program (BEP).

Strategic Plan Purpose

The purpose of this strategic plan is to outline overall goals, key initiatives and proposed performance measurements to ensure that the Illinois Lottery and Camelot Illinois foster an inclusive and competitive environment that will help African-American-owned businesses increase their capacity, grow revenue and enhance credentials.

Specifically, the initiatives outlined in this strategic plan are intended to achieve the following goals:

1. Increase the total number of contracts awarded to African-American-owned businesses;
2. Increase overall spend for contracts awarded to African-American-owned businesses; and
3. Ensure that our respective workforces are reflective of the State's diverse population.

Key Initiatives

In Fiscal Year 2019, the Illinois Lottery and Camelot Illinois will implement new procedures to give focus and support to African-American-owned firms and the work of the Fair Practices Contracting Task Force. The goal is to help address and correct the disparities found in State contracting and receipt of State funds by the 2015 Disparity and Availability Study. Specifically, we will undertake the following efforts to increase contracting opportunities for African-American-owned firms:

1. Increase awareness among African-American-owned vendors of Illinois Lottery and Camelot Illinois procurement opportunities

Stakeholder outreach

The Illinois Lottery and Camelot Illinois will explore opportunities to reach out to associations that possess a strong presence in the African-American business community in an effort to help raise awareness of procurement opportunities and create an open and ongoing dialogue with key groups about how to do business with our organizations.

Key stakeholder groups will include:

- Illinois Black Chamber of Commerce
- Chicago Urban League
- BEP Council
- Chatham Business Association

The Illinois Lottery and Camelot Illinois will also continue to partner with CMS BEP Community Engagement personnel to participate in State-sponsored vendor events. Camelot Illinois will continue to build its database of interested parties and utilize CMS BEP resources so that new solicitation announcements can be sent directly to BEP businesses. We will also reach out to key stakeholder groups to alert them to procurement opportunities on a timely basis.

Media and community outreach

The Illinois Lottery and Camelot Illinois will also seek to develop strategic partnerships with key African-American media outlets to gain their assistance and support in publishing and reporting on procurement opportunities to encourage their audiences to consider partnering with our organizations on business initiatives.

Illinois Lottery, upon seeking guidance from the Chief Procurement Officer regarding the development of a procurement forecasting report, will notify prospective African-American businesses of the procurement forecasting report in compliance with the State of Illinois procurement laws and rules.

In the future, once Camelot has more experience serving as a partner to the State of Illinois, the company will also explore the possibility of developing and a procurement look ahead document that seeks to forecast future and upcoming procurement opportunities. The Illinois Lottery and Camelot Illinois can then actively engage with African-American vendors to ensure they are aware of these opportunities.

One-on-one information meetings with prospective vendors

Camelot Illinois will also seek to proactively reach out to African-American vendors with the background and expertise that are specific to the lottery industry to educate them about the company's plans for the coming year and inform them about any upcoming procurement opportunities that might be a good fit. For example, because Camelot Illinois seeks to encourage at least 20 percent of the costs of marketing, advertising and shipping/freight subcontracts be awarded to BEP firms, the company will research and seek to host meetings with African-American-owned businesses that specialize in these key areas.

Camelot Illinois will also seek to connect prospective African-American vendors with various CMS BEP programs and assistance that can help them learn about and prepare for procurement opportunities and help them navigate the process of becoming certified (or maintaining certification) as a BEP vendor, qualified to do business with the State.

2. Encourage and assist African-American vendors in responding to Illinois Lottery and Camelot Illinois procurement solicitations

Once a procurement solicitation has been published, Camelot Illinois will proactively reach out to prospective African-American vendors to ensure receipt of the notification or announcement and seek to answer any questions they might have about the procurement process.

Illinois Lottery, upon receiving guidance from the Chief Procurement Officer regarding appropriate procedures for utilizing direct solicitation, will notify prospective African-American businesses of opportunities available at Illinois Lottery in compliance with the Illinois Procurement Code.

3. Educate and train internal staff about ways to identify and implement opportunities for African-American vendors to do business with the Illinois Lottery and Camelot Illinois

The Illinois Lottery and Camelot Illinois will continue to provide training programs and key information to internal staff to educate them about BEP goals and ways in which they can help identify procurement opportunities for African-American vendors as part of their regular course of work and through special projects. The goal will be to ensure that internal teams know about and understand the importance of establishing a culture of fairness, equality and parity both in the workplace and through minority contracting.

4. Set clear contracting goals for future procurements

Camelot Illinois will continue to work to set contracting/subcontracting goals for major procurements in an effort to meet and exceed the company's legal requirements for minority contracting. Camelot Illinois will also explore opportunities to "unbundle" larger contracts to expand the number of opportunities for smaller BEP firms to serve as a prime contractor to the company.

Illinois Lottery will establish BEP Goals for all new procurements over \$100,000. The Illinois Lottery will monitor and work with vendors responsible to ensure compliance with BEP goals.

5. Educate major vendors about the BEP program

Camelot Illinois will seek to educate prospective vendors about how the BEP program is administered. The company will also seek to engage its major vendors of services - including instant ticket printing, gaming system technology, advertising and media buying - to remind them of the company's commitment to provide meaningful opportunities for African-American-owned businesses and BEP vendors and encourage them to provide regular reports regarding their minority contract awards and spend so that they can be counted toward Camelot's goal.

6. Establish and maintain metrics to evaluate performance and ensure transparency

The Illinois Lottery and Camelot Illinois will continue to work to develop a series of metrics to be able to report on BEP and African-American vendor contacts in a timely and transparent manner.

Some key metrics for future ongoing reporting will include:

- Number of contracts or subcontracts which have been awarded to African-American-owned businesses, measured against BEP goals set on procurements.
- Actual spend with African-American-owned businesses.
- A detailed breakdown of BEP spend for Camelot Illinois major contracts including marketing, advertising and shipping/freight contracts and subcontracts by month and by minority group.
- Number of direct procurement solicitations completed monthly by Illinois Lottery and Camelot Illinois.
- Number of contracts on which BEP goals set (as prime vendor or subcontractor) and proposed contract value.
- Listing of vendor events participated in by Illinois Lottery and Camelot Illinois.
- Number of participants who attended vendor events.
- Number of informational meetings held.
- Listing of stakeholder groups, media outlets and other organizations that received communications and information about procurement opportunities.
- Number of African-American businesses who were not BEP certified but achieved certification after contact with Camelot Illinois
- Number and percentage of Illinois Lottery and Camelot Illinois employees who received procurement and diversity training.

7. Ensure that workforce is reflective of the State's diverse population

Both the Illinois Lottery and Camelot Illinois are committed to ensuring a diverse workforce.

Through our efforts to recruit talented individuals from diverse backgrounds, more than half of Camelot Illinois' current workforce is comprised of women and about 29 percent identify as a minority. Thirteen or nearly 16 percent of employees identify as African-American. We will remain committed to building and maintaining a skilled workforce that is reflective of the State of Illinois.

###

Illinois Lottery Agency FY19 Action Items

The Illinois Lottery is committed to supporting the work of the Fair Practices in Contracting Task Force. As such, the Lottery has identified a number of action items it can employ to increase awareness within the African American community of upcoming Lottery contracting opportunities. These include:

- 1) Notify African American business associations, such as the Chatam Business Association, when the Lottery will publish an RFP;
- 2) Inform and assist vendors of registering on Bid Buy to receive notification of relevant State procurement opportunities;
- 3) Partner with CMS BEP Community Engagement personnel to participate in State-sponsored vendor events;
- 4) Within the boundaries set forth in Illinois' procurement law and rules, help African American vendors to become certified BEP vendors by CMS; and
- 5) Within the boundaries set forth in Illinois' procurement law and rules, meet with and answer questions from, the African American business community.

Additionally, the Lottery will be issuing an RFP for Systems Testing and Certification Services, in the next month, with a contract to be in place by October 1, 2018. The Lottery will employ the above steps to insure African American vendors are aware of this opportunity.

The accompanying document show the Lottery budget for FY19 which includes prize money and the full potential spending for the Private Management Agreement (such as manager incentive, transition expenses, residual value). The amounts included in each spending category or not required to be spent in full, but represent what maximum spending could be if full sales projections are achieved, and all spending is approved by the Lottery.

Camelot Illinois FY2019 Action Items

Camelot Illinois, LLC ("Camelot") embraces diversity as an employer, as a customer to suppliers, and as a good corporate citizen. Since executing the Private Management Agreement with the Illinois Department of Lottery in October 2017, Camelot has worked diligently to meet and exceed the minority business participation goal set forth in Section 7.6 of the PMA:

Manager shall encourage at least twenty percent (20%) of the costs of marketing, advertising and shipping/freight Subcontracts entered into by Manager to be awarded to vendors providing those services, or any other commercially useful function in relation to the provision of

Services, to businesses that are a “minority-owned business,” a “women-owned business,” or a “business owned by a Person with a disability,” as those terms are defined in the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575, *et seq.*

From January 2, 2018 to present, Camelot spent more than \$2 million with six (6) African-American owned firms and surpassed the \$3.8 million BEP goal for this time period.

In FY2019, Camelot will continue to support African-American owned firms and the work of the Fair Practices Contracting Task Force. Specifically, Camelot plans on undertaking the following efforts to increase contracting opportunities for African-American owned firms:

- Meet with Intralot (draw based games subcontractor) regarding its BEP and African-American vendor opportunities.
- Pursue strategic partnerships with associations possessing a strong presence in the African-American business community (e.g. Chatham Business Association).
- Request meetings with remaining provisionally approved African-American owned vendors listed in the PMA.
- Raise awareness with O’Keefe Reinhard & Paul (advertising agency subcontractor) regarding production work with African-American vendors.
- Promote contracting opportunities through Chambers of Commerce, traditional media outlets, and African-American media outlets.
- Continue to partner with CMS BEP Community Engagement personnel to participate in State-sponsored vendor events.
- Continue to prepare monthly BEP reports to review and track progress with BEP contracts/vendors.
- Encourage African-American owned vendors to respond to RFPs.
- Schedule informational meetings with prospective vendors.

In the first quarter of FY2019, Camelot anticipates issuing up to 4 RFPs for permanent point of sale production and support. Camelot will actively engage with African American vendors to ensure they are aware of these opportunities.

CAMELOT ILLINOIS
FY 2019 Proposed Budget (Unapproved)

Expenditure Category	Proposed FY 2019 Budget (\$MM)	Contracted Services/Goods (\$MM)	Contracts with African-American (AA) Owned Firms	Additional Potential Available Contract Opportunities
MARKETING (Media, Production, POS, Agency)	\$44.6	\$35.7	<ul style="list-style-type: none"> Flowers Communications (AA marketing agency) already under contract (FY18 stub year projected spend over \$2M) 	<ul style="list-style-type: none"> \$8.9MM (TV, radio, digital, out-of-home & billboards, social media, research, community engagement, and experiential marketing) Marketing Research Services (procurement in progress) Camelot has begun discussions with OMD regarding AA second-tier subcontract media spend.
DRAW BASED GAMES SUPPLIER/TERMINALS	\$43.9	\$43.9	<ul style="list-style-type: none"> The draw based games services are provided by subcontractors IGT and Intralot (publicly owned/traded companies). 	<ul style="list-style-type: none"> Camelot is scheduled to replace IGT with Intralot in Dec. 2018. In the meantime, Camelot will have discussions with Intralot regarding its BEP and African-American subcontractor spend in Illinois.
TICKET PRINTER	\$21.3	\$21.3	<ul style="list-style-type: none"> Ticket printing services already under contract with Scientific Games (SGI), a publicly owned/traded company. SGI reports two AA subcontracts. 	<ul style="list-style-type: none"> Based on FY2018, Camelot anticipates that SGI's FY2019 BEP spend will be approximately \$1.013M. Camelot will work with SGI regarding its BEP and African-American subcontractor spend in Illinois.
PERSONNEL (Staff costs/payroll, benefits, travel and expenses)	\$16.2	N/A	<ul style="list-style-type: none"> 16% of Camelot Illinois employees (non-contract) are African-American 	<ul style="list-style-type: none"> 7 current job openings
IT COSTS (software licenses, phones, other IT services)	\$3.3	\$3.1	<ul style="list-style-type: none"> Camelot does not currently have any software licenses or phone agreements with AA-owned firms 	<ul style="list-style-type: none"> \$160,000 (IT Equipment)
PROFESSIONAL SERVICES/FEEES (legal, audit, insurance, corp. affairs, HR/payroll)	\$2.3	TBD	<ul style="list-style-type: none"> 2 AA law firm contracts (\$83,333 est.) 	<ul style="list-style-type: none"> Insurance (CGL, Auto, Umbrella Liability, Workers Comp.) Excess) expires in October 2018. Anticipated \$1,083,000 insurance spend in FY2019. Continued evaluation of professional service providers Sales and customer service training proposals due June 25, 2018
DEPR./AMORT.	\$1.6	N/A	N/A	N/A
DATA CENTER	\$0.9	\$0.9	Data center services already under contract with non-BEP firm.	
FACILITIES COSTS (rent, utilities, other office cost)	\$0.9	\$0.8	Office space rentals and utilities are currently provided under agreements with non-BEP companies.	<ul style="list-style-type: none"> \$66,000 (other office costs)
OTHER MANG. FEE EXPENSES (incl. commercial support, etc.)	\$1.3	\$1.3		
TOTAL (excluding, misc. overhead, bank, fees, etc.)	\$136.3			



Strategic Plan

Illinois Department of Central Management Services

Presented to the Fair Practices in Contracting Task Force on September 20, 2018

Illinois Department of Central Management Services

Acting Director: Tim McDevitt

Acting Assistant Director: Ben Jones

Table of Contents

- I. Executive Summary.....3
- II. Overview of the Department of Central Management Services.....4
- III. Overview of the Business Enterprise Program.....5
- IV. Recent Business Enterprise Program Accomplishments.....6
- V. Department of Central Management Services Budget and Spend with African-American Vendors.....7
- VI. Outreach to African-American Vendors.....8
- VII. Certification of African-American Vendors.....12
- VIII. Goal Setting and Exemptions.....13
- IX. Compliance.....14
- X. Mentor Protégé Program.....16
- XI. Procurement Forecasting.....18
- XII. Sheltered Markets.....19
- XIII. Support for the Fair Practices in Contracting Task Force.....21

I. Executive Summary

Policy Statement

It is the policy of the State of Illinois and the Department of Central Management Services (CMS) that addressing the underrepresentation of African-American vendors in state contract awards is a vital and compelling interest of the State and the Department of Central Management Services.

Strategic Vision

CMS will continue to work to reduce disparities that exist for African-American businesses through a variety of specific and targeted initiatives. These initiatives will be tracked and measured to ensure sustained progress and to make any necessary modifications. CMS commits to providing transparency and progress updates to our partners and stakeholders on the success of these various initiatives.

Strategic Goals

- Increase the amount of contracts awarded and dollars spent with African-American owned businesses
- Increase the number of African-American owned firms certified in the State of Illinois Business Enterprise Program
- Continue to simplify and streamline the certification process for the Business Enterprise Program
- Increase and better target outreach to African-American owned businesses
- Strengthen and enforce compliance amongst state agencies and prime vendors with Business Enterprise Program contract goals
- Provide increased transparency and information regarding procurements so that African-American vendors have better clarity on anticipated CMS procurement needs
- Strengthen and increase the number of sheltered market procurement opportunities for African-American owned firms

Specific Strategies

To achieve the goals laid out in this Strategic Plan, it is vital to have specific strategies that offer a roadmap for achieving each strategic outcome. This Strategic Plan will describe in detail CMS' strategies for achieving its specific goals and to achieve the broader goals of fairness, parity, and increased participation of African-American businesses in CMS and State of Illinois contracts.

II. Overview of CMS

The Illinois Department of Central Management Services (CMS) provides a broad range of programs and services to state agencies and the public. Our commitment is to ensure accountable, efficient government and to enable effective public service at the lowest possible cost.

CMS achieves these goals by providing professional management support to state agencies and transparent, accessible information and services to businesses, local governments, and the public.

CMS services include:

- Human resources and employee benefits
- Media and marketing
- Property and facilities management
- Procurement and employment diversity
- Vehicle fleet management

III. Overview of BEP

The Business Enterprise for Minorities, Females, and Persons with Disabilities Act (the Act) was first adopted in 1984. The Act sets an aspirational goal that no less than 20% of the total dollar value of State contracts shall be awarded to businesses owned and controlled by minorities, women, and persons with disabilities, further delineated as at least 11% to be awarded to Minority-Owned Businesses (MBEs), 7% to be awarded to Woman-Owned Businesses (WBEs), and at least 2% to be awarded to Persons-with-Disabilities-Owned Businesses (PBEs). For construction contracts, the PBE goal does not apply and the goal for M/WBEs is 10%, with 5% to be awarded to WBEs. The Act applies to all State Agencies and State Universities.

The Act establishes the BEP program as a division/bureau of the Department of Central Management Services and the BEP Council Secretary as the “Division Manager” of this bureau.

The Act further establishes the BEP Council (Council), which implements, monitors, and enforces the goals of the program. The Council is comprised of State Agency Directors (or their designees) and individuals representing various stakeholder groups and meets bi-monthly with Outreach, Certification, and Compliance Subcommittee meetings being held on the off months. Of the 19 BEP Council members, 6 are determined by statute and 13 are appointed by the Governor as set forth in the Act.

IV. Recent BEP Accomplishments

In recent years, CMS has taken a number of steps to expand and improve the program. Some highlights include:

- The implementation of an online, 24/7 BEP Certification portal to allow for improved ease of application and transparency in the certification process
- Streamlining of the certification process so the current median application processing time (as of the fourth quarter of fiscal year 2018) is just 7 days
- The development of a strategic partnership with the Department of Commerce and Economic Opportunity (DCEO) to ensure that BEP certified vendors also have access to technical assistance and financing options
- An update to the official appeals process, which eliminates one step in the process and can cut up to 60 days from the total processing time for the vendor that is appealing
- An expansion of BEP certification time period from 5 years to 7 years, lessening the application burden on vendors
- 100% compliance with the directives of Executive Order 2018-07
- Recent selection of JLL as the winning bidder on a \$300MM+ building management solicitation that includes commitments to subcontract 10% of the total award to an African-American-owned firm

V. CMS Budget and Spend with African American Vendors

In fiscal year 2017, CMS' total budget was \$5,118,335,200. CMS' dollars subject to the BEP goal was \$251,450,700. CMS is a somewhat unique state agency in that the majority of its budget, over 80%, is spent on employee benefits and insurance. By far the largest expenditure in the CMS budget is point-of-care expenses associated with Employee Group Health Insurance.

In fiscal year 2017 CMS spent \$4,817,118 with African-American owned businesses across 18 contracts.

Targeted Outcome:

- *Increase the contract spend with African-American owned businesses for fiscal year 2019 by at least 50% of the fiscal year 2017 spend*

Specific Strategies:

- *Increase the number of African-American owned firms certified in BEP*
- *Continue to simplify and streamline the certification process for BEP*
- *Increase and better target outreach to African-American owned businesses*
- *Strengthen and enforce compliance amongst prime vendors with BEP contract goals*
- *Increased scrutiny of CMS procurements to ensure that opportunities are not missed to place goals on CMS procurements*
- *Analyzing each CMS procurement to determine its potential as a sheltered market procurement opportunity*
- *Provide increased transparency and information regarding procurements so that African-American vendors have better clarity on anticipated CMS procurement needs*
- *Strengthen and increase the number of sheltered market procurement opportunities for African-American owned firms by working to identify additional sheltered market categories*

Performance Measures:

- *Specific performance measures for each strategy included in the sections below*

Success Metric:

- *Increase in contract spend with African-American owned businesses for fiscal year 2019 by at least 50% of the fiscal year 2017 spend*

VI. Outreach to African American Vendors

BEP outreach team is responsible for ensuring that vendors eligible to participate in the program are aware of its benefits and requirements and are able to easily access the information and resources necessary to successfully participate in the program. Additionally, in response to the work of the Task Force and in compliance with Executive Order 2018-07, BEP created an updated outreach strategy focused on targeting underrepresented groups of business owners by:

- identifying appropriate community organizations as outreach partners;
- expanding the outreach team's geographic footprint;
- and increasing inter-agency collaboration.

Identifying Outreach Partners:

While BEP already works in partnership with a number of technical assistance organizations dedicated to serving African-American communities (including the Chicago Urban League, Rainbow Push, Illinois Black Chamber of Commerce, etc.), it plans to expand beyond these partnerships so that it may begin to reach new audiences, specifically in the communities that are underrepresented in the program.

One initiative in this area is BEP's road show through the legislative districts represented by members of the Illinois Black Legislative Caucus. The Illinois Black Legislative Caucus currently consists of 21 state representatives and 10 state senators and BEP outreach team mapped those legislative districts, found technical assistance partners in each, and has so far presented at 12 events at locations within districts represented by 18 Black Caucus Legislators. BEP will continue this road show and expects to participate in at least one event in every district represented by a Black Caucus member.

Expanding Geographic Reach:

While it is BEP's mandate to serve minority-, woman-, and persons-with-disabilities- owned businesses throughout the State, all BEP staff members work from the James R. Thompson Center in downtown Chicago. Historically, BEP has struggled with the ability to participate in outreach activities throughout the entire State due to limited staffing resources and limited funding for travel-related expenses.

As part of our focus on improving access for all BEP-eligible vendors, not just those in the Chicagoland area, BEP has committed to the following strategies for expanding its geographic reach throughout the State:

- **Virtual Training and Outreach**
BEP is working to develop a series of outreach and training webinars to educate prospective BEP vendors about the benefits of becoming certified and to guide those vendors through the process of completing and submitting the online application. These webinars will be available 24 hours per day, 7 days per week from anywhere in the world, thus increasing vendors' access well beyond normal business hours and beyond

the Chicagoland area. BEP is also exploring options for developing a presence on social media, specifically those social media sites like YouTube and Facebook, where many African-American business owners are active.

- **Additional Staff**

In the summer of 2018, BEP added an Outreach Coordinator to the team, doubling BEP outreach staff's headcount and capacity. Previously, the Outreach Manager was the only full-time outreach staff person, severely limiting BEP's ability to participate in outreach events. With the addition of the Outreach Coordinator, BEP is now able to participate in more than one event at a time, doubling the program's capacity to connect with prospective BEP vendors and educate them about the program and the application process.

For the rest of this year, BEP will focus on building the knowledge and network of the new Outreach Coordinator so that the program's reach can continue to expand, specifically into African-American communities.

- **Inter-Agency Collaboration**

BEP recognizes that the program is just one piece of a tapestry of State programs that are necessary to increase participation and achieve greater success for African-American-owned businesses in Illinois. Therefore, in order to maximize the value for business owners and to harness shared resources for State agencies, BEP has made a concerted effort to collaborate more closely with other agencies that support small businesses. At the same time, BEP has increased its presence throughout the State because of its partnership with the Department of Commerce and Economic Opportunity's (DCEO) Office of Minority Economic Empowerment (OMEE). Because the OMEE recognizes the importance of BEP certification for participants in its programs, it arranged for DCEO to share travel costs for BEP outreach staff while traveling to present jointly. Because of this partnership, BEP has increased its presence throughout the State, specifically in the Metro East region of Illinois, and expects to continue to build a stronger presence in additional regions of the State.

This larger footprint will lead to increased numbers of BEP-certified, African-American owned businesses throughout the State, allowing for increased participation of African-American owned firms on contracts in regions where agencies and universities have historically claimed difficulty in identifying African-American-owned firms located within close enough proximity to perform the needed work.

Increasing Inter-Agency Collaboration:

As mentioned above, BEP recognizes that African-American-owned businesses are faced with a number of barriers that impact their ability to gain equal access to State contracting opportunities and that BEP alone cannot address all of those barriers. Therefore, BEP outreach staff have made a concerted effort to partner with other entities within the State that support

small business owners to maximize the value for vendors and to tap into efficiencies created by sharing resources between State agencies.

Some examples include:

- Because many African-American-owned and BEP-certified vendors are also Veteran-owned and BEP staff handle certification, but not outreach or compliance, for the Veteran Business Program (VBP), BEP has developed a close working relationship with the VBP representative at the Department of Veteran's Affairs to ensure:
 - The sharing of accurate program information by the VBP about BEP and by BEP about the VBP
 - The dissemination of program information and marketing materials about the VBP by BEP and about BEP by the VBP, increasing each program's reach and presence at additional events
- Because many African-American vendors also struggle to find high quality, affordable technical assistance as well as access to capital, BEP has formed a partnership with DCEO to:
 - Jointly present at and host small business events with the OMEE so that small business owners receive information on BEP, the Advantage Illinois Loan Program (including the Fund for the Advancement of Minority Enterprises (FAME) program), and the Advancing the Development of Minority Enterprises (ADME) program
 - Partner with the State's network of Small Business Development Centers (SBDCs) and Procurement Technical Assistance Centers (PTACs), including train-the-trainer sessions, so that the business coaches working on the ground with African-American vendors throughout the State are knowledgeable enough to assist those vendors in understanding the benefits of BEP participation and help them complete the application process
 - Minimize travel costs to the State by sharing those costs between DCEO and BEP
- Because many BEP-certified vendors also meet the qualifications to participate in the State's Small Business Set-Aside Program (SBSP), BEP is collaborating with the office of the Chief Procurement Officer (CPO), General Services, to ensure that BEP-certified vendors that would qualify for SBSP are made aware of that program and encouraged to apply.
 - This initiative started with outreach to 931 BEP-certified vendors that met the requirements of the SBSP but were not participating
 - BEP and the CPO's Office are working to develop a monthly process to ensure a more seamless outreach process

Targeted Outcome:

- *Increase the number of African-American-owned businesses reached by the State's small business support programs, including BEP*
- *Increase the number of African-American-owned businesses certified in BEP*

Specific Strategies:

- *Increased collaboration with technical assistance organizations that serve African-American-owned businesses*
- *Expanded geographic reach*
- *Improved inter-agency collaboration*
- *Better utilization of technology and marketing to reach more African-American vendors*

Performance Measures:

- *Number of outreach events conducted with partners that focus on the African-American community*
- *Number of outreach events conducted outside of the Chicago metropolitan area that target African-American vendors*
- *Number of outreach events conducted in partnership with other State of Illinois small business support programs*
- *Launch of webinars/video tutorials*

Success Metric:

- *Increase in number of African-American-owned, BEP-certified firms by a minimum of 10%, year over year*

VII. Certification of African American Vendors

Because CMS understands that a streamlined certification process is integral to the success of BEP and to the ability of African-American-owned firms to participate in it, the certification team continually evaluates its policies and procedures and makes adjustments to improve its processing times and accuracy.

In recent years, BEP certification staff have implemented the use of an online certification portal and participated in Rapid Results training to identify process wastes, which together improved application transparency for vendors and allowed for a reduction in median application processing time from 21 days to 6 days. CMS also successfully lobbied for changes to the Administrative Rules to eliminate one step in the certification denial appeals process that can reduce overall processing time for those vendors that appeal their decisions by up to 60 days.

BEP has also recently conducted a full review of the certification application to eliminate duplicative questions, reduce the need to provide unnecessary documentation, and re-word unclear application questions. These changes will be implemented by the end of the second quarter of fiscal year 2019.

Targeted Outcome:

- *Increase in the number of African-American-owned firms certified by BEP*

Specific Strategies:

- *Expanded outreach to African-American-owned firms (please see Outreach section above)*
- *Improvements to the certification application process to make it easier and more streamlined*
- *Development of new strategies for the retention of African-American-owned firms*

Performance Measures:

- *Increase in number of BEP certification applications submitted by African-American-owned firms*
- *Decrease in number of African-American-owned firms that let their BEP certification expire*

Success Metric:

- *Increase in number of African-American-owned, BEP-certified firms by a minimum of 10%, year over year*

VIII. Goal Setting and Exemptions

The BEP goal setting process is a key component of a successful strategy to increase the participation of African-American-owned businesses in state contracting. If contracts are released without goals, there is no way to enforce participation. Thus, CMS is working diligently with the BEP Council to reduce the number of solicitations released without a goal.

Firstly, the BEP Council is responsible for the annual review of product and service categories that are exempt from BEP goals. CMS is supporting the Council in its efforts to reduce the number of categories that are exempt from the BEP goal setting process, which will lead to fewer solicitations automatically exempted and more solicitations with BEP goals.

Secondly, CMS is working closely with the CPOs to ensure that BEP has visibility into all state solicitations, not just those submitted to BEP for goal setting, so that BEP can analyze the data and develop new policies and strategies to ensure that future solicitations do not slip through the cracks and get released without an appropriate BEP goal.

Targeted Outcome:

- *Increase in the number of solicitations that include a BEP goal*

Specific Strategies:

- *Reduction of category exemptions so that fewer solicitations are automatically exempt from BEP*
- *Increased transparency into statewide procurement to identify areas with low African-American-owned business participation and to develop strategies to combat the low participation*

Performance Measures:

- *Number of category exemptions included in Administrative Rules*
- *Percentage of solicitations released without a BEP goal*

Success Metric:

- *Decrease in percentage of solicitations released with no BEP goal*

IX. Compliance

BEP has continuously worked to improve its compliance and reporting procedures to provide more timely information and more transparency about the performance of the program. Over the years, BEP moved from an onerous and ineffective monitoring system to a structured quarterly reporting process and is now taking the next step in making its compliance department even more effective with the introduction of the new B2GNow software platform that automates many aspects of the compliance monitoring process and provides increased visibility into prime contractors' performance relative to their BEP goals.

In recent years, BEP began to modernize the compliance and reporting process. Previously, BEP compliance staff waited for agencies to periodically report on BEP performance by physically walking to a reporting location and entering BEP performance data, which was not always provided in the same format from every agency. Now, instead of waiting to be notified of payments to prime contractors, as was previously the practice, BEP tracks spend to prime contractors by directly monitoring payments from the Comptroller and uses that information to proactively monitor payments to BEP subcontractors. In addition, BEP now provides training to agencies and vendors on BEP reporting policies and timelines and has moved to structured quarterly reporting using standardized templates to ensure accuracy of data.

While this additional structure was a major improvement to BEP compliance monitoring process, quarterly reporting and payment validation have historically still occurred through the manual emailing of compliance reporting templates between prime contractors, BEP subcontractors, and BEP staff. The new system being implemented will be available to vendors 24/7 and will allow the BEP compliance department to see payments from prime contractors to BEP subcontractors as they are entered without the need for numerous manual email exchanges. All prime contractors will be required to enter a payment into the system when it is made to a BEP subcontractor and BEP subcontractor will then need to verify that the payment was received. This new process ensures that payments reported by prime contractors are validated by the subcontractors as actually having been made without the need for the manual completion and review of quarterly reporting templates. Thus, the current quarterly lag in compliance monitoring will be eliminated.

This new compliance software is from B2GNow, the same platform that BEP currently uses for its certification portal. It will be used by all state agencies that are required to report to BEP as well as by both prime contractors and BEP subcontractors working on contracts with BEP goals for any of those agencies. Just as moving the certification process to B2GNow allowed for improved efficiency in application processing, we expect that moving the compliance process to the platform will allow for even more effective monitoring of BEP compliance and performance.

Now that CMS and BEP have the authority to hold agencies and vendors accountable for meeting their goals, pursuant to Executive Order 2018-07, BEP issued guidance to all agency and university procurement staff to ensure BEP policies and procedural expectations were clear and CMS has developed a policy for contract compliance review and determination of potential

contract cancellation if prime vendors fail to meet their BEP goals. Key updates to the process and policies include:

- Required BEP review of contracts over \$100,000 (decreased from the previous threshold of \$250,000)
- Final goal setting authority moved from the purchasing agency to BEP
- Required submission of all work categories that will be included in the solicitation to BEP for accurate goal setting
- Gives CMS the authority to cancel contracts for non-compliance with BEP goals and policies.

CMS is also working with the CPO's office to ensure that training of procurement staff includes instruction on compliance with BEP.

Additionally, CMS recently hired a Director of Special Projects who is assisting BEP with specific data analytics projects that will allow for improved compliance and enforcement for both agencies and prime contractors. CMS also issued updated personnel guidance directing agencies to add support of the Fair Practices in Contracting Task Force and the Business Enterprise Program to the job descriptions of all staff members who work in procurement-related positions and to make such support a part of the performance evaluation process. These changes will allow CMS to better assess and enforce agencies' and prime contractor's efforts in increasing the participation of African-American-owned firms in state contracting.

Targeted Outcome:

- *Improve transparency and enforcement in contract compliance*

Specific Strategies:

- *Launch of B2GNow Compliance Module*
- *Additional training for agency procurement personnel*
- *Implementation of contract cancellation review process*

Performance Measures:

- *Number and percentage of monitored contracts out of compliance with BEP goals*
- *Length of non-compliance before a remedy/compliance is obtained*
- *Number of prime contractors that are "repeat offenders" regarding BEP compliance with BEP goals*

Success Metric:

- *Decrease in number of contracts that are completed with a failure to meet BEP goal*

X. Mentor Protégé Program

In order to help foster additional collaboration between large prime vendors and smaller BEP-certified vendors, BEP has been working to develop a Mentor Protégé Program. Based on feedback from participants in other Mentor Protégé Programs and testimony of vendors before both the Task Force and the BEP Council, CMS believes that the creation of a Mentor Protégé Program would provide mentorship, training, and additional resources to African-American vendors to help prepare them for performing on larger contracts.

CMS staff have researched a number of successful Mentor Protégé Programs at the federal and State level as well as met with prime vendors to begin to design a pilot program. CMS has received commitments from two vendors that previously testified before the Task Force, Verizon and CDW, to participate as mentors in the Mentor Protégé Program once it launches. CMS expects to launch the first iteration of the program in FY19.

The development of the Mentor Protégé Program and the industry within which its pilot will be hosted will be determined as part of a larger strategic evaluation, which BEP is undertaking in FY19. In this evaluation, State spend will be examined across categories to identify areas where more BEP vendors must be identified and certified, areas where current BEP vendors require additional coaching to increase their ability to perform on State contracts, and areas where current BEP vendors are qualified as prime contractors but are missing out on procurement opportunities.

The evaluation process will be structured as follows:

1. Identify the product and service categories within which there is the least (by percentage) BEP spend
2. Determine the primary cause of the low BEP spend in each category:
 - A. Lack of BEP certified vendors
 - B. Availability of BEP certified vendors but BEP firms lack the capacity to serve as prime contractors and prime contractors have identified reasons why they cannot use these vendors as subcontractors
 - C. Low utilization of the pool of BEP certified vendors despite those vendors having the capacity to serve as prime contractors

BEP will then develop an outreach strategy to target vendors that work in the DOCs in category A, implement the Mentor Protégé Program in those DOCs in category B, and recommend the creation of sheltered markets in those DOCs in category C.

Targeted Outcome:

- *Expanded support for the development of African-American-owned businesses leading to increased contract awards to those African-American-owned businesses*

Specific Strategies:

- *Develop and launch a Mentor Protégé Program*

Performance Measures:

- *Launch date of Mentor Protégé Program*
- *Number of mentor participants*
- *Number of mentee participants*
- *Number of mentee participants reporting satisfaction with the Mentor Protégé Program*

Success Metric:

- *Increased contract awards to African-American-owned businesses following their participation in the Mentor Protégé Program (long-term goal; measured by comparing number and dollar of contract awards to vendor for the two year period prior to participation in the program and the two year period following participation in the program)*
- *African-American firms reporting positive development in the targeted areas of mentorship*

XI. Procurement Forecasting

CMS has created a new procurement forecasting policy which will be instrumental in allowing African-American-owned businesses to prepare for participation in the Illinois procurement process. CMS will be publishing this comprehensive forecasting document twice annually. The information is a result of surveying the agencies under the Governor to obtain some basic information about the procurements agencies intend to release within the next 12 months.

Providing upcoming procurement information to the vendor community allows for prime contractors and subcontractors to begin creating relationships in anticipation of upcoming procurements and better prepares these vendors for success across all state contracts, not just those where CMS is the purchasing agency.

Targeted Outcome:

- *Increased participation of African-American firms on state contracts as both prime contractors and subcontractors*

Specific Strategies:

- *Provide advance forecasting of procurement opportunities so that African-American-owned firms have the necessary time to prepare to bid effectively on opportunities as prime contractors and subcontractors*

Performance Measures:

- *On-time release of procurement forecast*

Success Metric:

- *Increase in number and dollar amount of prime contract and subcontract awards to African-American-owned businesses*

XII. Sheltered Markets

In 1994, BEP Act was amended to set a framework for establishing sheltered markets as a tool to alleviate discrimination in State contracting. Sheltered markets are a procurement procedure in which certain State contracts are selected and specifically set aside for businesses owned and controlled by minorities, females, and persons with disabilities. Through this process, sheltered markets initiatives work to advance parity in State contracting for these groups.

The amended Act authorizes the creation of a sheltered market under the following circumstances:

- The BEP Council may establish sheltered markets if it finds evidence regarding past or present racial-, ethnic-, or gender- based discrimination which directly impacts a State agency or public institution of higher education contracting with firms owned and controlled by minorities, women, and/or persons with disabilities
- The BEP Council may recommend that a State agency or institution of higher education implement any regulations that have been established for the use of the sheltered markets process if it concludes that a compliance plan submitted by a State agency or institution of higher education is unlikely to produce the participation goals for BEP certified businesses within the then current fiscal year
- The Illinois Department of Transportation (DoT) is authorized to establish sheltered markets for the state-funded portions of its construction program consistent with federal law and regulations.

Despite the amendment, the first statewide sheltered market did not occur until 2013 when, after reviewing evidence presented to it, the BEP Council passed a resolution to declare a sheltered market in the IT/Telecom industry.

It wasn't until 2016 when CMS, in conjunction with the Department of Innovation and Technology (DoIT), selected the first sheltered market solicitation and awarded a \$4,533,333 contract to a BEP certified, African-American-owned firm.

Having collaborated closely on this first sheltered market award, CMS and DoIT continue to work to strengthen and expand the sheltered markets program and to find additional opportunities for sheltered markets procurements within the IT/Telecom sheltered market. In pursuit of this goal, DoIT has committed to reviewing every solicitation to determine its suitability for a sheltered market procurement. CMS is now using the best practices learned from its work with DoIT to collaborate with other agencies to identify sheltered market procurements within the IT/Telecom sheltered market.

Additionally, while the framework for sheltered markets was established in the Act, the rules for how it should be implemented were not approved by the BEP Council until June of 2017. This year, CMS successfully petitioned the Joint Committee on Administrative Rules (JCAR) to

adopt the proposed sheltered markets rules, providing additional grounding for the sheltered markets program.

Wasting no time after the acceptance of the Administrative Rules governing the creation of sheltered markets, CMS successfully presented a sheltered market opportunity to the BEP Council and the state's second sheltered market, a narrowly tailored sheltered market for African-American- and Hispanic- owned firms in Advertising, was passed by the Council in August of 2018. CMS looks forward to working closely with agencies to identify sheltered market procurements within the advertising sector.

CMS staff also continues to actively review procurement data to identify opportunities for additional sheltered markets and expect to propose additional options by year's end. Because sheltered markets allow for agencies to set-aside certain procurements within the sheltered market industry for the groups of businesses identified in the narrowly-tailored sheltered market, businesses in those groups get more contracts because other firms are not allowed to compete on those specific solicitations.

Targeted Outcome:

- *Increased contract awards to African-American-owned businesses*

Specific Strategies:

- *Introduction of new sheltered markets*
- *Collaboration with agencies to issue new sheltered market procurements*

Performance Measures:

- *Number of new sheltered markets declared*
- *Number and dollar amount of new sheltered market solicitations issued and awarded*

Success Metric:

- *Increased contract awards to African-American-owned businesses within the sheltered market categories*

XIII. Support of the Fair Practices in Contracting Task Force

The Fair Practices in Contracting Task Force has made unprecedented progress in furthering its mission to thoroughly survey African-American-owned business participation in State procurement; study African-American-owned subcontractors' ability to be paid in a timely manner and the communication processes between subcontractors and prime contractors and the State; and research solutions and methods to address the disparity in procurement awards.

In addition to the work described above, CMS is proud to offer continued administrative support to the Fair Practices in Contracting Task Force in furtherance of that mission including, but not limited to:

- Meeting scheduling, hosting, and technical support
- Oversight of the creation of the Fair Practices in Contracting Task Force website
- Coordination of testimony from invited agencies, universities, and vendors
- Technical assistance to agencies and universities related to Strategic Plans
- Ongoing data analysis
- Production of official meeting minutes
- Leadership's commitment to achieving the goals of the Task Force
- The Director of CMS serving as a member of the Task Force

CMS also looks forward to assisting in the production of the Task Force's final report summarizing its findings and detailing recommended statutory or constitutional strategies to recognize best practices.

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DEPARTMENT OF NATURAL RESOURCES FAIR PRACTICES IN CONTRACTING STRATEGIC PLAN

MISSION STATEMENT

Illinois Department of Natural Resources strives to be inclusive and representative of our states population in response to contracting and procurement. The department works to provide value to the taxpayer by utilizing the talents and products offered by businesses owned by minorities and persons with disabilities.

STRATEGIC VISION

Illinois Department of Natural Resources will strive to increase the number of contracts with African Americans. As a result, the agency has established the following objectives:

- Encourage more African American participation in the agency bidding process
- Insure that all successful bidders fulfill their requirement to utilize minority subcontractors
- Task the Agency Procurement Office to work with CMS for outreach with African Americans on procurement opportunities

STEPS TO SUCCESS

1. Work with CMS/BEP on outreach to the African American community groups to increase awareness of DNR and help facilitate participation. These groups include but are not limited to: African American Chamber of Commerce, Black Contractors Association, Minority Business Council.
2. Work with CMS/BEP to increase contracts with African American vendors, educating them on the agency and its projects, helping them to register on BidBuy (directing them to the CMS BidBuy help desk) to receive notification of pending bids.
3. Sponsor with CMS a Bi-Annual Networking event which will include DNR's largest vendors and African American firms. The objective will be to increase awareness and help facilitate minority subcontractor participation.
4. Implement the Governors Executive Order 2018-07 stipulating that all procurements over \$100,000 have BEP goals.

OVERCOMING OBSTACLES

The Department of Natural Resources contracts primarily work in rural areas. The clear majority of the contracts are projects at 329 state-owned and leased state parks, fish and wildlife areas, state forests, state trails, natural areas and recreational sites. DNR regulates construction in the floodways of rivers and streams and shore waters of Lake Michigan and all other Illinois public waters and coordinates grants to local governments. DNR also manages all IDNR land acquisition and other property interests; negotiates and administers more than 1,500 concessions, land leases, rights of way, special permits, utility licenses and other agreements covering all owned or managed IDNR properties.

EXECUTIVE SUMMARY

Like all agencies, the Department of Natural Resources has some unique challenges to increase minority participation in agency contractors. Most of our contracts are in remote rural areas underserved by minority firms. To overcome the obstacles, we must be more vigilant about prioritizing MBE goals. Implementing the steps outlined above should help mitigate our challenge by developing more firms particularly African American firms that can be deployed to work with the agency.

DNR is committed to taking these steps and partnering with CMS, minority vendors, African American businesses groups and all other stakeholders to produce a positive outcome for the taxpayers by making contracting more diverse and transparent.

Bruce Rauner
Governor



Beverly J. Walker
Acting Director

Fair Practice in Contracting

**DRAFT Strategic Plan
Executive Summary**

July 31, 2018

Table of Content

Agency Profile	3
Policy Statement	3
Goal Statement	4
Background	4
Strategic Vision	6
Strategic Outcomes/Goals/Objectives/Action Plans	6
Outcome 1: Reduced Disparity in Contract Awards and Spending	6
Outcome 2: Increased Contract Awards	6
Outcome 3: Increased Contract Spend	7
Outcome 4: DCFS will engage with community providers to meet the needs of children and families	7
Fair Practices in Contracting — Performance Metrics	8

AGENCY PROFILE

The Department of Children and Family Services is the State of Illinois' child welfare agency, charged with ensuring the safety, permanency, and well-being of approximately 16,000 children living in substitute care. DCFS is among the nation's largest state child welfare agencies, employing approximately 2,600 staff and utilizing a \$1.18 billion budget to provide a wide variety of child protection and social services to more than 64,000 children and families in FY2017. DCFS also contracted with approximately 574 private providers of services in FY2017 to meet the diverse needs of its clients, ranging from foster care to counseling and psychiatric services.

Major DCFS program areas include:

- **Protective Services**
Operates the Child Abuse Hotline, conducts child abuse/neglect investigations, and licenses daycare centers, fosters homes, child welfare agencies and institutions.
- **Family Maintenance**
Delivers services to the families to ensure the safety of children so that children may remain in or return to their homes.
- **Family Reunification and Substitute Care**
Prepares families for reunification and ensures the well-being and safety of children who are placed outside their homes due to abuse, neglect or dependency.
- **Adoption and Guardianship**
Recruits supports, and maintains adoptive/guardianship homes to ensure permanency for children who cannot return to their homes.
- **Supportive Services**
Establishes best practice standards, maintains Department systems, reports on agency permanency, provides administrative support, and monitors several Department accountability practices.

Policy Statement

It is the policy of the State of Illinois and the Illinois Department of Children and Family Services that businesses owned by minorities, women and persons with disabilities should participate equitably and contract with the State through its procurement process. Consequently, efforts should be made to focus efforts in those communities that are most underrepresented in contract awards.

Goal Statement

It is the intended goal of the Department of Children and Family Services to continue in our leadership role in the areas of diversity in contracting and actively seek out opportunities to improve participation of African-American owned businesses.

Background

The child welfare system is a first responder to individual families in crisis. We have a clear mission: Rescue children when necessary. Restore their families if possible. If not, find the children permanent new homes with loving, protective adults. The involvement of the Department of Children and Family Services means that neither families nor society's broad-based programs of financial support, education, and social services have given these specific parents the capacity to provide basic protection and well-being to their children.

DCFS, then, has the responsibility of intervening in the crisis, assessing the safety of the children, focusing in-depth on the needs and strengths of each individual family and each child in that family, and determining whether a child can safely remain with the family or must be removed temporarily to a safer placement. Whether the child remains in the home or moves to foster care, our first hope is to make the family whole again by providing an array of services to help the parents regain adequate parenting capacity and retain or regain custody of their children. If reunification is not possible, our responsibility is to provide a new permanent family through adoption or permanent guardianship. When we are not successful at that, we must prepare the youth for independent adulthood – and even the most independent adults need supportive networks of other adults.

In response to Executive Order 2018-07, DCFS has conducted a careful review of the Department's compliance with BEP goals and has successfully increased the aspirational goal for BEP in FY19. Specifically, DCFS spending subject to BEP Goals was increased 130% from \$6.2M in FY18 to \$14.2M in FY19 or approximately \$8M dollars. While the Department has historically met the agency BEP goals, following our initial meeting with Task Force members, a more in-depth look was taken regarding the agency spending with African-American providers and individuals.

One of the reasons for a more in-depth review is due to the nature of child welfare and human services. The majority of contracting for child welfare services is with not-for-profit corporations that are outside the regular BEP goals. For example, the BEP Council exempted \$1.1B of our \$1.2B FY19 budget from BEP goals in accordance with (30 ILCS 575). However, it is very important to note that although those dollars are exempted from BEP goals, that does not mean that African-American providers and individuals are not directly receiving state funding.

During our initial meeting with Task Force members, an informal goal of approximately \$177M was discussed, based on 15% of the nearly \$1.2B FY19 budget. Taking a holistic view of the entire budget resulted in some interesting findings.

Illinois Department of Children and Family Services
DRAFT – Strategic Plan – Fair Practices in Contracting

Although the Department contracts with predominately not-for-profit corporations, using final FY17 spending amounts, 35% of those agency staff identify as African-American with estimated salary and support of \$76M with another \$12M in funding for African-American foster parents. In addition, the DCFS workforce is 38% African-American with \$89M in direct spending and another \$11M in support spending for those staff. In summary, using data available electronically, a minimum conservative spending quickly adds up to over \$188M looking solely at the provider data. This does not even begin to include the spending provided directly to African-American youth in care and other additional spending illustrated in the chart below.

FY17 DCFS Expenditures	\$ 1,076,271,154
Subtotal from Below	\$ 220,462,327
Percent of Agency Total	20.5%

Selected Cost Area	Total	African American Pct.	African American Amount
DCFS Employee Payments	\$ 234,686,629	37.9%	\$ 88,946,232
DCFS Operational Costs	\$ 54,745,859	37.9%	\$ 20,748,680
Private Agency Staff	\$ 217,142,857	35.0%	\$ 76,000,000
Foster Caregivers	\$ 84,655,276	40.2%	\$ 33,998,805
Daycare Homes	\$ 1,384,667	55.5%	\$ 768,609
Total for Selected Costs	\$ 592,615,288	37.2%	\$ 220,462,327

Other additional spending would include the CMS Master contracts that have BEP goals on them which count towards our agency spend with BEP vendors. For example, our office supply master vendor, Logsdon, is a BEP vendor. Additionally, many small business set-aside (SBSA) vendors are also registered BEP vendors and spend to them counts towards our goal. The distinction here is that just because a purchase (i.e. under \$100k) is not subject to BEP goals, it does not mean money does not go to BEP vendors.

The purpose of holistic view was to take a closer look at resolving the apparent disconnect between the Department’s total budget and the BEP goals due to the automatic exemptions under (30 ILCS 575) and the presence of not-for-profit corporations providing purchase of care services, IGA’s and CMS master contracts. However, having completed that review, the Department returned to the goal of actively seeking out opportunities to improve participation of African-American owned businesses.

Strategic Vision

To continue actively seeking out opportunities to improve participation of African American owned businesses in Child Welfare.

Strategic Outcomes, Goals and Objectives

Outcome 1: Reduced Disparity in Contract Awards and Spending

Goal 1: The disparity of contract awards and actual spend with African-American owned businesses is continually reduced.

Objective 1.1: Transparency and Accountability in Awards and Spending

Objective 1.2: Hold vendors accountable for reaching and maintaining BEP Goals

Objective 1.3: Hold agency management accountable for supporting Fair Practices

Objective 1.5: Determine the feasibility of establishing a Procurement Forecasting Program

Action Plan:

Illinois Department of Children and Family Services
DRAFT – Strategic Plan – Fair Practices in Contracting

- By October 31, 2018, develop and maintain performance metrics and indicators relating to the number of contracts, contracts amount and actual spend with African American owned business.
- By October 31, 2018, develop and maintain performance metrics and indicators relating to the number of contracts, contract amount and actual spend on African American staff.
- By October 31, 2018, develop and maintain performance metrics and indicators regarding vendor compliance with BEP goals.

Outcome 2: Increased Contract Awards

Goal 2: The number of contracts awarded to African-American owned businesses is increased.

Objective 2: Hold management accountable for supporting Fair Practices

Action Plan

- By September 1, 2018, identify appropriate management and contractual personnel position descriptions for amendment to include the requirement for engagement with BEP contractors and support of the BEP program and the Fair Contracting Task Force as a requirement of the relevant position.
- By September 1, 2018, complete the changes to the position description and receive approved position descriptions from the Department of Central Management.
- By October 1, 2018, adjust performance goals and objectives as appropriate.

Outcome 3: Increased Contract Spend

Goal 3: The current total contract spend amount of contracts awarded to African-American owned businesses is maintained or exceeded.

Objective 3.1: Maximize the use of the sheltered Market

Objective 3.2: Hold Vendors accountable for reaching and maintain BEP Goals

Action Plan

- Commencing August 1, 2018, identify opportunities for solicitations to be issued under the sheltered Market Order by reviewing all incoming procurements for applicability and opportunity.

Outcome 4: DCFS will engage with community providers to meet the needs of children and families.

Goal 4: DCFS will build and strengthen community partnerships with African American Providers.

Objective 4: DCFS will in collaboration with providers, develop a continuum of care by January 2020.

Illinois Department of Children and Family Services
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Action Plan 4

- By August 1, 2018, request and receive guidance from the DCFS Procurement Officer regarding appropriate procedures to be utilized for direct solicitations.
- By September 1, 2018, utilize direct solicitations in compliance with the procurement code to notify African American owned businesses of opportunities available at DCFS.
- By January 2, 2019, improve the participation of eligible youth in services provided by African Americans.

Fair Practices in Contracting — Performance Metrics

1. Percent of total contract awards which have been awarded to African American Owned businesses.
2. Percent of actual related contract spend with African-American-owned business.
3. Parity gap between targeted related contract awards and actual related contract awards with African-American-owned businesses.
4. Parity gap between targeted related spend percentage and actual related spend percentage with African-American-owned businesses.
5. Percent increase/change of total \$ value of related contracts awarded to African American Owned businesses.
6. Total \$ value of related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ value of related contracts awarded to African American owned businesses for the comparison period.
7. Percent increase of total \$ spend against related contracts awarded to African American Owned businesses.
8. Total \$ spend against related contracts awarded to African-American-owned businesses for the reporting period vs. total \$ spend against related contracts awarded to African-American-owned businesses for the comparison period.

Illinois Department of Children and Family Services
DRAFT – Strategic Plan – Fair Practices in Contracting

9. % of Targeted Outcomes with at least one established performance metric.
10. % of total performance metrics with sufficient data.
11. # of Action Plans that are adjusted due to metrics analysis.
12. % of performance metrics that are complete, timely and available for public review.
13. % planned Performance Reports which are submitted in a complete and timely manner.
14. Date the Fair Practices in Contracting Strategy is publicly available on the DCFS website.
15. Date the first quarterly report is published.
16. % of contracts with BEP goals with current and accurate progress reports against those goals
17. % of contracts with BEP goals which are on-track (quarterly and annual basis)
18. Listing of vendors which are out of compliance with BEP goals.
19. Listing of vendors which have had contracts cancelled due to non-compliance with BEP goals.
20. % increase of BEP % across all contracts
21. % of contract awards which have been awarded, or targeted for African-American-owned businesses through BEP goal setting.
22. # of contracts which utilized the Sheltered Market process
23. \$ amount of contracts awarded via the Sheltered Market
24. \$ amount of contracts awarded via the Sheltered Market to African-American-owned businesses
25. \$ amount of actual spend with African-American-owned businesses via Sheltered Market contracts.
32. Estimated \$ amount of contracts related to direct solicitation Listing of African American owned businesses which received direct solicitation information
33. Listing of vendor collaboration events initiated by DCFS
34. # of total companies/businesses which attend collaboration events
35. # of African-American-owned businesses which attend collaboration events
36. # of total BEP vendors which attend collaboration events
37. # of total non-BEP vendors which attend collaboration events
38. Total # of individuals who attend the collaboration events
39. Total # of individuals representing African American owned businesses who attend the collaboration events.

Illinois Department of Children and Family Services
DRAFT – Strategic Plan – Fair Practices in Contracting

40. Total # of individuals representing BEP vendors who attend the collaboration events
41. Total # of individuals representing non-BEP vendors who attend the collaboration events.
42. # of individuals who indicate that the collaboration events resulted in the development of a potential contracting partnership. (survey following events)
43. # of informational meetings held
44. # of attendees representing African-American interests
45. % representation of African-Americans in the workforce
46. Listing of associations, groups or other organizations that is utilized for proactive communication
47. Listing of proactive communications completed.
48. % of employees' compliant with diversity related training.
49. Listing of any newly developed program focused on establishing a culture of fairness, equality and parity in the workplace.



ILLINOIS DEPARTMENT OF PUBLIC HEALTH

IDPH

PROTECTING HEALTH, IMPROVING LIVES

FAIR PRACTICES IN CONTRACTING:
ILLINOIS DEPARTMENT OF PUBLIC HEALTH STRATEGIC PLAN

AUGUST 31, 2018

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Executive Summary

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IDPH Mission

The mission of the Illinois Department of Public Health is to protect the health and wellness of the people of Illinois through the prevention, health promotion, regulation, and the control of disease and injury.

Policy Statement

It is the policy of the State of Illinois and the Illinois Department of Public Health (IDPH) that businesses owned by African Americans should participate equitably and contract with the State through its procurement processes.

Purpose of the Strategy

Through its Fair Practices in Contracting Strategic Plan, IDPH intends to address the under-representation of African-American vendors in State contract awards and contract spend, as well as address the disparities affecting African-American-owned businesses.

Strategic Vision

IDPH's strategic vision is to position itself, its employees and its vendors to achieve and maintain parity in IDPH's procurement contract awards with African-American-owned businesses.

Current Efforts

The past two years, IDPH has far exceeded the overall 20% BEP participation goals.

IDPH currently has 170 African-American employees, which represents 16% of our total workforce of 1,091.

Overall 17% of IDPH Officials/Administrators are African American.

29% of our central procurement management staff is African-American.

Strategic Goals

1

Eliminate Disparities and Barriers That Prevent Fairness, Equality, and Parity for Prospective African-American Vendors

2

Eliminate Disparities and Barriers in Contracts, Awards, and Receipt of Funds to Prospective African-American Vendors

3

Enhance Transparency and Accountability in Contract Awards and Spend Associated with African-American Vendors

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Strategic Outcomes

1

Reduced Disparity in
Contract Awards to
and Spend with
African-American
Vendors

2

Increased Contract
Awards to African-
American Vendors

3

Increased Contract
Spend with African-
American Vendors

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Strategic Outcomes

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Strategic Outcome 1—Reduced Disparity in Contract Awards to and Spend

Reduce the disparity of contract awards and actual spend with African-American-owned businesses.



Key Performance Indicators and Metrics

Percent of total public health-related contract awards which have been awarded to African-American-owned businesses.

Percent of actual public health-related contract spend with African-American-owned businesses.

Parity gap between targeted (as defined by the Fair Practices in Contracting Task Force) public health-related contract awards and actual public health-related contract awards with African-American-owned businesses.

Parity gap between targeted (as defined by the Fair Practices in Contracting Task Force) public health-related spend percentage and actual public health-related spend percentage with African-American-owned businesses.

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Strategic Outcome 2—Increased Contract Awards

Increase the total contract number of public health-related contracts awarded to African-American-owned businesses.



Key Performance Indicators and Metrics

Percent increase or change of total number of public health-related contracts awarded to African-American-owned businesses.

Total dollar value of public health-related contracts awarded to African-American-owned businesses for the reporting period vs. total number of public health-related contracts awarded to African-American-owned businesses for the comparison period.

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Strategic Outcome 3—Increased Contract Spend

Increase the total spend against public health-related contracts awarded to African-American-owned businesses.



Key Performance Indicators and Metrics

Percent increase of total dollars spend against public health-related contracts awarded to African-American-owned businesses.

Total dollars spend against public health-related contracts awarded to African-American-owned businesses for the reporting period vs. total dollars spend against public health-related contracts awarded to African-American-owned businesses for the comparison period.

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Goals, Objectives, and Action Plans

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Goal 1
Eliminate
Disparities
and Barriers
That Prevent
Fairness,
Equality and
Parity

Eradicate historic disparities and barriers that prevent fairness, equality, and parity for African-American-owned businesses.

Targeted Outcomes

01

Collaboration opportunities between vendors are created, increasing the likelihood that established BEP goal will be met by prime vendors.

02

Continued communication with the African-American business community and related stakeholders more actively identifies barriers that prevent fairness, equality, and parity.

03

Minority and African-American representation in IDPH is increased.

04

A culture of fairness, equality, and parity within IDPH is enhanced and maintained.

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Goal 1 Objectives

Objective 1.1 - Vendor Collaboration



Objective 1.2 - Stakeholder Outreach



Objective 1.3 - Communicate for
Diversity

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Objective 1.1 Action Plan

Conduct public health procurement opportunity events at least twice a year between public health BEP vendors and non-BEP vendors to promote collaboration and increase opportunities for African-American-owned businesses, in Springfield or Chicago.

1 March 2019

1 September 2019

Conduct public health procurement opportunity events at least twice a year between public health BEP vendors and non-BEP vendors to promote collaboration and increase opportunities for African-American-owned businesses, in Springfield or Chicago.

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Objective 1.1 Key Performance Indicators

01

Listing of vendor collaboration events initiated by IDPH

02

Number of total companies/businesses which attend collaboration events

03

Number of African-American-owned businesses which attend collaboration events

04

Number of total BEP vendors which attend collaboration events

05

Number of total non-BEP vendors which attend collaboration events

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Objective 1.1 Key Performance Indicators (Continued)

06

Total number of individuals who attend the collaboration events

07

Total number of individuals representing African-American-owned businesses who attend the collaboration events.

08

Total number of individuals representing BEP vendors who attend the collaboration events

09

Total number of individuals representing non-BEP vendors who attend the collaboration events.

10

Number of individuals who indicate that the collaboration events resulted in the development of a potential contracting partnership. (survey following events)

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Objective 1.2 Action Plan

Conduct informational exchange meetings with the Illinois Black Chamber of Commerce, the Illinois Legislative Black Caucus, the BEP Council, and other representatives of the Fair Contracting Task Force to improve overall communication with African-American-owned businesses and continually address barriers to fair contracting.

1 February 2019

1 August 2019

Conduct informational exchange meetings with the Illinois Black Chamber of Commerce, the Illinois Legislative Black Caucus, the BEP Council, and other representatives of the Fair Contracting Task Force to improve overall communication with African-American-owned businesses and continually address barriers to fair contracting.

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Objective 1.2 Key Performance Indicators

01

Number of informational meetings held

02

Number of attendees representing African-American interests

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Objective 1.3 Action Plan

By November 1, 2018, with the Fair Practices in Contracting Task Force develop listings of associations, groups or other organizations that represent diverse groups in disciplines associated with anticipated procurements.

1 November 2018

1 December 2018

By December 1, 2018, establish a procedure for the distribution of information regarding IDPH procurement opportunities on an ongoing basis.

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Objective 1.3 Key Performance Indicators

01

Listing of associations, groups or other organizations that is utilized for proactive communication

02

Listing of proactive communications completed by IDPH

Progress to Date

For recent Internal Review Board (IRB) RFP issued, email was sent to the National Medical Association and the Association of Black Women Physicians.

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Goal 2
Eliminate
Disparities
and Barriers in
Contracts,
Awards and
Receipt of
Funds

Eradicate historic disparities and barriers to state contracting and receipt of state funds by African-American-owned businesses.

Goal 2 Targeted Outcomes

01

Engagement with BEP vendors is improved resulting in increased opportunities for African-American-owned businesses.

02

The dollar amount of public health-related BEP and African-American-owned business spend goals is increased.

03

African-American-owned businesses are more often the prime vendor on public health-related contracts.

04

The African-American-owned business vendor pool is robust, increasing the public health-related opportunities for the African-American-owned business community.

Goal 2 Objectives

Objective 2.1 - Establish Higher BEP Goals for All New Procurements Over \$100,000 When Appropriate



Objective 2.2 - Utilize CPO Approved Direct Solicitations



Objective 2.3- Promote and Maintain a Robust BEP Vendor Pool Especially for the NIGP Codes Most Frequently Used by IDPH

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Objective 2.1 Action Plan

Effective July 1, 2018, establish BEP goals for new contracts above \$100,000.

By February 1, 2019, identify opportunities for increasing BEP goal percentages for contracts.



By October 1, 2018, identify all current contracts over \$100,000 which have not had BEP goals established..

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Objective 2.1 Key Performance Indicators

01

Percent increase of BEP percent across all IDPH contracts

02

Percent of contract awards which have been awarded to African-American-owned businesses through BEP goal setting.

03

Dollar amount of contract awards which have been awarded to African-American-owned businesses through BEP goal setting.

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Objective 2.2 Action Plan

By October 1, 2018, receive guidance from the Chief Procurement Officer regarding appropriate procedures to be utilized for direct solicitations.

1 October 2018

30 January 2018

By January 30, 2018, utilize direct solicitations in compliance with the procurement code to notify African-American-owned businesses of opportunities available at IDPH.

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Objective 2.2 Key Performance Indicators

01

Number of direct solicitations completed by IDPH

02

Estimated dollar amount of contracts related to direct solicitation

03

Listing of African-American-owned businesses which received direct solicitation information

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Objective 2.3 Action Plan

By December 31, 2018, in conjunction with the CMS BEP program, develop a process for notifying BEP vendors which have expired or soon to expire BEP certifications/eligibility to help maintain a robust BEP vendor pool especially for the NIGP codes most frequently used by IDPH.



31 December 2018

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Objective 2.3 Key Performance Indicators

01

Total number of African-American-owned businesses which are certified as a BEP vendor effective July 1, 2018

02

Total number of African-American-owned businesses which are certified at comparison date (quarterly). Percent increase and number increase

Progress to Date

IDPH has analyzed the NIGP codes and utilized in its FY16, FY17, and FY18 new contract awards and is currently reviewing the number of African-American BEP vendors listed under those codes to determine where any gaps exist.

Goal 3
Enhanced
Transparency
and
Accountability
in Contract
Awards and
Spend

Increase transparency and accountability surrounding the awarding of contracts and actual spend with African-American-owned businesses.

Goal 3 Targeted Outcomes

01

African-American-owned businesses are better prepared to respond to public health-related contracting opportunities.

02

Prime contractors are held accountable for meeting or exceeding BEP goals, resulting in increased actual spend with African-American-owned businesses.

03

Progress against established objectives is effectively monitored and action plans are adjusted as needed to ensure continuous improvement.

04

Full transparency is established regarding IDPH milestones, improvement targets, and actual performance.

Goal 3 Objectives

Objective 3.1—Establish and Maintain Meaningful Metrics and Key Performance Indicators



Objective 3.2—Compile, Present, and Publish Quarterly Reports to Ensure Transparency



Objective 3.3—Hold Prime Contractors Accountable for Reaching and Maintaining BEP Goals



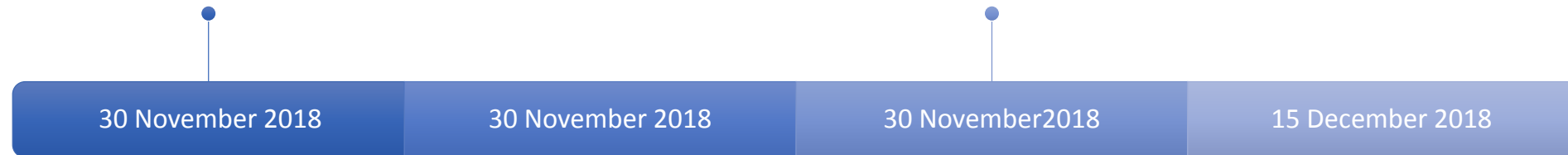
Objective 3.4—Hold Agency Management Accountable for Supporting Fair Practices

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Objective 3.1 Action Plan

By November 30, 2018, develop and maintain performance metrics and indicators relating to the number of contracts, contract amounts, and actual spend with African-American-owned businesses.

By November 30, 2018, establish an accurate baseline for improvement utilizing FY18 data.



By November 30, 2018, develop and maintain performance metrics and indicators regarding vendor compliance with BEP goals.

By December 15, 2018, publish performance metrics for all objectives on the publicly available Illinois Department of Public Health website.

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Objective 3.1 Key Performance Indicators

01

Percent of Targeted Outcomes with at least one established performance metric

02

Percent of total performance metrics with sufficient data

03

Number of Action Plans that are adjusted due to metrics analysis

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Objective 3.2 Action Plan

By October 1, 2018, publish the formal IDPH Fair Practices in Contracting Strategy Plan on the publicly available Illinois Department of Public Health website.

By January 30, 2019 and each quarter and annually, provide the report(s) to Central Management Services and the Illinois African-American Fair Practices in Contracting Task Force.



By January 15, 2019 and each quarter thereafter and annually, compile reports on the number of contracts, contract amounts, and actual spend with African-American-owned businesses.

By January 30, 2019 publish quarterly and annual reports on the publicly available Illinois Department of Public Health website.

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Objective 3.2 Key Performance Indicators

01

Date the IDPH Fair Practices in Contracting Strategy is publicly available on the IDPH website.

02

Date the first quarterly report is published.

03

Percent of quarterly and annual reports published in a timely manner (15th of the month following the end of a reporting period)

04

Percent of quarterly and annual reports provided to the Illinois Department of Central Management Services and the Fair Practices in Contracting Task Force.

Objective 3.3 Action Plan

By December 1, 2018 take decisive action, including the cancellation of contracts, in response to prime contractors which do not comply with established BEP goals.

By January 30, 2019, develop a BEP accountability monitoring plan and processes to ensure that contracted prime contractors are meeting or exceeding pre-established and approved BEP goals.



By December 1, 2018 and on an ongoing basis, develop action plans with non-compliant vendors to help ensure prime contractors reach pre-established BEP goals.

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Objective 3.3 Key Performance Indicators

01

Prime contractors are held accountable for meeting or exceeding BEP goals, resulting in increased actual spend with African-American-owned businesses.

02

Prime contractors with established contractual BEP goals are meeting or exceeding those goals.

03

Percent of contracts with BEP goals with current and accurate progress reports against those goals

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Objective 3.3 Key Performance Indicators (continued)

04

Percent of contracts with BEP goals which are on-track (quarterly and annual basis)

05

Number of contracts with BEP goals which have quarterly updates against those goals/total number of contracts with BEP goals.

06

Listing of prime contractors which are out of compliance with BEP goals.

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Objective 3.4 Action Plan

By October 1, 2018, identify appropriate IDPH management and contractual personnel position descriptions for amendment to include the requirement for engagement with BEP contractors and support of the BEP program and the Fair Contracting Task Force as a requirement of the position.

By January 30, 2019, complete the changes to the position descriptions and receive approved position descriptions from Central Management Services.



By December 1, 2018, adjust performance goals and objectives as appropriate.

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Objective 3.4 Key Performance Indicators

01

Percent of applicable position descriptions which are appropriately updated.

02

Percent of employees with contracting responsibilities who have performance objectives focusing on fair practices in contracting.

03

Percent of employees who have met or exceeded fair practices in contracting performance objectives.

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Progress
to Date

Buying Plan submitted to Central
Management Services

DRAFT/PREDECISIONAL

For further information, please contact
IDPH's Agency Procurement Officer, Joel
Meints at 217-785-2033

This plan is pursuant to approval from the CPO's office and/or actions by the
Illinois General Assembly to amend the procurement code.

Fair Contracting Task Force

DCEO Strategic Plan

Submitted 8-31-18

The Illinois Department of Commerce & Economic Opportunity (“DCEO”) efforts for diversity in contracting and procurement involve utilizing Business Enterprise Program (“BEP”) contractors and sub-contractor’s vendors when the BEP rules apply. DCEO has meet its 20% BEP subcontracting goal in all but one fiscal year since the inception of the Illinois Procurement Code. FY16 BEP goal was not achieved due to the lack of a budget. DCEO realized the important mission the Task Force is undertaking.

The purpose of this strategic plan is to explain what DCEO will do to address issues affecting African American owned businesses. DCEO faces statutory challenges when attempting to diversify contracting and procurement, which is guided by the Illinois Procurement Code. The best way to provide more contracting to African American owned businesses is to increase support for the BEP. DCEO is submitting its Fair Practices in Contracting Strategic Plan with two main goals.

1. Double the existing DCEO BEP spending from last year. The DCEO FY 18 BEP Goal was \$815,180.80. DCEO will submit a plan to spend \$1464,027 on BEP vendors in FY19.
2. Increase the percentage of African American business that have access to BEP and other potential procurements.

To double the existing contracting goals with BEP vendors, DCEO will:

1. Develop additional procurement practices to address any disparities and barriers in DCEO’s contracting with African American owned businesses. These practices will fall within the rules of the procurement process and remaining compliant with all procurement laws and regulations.
2. Hold pre-bid conferences for all solicitations with a BEP goal to facilitate prime and African American Business communications toward potential sub-contracting.
 - a. In FY19 DCEO will schedule pre-bid conferences for all upcoming solicitations where a BEP goal is established.
3. Utilize new procurement practices that specifically address disparities in contracting with African American businesses in small purchase requests less than \$10,000.
 - a. DCEO will direct and award contracts to African American owned firms registered to do business with the State. Other entities will only receive the solicitation if the agency does not receive a bid from an African American owned business.
4. Establish a multi-year internal procurement forecasting process and training process and participate in any CMS procurement forecasting initiatives.

- a. DCEO will work closely with the Chief Procurement Officer for General Services to determine how DCEO's procurement forecasting can be used to provide valuable planning information to African American owned businesses.
 - b. DCEO believes African American owned business can utilize this information for planning its bidding on State contracts.
5. DCEO will analyze current contractual needs to identify opportunities for solicitations to be issued under the Governor's Sheltered Market Executive Order. (2016-08) This Executive Order aims to eliminate barriers to African American contracting
 - a. Certain contracts will be set aside from competitive bidding. DCEO will follow all the guidance provided to utilize the Sheltered Market Initiative to eliminate the disparity in African American contracting.

To increase the percentage of African American business that have access to BEP and other potential procurements, DCEO will:

1. Increasing the African American presence in State contracting opportunities requires outreach to the community. Below is how DCEO will achieve this outreach.
 - a. Emphasizing these opportunities by utilizing the DCEO Office of Minority Empowerment (OMEE) programs to increase opportunities to assist African American owned businesses.
 - b. DCEO's Advancing the Development of Minority Entrepreneurs (ADME) program identifies high potential minority entrepreneurs and provides start to finish support to help grow their business.
2. Assist in increasing the awareness of BEP through both our ADME workshops (one-day sessions) and our ADME cohort (multi-week program to support minority entrepreneurs).
 - a. DCEO's Advancement of Minority Enterprises (FAME) program can provide 50% of a minority enterprises overall Project Cost of a specific loan that DCEO participates in. DCEO can also use this program as an avenue to increase awareness of the BEP.
3. Assist in increasing awareness of BEP through the Small Business Development Centers and Procurement Technical Assistance Centers.
 - a. DCEO manages contracts with local organizations throughout Illinois that assist small businesses. DCEO will work with these centers to promote awareness of the BEP.
4. Assist in increasing awareness of BEP through the Office of Regional Economic Development.
 - a. The Office of Regional Economic Development works to promote all services and programs available to businesses in the State. DCEO will work with this staff to promote awareness of the BEP.

ILLINOIS DEPARTMENT OF REVENUE

FAIR PRACTICES IN CONTRACTING

STRATEGIC PLAN

Mission Statement

The Illinois Department of Revenue (IDOR) strives to equitably contract with businesses owned by minorities, women, and persons with disabilities within the parameters of Administrative Rules and the Procurement Code.

Strategic Vision

IDOR historically has met and surpassed annual goals established by the Business Enterprise Program with the Department of Central Management Services (CMS), however, spend with African American vendors has been lower than other minority vendors. To rectify the disparity in spend, IDOR will work toward the following strategic goals.

Strategic Goals

Small Purchase

- Focus goods and services small purchase requests, for less than \$10,000, to certified small business African American vendors.

Procurement Forecasting

- Coordinate with CMS to create and oversee a centralized procurement forecasting database.

Vendor Outreach

- Partner with CMS BEP on outreach events to promote state procurement and increase African American vendor participation in state procurement. Assist the vendors with the BEP and BidBuy certification process.

Small Purchase Objectives and Key Performance Indicators

- Objective: Small purchase requests, for less than \$10,000, would be directed and awarded to African American vendors registered in the relevant NIGP Codes. Other small purchase vendors will only receive the solicitation if the agency does not receive a bid from an African American vendor.
- KPI: Quarterly reporting will be conducted to monitor the number of small purchase solicitations awarded to African American vendors and dollars spent to date. Quarterly and annual reports will be provided to the Fair Practices in Contracting Task Force.

Procurement Forecasting Objectives and Key Performance Indicators

- Objective: Coordinate with CMS to create and monitor a centralized procurement forecasting database containing quarterly/annual large procurement opportunities for the agencies under the Governor.
- KPI: The database will afford the vendor community the ability to plan for upcoming procurement solicitations.

Vendor Outreach Objectives and Key Performance Indicators

- Objective: Partner with CMS BEP on outreach events to promote IDOR procurement opportunities and increase African American vendor participation in state procurement.
- Objective: Assist the vendor community with the BEP and BidBuy certification process.
- KPI: Increase the number of African American owned vendors registered to conduct business with the State of Illinois.

Executive Summary

To succeed in our objectives outlined above, IDOR will work diligently with the African American vendors, CMS BEP, and other stakeholders to project future procurement opportunities, participate in outreach events, and encourage participation in the bidding process by African American vendors.

Illinois Department of Corrections
Fiscal Year 2019 Spending Plan

Objective: To increase contracting opportunities and expenditures in underrepresented African American communities. With respect to Fiscal Year 2019, the Department has been appropriated approximately \$400 million in state commodity and contractual funds and expects to spend another \$50 million in locally held funds. Pursuant to last week's hearing, the Department is being tasked with coming up with a spending plan that identifies a path to achieve a total amount of expenditures to African American communities totaling a combined 15%, or \$67.5 million.

Plan: In order to meet the objective, the Department must take a multi-faceted approach. The steps that should be taken are laid out in the following order:

- 1) Develop a vendor portal on our website that link vendors with companion agencies such as Central Management Services, the Secretary of State, Chief Procurement Office, BidBuy, and the Comptroller's Office.
 - a. This will enable vendors to easily find information on how to register themselves to do business with the State of Illinois, find active solicitations, and conduct payment inquiries on outstanding invoices.
 - b. IDOC will establish a contact number that vendors can call should they need help navigating the site or have specific comments/questions/concerns.
- 2) Conduct a series of "vendor fairs" throughout the State. IDOC will work collaboratively with the aforementioned companion agencies so that there will be a wide network of information made available, as well as provide the opportunity for vendors to learn about the Department of Corrections and what our agency is looking to procure in order to meet our daily operations.

- a. This meeting will not just be for potential vendors, IDOC will also invite current prime vendors (Wexford, Protocol, MJ Kellner, etc.) so that opportunities for sub-contracting and vendor networking can take place.
- 3) IDOC will better train and develop its contracting workforce to align with Executive Order 2018-07.
 - a. IDOC's cultural diversity taskforce will work with other departmental units in an effort to help ensure the job descriptions for procurement and contracting staff include the appropriate Business Enterprise Program language and job duties, take part in identifying/developing training for all procurement and contracting staff, provide ad hoc review and counseling on procurement and contract related transactions.
- 4) IDOC will work with the Governor's Office, the General Assembly and others so that vendors who provide service under *purchase of care* contracts are counted towards its minority contracting goal.
 - a. Within the Fiscal Year 2019 budget, the Department has approximately \$20 million worth of contracts for vendors who provide community placements, parolee programming, and re-integration services in multiple Illinois communities – most of these services are located in urban settings.
- 5) IDOC will adhere to all rules, laws, policies and procedures related to procurements and establishment of contracting goals.
 - a. All procurements will have applicable goals attached to their solicitations.
 - i. Any requested exemptions, will be routed through the Department's cultural diversity taskforce prior to submission.
 - b. Prime vendors will be sent a copy of Executive Order 2018-07 and asked that they not only ensure compliance with their

contracts established BEP goals but look for ways to expand participation.

- c. IDOC is developing a new Offender Trust (offender banking and commissary access) module for the Department's Offender Management Solution (O360). As part of development and statewide implementation of the Offender Trust module, the Department intends to define the most effective and cost efficient structure for procuring commissary items; either by facility, regionally or statewide.
 - i. Development includes standardization of all commissary items statewide and capacity for economic order point procurements.
 - ii. Pilot implementation at largest operations; Menard Correctional Center, Logan Correctional Center (IDOC's largest female facility) and Lincoln Correctional Center will be completed by December 2018 to align with the Department's fiscal conversion to the new State ERP solution.
 - iii. IDOC's remaining facilities are scheduled for conversion by June 2019.
 - iv. A commissary procurement will be scheduled for posting to the Illinois Procurement Bulletin July 2019.

Summary: The Illinois Department of Corrections realizes that it can do more work with its minority contracting. This will be achieved by a firm commitment to Executive Order 2018-07 from all staff. To effectuate this commitment IDOC will work with task force members, the Illinois legislature, companion agencies and the vendor community in a coordinated effort that provides a holistic solution the executive order seeks to address.

- **A summary of our supportive services programs and other activities to promote DBE participation including the mentor protégé program**
 - Supportive Services assistance is provided at no cost to IDOT DBE firms, to those firms seeking IDOT DBE certification, and to Illinois UCP DBE-certified firms who hold (or are bidding on) IDOT contracts.
 - **Management Supportive Services** provides one-on-one direct service assistance to IDOT certified DBE firms statewide. Examples include business plans, accounting system assistance, bonding and financing.
 - **Technical Supportive Services** provides one-on-one direct service assistance to certified IDOT DBE firms statewide and UCP firms working on an IDOT contract. Examples include assistance with estimating and bidding, prequalification assistance, and statements of interest.
 - **Reimbursement Program:** IDOT certified DBEs are eligible to receive reimbursement for purchases, offsetting many costs of doing business with the Department. These include association and organization membership fees, certifications related to work categories, estimating software, financial software, and financial audited statements.
 - **Business Development Program:** Provides targeted training and development, based on a goal specific business plan, for DBE firms who are accepted into three categorical areas. Participants work with consultants over one year to reach short term goals and develop strategies at achieving 5-year goals. Training hours are eligible for reimbursement.
 - **The Construction / Consultant Mentor Protégé Program** centers on business collaborations between firms in a mentor and protégé relationship to provide developmental assistance to enhance the protégé's business and technical capabilities to do more complex work.
- **How low bid and consultant selection committee work and who is involved?**
 - **Invitation for Bid (IFB, or Low Bid) Process Overview**
 - Construction Projects are advertised on 7 regularly scheduled lettings per state fiscal year.
 - The Contractor must: Be a Prequalified contractor with Illinois Department of Transportation (IDOT)
 - Bid on projects included in their Prequalified category list
 - Possess a Bid Bond sufficient for size of project

- Have all required documentation current (Affidavit of Availability, etc.)
 - Be lowest responsible bidder to receive contract award
 - Contractor is not required to award subcontracts to lowest bidding subcontractor
- **Consultant Selection Committee Process:**
 - A district or bureau requiring A-E services submits detailed information concerning the need and scope of work required to its director or designee.
 - The official notice of the department's need for A-E professional services is published in the Professional Transportation Bulletin (PTB), which is available on the IDOT website.
 - All firms desiring to be considered submit a Statement of Interest providing their proposed staffing, project approach and subconsultants
 - The district or bureau requiring the services reviews and scores the Statements of Interest. These scores are provided to the consultant selection committee.
 - A representative from the district/bureau presents the project to the consultant selection committee.
 - Using the scores provided by the district/bureau and their own review of the Statements of Interest, the consultant selection committee selects a top firm and two alternates.
- **Committee Members:**
 - Director of Program Implementation
 - Director of Planning and Programming
 - Bureau/District representative requiring A-E services
 - Central Office Bureau Chief
 - 3 Public Members
- **A general outline of our federal requirements and restrictions for our DBE program- vs BEP.**
 - The Disadvantaged Business Enterprise (DBE) program is a federally mandated program intended to ensure nondiscriminatory contracting opportunities for small

business concerns owned and controlled by socially and economically disadvantaged individuals in the United States Department of Transportation's USDOT) federal highway, mass transit and airport financial assistance programs.

- The Business Enterprise Program (BEP) is a state funded program that assists businesses owned by minorities, women, people with disabilities and veterans gain access to the State of Illinois procurement process. The BEP program is operated by CMS. General Services, Professional Services and IT Service procurements are required to comply by using the goal setting process through CMS.
- There is no reciprocity between the two programs. However, CMS has a BEP recognition application process. If you are currently certified with at least one of the IL UCP agencies you may complete the Recognition Affidavit.
- **How our CPO process works and why it is different from the other CPOs**
 - Per the Business Enterprise Program Act (BEP), 30 ILCS 575/6(d) notwithstanding any provisions to the contrary in this Act, any State agency or State university which administers a construction program, for which federal law or regulations establish standards and procedures for the utilization of minority, disadvantaged, and female-owned business, shall implement a disadvantaged business enterprise program to include minority, disadvantaged and female-owned businesses, using the federal standards and procedures for the establishment of goals and utilization procedures for the State-funded, as well as the federally assisted, portions of the program.
 - As a recipient of federal-aid and pursuant to the requirements of the federal regulations, 49 CFR Part 26, IDOT (Construction) implemented a Disadvantaged Business Enterprises (DBE) program.
 - Procurements under the jurisdiction of the Chief Procurement Office for IDOT construction and construction support utilize the federally approved DBE program. This program is administered by the Department through the Office of Business and Workforce Diversity (OBWD). Goal setting, utilization plan review, reconsideration hearings, compliance and any goal modifications are the responsibility of OBWD. The Chief Procurement Office reviews procurements to assure the DBE program provisions are being included.
- **How the revolving loan fund was supposed to work, why it didn't, and our thoughts for reinstating it.**
 - The loan program was designed to provide working capital to DBE firms who were qualified and ready to work, were actively applying for IDOT projects, and had been denied a conventional line of credit at least two times. The law was designed to have the payments from jobs pass through a fund control agent who

would make the loan payment before paying the firms but this provision was deemed unlawful and had to be changed in the JCAR rules. The escrow bank holding and transferring the funds was shut down in late 2016, leaving the program without a bank.

○

- **How goal setting works at both the statewide and project levels –**

- The overall (statewide) goal is based on statewide disparity data; includes potential DBEs who are not yet certified.
- Contract goals based on ready, willing, and able firms available for work for subcontracting opportunities on that specific project.
- Contract goals may be used only on those DOT-assisted contracts that have subcontracting possibilities.
- The Department is not required to set a contract goal on every DOT-assisted contract.
- The Department is not required to set each contract goal at the same percentage level of the overall goal. The goal for a specific contract may be higher or lower than that percentage level of the overall goal, depending on such factors as the type of work involved the location of the work, and the availability of DBE's for the work of the particular contract.

Fair Practices in Contracting – Strategic Plan

Illinois Department of Financial and Professional Regulation

TASK FORCE FUNCTION

There is created the Fair Practices in Contracting Task Force to: (1) thoroughly survey African-American-owned business participation in State procurement; (2) study African-American-owned subcontractors' ability to be paid in a timely manner and the communication processes between subcontractors and prime contractors and the State; (3) research solutions and methods to address the disparity in procurement awards; and (4) produce a final report summarizing the Task Force's findings and detailing recommended statutory or constitutional strategies to recognize best practices (20 ILCS 5080/5.a).

STRATEGY PURPOSE

Under Executive Order 2018-07, the strategy of the Illinois Department of Financial and Professional Regulation (“IDFPR”) is to advance the commitment and mission of the Fair Practices in Contracting Task Force Act. We are to collaborate with the Task Force and other State agencies to address the underrepresentation of African-American vendors in State procurements and contracts.

STRATEGY

1. **AWARENESS:** Increase the knowledge and registration of underrepresented businesses available to participate in procurements and contracts.
2. **TRANSPARENCY:** Improve communicate with more underrepresented businesses regarding procurement opportunities.
3. **ACCOUNTABILITY:** Utilize the promotion and maintenance of underrepresented businesses in procurements and contracts.
4. **REPORTING:** Share results of strategy implementations with the Task Force to further the functions and purposes of the Act.

AWARENESS

For a business to provide contractual services for the State of Illinois, there are a variety of registrations they need to complete to be eligible and considered: registering as a business with the Secretary of State, registering with the Illinois Department of Human Rights, and registering with the State Board of Elections, along with the opportunity to register and become eligible as a vendor with the Small Business Set Aside Program (SBSA) and the Business Enterprise Program (BEP) all while stating if they are interested in being a Prime or Subcontracting Vendor or both. On top of that, businesses must determine which National Institute of Governmental Purchasing (NIGP) Codes are applicable to the services a vendor is able to provide.

Goal: Assist the Task Force with making the registration processes as standardized, clear, and easily accessible as possible for African-American owned businesses.

TRANSPARENCY

Agencies are limited by the Procurement Code in what communications are allowed regarding procurements. However, there are opportunities throughout the procurement, contracting, and implementation of services processes where

communication can prove vital to underrepresented vendor pools. The availability and usage of BEP can be communicated to interested vendors throughout the bidding process and is even displayed in all formal procurement documents. IDFPR collaborates with CMS to accurately formulate BEP goals for all required procurements based on the size of the RFP and availability of vendors. IDFPR also ensures that if vendors don't utilize a BEP vendor to meet a procurement's goal that they have demonstrated good faith efforts to utilize one. Ongoing vendor maintenance is important in determining if the level of services provided are meeting the expectations of the contractual obligations. This maintenance should also cover appropriate payment to subcontractors that are part of underrepresented vendor pools. As procurement opportunities become officially available, IDFPR sources available vendors through their registered NIGP Codes. This all being done while upholding the integrity of the procurement process.

Goal: Increase communications throughout the procurement, contracting, and implementation of services processes to increase responsiveness of BEP, its utilization and maintenance, along with expanding the recruitment of qualified businesses to underrepresented vendor pools.

ACCOUNTABILITY

The agencies and vendors must be held responsible in increasing the utilization of underrepresented vendor pools. IDFPR is complying with the implementation of BEP goals in all procurements over \$100,000. IDFPR utilizes the SBSA vendor pool with standalone small purchases throughout the Fiscal Year. IDFPR also utilizes the statewide master contracts made available through CMS that contain high contractual BEP goals. IDFPR has completed contracts with Prime vendors that already have established relationships with subcontracting vendors that are part of BEP.

Goal: IDFPR will continue to establish BEP goals in formal procurements over \$100,000. IDFPR will expand the vendor pools with regards to the standalone purchases throughout the Fiscal Year. IDFPR will continue to monitor and utilize the statewide master contracts available through CMS to increase BEP vendor utilization. IDFPR will communicate with prime vendors the benefit of establishing relationships with underrepresented vendor pools and how it eases their abilities to bid on procurements with established BEP goals.

REPORTING

IDFPR tracks and reports procurements and purchases with the Chief Procurement Office, BEP, and GOMB.

Goal: IDFPR will track and report the utilization of underrepresented vendor pools to the Task Force to achieve the previously mentioned strategy points and goals while accomplishing the functions and purpose the Task Force has created.



STATE OF ILLINOIS
DEPARTMENT OF VETERANS' AFFAIRS

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BRUCE RAUNER
GOVERNOR

STEPHEN CURDA
DIRECTOR

Fair Practices in Contracting

Strategic Plan (DRAFT)

Illinois Department of Veterans' Affairs

Purpose of the Strategy

Increase the representation of African-American Vendors in Illinois Department of Veterans' Affairs contract awards and contract spend to a level equal to that of the African-American population within the State of Illinois.

Strategic Goals

Conduct Outreach to work with African-American Communities to increase knowledge about Illinois Department of Veterans' Affairs procurement opportunities.

Research areas of procurement need for the Illinois Department of Veterans' Affairs and target African-American Vendors to fulfill that need.

Keep up to date data of procurements utilizing African-American Vendors to ensure that the Illinois Department of Veterans' Affairs is meeting the desired objective.

Goal 1 – Outreach

- The Illinois Department of Veterans’ Affairs shall work with existing organizations to increase knowledge and awareness of procurement opportunities with the Agency as well as the State as a whole.
 - Organizations to be consulted and worked with:
 - NAACP
 - Illinois Black Chamber of Commerce
 - Central Management Services Business Enterprise Program
 - Small Business Administration
- Create a presentation for members of the Illinois Department of Veterans’ Affairs Staff to utilize when invited to speak at events or are present at community functions.
- Create a pamphlet to be present at all IDVA locations around the State illustrating the Agency’s desire to work with African American Vendors.
- Have all the IDVA Homes reach out and contact the local organizations and inform them of the opportunity for African-American Vendors to work with the State.
- Increase awareness in Chicago Area for IDVA procurement opportunities to coincide with new Chicago Based Veteran’s Home Opening Fall of 2019.
- Disseminate information through social media, media and advertisements.

Goal 2 – Target African-American Vendors for Procurement

- Identify high spend areas for the Illinois Department of Veterans’ Affairs to be better able to inform the African-American Community of our needs to increase the pool of African-American Vendors.
 - High spend procurement areas for the IDVA:
 - Repair and Maintenance
 - Building and Ground Maintenance
 - Medical and Laboratory Supplies
 - Food Supplies
 - Household and Cleaning Supplies
 - Medical and Scientific Equipment
 - Equipment and Tools
- Utilizing information from the Illinois Procurement Gateway, BidBuy Procurement System and the Business Enterprise Program, to contract and award to African-American Vendors when possible.

Fair Practices In Contracting Taskforce

Illinois Department of Healthcare & Family Services

Plan for Procurement Process Improvement for Diversity Inclusion

HFS Mission Statement

The Illinois Department of Healthcare and Family Services is committed to ensuring quality healthcare coverage at sustainable costs, empowering people to make sound decisions about their well-being and maintaining the highest standards of program integrity on behalf of the citizens of Illinois and establishing and enforcing child support obligations to make sure children and their families have the opportunities they deserve.

Commitment to Diversity Inclusion in the Procurement Process

HFS is committed to the inclusion of minorities and women in its procurements, and as such will continuously look for meaningful ways in which to include minorities and women in its purchasing process, including African-American owned businesses.

Review of Scopes of Services and Goal Setting

HFS will continue to review scopes of services to ensure that BEP goals are established commensurate with market availability and will set appropriate percentages for minority participation on all of its contracts to encourage minority and women owned business have an opportunity to participate in its contracting.

Outreach and Promotion of Procurement Opportunities

HFS will promote procurement opportunities and to minority communities, including the African-American community throughout the state of Illinois. HFS will participate in forums, events and technical assistance programs hosted by Central Management Services' Business Enterprise Program, as well as organizations that specifically target African-American businesses to educate them on potential contracting opportunities. Additionally, HFS will work with its prime contractors, including the managed care organizations to encourage them to promote their company's contracting opportunities to the African-American business community.

HFS will continue to review its contracts and share procurement forecasts with the minority business community so as to provide them with as much lead time as possible to prepare to respond to procurement solicitations.

Providers

HFS is the largest health insurer in the state of Illinois, ensuring 3.1 million people. As such, the agency pays providers for healthcare services provided to our beneficiaries. Those providers join our program by registering with us and becoming Medicaid providers. That process is always open to any provider who meets guidelines set by the U. S. Department of Health and Human Services. It is highly unusual for Medicaid providers (physicians, nurses, psychiatrist, social workers, etc.) to be certified by the Business Enterprise Program, therefore, the payments to those individuals are not currently captured in HFS' BEP Compliance Report. However, we know that African-American healthcare providers participate in the Medicaid program. We are reviewing ways in which to capture their participation on a forward going basis.

2018 Procurement Projections

[Attached](#) is a list of potential contracting opportunities compiled and published in May, 2018 at the State of Illinois' vendor fair. HFS will continue to share this information with firms interested in doing business with our department. This provides vendors with an opportunity to research and prepare for any solicitations in advance of the procurement process. We will continue to share this type of information with all interested vendors, and ensure that it is distributed to African-American businesses as well.



Active Contracts
Summary 051018.xlsx

Conclusion

These are a few ways in which HFS plans to increase minority participation in our procurements. We will continue to look at diversity inclusion best practices and adopt processes that will help our Department in its efforts to be more inclusive in its contracting. Last, HFS will continue to work with the Fair Practices in Contracting Taskforce to augment its plan as appropriate.

Title	HFS Tracking Detail #	Vendor	Initial Procurement Approach	Brief Description	Effective Date	Expiration Date	BEP %	BEP Goal
MMIS Planning IV&V	2008-62-010-008	Cognosante, LLC	RFP	For MMIS replacement project: IV&V services for the PBMS replacement and continued planning support for the MMIS core replacement	12/23/2008	12/22/2018	25%	Yes
Long Term Care Audits, Region 1	2011-15-022-004	Krehbiel & Associates LLC	RFP	Audits of long term care facilities to identify and recoup any overpayment for Region 1-Southern Illinois	7/1/2017	6/30/2020	0%	No
Recovery Audit Contractors	2011-15-040-002	Health Management Systems	RFP	Record reviews of DRG based services/paid on contingency of recovery funds.	7/1/2015	6/30/2018	0%	No
eQHealth Solutions	2011-38-003-003	eQHealth Solutions	RFP	Quality Improvement Organization provides utilization review services in the inpatient hospital and inpatient care settings for the fee-for-service population	4/1/2013	06/30/2018	0%	No
IES PMO	2012-00-005-011	CSG Government Solutions, Inc.	RFP	Provides project management services for the new Integrated Eligibility System (IES)	7/1/2012	12/31/2018	20%	Yes
IES DDI	2012-00-015-010	Deloitte Consulting	RFP	Provide Design, Development and Implementation (DDI) for IES system	10/15/2017	10/15/2020	20%	Yes
Long Term Care Audits, Regions 2 & 3	2012-15-003-003	EC Ortiz & Co LLP	RFP	Audits of long term care facilities to identify and recoup any overpayment for Regions 2 & 3--all but Cook and surrounding counties	11/29/2011	6/30/2020	0%	No
Long Term Care Audits, Regions 2 & 3	2012-15-003-003	BrookWeiner LLC	RFP	Audits of long term care facilities to identify and recoup any overpayment for Regions 2 & 3--all but Cook and surrounding counties	11/29/2011	6/30/2020	0%	No
Income Verification Service	2012-20-002-006	TALX Corporation	RFP	Income verification and employment data in real time needed for clients applying or reapplying for medical benefits	10/24/2012	10/31/2018	0%	No
Genetic Testing	2012-55-001-004	DNADiagnostic Center, Inc	RFP	Genetic testing services for paternity determination in all Title IV-D cases throughout Illinois	7/1/2011	6/30/2018	5%	Yes
Enterprise Data Warehouse	2012-62-001-013	Optum Insight	RFP	System integrator for the Enterprise Data Warehouse	1/1/2012	12/31/2018	20%	Yes
Pharmacy Benefits Management System (PBMS)	2012-62-006-000	Change Healthcare	RFP	Provide a PBMS system to replace ECP system and Drug Rebate system as first step in upgrading MMIS.	3/17/2014	3/16/2019	8%	Yes
MMIS Upgrade Project Expert Services	2012-62-011-000	Cognizant Technology Solutions	RFP	Provides Subject Matter Experts for MMIS Upgrade project	6/20/2013	6/19/2019	35%	Yes
IL Client Enrollment Broker	2013-24-001-008	Maximus	RFP	Client Enrollment Broker to provide outreach and education on healthcare choices for eligible and current clients	12/1/2012	6/30/2019	10%	Yes
School Based Health Services	2013-37-001-002	Fairbanks, LLC	RFP	Program Administrator for the School Based Health System (SBHS) program.	7/1/2013	6/30/2018	20%	Yes
Dental Program Administrator	2013-38-001-000	DentaQuest of Illinois, LLC	RFP	Dental Program Administrator for enrollees in the State's Medical Programs.	12/31/2014	6/30/2019	10%	Yes
A-133 Single Audit	2013-70-001-003	Kerber, Eck & Braeckel LLP (KEB)	RFP	Assist with A-133 Audits	10/30/2012	6/30/2018	0%	No
Data Analytics and Reporting Program	2014-00-001-002	Milliman Technology and Operations	RFP	Enterprise Data Warehouse Reporting Services	12/3/2014	12/3/2018	4%	Yes
NETSPAP	2014-22-001-001	First Transit	RFP	NETSPAP-Non Emergency Transportation Prior Approval Program	8/30/2014	8/29/2018	20%	Yes
Integrated Eligibility System (IES)–Independent Verification and Validation (IV&V) Consulting Services	2015-00-003-005	Public Knowledge	Sole Source	IV&V functions for the IES system	07/14/2014	12/31/2018	4%	Yes
Crisis and Referral Entry Services (CARES)	2015-23-008-000	Chrysalis Consulting Group, Inc	RFP	Centralized point of access and referral for the Statewide Screening Assessment and Support Services Program (SASS)	7/1/2015	6/30/2018	10%	Yes
Rate Methodologies & Reimbursement Services	2015-36-001-001	Navigant	RFP	Develop rate methodologies for payments to medical providers	7/1/2017	6/30/2020	0%	No
Public Notice	2015-37-001-000	Illinois Press Association, Inc	IFB	Publish federally mandated Medicaid public notices in statewide newspapers	7/1/2014	6/30/2019	1%	Yes
Modifications and Employer Services	2015-55-002-002	Maximus Human Services, inc	RFP	Performs reviews for possible adjustments/modifications to child support orders for Cook County and Downstate	7/1/2014	6/30/2019	20%	Yes
MMIS EDW Mentoring Plan	2015-62-003-003	LRS	IFB	Mentoring resources for EDW tasks	1/1/2015	10/31/2018	15%	Yes
State Disbursement Unit	2016-55-003-000	Xerox State & Local Solutions	RFP	Operate and Maintain mandated SDU system	1/1/2015	6/30/2019	7%	Yes
Child Support Modernization Project Management Office (CSM PMO)	2016-55-010-000	Maximus	RFP	Planning and project management of the development and implementation of a modernized Child Support Information System which will replace the Key Information Delivery System (KIDS)	1/27/2017	1/26/2021	20%	Yes
Financial Institution Data Match	2016-55-020-000	Informatix, Inc	Sole Source	Data matching services for child support collection	7/29/2015	6/30/2020	0%	No
Off-Site Secure Document Destruction Services	2017-11-001-000	Glenkirk dba, Opportunity Secure, Data Destruction, AAA Certified, Confidential Security and In a Pinch	State Use	Off-site secured information destruction	7/1/2016	6/30/2019	0%	No
LTC Field Imaging	2017-23-001-000	360 Factor	IFB	MDS rate validation reviews at LTC facilities to ensure the integrity of the Medicaid rate paid to the facility	11/1/2016	6/30/2019	0%	No
Data Entry Services	2017-27-001-000	Bridgeway, Inc.	State Use	Data Entry services for processing medical invoices and correcting HFS scanned documents	7/1/2016	6/30/2019	0%	No
HCBS Waiver Review	2017-35-001-000	Public Consulting Group, Inc.	RFP	HCBS Waiver quality reviews, special projects and studies.	3/1/2018	2/27/2021	10%	Yes
Actuarial Services	2017-36-003-000	Milliman, Inc.	RFP	Actuarial assistance in the development of actuarially sound rate for MCOs	7/1/2017	6/30/2019	0%	No
MCO Audit and Consulting Services (P&A) RFP	2018-24-002-000	Myers and Stauffer	RFP P&A	Audit and Consulting services to assist HFS in closing out all contract obligations for MCO contracts through December 31, 2017.	10/20/2017	10/19/2018	5%	Yes
Income Guideline Tables	2018-55-046-000	Center for Policy Research	Small Purchase	Income Guidance Tables for Child Support	9/27/2017	6/30/2021	0%	No
Lockbox and Remittance Service	2018-71-002-000	Illinois National Bank	IFB	Lockbox and Remittance Service	7/1/2017	6/30/2020	0%	No

Fair Practices in Contracting Task Force

DRAFT – STRATEGIC PLAN

Preliminary Draft for Discussion Purposes Only

Executive Summary

Policy Statement

The Illinois Housing Development Authority (“IHDA”), is a body politic and corporate of the State of Illinois (the “State”) created pursuant to statute in 1967. IHDA’s finances are managed by a nine-member Board with various delegations to employees of IHDA. The Board reviews and approves IHDA’s operating budget each fiscal year. Apart from the administrative fees IHDA receives to offset the cost of administering various State programs, IHDA’s operating funds are not subject to appropriation under the State’s general revenue fund. As of July 1, 2018, IHDA’s annual operating expenses are, on average, \$50,000,000 with the majority of those funds covering the salaries and benefits of IHDA’s nearly 300 employees. IHDA’s total contract spend as it relates to procurement contracts for goods and services paid for under IHDA’s operating expenses is around 90%. In managing the expenditure of funds within its operating budget, IHDA endorses the principles of competitive bidding and economical procurement practices. IHDA is committed to working with the Fair Practices in Contracting Task Force and ultimately, the Illinois African-American Fair Contracting Commission to help ensure representative contracting in IHDA’s procurements. IHDA currently strives to meet and exceed the goals set forth in the Business Enterprise for Minorities, Females and Persons with Disabilities Act (“BEP”) which establishes a statewide aspirational goal of twenty-percent (20%), for agencies to contract with businesses owned by minorities, females and persons with disabilities.

Purpose of the Strategic Plan and Strategic Vision

The purpose of preparing this strategic plan is to identify and address any under-representation of, or disparities affecting, African-American vendors in IHDA’s procurement contract awards. IHDA’s strategic vision is to position itself, its employees and its vendors to achieve and maintain parity in IHDA’s procurement contract awards with African-American-owned businesses.

Strategic Goals

Strategic Goal 1 – Automate IHDA’s internal procurement processes, including software and systems.

Strategic Goal 2 – Develop additional procurement practices to address any disparities and barriers in IHDA’s contracting with African-American-owned businesses within the bounds of the procurement process while remaining compliant with all procurement laws and regulations.

Strategic Goal 3 – Establish a multi-year internal procurement forecasting and training process.

Strategic Outcomes

Strategic Outcome 1 – IHDA is positioned to better track and analyze its procurement contract awards, including subcontracts, allowing IHDA to collect, review and maintain relevant and meaningful procurement data.

Strategic Outcome 2 – To the extent disparities and barriers are identified, contracts with African-American-owned businesses are increased.

Strategic Outcome 3 – The percentage of the total contract amount awarded to African-American-owned businesses is increased.

Goals, Objectives, Action Plans and Key Performance Indicators

Goal 1 – Automate IHDA’s internal procurement processes, including software and systems. IHDA is a quasi-governmental Authority governed by a Board of Directors. As a result, IHDA’s payment to vendors for IHDA’s contracts for goods and services are processed through IHDA’s own internal accounting system and are not processed through the Illinois Office of the Comptroller. As such, IHDA’s tracking of contract awards and contract payments is currently a manual process.

- ***Objective 1.1*** – Code vendors within IHDA’s accounting system with the applicable BEP registration code, including developing a protocol for uploading new vendors into IHDA’s accounting system in order to maintain an accurate and up-to-date BEP database.
- ***Objective 1.2*** – Create a quarterly reporting form and develop a written process for tracking IHDA’s prime vendors’ spend with its BEP subcontractors.
- ***Objective 1.3*** – Design reports to be generated from IHDA’s accounting system based on BEP coding, including a specific report analyzing African-American-owned business utilization. Consolidate the automatically-generated reports from IHDA’s accounting system with quarterly reports from prime vendors on spend with BEP subcontractors for a full report analyzing African-American-owned business utilization.

Targeted Outcomes

- IHDA can more accurately track its current procurement contract awards, including subcontracts, and actual contract spend.
- IHDA has more accurate data available enabling IHDA to be better equipped to analyze disparities in contracting with BEP vendors.
- IHDA has more accurate data available related to actual contract spend, enabling IHDA to be better-equipped to analyze disparities in contracting with African-American-owned businesses.

Action Plans and Key Performance Indicators

- *Objective 1.1 – Code vendors within IHDA’s accounting system with the applicable BEP registration code.*

Action Plan:

- By [INSERT DATE], have all vendors coded in IHDA’s accounting system.
- By [INSERT DATE], develop a protocol for coding new vendors as they are entered into IHDA’s accounting system.
- By [INSERT DATE], develop a written plan to annually cross-check vendors with a BEP code in IHDA’s accounting system with the State’s registration database to verify continued compliance with BEP registration/renewal.

Key Performance Indicator:

Vendors are coded in IHDA’s accounting system and the database is being maintained to ensure accurate and up-to-date data.

- # of Action Plans that are completed by the dates set forth above.

- *Objective 1.2 – Develop a quarterly reporting mechanism for prime vendors to report spend with their BEP subcontractors.*

Action Plan:

- By [INSERT DATE], a written process for tracking prime vendor spend with BEP subcontractors has been finalized.
- By [INSERT DATE], notify vendors of the new process and forthcoming collection of data.
- By [INSERT DATE], the first quarterly report is requested from IHDA’s prime vendors.

Key Performance Indicator:

IHDA can more accurately track prime vendor spend with BEP subcontractors and use the quarterly data to analyze trends in subcontracts with African-American-owned businesses.

- Effective date of the written process.
- Notification of vendors by date above.
- Date the first quarterly report is requested from IHDA’s prime vendors.

- *Objective 1.3 – Design reports to be generated from IHDA’s accounting system based on BEP coding, including a specific report analyzing African-American-owned business utilization. Consolidate the automatically generated reports from IHDA’s accounting system with quarterly reports from prime vendors on spend with BEP subcontractors for a full report analyzing African-American-owned business utilization.*

Action Plan:

- By [INSERT DATE], and each quarter thereafter and annually, compile reports on the number of contracts, contract amounts and actual spend with BEP vendors.
- By [INSERT DATE], and each quarter thereafter and annually, compile reports on the number of contracts, contract amounts and actual spend with African-American-owned businesses.
- Publish quarterly and annual reports on the publicly available IHDA website.

Key Performance Indicator:

Meaningful reports are being generated in order to track contract award and actual contract spend with BEP vendors and African-American-owned business in order to analyze the data for disparities.

- # of Action Plans that are completed by the dates set forth above.

Goal 2 – Develop additional procurement practices to address any disparities and barriers in IHDA’s contracting with African-American-owned businesses.

- **Objective 2.1** – Establish BEP Goals for all new procurements over \$100,000, when appropriate.
- **Objective 2.2** – Hold pre-bid conferences for all solicitations with a BEP goal to facilitate prime vendor and subcontractor communications for potential subcontracting opportunities in order to meet a BEP goal.
- **Objective 2.3** – Research the availability for Sheltered Market Opportunities.
- **Objective 2.4** – Seek small businesses waivers for small purchases where the BEP vendor pool includes vendors under the particular NIGP Code relevant to the purchase.

Targeted Outcomes

- Facilitation of prime vendors and BEP vendors is improved resulting in increased opportunities for African-American-owned businesses.
- The percent of contracts with African-American-owned business is increased.
- IHDA has the research and data to conduct potential Sheltered Market solicitations.

- African-American-owned businesses have increased prime vendor opportunities.

Action Plans and Key Performance Indicators

- *Objective 2.1 – Establish BEP goals for all new procurements over \$100,000, when appropriate.*

Action Plan:

- Effective July 1, 2018, establish BEP goals for new contracts above \$100,000, when appropriate.
- By [INSERT DATE], identify opportunities for increasing BEP goal percentages for contracts.

Key Performance Indicators:

Increased BEP goals provide increased opportunity for contract/subcontracting for African-American-owned businesses.

- Decrease in the number of BEP waiver requests on solicitations over \$100,000.
- *Objective 2.2 – Hold pre-bid conferences for all solicitations with a BEP goal to facilitate prime and subcontractor communications on potential subcontracting in order to meet a BEP goal.*

Action Plan :

- Schedule pre-bid conferences for all upcoming solicitations where a BEP goal is established.
- Publish Addenda to solicitations with the contact information for BEP firms interested in subcontracting opportunities.

Key Performance Indicator:

Pre-bid conferences are effective and produce meaningful partnerships.

- # of African-American-owned businesses that attend pre-bid conferences.
- # of total BEP vendors that attend pre-bid conferences.
- *Objective 2.3 – Research the availability for Sheltered Market Opportunities.*

Action Plan:

- By [INSERT DATE], complete research of IHDA’s contracts and identify opportunities for solicitations to be issued under the Sheltered Market Executive Order.

Key Performance Indicator:

Increase in the use of the Sheltered Markets, when appropriate/available.

- Completion of research related to Sheltered Markets by the date set forth above.
- *Objective 2.4 – Seek small businesses set-aside waivers for small purchases where the BEP vendor pool includes a significant number of vendors under the particular NIGP Code.*

Action Plan:

- By [INSERT DATE], begin seeking small business set-aside waiver for small purchases where the BEP vendor pool includes a significant number of vendors under the particular NIGP Commodity Code.

Key Performance Indicator:

Increase in the use of the small purchases with approved small business set-aside waiver requests in which BEP vendors are solicited.

- # of small purchases completed by IHDA with an approved small business set-aside waiver.
- % of small purchases awarded to African-American-owned businesses.

Goal 3 – Establish a multi-year internal procurement forecasting process and training process and participate in any CMS procurement forecasting initiatives.

- *Objective 3.1 – Establish an internal procurement forecasting process and train IHDA management on the established process.*
- *Objective 3.2 – Work closely with the Chief Procurement Officer for General Services to determine how IHDA’s procurement forecasting can be used to provide valuable planning information to African-American-owned businesses.*

Targeted Outcomes

- IHDA will be better-equipped to establish more meaningful BEP goals on its upcoming solicitations.

- The percentage of contracts awarded to African-American-owned businesses is increased.

Action Plans and Key Performance Indicators

- *Objective 3.1 – Establish an internal procurement forecasting process.*

Action Plan:

- By [INSERT DATE], conduct a review of procurement forecasting programs currently being implemented by other governmental agencies.
- By [INSERT DATE], develop an internal procurement forecasting process.
- By [INSERT DATE], train IHDA management on the new procurement forecasting process.

Key Performance Indicator:

The IHDA procurement forecasting program provides valuable planning information to IHDA for setting BEP goals on solicitations.

- # of action plans completed by the dates set forth above.

- *Objective 3.2 – Work closely with the Chief Procurement Officer for General Services to determine how IHDA’s procurement forecasting can be used to provide valuable planning information to African-American-owned businesses.*

Action Plan:

- By [INSERT DATE], meet with the Chief Procurement Officer for General Services to discuss IHDA’s internal procurement forecasting and determine how it can be used to provide valuable planning information to African-American-owned businesses while remaining compliant with State of Illinois procurement laws and rules.
- By [INSERT DATE], if approved by the Chief Procurement Officer for General Services, publish IHDA’s procurement forecast on IHDA’s website.

Key Performance Indicator:

The IHDA Procurement Forecasting Program is providing valuable planning information to African-American-owned businesses.

- Date of meeting with Chief Procurement Officer for General Services.
- If permissible via direction of the Chief Procurement Officer for General Services, a listing of ways the IHDA Procurement Forecast(s) can be utilized is communicated to the African-American-owned business community.

**Illinois Department of Human Services
Fair Practices in Contracting – Strategic Plan (DRAFT)**

Goal 1: Increase Contract Spending with African-American-Owned Businesses

Objective 1.1: Establish BEP Utilization Plans for all procurements over \$100,000.

Action Plan

- Effective August 1, 2018, require BEP Utilization Plan for bids on all contracts for more than \$100,000.
- By August 13, publish to vendors and post to IDHS website letter of support from IDHS Secretary enforcing principles of the Fair Practices in Contracting Act.
- By August 30, complete review of current contracts over \$100,000 to confirm or establish BEP Utilization Plans.

Objective 1.2: Increase spending with African-American-owned businesses through Small Business Set Aside program.

Action Plan

- Beginning August 13 and bi-monthly thereafter, publish list of African-American-owned, BEP-certified, small business vendors available for work with IDHS state-operated facilities.
- By August 30, 2018, provide IDHS state-operated facilities with consultation from BEP Liaison to leverage small business spend with African-American vendors.

Objective 1.3: Review agency requested BEP exemptions for BEP goal setting opportunities.

Action Plan

- By August 13, 2018, identify requested exemptions for goods/services categories with greatest contract spend.
- By August 20, 2018, identify BEP-certified vendors for African-American-owned businesses in major spend goods/services categories.
- By September 10, 2018, begin coordination with CPO to utilize direct solicitation and other appropriate means to include African-American-owned businesses in contracts.

Objective 1.4: Reduce sole source procurements.

Action Plan

- By August 13, 2018, establish plan and data requirements for monitoring upcoming contract renewals.
- By September 10, 2018 and monthly thereafter, publish list of contracts requiring renewals in six months and start required procurement activity in advance.

Goal 2: Expand African-American-Owned Business Vendor Base

Objective 2.1: Direct outreach to African-American-owned businesses.

Action Plan

- By August 20, 2018, draft a BEP Outreach Event Calendar coordinated with CPO and other state agencies when possible.
- By August 20, establish metrics to evaluate the success of IDHS outreach activities.
- Beginning August 20, 2018 and bi-monthly thereafter, proactive BEP registration activity to obtain/maintain BEP certification and register for all applicable NIGP codes.
- By September 17, establish plan with grants program staff and recipient provider organizations to identify their African-American-owned businesses vendors and register them to BEP.

Objective 2.2: Support Utilization Planning for Bidders.

Action Plan

- By August 13, publish to vendors and post to IDHS website letter of support from IDHS Secretary enforcing principles of the Fair Practices in Contracting Act.
- By August 13, 2018, publish links to BEP program, BEP vendors on the IDHS public website and on procurement-related pages.
- By August 20, 2018, begin including a list of BEP vendors with all Requests For Proposal and Invitations For Bids.

Goal 3: Achieve Transparency and Accountability For All IDHS Spend with African-American-Owned Businesses

Objective 3.1: Increase master contract spend with African-American-owned businesses.

Action Plan

- By September 10, 2018, review largest spend master contracts with CMS, DoIT for BEP Utilization Plan goals.
- By August, 31, 2018, account for IDHS funds spent with African-American-owned businesses through master contracts.
- Work with CMS and DoIT to increase African-American participation in master contracts.

Objective 3.2: Track IDHS grant and purchase-of-care spending with African-American service providers.

Action Plan

- Coordinate with IDHS Grant Accountability Unit to add “BEP-like” vendor demographic questions to IDHS forms and begin tracking grant spend with African-American service providers.

Goal 4: Encourage IDHS Grant Recipients to Utilize African-American-Owned Businesses

Objective 4.1: Promote African-American-owned business vendors with grant-funded service providers.

Action Plan

- Beginning August 13 and bi-monthly thereafter, publish list of African-American-owned, BEP-certified, business vendors to IDHS grant recipients

Objective 4.2: Recruit African-American-owned businesses via providers

Action Plan

- Beginning August 20, 2018, publish BEP enrollment information to IDHS grant recipients to be shared with their vendors for recruitment

DRAFT 4.0
ILLINOIS TOLLWAY
JULY 30, 2018



FAIR PRACTICES IN CONTRACTING TASK
FORCE
STRATEGIC PLAN

FAIR PRACTICES IN CONTRACTING TASK FORCE– STRATEGIC PLAN (DRAFT)

TABLE OF CONTENTS

1. EXECUTIVE SUMMARY
 - A. MISSION STATEMENT
 - B. COMMITMENT TO DIVERSITY AND INCLUSION
 - C. PURPOSE
 - D. TARGET AUDIENCES
 - E. STRATEGIC GOALS – BUSINESSES
 - F. STRATEGIC GOALS – INDIVIDUALS
 - G. TARGETED OUTCOMES – NEXT 12 MONTHS

2. DIVERSITY AND INCLUSION STRATEGIES
 - A. OVERVIEW
 - B. STRATEGIC GOALS
 - 2.B.1. CREATE ADDITIONAL PRIME- AND SUBCONTRACTING OPPORTUNITIES FOR AFRICAN-AMERICAN BUSINESSES
 - 2.B.2. MAKE IMPROVEMENTS TO THE TOLLWAY’S TECHNICAL ASSISTANCE PROGRAM TO PROVIDE GREATER ACCESS AND OPPORTUNITIES FOR AFRICAN-AMERICAN BUSINESSES
 - 2.B.3. MAKE ENHANCEMENTS TO THE TOLLWAY’S PARTNERING FOR GROWTH (P4G) PROGRAM TO PROVIDE NEW MENTORING OPPORTUNITIES
 - 2.B.4. GOAL: INCREASE PUBLIC OUTREACH ACTIVITIES TO GAIN ADDITIONAL EXPOSURE FOR THE TOLLWAY’S DIVERSITY AND INCLUSION INITIATIVES
 - 2.B.5. INCREASE INCENTIVES FOR CONTRACTORS THAT HIRE AND RETAIN LOW-INCOME INDIVIDUALS
 - 2.B.6. DEVELOP STRATEGIC PARTNERSHIPS TO RECRUIT MORE LOW-INCOME ELIGIBLE INDIVIDUALS FOR PRE-APPRENTICESHIP TRAINING OPPORTUNITIES
 - 2.B.7. INCREASE EFFORTS TO PREPARE LOW-INCOME ELIGIBLE INDIVIDUALS FOR CONSTRUCTION INDUSTRY APPRENTICESHIP AND TRAINING PROGRAM OPPORTUNITIES

1. EXECUTIVE SUMMARY

A. Mission Statement

- The Illinois Tollway's Department of Diversity and Strategic Development is a driving force for increasing economic opportunities in the diverse communities we serve.

B. Commitment to Diversity and Inclusion

- The Tollway created the Department of Diversity and Strategic Development in 2011 with the mission to increase access to economic opportunities for disadvantaged, minority- and women-owned enterprise (D/M/WBE) firms, as well as small and veteran-owned businesses and historically underemployed individuals. The Tollway remains focused on promoting, assisting and ensuring diverse participation in the *Move Illinois* Program and all aspects of its operations, including contracting, consulting and the supply of goods and services.

C. Purpose of Strategic Plan

- To address the under-representation of African-American vendors in state contract awards and contract spend, addressing disparities affecting African-American owned businesses. Furthermore, the Tollway wants to address disparities among African-American individuals interested in construction industry career and job opportunities, particularly in the most prevalent trade disciplines found on heavy highway construction projects.

D. Target Audiences

- Disadvantaged business owners – remove barriers to participation for previously excluded businesses
- African Americans – historically underrepresented community, especially in the construction trades
- Formerly incarcerated individuals – create second-chance opportunities for non-violent offenders
- Entrepreneurs – reach/develop untapped market of future business leaders

E. Strategic Plan Goals - Businesses

- Increase participation in construction contracting
- Increase public outreach activities to raise awareness of opportunities to do business with the Tollway within the African-American community
- Increase efforts to help African-American-owned companies improve business practices
- Create mentoring opportunities to expose African-American businesses to large contractors

F. Strategic Plan Goals – Individuals

- Increase efforts to prepare low income African-Americans for construction industry careers and employment opportunities
- Increase contractors incentives to encourage greater hiring and retention of African-Americans

G. Targeted Outcomes – Next 12 Months

- Waive IDOT prequalification on certain contracts under \$5 million
- Advertise up to 40 small business set-aside contracts
- Explore additional contracting strategies such as target/sheltered markets
- Increase outreach and recruitment of African-American businesses for Technical Assistance Program services
- Expand Tollway's P4G Program to include agreements between construction companies
- Execute up to 10 new mentoring agreements between large and small construction firms
- Develop outreach event with construction industry to highlight new P4G Construction Program
- Work with Tollway Technical Assistance Program service providers to increase awareness of the P4G Construction Program
- Develop entrepreneur program targeted to employees of Technical Assistance Program clients and Workforce Development Initiative program graduates
- Host or attend additional events and place information in publications targeted toward African-American audiences to increase awareness of contracting opportunities
- Increase incentives for contractors that hire/retain diverse construction workers
- Expand pre-apprenticeship training efforts that prepare low-income individuals for construction industry career and employment opportunities
- Explore contractor incentives favorable to retaining African-American and minority participants in contracting and workforce
- Place 55 individuals into apprenticeships or related construction industry employment

2. ILLINOIS TOLLWAY DIVERSITY AND INCLUSION STRATEGIES

A. Overview

The Department of Diversity and Strategic Development works to increase and diversify the pool of businesses and individuals participating in tolling opportunities. Activities include:

- Implementation of policy and programs
- Assistance with contract compliance documentation, monitoring and reporting
- Competition and capacity building through Technical Assistance, the Small Business Initiative and Partnering for Growth programs
- Diversification of skilled and construction trades via workforce development and training
- Engagement of the community through advocacy, outreach and networking events

The Tollway recognizes the social and economic importance of creating contracting opportunities for disadvantaged, minority- and women-owned businesses (D/M/WBE), as well as for small veteran-owned firms, and ensuring access to job opportunities for underemployed individuals. While our current programs have achieved substantial results – making the Tollway a national leader that serves as a model for other states to follow – we remain focused on removing obstacles to participation, creating new opportunities and providing assistance to increase access.

The Tollway proposes the following strategies to improve existing programs and initiatives and allocate additional resources to assisting African-American businesses and individuals seeking career and job opportunities in heavy highway construction:

B. Strategic Goals

2.B.1. Goal 1: Create additional prime- and subcontracting opportunities for African-American businesses

- Waive IDOT prequalification on certain contracts under \$5 million, based on location/proximity to diverse companies and type of work (excluding mainline work)
- Advertise at least 20 small business set-aside contracts, typically valued at \$1 million or less, in next 12 months, with as many as five prime contracts for African American firms
- Explore additional contracting strategies such as target/sheltered markets that benefit African-American firms

2.B.2. Goal 2: Make improvements to the Tollway's Technical Assistance Program to provide greater access and opportunities for African-American businesses

- Expand Technical Assistance Program locations

- Increase outreach and recruitment of African-American businesses for program services
- Develop introduction to entrepreneurship program for Technical Assistance Program employees
- Service up to 200 unique clients in next 12 months, with up to 70% African American-owned businesses as clients

2.B.3. Goal 3: Make enhancements to the Tollway’s Partnering for Growth (P4G) Program to provide new mentoring opportunities

- Expand Tollway’s P4G Program to include agreements between established and emerging construction companies
- Execute up to 10 new mentoring agreements between large and small/diverse construction firms, with a special emphasis on opportunities for African American-owned firms
- Develop outreach event with construction industry to highlight awareness of new P4G Construction Program and Tollway’s commitment to greater inclusion of African-American contractors
- Work collaboratively with Tollway Technical Assistance Program service providers to increase awareness of the P4G Construction Program and outreach to African-American business communities across the Tollway’s service area

2.B.4. Goal 4: Increase public outreach activities to gain additional exposure for the Tollway’s diversity and inclusion initiatives

- Host or attend additional events and place information in publications targeted toward African American audiences to increase awareness of Tollway contracting opportunities
- Increase incentives that encourage greater diversity among construction workers
- Expand efforts to support pre-apprenticeship training to prepare underrepresented men and women for construction industry careers and employment opportunities

2.B.5. Goal 5: Increase incentives for contractors that hire and retain low-income individuals

- Modify the Tollway’s Earned Credit Program (ECP) to raise the amount of virtual bid credits construction contractors accrue when hiring and retaining ECP-eligible men and women
- Reach 400th ECP-eligible hire by contractors doing business with the Tollway

2.B.6. Goal 6: Develop strategic partnerships to recruit more low-income eligible individuals for pre-apprenticeship training opportunities

- Develop partnership with the Illinois Department of Corrections (IDOC) to raise ECP awareness and direct interested individuals to training partners and/or the Tollway's Workforce Development Initiative launching in August 2018
 - Work with ECP training partners to increase the number of ECP-eligible individuals entered on the Tollway's online hiring portal for construction contractors
 - Goal is to add another 50 individuals to the online hiring portal

2.B.7. Goal 7: Increase efforts to prepare low-income eligible individuals for construction industry apprenticeship and training program opportunities

- Launch new Workforce Development Initiative, providing pre-apprenticeship training and support services for low income-eligible individuals
- Goal is to place up to 55 people in training and employment positions in next 12 months, with up to 70% African-Americans
- Develop introduction to entrepreneurship program for Workforce Development Initiative training program graduates

DRAFT 1.0

CHICAGO STATE UNIVERSITY

23 OCTOBER 2018



FAIR PRACTICES IN CONTRACTING

STRATEGIC PLAN

TABLE OF CONTENTS

1. EXECUTIVE SUMMARY

- A. MISSION STATEMENT**
- B. COMMITMENT TO DIVERSITY AND INCLUSION**
- C. PURPOSE**
- D. TARGET AUDIENCES**
- E. STRATEGIC GOALS – BUSINESSES**
- F. TARGETED OUTCOMES – NEXT 12 MONTHS**

2. DIVERSITY AND INCLUSION STRATEGIES

- A. OVERVIEW**
- B. STRATEGIC GOALS**
 - 2.B.1. CREATE A CHICAGO STATE UNIVERSITY SUPPLIER DIVERSITY TASKFORCE**
 - 2.B.2. CREATE ADDITIONAL PRIME- AND SUBCONTRACTING OPPORTUNITIES FOR AFRICAN-AMERICAN BUSINESSES**
 - 2.B.3. INCREASE PUBLIC OUTREACH ACTIVITIES TO GAIN ADDITIONAL EXPOSURE FOR THE UNIVERSITY’S DIVERSITY AND INCLUSION INITIATIVES**
 - 2.B.4. ENSURE THAT CURRENT VENDORS ARE PROPERLY CATEGORIZED**

1. EXECUTIVE SUMMARY

A. Mission Statement

- Chicago State University Procurement is committed to increasing opportunities in the diverse community we serve. It is the policy of Chicago State University that businesses owned by minorities, women, veterans, and persons with disabilities should participate equitably and contract with the State through its procurement processes.

B. Commitment to Diversity and Inclusion

- Chicago State University shall increase access to economic opportunities for disadvantaged, minority, disabled, and women-owned enterprise (D/M/WBE) firms, as well as small and veteran-owned businesses and historically underemployed individuals. Chicago State University remains focused on promoting, assisting and ensuring diverse participation in all aspects of its operations, including contracting, consulting and the supply of goods and services.

C. Purpose of Strategic Plan

- To address the under-representation of African-American vendors in state contract awards and contract spend, addressing disparities affecting African-American owned businesses.

D. Target Audiences

- Minority Business Owners
- Women Business Owners
- Veteran Business Owners
- Disabled Business Owners

E. Strategic Plan Goals

- Increase participation in contracting
- Increase public outreach activities to raise awareness of opportunities to do business with the University

F. Targeted Outcomes – Next 12 Months

- Create a Supplier Diversity Taskforce as Chicago State University
- Explore additional contracting strategies such as target/sheltered markets
- Ensure that all current vendors are properly categorized
- Work with current vendors towards certification
- Increase outreach and recruitment of African-American businesses

- Host or attend additional events and place information in publications targeted toward African-American audiences to increase awareness of contracting opportunities

2. CHICAGO STATE UNIVERSITY DIVERSITY AND INCLUSION STRATEGIES

A. Overview

Chicago State University Procurement works to increase and diversify the pool of businesses and individuals participating in the BEP program. Activities include:

- Implementation of policy and programs
- Assistance with contract compliance documentation, monitoring and reporting
- Engagement of the community through advocacy, outreach and networking events

Chicago State University is uniquely located on the south side of Chicago. The University recognizes the social and economic importance of creating contracting opportunities for disadvantaged, veteran owned, disabled, minority, and women-owned businesses (D/M/WBE), and ensuring access to job opportunities for underemployed individuals.

Chicago State University proposes the following strategies to improve existing programs and initiatives and allocate additional resources to assisting African-American businesses seeking opportunities with Chicago State University.

B. Strategic Goals

2.B.1. Create a Chicago State University Supplier Diversity Taskforce

- Create a cross-functional task force to study and empower supplier diversity throughout the University.

2.B.2. Create additional prime- and subcontracting opportunities for African-American businesses

- Explore additional contracting strategies such as target/sheltered markets that benefit African-American firms
- Utilize small purchases (under \$100k) and emergency purchases to focus on diverse spend.
- Require Utilization plans on all contracts over \$100k and encourage large suppliers to utilize diverse supply bases.

2.B.3. Increase public outreach activities to gain additional exposure for the University's diversity and inclusion initiatives

- Host or attend additional events and place information in publications targeted toward African American audiences to increase awareness of University contracting opportunities

2.B.4. Properly categorize and promote current vendor certification

- Work with current vendor base to ensure proper reporting
- Encourage current vendors to apply for certifications through the State

- Create meaningful metrics and current baselines to properly track progress towards goals



Fair Practices in Contracting Strategic Plan

Eastern Illinois University
Department of Procurement, Disbursements and Contract Services

Table of Contents

I.	Fair Practices in Contracting – Strategic Plan	2
	Introduction	
	Mission Statement	
	Commitment to Diversity and Inclusion	
	Purpose of Strategic Plan	
II.	Strategic Goals and Outcomes	3
	Strategic Goals	
	Strategic Outcomes	
III.	Objectives, Targeted Outcomes, Action Plans and Key Performance Indicators	4
	Strategic Goal 1	
	Strategic Goal 2	
	Strategic Goal 3	

Fair Practices in Contracting – Strategic Plan

Introduction

Eastern Illinois University is a mid-sized public university situated in Charleston, Illinois, a municipality of about 21,000 residents located in Coles County. The demographic profile of the County's residents is 93% Caucasian, 4% African American, and 2% Latino. The surrounding counties are even less racially and ethnically diverse ranging from 96% to 99% Caucasian.

Contrary to the County's diversity, 31% of the students enrolled at EIU classify themselves as ethnic or racial minorities. African Americans make up 19% of the entire student body. Indeed, EIU serves as a hub of diversity in an otherwise very rural and very homogenous region of our State.

Mission Statement

The Department of Procurement, Disbursements and Contract Services (DPDCS) is committed to identifying and incorporating innovative purchasing practices that provide quality products and services at the lowest cost to the University. We strive to obtain the maximum value for each dollar expended by utilizing open competition. We are dedicated to excellence in customer service, as well as building and maintaining relationships with suppliers that leverage the institution's buying power.

The DPDCS exists because, not only is it our legal obligation to obtain goods and services at the lowest acceptable price, but we must keep abreast of, and ensure compliance with, the ever changing Illinois procurement laws, federal laws, University Internal Governing Policies and the Board of Trustees rules and regulations. We regularly analyze the spending on goods and services by the University. We continuously look for ways to save money. We also look for opportunities to combine purchases, and buy in bulk, in order to maximize savings. The money saved, as a result of our efforts, allows the University to reallocate those dollars toward other mission-critical needs.

Commitment to Diversity and Inclusion

The DPDCS is committed to increasing access to economic opportunities for disadvantaged, minority- and women-owned firms, as well as small and veteran-owned businesses while in compliance with all laws, rules and regulations that govern procurement. The DPDCS is committed to promoting, assisting and ensuring diversity in soliciting, contracting and the supply of good and services.

Purpose of Strategic Plan

The purpose of this strategic plan is to identify and address any disparities affecting diverse vendors in DPDCS's procurement processes. DPDCS's strategic vision is to position itself, its staff and its vendors to achieve and maintain an increase in procurement contract awards with diverse businesses in accordance with applicable procurement laws and regulations.

Strategic Goals and Outcomes

Strategic Goals

- Strategic Goal 1 – Increase outreach activities to gain additional exposure to DPDCS diversity initiatives.
- Strategic Goal 2 – Improve procurement practices to increase contracting with certified diverse businesses while remaining compliant with all procurement laws and regulations.
- Strategic Goal 3 – Establish a multi-year internal procurement forecast and increase transparency in the award of contracts.

Strategic Outcomes

- Strategic Outcome 1 – The relationship between prime vendors and certified diverse businesses is improved and the total number of contracts awarded to certified diverse vendors is increased.
- Strategic Outcome 2 – More efficient procurement processes, resulting in increased opportunities for certified diverse businesses.
- Strategic Outcome 3 – Increased transparency in upcoming procurements, resulting in increased opportunities for certified diverse businesses.

Objectives, Targeted Outcomes, Action Plans and Key Performance Indicators

Strategic Goal 1

Increase outreach activities to gain additional exposure to DPDCS diversity initiatives.

- Objectives
 - Objective 1.1 – Host a diverse vendor show and include DPDCS prime vendors.
 - Objective 1.2 – Network with Eastern Illinois University African-American Alumni groups.
 - Objective 1.3 – Attend a variety of diversity vendor fairs.

- Targeted Outcomes
 - The relationship between prime vendors and certified diverse businesses is improved.
 - Supplier relationships developed with Eastern Illinois University Alumni.
 - The pool of certified diverse vendors available to do business with DPDCS increases.
 - The total number of contracts awarded to certified diverse businesses increases.

- Action Plan
 - By Fall 2019 host a diverse vendor show and include DPDCS prime vendors to facilitate the relations between certified diverse businesses and prime vendors and increase subcontracting opportunities.
 - By Fall 2018 work with the university’s Office of Inclusion and Academic Engagement to seek African-American Alumni business-owners whom are interested becoming suppliers for the university.
 - Effective Fall 2018 DPDCS will continue to attend as many diverse vendor fairs as possible.

- Key Performance Indicators
 - The number of diverse vendor fairs attended by DPDCS staff.
 - The total number of contracts awarded to certified diverse businesses increases.
 - The number of action plans that are completed by the date set forth above.

Strategic Goal 2

Improve procurement practices to increase contracting with certified diverse businesses while remaining compliant with all procurement laws and regulations.

- Objectives
 - Objective 2.1 – Develop an automated vendor registration system
 - Objective 2.2 – Establish BEP goals for all new procurements over \$100,000.
 - Objective 2.3 – Conduct pre-bid conferences for all solicitations over \$100,000 with a BEP goal to facilitate vendor and subcontractor relationships, in order to achieve the BEP aspirational goal.
 - Objective 2.4 – Establish BEP goals for current contract renewals to increase subcontracting opportunities with certified diverse business.

- Targeted Outcomes
 - The DPDCS is able to collect, review and maintain relevant procurement data as it relates to contracting with certified diverse businesses.

- Certified diverse businesses will have increased prime vendor opportunities.
- Certified diverse businesses will have increased subcontracting opportunities.
- The relationship between prime vendors and certified diverse businesses is improved.
- Action Plan
 - By Fall of 2020 automated vendor registration process will begin the testing phase with implementation in Spring of 2021.
 - Effective Fall 2018 establish BEP goals for all new procurements over \$100,000.
 - Effective Fall 2018 DPDCS will conduct pre-bid conferences for all solicitations over \$100,000.
 - Effective Fall 2018 DPDCS will establish BEP goals for current contract renewals.
- Key Performance Indicators
 - The vendors maintained in the vendor registration system are maintained and up to date.
 - The number of BEP vendors and certified diverse vendors that attend pre-bid conferences.
 - The total number of contracts awarded to certified diverse businesses increases.
 - The number of action plans that are completed by the date set forth above.

Strategic Goal 3

Establish a multi-year internal procurement forecasting and increase transparency in the award of contracts.

- Objectives
 - Objective 3.1 – Establish an internal forecasting process.
 - Objective 3.2 – Advertise upcoming opportunities on DPDCS's website bi-annually.
 - Objective 3.3 – Provide a procurement forecast snapshot at all vendor outreach events.
- Targeted Outcomes
 - Advertising a procurement forecast will increase transparency for upcoming opportunities and allow certified diverse business ample time to prepare for the bid process.
 - Certified diverse businesses will have increased prime vendor opportunities.
 - Certified diverse businesses will have increased subcontracting opportunities.
- Action Plan
 - By Fall 2018 DPDCS will establish internal forecasting procedures
 - By Spring of 2019 DPDCS will begin advertising upcoming procurement opportunities on the DPDCS website.
 - By Spring of 2019 DPDCS will provide a procurement forecasting snapshot at all vendor outreach events.
- Key Performance Indicators
 - The total number of contracts awarded to certified diverse businesses increases.
 - The number of action plans that are completed by the date set forth above.

Strategic Plan for Supplier Diversity at Governors State University (GSU)

For the Fair Practices in Contracting Task Force

October 16, 2018

Submitted by: Tracy Sullivan

GSU Commitment to Supplier Diversity

- One of the University's core values is to: Demonstrate Inclusiveness and Diversity to encourage acceptance of wide-ranging perspectives among students, staff, faculty and members of the broader community.
- The University's commitment to diversity & inclusion includes working to improve spend with diverse firms, including African American and minority firms.
- Reporting of spend has been historically limited to include certified BEP firms
- It is important to note, that while many projects have BEP goals, GSU awards by statute must award bids, including construction to the lowest cost bidder and RFPs to the most responsive proposal.
- The certification process for vendors is challenging and rather invasive, albeit required. We work closely with other State Agencies to assist, stream-line and support improvement initiatives and legislation.

Our Goal: connect with vendors

At GSU, for supplier diversity, our goal is to build relationships and connect with vendors before a need arises. We want to try and make the process of earning our business less painful, which often is not an easy task.

Concerns impacting African American Business Owners:

- complexity of the Procurement Code (forms and information required by statute)
- certification process and required information to be BEP certified
- barriers to entry

How to improve or resolve the concerns:

- legislative improvements to statutes & business processes
- review the certification process and requirements
- assist vendors...help them...become familiar with processes, requirements etc.

Legislative suggestions from GSU

GSU believes there are some statutory changes that would benefit African American businesses.

Suggestions include:

- Architect/Engineering services need to have the bid threshold raised from 25k to 100k to improve opportunities and reduce barriers to entry for firms
- review the BEP Act and requirement of certification
- increase the Cap of \$75M (we have examples of firms who 'earned our business' but then were too successful, one of which is an African American owned business)
- allow us to accept "any" government issued certification (city/county) to count towards our spend reports, not limited to BEP, as the law currently defines.

Spend with BEP certified firms by GSU

GSU Business Enterprise Program (BEP) spend Fiscal Year 2017 (FY17)

The information below is directly from the Annual Report for FY17:

GSU's FY17 Operating Budget	\$54,414,160
Dollars subject to goal	\$1,417,447
Minimum 20% BEP goal	\$283,489
Total achievement BEP firms	\$238,440
African American BEP spend	\$112,885

In years with construction, there is significantly more opportunity to reach our 20% goal through the use of potential certified architects, engineers, contractors and subcontractors.

GSU BEP Vendor Outreach

- GSU Procurement hosted the Higher Education Diverse Vendor & Opportunity Fair on October 16, 2018 for the State Universities (over 200 vendors participated)
 - The theme of the event was “Every connection counts”
 - Nearly every Public University was in attendance, as well as BEP & assist agencies
 - This will now become an annual event, hosted at Governors State University each Fall
- GSU Procurement outreach to various vendors
 - Exhibitor, panelist & presenter at several Diverse Vendor Fairs (statewide)
 - Participated at University of Illinois (Chicago) Annual Diversity Symposium
 - Tracy Sullivan Presented at Illinois Public Higher Education Cooperative (IPHEC) Diverse Vendor Fair in Urbana “How to earn more business in Public Higher Education”
 - Attend the Illinois Black Chamber of Commerce Annual Convention
 - Work with IPHEC leadership to identify opportunities for additional certified vendor spend
 - Implement aspirational goals, review at construction pre-bid meetings and stress the importance of goals, utilization plans and good faith effort proof when required

GSU Feedback

- We cannot count or currently identify African American Businesses unless they have successfully navigated the BEP process.
 - Firms may be decertified if they get too large, or forget to submit
 - We can no longer count their spend, even though ownership has not changed
- Vendor need to be able to connect to end users based on their products
- We connect end users to vendors, as subject matter experts. In fact, at our recent event the leader of facilities and IT operations personally attended to meet the diverse vendors who attended
- The purpose of our vendor fair is to connect the suppliers to State Agencies and Public Higher Education to start/continue conversations to build a relationship and discuss potential opportunities, and assist with getting them certified...so we can report on the spend more accurately.
- Send vendors to me...please...as I cannot reach out to those I do not know. Call, email, or let's meet...I look forward to meeting more African American business owners.
- As my Mom would say "People helping people".... We need to connect and build relationships between African American businesses and our agencies/universities.

Governors State University Summary

- GSU will remain actively involved in any diverse vendor event invited; network, build relationships; introduce subject matter experts to connect with African American businesses directly & through Procurement
- Continue outreach after diverse vendor events...to assist African American businesses to help them connect, compete & earn GSU business contracts compliant with Illinois Statutes
- Assist BEP in any way possible to identify certification opportunities, process/legislative improvements & host events at GSU if needed
- Procurement will remain active in IPHEC, Illinois Black Chamber of Commerce, panelist at various events and will be meeting with the Black Contractors United (BCU) as invited

Tracy Sullivan's comments to the Fair Contracting Task Force 2018

Collectively, we need to look at the BEP process of certification, annual ongoing requirements, etc. If a vendor is not certified or not willing to go through that process, it negative effects our reports, as we are not able to count that spend... or even identify it...as African American owned. When reporting diverse vendor spend, we are told by BEP that “we cannot count it” because a firm did not submit something, or exceeded the Cap and was decertified, etc. And I understand that, but it does not change the fact that the firm is minority owned, so perhaps our spend is all understated.

I am passionate about diverse vendor outreach, and I always have been. In addition to participating in nearly every diverse vendor fair I am invited to, I have made presentations “trying to assist vendors” and sit on various panel discussions. Whether Veteran or Diverse Vendors, I want to be the person that assists them to connect with the correct subject matter expert on our campus (based on the products/services they supply), achieve certification (if they are willing) and help them earn more business in Illinois.

I met several new firms at the Illinois Black Chamber of Commerce annual convention that provide services we procure and now are connecting the right people, receiving quotes and proposals from these African American owned firms. Often I am invited to speak with various African American contractor groups to explain the process of “how can we earn your business”.

Diverse Vendor Events:

Last week – great CPO diversity event at UIS

Sept. 26 – Prairie State Construction BEP event (panelist)

October 4 – JRTC vendor meet & greet

October 16 – GSU on campus Veteran & Diverse Vendor Conference

The purpose of our vendor fair is to connect the suppliers to State Agencies and Public Higher Education to start/continue conversations to build a relationship and discuss potential opportunities, and assist with getting them certified...so we can report on the spend more accurately.

Going forward...I will work with legislators and push for the requested changes. I am working to try and find a method of identifying ‘non-certified’ African American owned firms (but that is a

new initiative, because of your very questions) and we will continue to work as hard as we always have to increase spend.

In closing, I know Procurement is complicated, and often frustrating for all of us.

So if you know of vendors, if they haven't done business with GSU, have them call me. Forward me their contact info.... Or provide them mine...I want to build the relationships with African American owned firms so that when a need arises, they have the opportunity to earn our business. As my Mom would say "People helping people".... We need to connect and build relationships.

Increasing African American spend starts with awareness of the supplier's very existence, building the relationship with the university, and assisting with certification, for our statutory reporting. I sincerely welcome your calls or comments as we work together to increase the spend with African American owned suppliers & work to improve the State of Illinois statutes, as able.

GSU is committed to ongoing supplier diversity outreach, and improving our spend.

And with that, I Thank you and welcome any comments or questions.

I am the Assistant Vice President for Procurement at GSU and can be reached at 708-235-2179 or TSullivan@govst.edu

ILLINOIS STATE UNIVERSITY
OCTOBER 11, 2018



**ILLINOIS STATE
UNIVERSITY**
Illinois' first public university.

**FAIR PRACTICES IN CONTRACTING TASK
FORCE**
STRATEGIC PLAN

PRESENTED BY: ILLINOIS STATE UNIVERSITY

Commitment to Diversity and Inclusion

Diversity and inclusion are among the core values at Illinois State University. We foster an inclusive environment characterized by cultural understanding, ethical behavior, and social justice.

Illinois State University affirms and encourages community and a respect for differences. The University fosters an inclusive environment characterized by cultural understanding and engagement, ethical behavior, and a commitment to social justice. The University supports a diverse faculty and staff who mentor a diverse student population. The institution endeavors to provide opportunities for students, staff, and faculty to participate productively in a global society.

Illinois State University attempts to live its values in all that it does, including its business practices. The University believes its contracting practices should reflect the growing diversity in the State of Illinois, especially with minority-owned businesses. We remain committed to improving internal procurement processes with the goal of providing additional informational resources, creating more opportunities, and contracting with minority-owned businesses.

University Task Force on Strategic Procurement

Strengthen Strategic Procurement Structure

- Create University Task Force that reports to the Vice President of Finance & Planning to support and oversee university procurement programming. Tasked to promote and gain full University involvement and commitment to improving minority utilization at ISU.
 - Create new position of Strategic Procurement Administrator to focus on improving university processes. Duties will include:
 - Create structure and formalize program.
 - Focus on promoting, assisting and ensuring diverse participation in all aspects of its operations, including contracting, consulting and supply of goods and services.
 - Increase outreach activities to raise awareness of opportunities.
 - Provide training to Procurement staff on supplier diversity program goals.
 - Coordinate with other Illinois public universities to use IPHEC's contracting opportunities to identify diverse vendors.
 - Identify current State contracts with BEP vendor opportunities.
 - Expand minority expenditure tracking within university financial system.

Action Items to Include

- **Improve upon Outreach strategy**
 - Identify Target Groups:

- BEP vendors
- Non-certified qualified businesses
- Minority business & community organizations (i.e. Illinois Black Chamber of Commerce, diverse business incubators,. outreach to available member directories, social media platforms, and minority contracting alliances)
- Alumni businesses (Connect with Alumni Relations to identify African-American businesses; brainstorm with underrepresented businesses on how to identify vendor opportunities through alumni outreach.)
- Capital Development Board identify pre-approved BEP vendors for construction projects.
- Illinois Dept of Innovation & Technology (DoIT) to identify pre-approved BEP vendors for IT projects.
- Campus Users
 - Educate campus on available minority contracting resources
 - Brainstorm with campus staff on ways to expand pipeline of minority contractors.
- Host local networking events for contractors and minority vendors.
 - Provide overview of university needs & requirements.
 - Support access to BEP certification process.
 - Assist underrepresented contractors with contract compliance documentation, monitoring and reporting.
 - Provide instruction on how to utilize BEP database to locate resources.
 - Provide instruction on completing Minority Utilization forms.
 - Promote mentoring program between large and small vendors
 - Include other resources (PTAC, VBP program, etc.)
 - Host “How to get certified” events with resources and computers available for on-site application processing.
 - Host opportunities to link minority subcontracting forms with prime contracting firms.
- **Solicitations**
 - Evaluate solicitation request: Can the need be unbundled to accommodate small businesses thus creating additional prime and subcontracting opportunities?
 - Increase research and analysis to set the appropriate level of BEP goals for the commodity/service desired.
 - Identify barriers in bid specifications and evaluation factors that create potential inclusion barriers (e.g. bid specifications that could place

significant value on established business/relationships vs. newer entities with shorter proven track record).

- Send email notices to potential BEP vendors.
 - Conduct outreach to local BEP vendors to attend pre-bid meetings.
 - Pre-bid meetings/Conference calls providing BEP resource information.
 - Issue BEP Requirement Reminder to all vendors that downloaded the solicitation or attended the pre-bid meeting.
 - Provide attendance list of all pre-bid meetings to the public website.
- **Contract Award process:** Confirm compliance of minority utilization form, Good Faith Efforts.
 - Increase scrutiny of Good Faith Efforts with prime contractor.
- **Review existing contracts**
 - Consider minority utilization goals in determination of whether to enact renewal options or rebid.
 - Encourage current providers to increase utilization of minorities.
 - Contract Administration.
 - Monitor compliance.
 - Report spend to appropriate sources.
- **Small dollar purchases (less than bid level, \$100,000)**
 - Require quotes for all small purchases, with requirement to secure one or more quotes from minorities.
 - Embed supplier diversity practices into small purchase methods to ensure consistent practices across the University.
- **Sheltered Market utilization**
 - Identify available sheltered markets that may facilitate university needs.
- **Improve Communications**
 - Provide potential opportunities/forecasting Information.
 - Provide solicitation website resources to vendors.
 - Avail easy to use links to vendor resources (i.e. BEP website for vendor listing).
 - Provide minority contracting firms with vendor links to key documents and instructions to complete.
 - Improve communication of processes and procedures.

Desired Outcomes

The University will develop strategies to improve existing processes, programs and initiatives for university procurement. Goals include:

- Ensuring transparency of University procurement needs and processes.
- Maintaining fair competition at all levels of spend.
- Increase contracts with under-represented vendors.
- Continue notifying the State of Illinois of Procurement Code barriers impeding business opportunities with vendors.
- Continue identifying Procurement Code solutions with the State of Illinois.

Summary

Illinois State University recognizes the need to increase our spending with diverse vendors. The university is challenged by regulations within the state of Illinois that impede vendors from doing business with ISU in a competitive market. By working with the internal and external community we will strive to meet both of these goals.



FAIR PRACTICES IN CONTRACTING TASK FORCE
STRATEGIC PLAN

Northeastern Illinois University
5500 N. St. Louis Avenue
Chicago, Illinois 60625

Dr. Gloria J. Gibson
President

Executive Summary

Founded in 1867, Northeastern Illinois University is regarded as the most diverse public comprehensive university in the Midwest. Diversity is an important factor in the character of Northeastern and in the social fabric of its student body. The State of Illinois established the Board of Trustees for Northeastern Illinois University in January of 1996. The Board has the authority and responsibility to operate, manage, control, and maintain the University.

Northeastern's annual budget for FY19 is \$90,113,800 of which approximately 80% of the funds are allocated for salaries and benefits. After all allowable exemptions are applied, the amount subject to the BEP goal is \$1,684,900. The minimum BEP goal to meet based on statewide aspirational goals is \$336,980. Although Northeastern consistently meets or exceeds the goals set by the Business Enterprise Program, we are committed to working with the Fair Practices in Contracting Task Force to help ensure inclusive practices in our procurement transactions. Our commitment to addressing underrepresentation of contract awards or subcontracting opportunities will be a primary focus through our strategic procurement efforts.

Policy Statement

It is the policy of the State of Illinois and Northeastern Illinois University to promote and encourage the continuing economic development of minority-owned and women-owned businesses and businesses owned by persons with disabilities (30 ILCS 575). The State also encourages businesses' participation in the State's procurement process as both prime and subcontractors.

Purpose of Strategic Plan

The purpose of this strategic plan is to identify and address the under-representation of African- American vendors in Northeastern's contract awards and spend. In addition to addressing disparities and barriers affecting African-American owned businesses.

Strategic Goals

Goal 1- Automate and revise internal procurement processes and procedures

Goal 2- Develop and implement procurement policies and procedures that address disparities in contracting with African-American owned businesses

Goal 3- Increase outreach to raise awareness of opportunities to do business with Northeastern

Strategic Outcomes

Strategic Outcome 1- Ability to collect and analyze procurement award data for prime vendors, including, subcontractor utilization and payments

Strategic Outcome 2- Increase contract spend with African-American owned businesses

Strategic Outcome 3- Increase amount of contracts awarded to African-American owned businesses

Diversity, Inclusion Strategies and Action Plan

Northeastern Illinois University is committed to fostering contracting opportunities and overall success for historically underrepresented businesses. Partnering with a diverse supplier base provides Northeastern access to a wide range of capabilities and perspectives that reflect the demographics of the University's diverse environment.

Northeastern proposes the following strategies to improve processes that allow for greater opportunities and contract awards for African-American owned small businesses.

Strategic Goal 1- Automate and revise internal procurement processes and procedures

1.1 Code vendors within our Banner Finance system with the applicable BEP registration code, including developing a protocol for uploading new vendors into the Banner Finance system in order to maintain an accurate and up-to-date internal BEP vendor database.

1.2 Work with our IT Department to create automated report of payments made to BEP firms and a report to track sub-contractor payments.

1.3 Work with our IT Department to develop reports that accurately forecast upcoming procurement opportunities.

Targeted Outcomes

- University can more accurately track its current procurement contract awards and spend with African-American firms.
- University will have more accurate data related to actual contract spend that will enable the University more efficiently identify disparities in contracting with African-American firms.
- Ability to post upcoming procurement opportunities on the University's website and for publication in the City of Chicago's Buying Plan.

Action Plan

1.1 Code vendors within our Banner Finance system with the applicable BEP registration code, including developing a protocol for uploading new vendors into the Banner Finance system in order to maintain an accurate and up-to-date internal BEP vendor database.

- Beginning June 30, 2019, explore coding vendors in our Banner system.

- Beginning June 30, 2019, explore developing a protocol for coding new vendors as they are entered in Banner system
- Beginning June 30, 2019, develop a written plan to annually cross-check vendors with the BEP database to verify BEP registration.

1.2 Work with our IT Department to create automated report of payments made to BEP firms and a report to track sub-contractor payments.

- Beginning February 1, 2019, develop a written plan on how to accurately track prime vendor spend with BEP subcontractors and payments directly to BEP vendors.
- Beginning February 1, 2019, develop a report to accurately track payments made directly to BEP vendors.
- Beginning February 1, 2019, develop a report to accurately track payments made by Prime vendors to BEP subcontractors.

1.3 Work with our IT Department to create reports that accurately forecast upcoming procurement opportunities.

- Beginning June 30, 2019, develop reports that indicate when current contracts and purchase orders expire.
- Beginning June 30, 2019, develop an internal procurement forecasting process
- Beginning August 30, 2019, provide appropriate stakeholders and external entities with NEIU's upcoming procurements.

Strategic Goal 2- Develop and implement procurement policies and procedures that address disparities in contracting with African-American owned businesses

2.1 Establish BEP goals for all new procurements over \$100,000, when appropriate.

2.2 Continue to hold pre-bid conferences for all solicitations with a BEP goal to facilitate prime vendor and subcontractor networking opportunities.

2.3 Explore and analyze available sheltered market opportunities.

2.4 For procurements under \$100,000, utilize the BEP database to search for African-American businesses that the University can solicit quotes.

Targeted Outcomes

- Greater opportunities for African-American firms to partner with prime vendors.
- Increased subcontracting opportunities for African-American vendors.
- University can conduct Sheltered Market procurements for required Goods & Services.
- African-American vendors have increased prime vendor opportunities.

Action Plan

2.1 Establish BEP goals for all new procurements over \$100,000, when appropriate.

- Beginning November 1, 2018, establish BEP goals for new procurements \$100,000 and above where appropriate.
- Beginning November 1, 2018, conduct additional review of procurement scopes in order to increase the minimum BEP contacting goals.

2.2 Continue to hold pre-bid conferences for all solicitations with a BEP goal to facilitate prime vendor and subcontractor networking opportunities.

- Beginning November 1, 2018, schedule pre-bid conferences for all upcoming solicitations where a BEP goal is established.
- Beginning November 1, 2018, publish addendum to solicitations with contact information for BEP firms interested in subcontracting opportunities.

2.3 Explore and analyze available sheltered market opportunities.

- For upcoming procurements, determine if there is an opportunity to issue the solicitation under the Sheltered Market process.
- Train procurement staff on how to determine if a procurement is eligible for Sheltered Market opportunity.

2.4 For procurements under \$100,000, utilize the BEP database to search for African-American businesses that the University can solicit quotes.

- Beginning December 1, 2019, revise policies and procedures to include utilization of BEP firms for all procurements under \$100,000.
- Beginning December 1, 2018, provide training to procurement staff on how to search the BEP database for BEP certified vendors.
- Beginning February 1, 2019, provide training to Department staff on how to search the BEP database for BEP certified firms.

Strategic Outcome 3- Increase outreach to raise awareness of opportunities to do business with Northeastern

3.1 Host and attend events targeted toward African-American owned businesses.

3.2 Notify Assist Agencies whose membership is predominantly African-American about contracting opportunities.

3.3 Reach out to our current minority vendors and alumni to inform them of how to register in the Business Enterprise Program and the Small Business Set Aside Program.

Targeted Outcomes

- BEP vendors can learn about upcoming University contracting opportunities as well as the University learning about the goods and services the BEP vendors can provide.
- Percent of contracts with African American owned businesses is increased.
- Increase the BEP vendor database with additional African American owned businesses.

Action Plan

3.1 Host and attend events targeted toward African-American owned businesses.

- Host at least two vendor events at two of our campuses in FY19.
- Continue to attend various vendor fairs in FY19.
- Work with community legislators to schedule vendor fairs at their offices.

3.2 Notify Assist Agencies whose membership is predominantly African-American about contracting opportunities.

- Continue to email assist agencies of all contracting opportunities.
- Work with Assist agencies to help educate their members about the BEP Program and Small Business Set Aside Program.

3.3 Reach out to our current minority vendors and alumni to inform them of how to register in the Business Enterprise Program and the Small Business Set Aside Program

- Beginning February 1, 2019, create information packets to send out to NEIU's current minority owned businesses on how to register for the BEP Program and the Small Business Set Aside Program.
- Beginning February 1, 20019, create information packets to send out to NEIU's minority alumni on how to register for the BEP Program and the Small Business Set Aside Program.
- Will invite our current vendors and alumni to NEIU's vendor fairs in FY19.

Northeastern Illinois University stands committed to fostering an environment of an inclusive procurement process that provides maximum opportunity for African American owned suppliers of goods and services. We look forward to working with the Fair Practices in Contracting Task Force and welcome its input and guidance in this very important effort.



STRATEGIC PLAN FOR FAIR PRACTICES IN CONTRACTING
October 2018

Executive Summary

Policy Statement

Southern Illinois University, a body politic and corporate of the State of Illinois (the “State”). The SIU System is made up of campuses at Carbondale, Edwardsville and Springfield. SIU’s finances are managed by a seven-member Board. Southern Illinois University’s Board of Trustees was created by the Illinois General Assembly for the purpose of operating, managing, controlling, and maintaining SIU. The Board reviews and approves SIU’s operating budget each fiscal year. SIU endorses the principles of competitive formal and informal bidding and economical procurement practices. SIU currently strives to meet and exceed the goals set forth in the Business Enterprise for Minorities, Females and Persons with Disabilities Act (“BEP”) which establishes a statewide aspirational goal of twenty-percent (20%), for agencies to contract with businesses owned by minorities, females and persons with disabilities.

Purpose of the Strategic Plan and Strategic Vision

SIU is preparing the strategic plan to identify and address the under-representation of African-American vendors in contract spend.

Due to location and the needs of the campuses, the Strategic Goals and Strategic Outcomes will be submitted by each individual campus.

SIU Carbondale:

Strategic Goals

- Goal #1: Require a 20% aspirational BEP goal on all solicitations.
- Goal #2: Encourage utilization of diversified vendors for the procurement of goods and services.
- Goal #3: Provide information to potential University vendors.
- Goal #4: Increase participation in construction contractors and sub-contractors.

Strategic Outcomes

Strategic Outcome 1 – Potential increase in the number of solicitations awarded to or sub-contracted with diverse vendors.

Strategic Outcome 2 – SIU Carbondale encourages the utilization of diversified vendors for the procurement of goods and services. Provide university personnel with potential vendor search options.

Strategic Outcome 3 – Provide information to potential vendors on how to do business with SIU Carbondale. Provide guidance and information concerning the general needs of the University and vendor registrations with corresponding websites.

Strategic Outcome 4 – Promote the awareness of diverse vendors within the state of Illinois. Provide information to general and prime construction contractors concerning diverse vendors.

Goals and Targeted Outcomes

Goal 1 – Require a 20% aspirational BEP goal on all solicitations (including RFPs - Request for Proposals and IFBs - Invitation for Bid).

- **Objective 1.1** – All solicitations posted by SIU Carbondale to the Illinois Public Higher Education Procurement Bulletin will contain a 20% aspirational BEP goal.
- **Objective 1.2** – Encourage and instruct all vendors downloading solicitations to make a good faith effort to attain the 20% aspirational BEP goal.

Targeted Outcomes

- Potential increase in BEP expenditures by the University, including, but not limited to, African-Americans.

Goal 2 – Encourage utilization of diversified vendors for the procurement of goods and services.

- **Objective 2.1** – Provide potential vendor search options to University departments on Procurement Services’ webpage.
- **Objective 2.2** – Provide access to the CMS BEP Certified Vendor Search on Procurement Services’ webpage. This will allow departments to search the State of Illinois Department of Central Management Services (CMS) Business Enterprise Program (BEP), which certifies businesses owned by minority, women, or persons with disabilities.
- **Objective 2.3** – Provide access to the Illinois Procurement Gateway on Procurement Services’ webpage. This will allow departments to search the state registered vendor directory.

Targeted Outcomes

- Provide the university community with access to potential vendor information.
- Potential increase in diverse vendor utilization by the University.

Goal 3 – Provide information to potential University vendors.

- **Objective 3.1** – Provide information to potential vendors regarding the importance of registering with the Illinois Public Higher Education Procurement Bulletin.
- **Objective 3.2** – Provide information to potential vendors regarding registration with the Illinois Procurement Gateway.
- **Objective 3.3** – Provide information to potential vendors regarding certification with the Illinois Business Enterprise Program (BEP), if applicable.

Targeted Outcomes

- Potential increase in overall vendor participation on University solicitations.
- Potential increase in diverse vendor participation on University solicitations.

Goal 4 – Increase participation in construction contractors and sub-contractors.

- **Objective 4.1** – Meet with local Construction Trade Councils and Business Agents to provide information and encourage utilization of African-American owned construction companies within University construction projects.
- **Objective 4.2** – Provide information in locating registered diverse vendors.

Targeted Outcomes

- Increase awareness of diverse vendors within the state of Illinois.
- Potential increase in diverse vendor participation on University solicitations.

SIU School of Medicine:

Strategic Goals

Goal #1: Make improvements in vendor database systems to identify African-American vendors easily and more efficiently so that departments will be able to do more business with them.

Goal #2: Meet with SIU School of Medicine leadership to discuss goals and strategies to improve diverse spend.

Goal #3: At SIU School of Medicine, there will be additional resources for Business Enterprise Program being assigned.

Strategic Outcomes

Strategic Outcome 1 – This will increase the ability to identify Africa-American vendors and should in turn increase potential African-American spend.

Strategic Outcome 2 – SIU School of Medicine encourages the utilization of diverse vendors and creates broader awareness of this fact.

Strategic Outcome 3 –

Targeted Outcomes

- Increase efficiencies in identifying African-American owned businesses so that departments are able to obtain more quotations from these businesses under \$100,000.
- Increase spend with African-American owned businesses.

Goals and Targeted Outcomes

Goal 1 – Make improvements in vendor database systems to identify African-American vendors easily and more efficiently so that departments will be able to do more business with them.

- **Objective 1.1** – There will be a more efficient process in contacting African-American businesses.
- **Objective 1.2** – After attending diverse vendor events, it will be possible to disseminate their contact information more quickly to university departmental personnel.

Targeted Outcomes

- Potential increase in BEP expenditures by the University, including, but not limited to, African-Americans.
- Increase efficiencies in identifying African-American owned businesses so that departments are able to obtain more quotations from these businesses under \$100,000.

Goal 2 – Meet with SIU School of Medicine leadership, SIU School of Medicine Executive Committee to discuss goals and strategies to improve diverse spend.

- **Objective 2.1** – This is to promote additional awareness of the BEP aspirational goal of 20% at SIU School of Medicine for the procurement of goods and services.
- **Objective 2.2** – Increase potential diverse spend in targeting areas where School of Medicine funds are available.
- **Objective 2.3** – This will create understanding, ownership and present a unified front to consider procurement from diverse vendors including African-American vendors.

Targeted Outcomes

- University personnel will comply with the requirements to obtain BEP CMS-certified quotations when under the bid amount of \$100,000.
- This supports the mission of the School of Medicine for diversity and inclusion.

Goal 3 – At SIU School of Medicine, there will be additional resources for Business Enterprise Program being assigned.

- **Objective 3.1** – Within the Purchasing Office, additional staff will have job duties that include promoting diverse business including African-American owned businesses.
- **Objective 3.2** – University personnel will be contacted in a timely manner regarding potential diverse vendors to utilize.
- **Objective 3.3** – Diverse vendors will have a point of contact at SIU School of Medicine.

Targeted Outcomes

- The potential for additional diverse spend.

SIU Edwardsville:

Strategic Goals

Goal #1: Increase participation in construction contractors, subcontractors, suppliers, and construction workers by 20%

Goal #2: Increase public outreach activities to raise awareness of opportunities to do business with SIU

Goal #3: Host a vendor fair and follow-up with attendees to provide certification trainings and automate SIU's internal procurement processes

Strategic Outcomes

Strategic Outcome #1 – Meet with Southwestern Illinois Building and Construction Trades Council Board of Business Agents to promote African-American owned businesses to become signatory, obtain a list of employees and business that are current members of each trade. Introduce General and Prime contractors to African-American sub-contractors, suppliers and construction workers

Strategic Outcome #2 – Work with the SIUE Small Business Development Center (SBDC) and the SIUE Foundation and SIUE Alumni Association

Strategic Outcome #3 – Develop a program to track certifications, and offer assistance to African-American business owners of how to become certified with CMS, registering with the Higher Education Bulletin, and of the general needs of the University System. Host a vendor fair with “match-making” opportunities assisting vendors on where to find bid opportunities, SIU needs, etc. Work with the Mid-State Minority Supplier Development Council for vendor and bid opportunities, as a corporate member of this organization

Goals and Targeted Outcomes

Goal #1 – Increase participation in construction contractors, subcontractors, suppliers, and construction workers by 20%

- **Objective 1.1** – Meet with Executive Secretary-Treasurer of the Southwestern Illinois Building and Construction Trades Council (SIBTC) and Business Agents of multiple trades to encourage signatory of African-American construction companies.
- **Objective 1.2** – Host a Construction Meet and Greet to introduce contractors, subcontractors, suppliers and construction workers to general and prime contractors that are prequalified to do business with the University.
- **Objective 1.3** – Meet with Southern Illinois Business Association and other plan houses to encourage outreach and advertisement to African-American businesses.

Targeted Outcomes

- Provide information on the disparity of spend to African-American companies and increase the number of vendors available.
- With the introduction of general and prime contractors to African-American vendors and workers, the opportunity of award and awareness should significantly increase.
- SIBA and plan houses have a large number of members across the United States and should increase interest and participation.

Goal #2 – Work with the SIUE SBDC and the SIUE Foundation and SIUE Alumni Association

- **Objective 2.1** – Meet with the SIUE Small Business Development department to offer assistance to any businesses that have reached out to this department.
- **Objective 2.2** – Meet with SIUE Foundation and SIUE Alumni Association to request a list of African-American Alumni who are active with the Foundation or Alumni Association that we can notify of procurement opportunities.

Targeted Outcomes

- Work with the SBDC clients and the Foundation Alumni to provide assistance in becoming certified with CMS and all of the necessary registrations needed to do business with the State of Illinois. Provide information for notification of bid opportunities and general needs of the University.
- Introduce these clients and Alumni to various campus departments with the needs that the vendors provide.

Goal #3 – Host a vendor fair and follow-up with attendees to provide certification trainings and automate SIU’s internal procurement processes

- **Objective 3.1** – Host a vendor fair for Illinois and the St. Louis metropolitan area.
- **Objective 3.2** – Follow-up with attendees concerning certifications.
- **Objective 3.3** – Enter vendors into a system to track various certifications and spend.
- **Objective 3.4** – Attend as many events as possible sponsored by the Mid-State Minority Supplier Development Council.

Targeted Outcomes

- Schedule a vendor fair for vendors to meet with various SIUE departments for vendors to introduce themselves to the campus community and learn about their needs. In turn, the departments are introduced to new vendors and sources to purchase their commodities, equipment, and services.
- Contact vendor attendees to assist with the certification process with CMS, BOE, SOS, IDHR, etc. required to do business with the University.
- Track all African-American vendors, not just fair attendees, for the services they provide, certifications dates, and spend with each individual vendor.
- Continue attending events to meet new vendors and provide information on working with SIUE. SIUE recently attended an event held in St. Louis and the match making program was quite successful.

Office of Procurement Diversity Mission

The mission of the University of Illinois Supplier Diversity Program is to expand procurement opportunities to businesses that have been historically underrepresented in the procurement process by increasing utilization of businesses owned by minorities, women and persons with disabilities to twenty (20) percent of allowable University expenditures and three (3) percent with veteran-owned businesses.

University of Illinois' Strategic Plan to Increase African American Spend

- To continue to host outreach initiatives targeted to African Americans and partner with assist agencies that benefit African Americans.
- To host certification and access to capital /business support workshops to ensure African American have access to resources and business opportunities.
- Use Sheltered Markets process to create prime contracting opportunities for BEP certified firms, including African American businesses.
- To establish more “split goals” on projects which will increase subcontracting opportunities for African American businesses.

University of Illinois' Strategic Plan to Increase African American Spend

- To develop and maintain a procurement diversity training program that educates University staff and large prime suppliers on the diversity program and industry best practices for business diversity on a regular basis.
- To conduct regular program performance assessments using spending, staff activities and outreach initiative metrics to identify areas of success and enhancement.
- To encourage all University departments to work with the Office of Procurement Diversity to analyze their expenditures for goods and services to determine opportunities to solicit diverse vendors.

University of Illinois' Strategic Plan to Increase African American Spend

- To ensure that all University solicitations for products/services are reviewed for BEP participation goals and to establish reasonable and attainable goals when BEP firms are available
 - University construction contract has a BOT approved participation goal of 30% at UIC and 20% at UIUC/UIS
 - Non-construction solicitations are reviewed and assessed for a BEP participation goal
- To follow the BEP Act, by:
 - rejecting bids/proposals that fail to provide a Utilization Plan that demonstrates vendor's proposed utilization of BEP certified firms to meet the targeted goal;
 - rejecting all bids/proposals where the vendor fails to utilize good faith efforts to achieve the targeted BEP goal;
 - reviewing current contracts before renewal for compliance with BEP goals and to encourage increased BEP participation.

Diversity Outreach Initiatives

It is the goal of the University of Illinois Office of Procurement Diversity to create and participate in outreach activities that will 1) educate diverse businesses about the University procurement process, procurement opportunities 2) provide a vehicle to network with University staff and other businesses to increase their chances of successfully obtaining contracts with the University and 3) to introduce diverse businesses to education, capital and business support services.

- Annual Professional Services Diversity Symposiums
- Annual Constructions Summits
- UIUC 2018 Diverse Business Opportunity Fair
- Higher Education Diverse Business Opportunity Fairs (SIUE, GSU, UIUC, SIUC)
- CPO and Public Institutions of Higher Education Diverse Business Opportunity Fair
- “How to Do Business with U of I” workshops

Diversity Outreach Initiatives

U of I Partners with various organizations hosting outreach events targeted to African American Firms

- Chicago Minority Supplier Development Council (CMSDC) - Partner
- Illinois Black Chamber of Commerce
- Illinois Black Chamber of Commerce -Champaign
- Black Contractors United (BCU)
- Black Contractors Owners and Executives (BCOE) - Partner
- Contractors Advisors Business Development, Inc.
- Chicago Urban League -Partner

Successes

- Sheltered Market Information Technology Contract
 - First State entity to utilize the sheltered market process to award contracts exclusively to M/WBE firms
 - 25% were African American firms
- Emerging Managers Program
 - \$40M under management with M/WBE firms
 - Lead Manager is an African American firm
- Sheltered Workshop
 - \$34M Call Center Contract with PBE Chicago Lighthouse
 - Employs a significant proportion of African Americans
- Increased diversity participation goals on construction contracts to 20% at UIUC/UIS and 30% at UIC
- First state public institution of higher education to implement “split” diversity participation goals on contract to bring parity for MBEs



Supplier Diversity Awards and Recognitions

- Chicago Minority Supplier Development Council –
2018 Anders C. Rasmussen, Jr. Advocacy Award
- Illinois Black Chamber of Commerce –
2016 Dr. Arthur A. Fletcher Outstanding Leadership Award
- Illinois Black Chamber of Commerce –
2015 Outstanding Procurement Partner Award
- World Business Chicago CASE –
2014 & 2015 Advocate for Small Businesses Award
- Chicago Minority Supplier Development Council –
Outstanding Buyer Award
- United States Minority Contractors Association –
2014 Award

FAIR PRACTICES IN CONTRACTING TASK FORCE

DRAFT – STRATEGIC PLAN



WESTERN
ILLINOIS
UNIVERSITY

Western Illinois University
1 University Circle
Macomb, IL 61455

Executive Summary

Mission Statement

Western Illinois University (WIU) has two campus locations in West Central Illinois: Macomb and Moline, IL. The University is governed by a seven-member Board of Trustees with the authority and responsibility to operate, manage, control, and maintain Western Illinois University. In addition to setting policies, the Board of Trustees reviews and approves the annual operating budget for the University. Western Illinois University is committed to the principles of competitive bidding and compliance with the Illinois Procurement Code and Administrative Rules. WIU is committed to increasing and meeting the goals set forth in the Business Enterprise for Minorities, Females and Persons with Disabilities Act (“BEP”) which establishes a statewide aspirational goal of twenty-percent (20%), for agencies to contract with businesses owned by minorities, females and persons with disabilities.

Commitment to Diversity

In keeping with the spirit of Higher Values in Higher Education, and our institutional values and mission, diversity is a priority at Western Illinois University. WIU's mission is to provide a community of individuals dedicated to learning that will have a profound and positive impact on our changing world through the unique interaction of instruction, research, and public service as we educate and prepare a diverse student population to thrive in and make positive contributions to our global society.

Purpose of Strategic Plan

This strategic plan seeks to identify and address the under-representation of African-American vendors in the awarding of state contracts and in total University spend with our vendors. Through careful analysis of current sourcing procedures and in accordance with the Business Enterprise Program, the Illinois Procurement Code, and the Higher Education Administrative Rules, aspirational goals have been set to identify areas for improvement.

Strategic Goals

Strategic Goal 1 - Advertise procurement activities for both informal quote and formal bid solicitations by querying African-American-owned businesses via the commodity or service to be procured.

Strategic Goal 2 – Cultivate opportunities to increase WIU contracts with African-American-owned businesses.

Strategic Goal 3 – Establish short and long-term contracting goals with African-American-owned businesses.

Strategic Outcomes

Strategic Outcome 1 – Western Illinois University increases the amount of contracts awarded to African-American-owned businesses and reduces the disparity through transparency.

Strategic Outcome 2 – Further promote contractual opportunities at Western Illinois University via attendance at multiple state-wide diversity fairs, meetings with area Chamber of Commerce central to Macomb, IL and the Quad Cities, Small Business Development Centers (SBDC), and other partnerships.

Strategic Outcome 3 – Increased contract spend with African-American-owned businesses.

Goals, Objectives, Action Plans and Key Performance Indicators

Goal 1 – Advertise procurement activities for both informal quote and formal bid solicitations by querying African-American-owned businesses via the commodity or service to be procured.

Objective 1.1 – For small purchases, utilize the Illinois Procurement Gateway (IPG) Registered Vendor Directory to search for vendors by commodity/service or by the applicable NIGP codes. This list is available to end-user departments for small purchase contract consideration.

Objective 1.2 – For formal solicitations, generate a report from the IPG search to list all registered African-American-owned businesses for the commodity or service. This list will be forwarded to prime contractors for consideration in subcontracting opportunities for African-American vendors and meeting the specified BEP goal for the solicitation. A prime contractor may also self-perform the BEP goal if a registered vendor.

Objective 1.3 – Identify opportunities to break down larger procurements into smaller contracts. Work with end-user departments and/or prime contractors to identify the sections of work thus increasing the potential for contracts with underrepresented African-American-owned businesses.

Targeted Outcomes

- End-user departments within the University increase their vendor pool for commodities and services by utilizing African-American-owned businesses
- Hold pre-submission conference calls on all formal solicitations to review the BEP goal, Utilization Plan, Good Faith Efforts, Letter of Intent, and required state certifications.
- End-user departments within the University increase their knowledge of procurement and self-identify opportunities for subcontracting.
- Document all outreach for procurements in the project file.
- Maintain a record of formal downloads of the solicitation from the Illinois Procurement Bulletin and compare to the number of bids submitted.

Action Plans and Key Performance Indicators

Objective 1.1 - By utilizing the IPG Registered Vendor Directory, registered vendors are queried by commodity/service or by the applicable NIGP codes. This list can be forwarded to end-user departments for small purchase contract consideration.

Action Plan:

- By [7-1-19], develop and maintain an internal scorecard relating to the number of contracts sourced and total contract spend with African-American-owned businesses.
- By [5-1-19], verify all vendors within the database for continued compliance to BEP registration.
- By [5-1-19], distribute surveys to WIU end-user departments to determine and measure the effectiveness of internal training/education in regards to the University BEP goals and the utilization of BEP/African-American-owned businesses.

Key Performance Indicator:

The Purchasing Office can track the number of contracts issued with African-American-owned businesses to determine the effectiveness of internal training/education for small purchase contracts and formal contracting opportunities for solicitation.

- Number of contracts issued in the last fiscal year compared to the previous year.
- Percentage of returned end-user department surveys to measure internal training/education in regards

Objective 1.2 – For formal solicitations, generate a report from the IPG search to list all registered African-American-owned businesses for the commodity or service. Add to this list any known African-American-owned businesses for the commodity/service that are not registered. This list will be forwarded to prime contractors for consideration in subcontracting opportunities for African-American vendors and meeting the specified BEP goal for the solicitation. A prime contractor may also self-perform the BEP goal if registered.

Action Plan:

- By [7-1-19], develop and maintain an internal scorecard relating to the number of contracts sourced and total contract spend with African-American-owned businesses for formal solicitations.
- By [Ongoing since 9-12-18], develop a spreadsheet to monitor due diligence outreach for all BEP/African-American-owned businesses by commodity/service, include vendor names, and contact information.
- By [5-1-19], verify all vendors within the IPG database for active registration and to remind, if necessary, to resubmit any information before expiration.
- By [12-1-18], assist unregistered vendors with the BEP certification process.

Key Performance Indicator:

The Purchasing Office can track the number of contracts issued with African-American-owned businesses. Utilize BEP qualified vendor spreadsheet, in addition to list of non-registered African-American-owned businesses, to internally and externally measure the effectiveness of the process.

- Number of contracts issued in the last fiscal year compared to the previous year.
- Percentage of vendors receptive to using the qualified vendor spreadsheets.
- Number of African-American-owned businesses assisted with BEP registration.

Objective 1.3 – Identify opportunities to break down larger procurements into smaller contracts. Work with end-user departments and/or prime contractors to identify the sections of work thus increasing the potential for contracts with underrepresented African-American-owned businesses.

Action Plan:

- By [Ongoing since 9-12-18], develop and maintain an internal scorecard relating to the number of contracts sourced and total contract spend with African-American-owned businesses for formal solicitations in the present fiscal year.
- By [Ongoing since 9-12-18], develop and maintain a spreadsheet to monitor due diligence outreach internally and externally by commodity/service.

Key Performance Indicator:

The Purchasing Office can track the number of contracts issued with African-American-owned businesses to determine the viability of the process to break procurements into smaller contractual units.

- Number of contracts issued in the last fiscal year compared to the previous year.
- Percentage of end-user departments/prime contractors receptive to breaking procurements into smaller units.

Goal 2 – Cultivate opportunities to increase WIU contracts with African-American-owned businesses both registered and unregistered.

Objective 2.1 – Attend state university/agency diverse vendor fairs to cultivate contractual opportunities for commodities and services with African-American-owned businesses.

Objective 2.2 – Collaborate with surrounding communities (Macomb, IL and Quad Cities Campus locations) to attend Chamber of Commerce “Meet and Greet” events and develop an action plan with the Western Illinois University Small Business Development Center (SBDC) to foster new business contacts in addition to offering opportunities for training and assistance for African-American-owned businesses.

Objective 2.3 – Collaborate with Procurement Technical Assistance Centers (PTAC) representatives for increased contracting goals with African-American-owned businesses via the following: New vendor introductions, training, webinars, and how to register to do business with the State of Illinois.

Objective 2.4 – Reach out to the alumni base at the University to collaborate on new business opportunities and reduce the disparity in contracting with African-American-owned businesses.

Targeted Outcomes

- New and repeat vendor relationships formed with African-American-owned businesses thus reducing the contractual disparity within the University.
- In working with surrounding community Chamber of Commerce events as well as with the SBDC at Western Illinois University, assistance is offered to new or existing African-American-owned businesses to increase their marketing potential/contract opportunities while strengthening networking connections within the state.

- Hold quarterly meetings with SBDC to receive updates on business opportunities and progress reports.
- Partnership between Western Illinois University and PTAC centers may introduce new African-American-owned businesses to cultivate contractual opportunities and growth.
- Assistance from PTAC representatives is free of charge and beneficial to both the vendor and the University in terms of meeting goals and forming relationships. To the vendor it provides business counseling and training.
- PTAC offers free webinars and “Vendor Speed Dating” events to foster networking introductions.
- Collaborative efforts with University alumni creates new business opportunities for contracting and growing our database for diverse vendors.

Action Plans and Key Performance Indicators

Objective 2.1 – Attend state university small business and diverse vendor fairs to cultivate contractual opportunities for commodities and services with African-American-owned businesses.

Action Plan:

- By [Ongoing since 9-12-18], develop and maintain a list of university sponsored small business and diverse vendor fairs by date and location.
- By [Ongoing since 9-12-18], develop and maintain a spreadsheet of BEP registered African-American-owned businesses with contacts made at each event and subsequent follow-up.
- By [12-1-18], develop and maintain a spreadsheet of African-American-owned businesses made through contacts at each event that are not registered with BEP and offer assistance (e.g. WIU, PTAC, consultant) to become registered.

Key Performance Indicator:

The Purchasing Office can track the number of contacts made with African-American-owned businesses.

- Listing of annual versus bi-annual small business and diverse vendor fairs held within the state to assist in outreach planning initiatives.
- Number new vendor contacts with African-American-owned businesses made in present fiscal year compared to the previous year.
- Number of vendors in which BEP registration assistance was provided.

Objective 2.2 – Collaborate with surrounding communities to attend Chamber of Commerce “Meet and Greet” functions and develop an action plan with the Western Illinois University Small Business Development Center (SBDC) to foster new business contacts in addition to offering opportunities for training and assistance for African-American-owned businesses.

Action Plan:

- By [3-1-19], partner with Macomb, IL Chamber of Commerce to schedule periodic meetings to review current and new business prospects.
- By [3-1-19], partner with the Quad Cities Chamber of Commerce to schedule periodic meetings to review current and new business prospects.

- By [3-1-19], schedule quarterly meetings with SBDC at both the Macomb and Quad Cities campus locations to review new vendors and schedule follow-up meetings.
- By [3-1-19], develop and maintain a spreadsheet of BEP registered African-American-owned businesses with contacts made at each event including vendor names and contact information.
- By [3-1-19], develop and maintain a spreadsheet of African-American-owned businesses made through contacts at each event that are not registered with BEP and offer assistance (e.g. WIU, PTAC, consultant) to become registered.

Key Performance Indicator:

The Purchasing Office can track the number of contacts made with African-American-owned businesses.

- Listing of vendors introduced through area Chamber of Commerce events/meetings.
- Number new vendor contacts made in present fiscal year compared to the previous year.
- Number of vendors in which BEP registration assistance was provided.

Objective 2.3 – Collaborate with Procurement Technical Assistance Centers (PTAC) representatives for increased contracting goals with African-American-owned businesses via the following: New vendor introductions, training, webinars, and how to register to do business with the State of Illinois.

Action Plan:

- By [5-1-19], partner with regional PTAC representatives proportionate to the Macomb and Quad Cities campus locations to discuss opportunities in the present fiscal year to reach new vendors.
- By [5-1-19], schedule quarterly meetings with PTAC representatives to review new vendors and schedule follow-up meetings.
- By [5-1-19], develop and maintain a spreadsheet of BEP registered African-American-owned businesses with contacts made at each event including vendor names and contact information.
- By [5-1-19], develop and maintain a spreadsheet of African-American-owned businesses made through contacts at each event that are not registered with BEP and offer assistance (e.g. WIU, PTAC, consultant) to become registered.

Key Performance Indicator:

The Purchasing Office can track the number of contacts made with African-American-owned businesses.

- Listing of vendors attending each PTAC webinar or “Meet and Greet” event.
- Number new vendor contacts made in present fiscal year compared to the previous year.
- Number of vendors in which BEP registration assistance was provided.

Objective 2.4 - Reach out to the alumni base at the University to collaborate on new business opportunities and reduce the disparity in contracting with African-American-owned businesses.

Action Plan:

- By [1-15-19], email the alumni base to engage for diverse vendor contracting opportunities.
- By [1-15-19], invite alumni business owners to WIU sponsored vendor fair on April 2, 2019.
- By [1-15-19], develop and maintain a spreadsheet of BEP registered African-American-owned businesses with contacts made at each event including vendor names and contact information.
- By [1-15-19], develop and maintain a spreadsheet of African-American-owned businesses made through contacts with WIU alumni that are not registered with BEP and offer assistance (e.g. WIU, PTAC, consultant) to become registered.

Key Performance Indicator:

The Purchasing Office can track the number of contacts made with WIU Alumni/African-American-owned businesses.

- Listing of African-American-owned businesses to invite to WIU sponsored vendor fair in addition to notice of all other State of Illinois diverse vendor fairs.
- Number new vendor contacts made in present fiscal year compared to the previous year.
- Number of vendors in which BEP registration assistance was provided.

Goal 3 – Establish short and long-term contracting goals with African-American-owned businesses.

Objective 3.1 – The Purchasing Office will develop annual procurement training for internal University departments to foster continued understanding of procurement statutes, administrative rules, and small business/BEP contractual goals.

Objective 3.2 – President’s Executive Institute (PEI) was established in 2015 to work with “...business, industry, education, governmental agencies, municipalities, non-profit agencies, and other individuals from the public and private sectors to make Western Illinois University the partner of choice in advancing educational, organizational, cultural, environmental, community and economic development in our region and beyond.” Utilize the PEI for new business connections.

Objective 3.3 – Active participation in the Illinois Public Higher Education Cooperative (IPHEC) – Purchasing Advisory Council (PAC).

Objective 3.4 – Hire an additional internal employee or external consultant to assist with new and existing BEP registered vendor management and setting short and long-term contractual goals for spend.

Targeted Outcomes

- Short-term goals realized by training University personnel in the importance of procurement compliance in all purchases and the importance of the BEP goal establishment program.

- Internal training opportunities available via face-to-face presentations and information posted to the Purchasing Office website.
- Increased training to University employees will increase the number of awarded contracts with African-American-owned businesses.
- PEI fosters both short and long term goals of the University through various partnerships:
 - Hosting topic or audience specific summits
 - Supporting small business development and international trade centers
 - Addressing employer training needs
 - Offering internship sites for employers
 - Mayoral summits within Illinois
- PEI meetings held once per month to review short and long-term goals with representatives from every unit on campus (faculty, administrative, civil services, SBDC, alumni and more).
- IPHEC sponsored spring conference to train procurement staff in collaboration with the Chief Procurement Office of Higher Education, Central Management Services, and an interactive vendor fair to explore new contract opportunities.
- IPHEC website to facilitate joint purchasing opportunities with small business and diverse vendors.
- Internal employee or external consultant to facilitate and monitor contract spend with BEP/African-American-owned businesses.

Action Plans and Key Performance Indicators

Objective 3.1 – The Purchasing Office will develop annual procurement training for internal University departments to foster continued understanding of procurement statutes, administrative rules, and small business/BEP contractual goals.

Action Plan:

- By [3-1-19], develop and maintain an internal relating to the number of internal training sessions requested/performed within each fiscal year.
- By [5-1-19], develop an internal survey to submit to end user departments to measure the effectiveness of procurement training via face-to-face or other means.
- By [7-1-19], adjust training methods and topics based upon end-user surveys.

Key Performance Indicator:

The Purchasing Office can measure the effectiveness of internal procurement training and make adjustments as needed.

- Percentage of internal end-users utilizing the BEP database resulting in increased small contracts with African-American-owned businesses.
- Listing of end-user departments requesting refresher or new employee training.
- Knowledge of procurement rules and policies increases the number of BEP spend and contracts with African-American-owned businesses.

Objective 3.2 – President’s Executive Institute (PEI) was established in 2015 to work with “...business, industry, education, governmental agencies, municipalities, non-profit agencies, and other individuals from the public and private sectors to make Western Illinois University the partner of choice in advancing educational, organizational, cultural, environmental, community and economic development in our region and beyond.”

Action Plan:

- By [3-1-19], develop and maintain a spreadsheet of African-American-owned businesses contacted at various PEI events and include vendor names and contact information.
- By [5-1-19], develop a survey to distribute to small business and diverse vendors attending PEI events to receive feedback on outreach initiatives.
- By [7-1-19], adjust training methods and topics based upon end-user surveys.

Key Performance Indicator:

The Purchasing Office can measure the effectiveness of PEI events held with various entities and use the information for reducing disparities in contracting with African-American-owned businesses.

- Percentage new contracts with African-American-owned businesses based upon PEI initiatives within the current fiscal year.
- Listing of all registered participants including small business and diverse vendors.
- Knowledge of procurement rules and policies to PEI participants increases the number of BEP contracts and spend with African-American-owned businesses.

Objective 3.3 – Active participation in the Illinois Public Higher Education Cooperative (IPHEC) – Purchasing Advisory Council (PAC).

Action Plan:

- By [11-1-18], develop and maintain an internal spreadsheet with all vendor contacts made at IPHEC vendor fairs.
- By [12-1-18], include training to internal end-users on how to search and use IPHEC contracts for joint procurement opportunities.
- By [12-1-18], designate on internal website those vendors with BEP subcontracting opportunities.

Key Performance Indicator:

The Purchasing Office can measure the number of new and repeat business contacts made with small business and diverse vendors as well as prime contractors with subcontracting opportunities.

- Percentage new contracts with African-American-owned businesses based upon IPHEC initiatives with the current fiscal year.
- Listing of all registered participants including small business and diverse vendors.
- Knowledge of procurement rules and policies to IPHEC participants increases the number of BEP contracts and spend with African-American-owned businesses.

Objective 3.4 - Hire an additional internal employee or external consultant to assist with new and existing BEP registered vendor management and setting short and long-term contractual goals for spend.

Action Plan:

- By [10-1-18], hire an additional internal employee or external consultant to assist with BEP vendor management, BEP registration assistance, and increasing spend with BEP registered/African-American-owned businesses.
- By [10-1-18], offer registration assistance to vendors not registered within the BEP program and facilitate introductions to University end-user departments for possible small contracting opportunities.

- By [10-1-18], represent the University at various events/meetings within the state and assist with new contracting opportunities.
- By [10-1-18], assist with hosting a diverse vendor fair on April 2, 2019.

Key Performance Indicator:

The Purchasing Office can measure the percentage increase in contractual spend with registered BEP vendors as well as prime and subcontracting opportunities.

- Percentage new contracts with African-American-owned businesses based upon increased BEP management and consultation.
- Increased contract spend with African-American-owned businesses.
- Increased representation of the University for prime and subcontracting opportunities thus reducing contract disparity.
- Quarterly reports on BEP vendor engagement and new contract opportunities.



FAIR PRACTICES IN CONTRACTING TASK FORCE

December 4, 2018

Mission

The MISSION of the Illinois Community College Board (ICCB), as the state coordinating board for community colleges, is to administer the Public Community College Act and promote cooperation within the system in a manner that maximizes the ability of the community colleges to provide high-quality educational programs and services that are affordable, accessible, and meet the needs of a diverse student population.

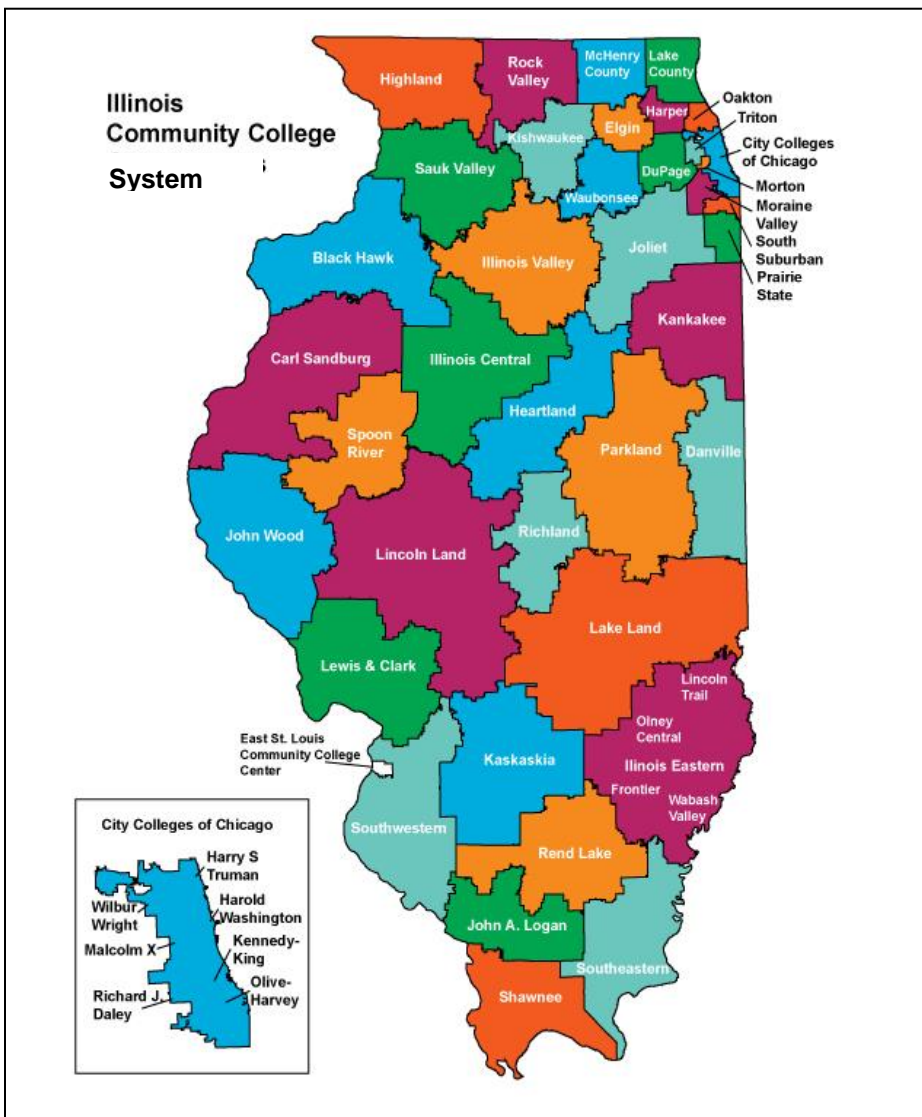
As the third largest community college system in the country and the leading public workforce development trainer in the state, Illinois community colleges serve over 700,000 residents each year in credit, noncredit, and continuing education courses. Illinois is home to 48 colleges in 39 community college districts which provide high quality, accessible, cost-effective educational opportunities to the entire state. It is responsible for administering state and federal grants to community college districts and

adult education providers and managing high school equivalency testing for Illinois. For more information, visit www.iccb.org

The Board consists of 12 members, 11 of whom are appointed by the Governor and confirmed by the state Senate. One student member is selected by the ICCB Student Advisory Committee. The Board is assisted by an Executive Director and 45 staff located in Springfield, Chicago, and Herrin. Board staff works with the colleges, state agencies, the Legislature, and the Office of the Governor to support the Board in carrying out its responsibilities.

While the individual community college districts vary in terms of demographics, resources, and educational priorities, their status as units of local

government with elected Boards allows them to address varying local needs uniquely.



Staff Policy

ICCB endorses the principles of equal opportunity, affirmative action, and diversity. ICCB fully supports affirmative action objectives and strives to achieve a diverse workforce at all levels of the agency which reflects the communities the ICCB serves. The ICCB is committed to equal opportunity without regard to race, religion, color, sex, age, national origin, citizenship, disability, or any other basis of discrimination prohibited by applicable local, State, or federal law. In addition to compliance with federal EEO statutes, ICCB complies with applicable State and local laws governing nondiscrimination. This policy applies to all terms and conditions of employment, including but not limited to the following:

- Recruitment, hiring, placement, transfer, promotion, and demotion;
- Procurement, including purchasing from minority-owned business;
- Training, development, and educational assistance;
- Compensation and benefits; and,
- Educational, social, and recreational programs.

Employment decisions, subject to the legitimate business requirements of ICCB, are based solely on the individual's qualifications, merit, behavior, and performance. This commitment to diversity is also characterized by an inclusive culture where ICCB and its employees value each employee's contributions and strive to develop the talents of all employees. The development of a diverse workforce enables ICCB and its employees to draw upon a wide spectrum of ideas for achieving and exceeding agency goals.

Funding Overview

Below is the overview of the ICCB funding. In fiscal year 2018, 98.7% of the budget is distributed by the Board through grants to community colleges and providers of adult education instruction. The allocations for grants are determined by formula in state statute and administrative rules. The office operations are just 1.4% of the annual budget, and allowable exemptions such as personal services, benefits, and expenditures for the Illinois Department of Central Management Services revolving funds make up 95% of the Board's operations expenditures.

Illinois Community College Board Fiscal Year 2018 Agency Expenditures/BEP Expenditures

Line Item	Expenditures	Allowable Exemptions to Procurement	Spend Subject to Procurement	BEP Spend	African American Spend
Grants:					
Base Operating Grants:	\$ 168,107.0	\$168,107.0			
Performance Based Funding	351.9	351.9			
Small College Grant	537.6	537.6			
City Colleges of Chicago Grant	12,386.0	12,386.0			
Equalization Grant	66,281.4	66,281.4			
East St. Louis Higher Ed Center	1,134.7	1,134.7			
Alternative Schools Network	6,794.2	6,794.2			
Veterans Grants	1,318.4	1,318.4			
Adult Education Grants	49,738.9	49,738.9			
Career and Technical Education Grants	32,665.0	32,665.0			
ICCB Grants	328.9	328.9			
IDEA Reimbursements	1.0	1.0			
Subtotal grants:	\$ 339,645.0	\$339,645.0	\$ -	\$ -	\$ -
Operations:					
Personal Services	\$ 2,684.4	\$ 2,684.4			
Medicare	39.8	39.8			
Retirement	85.7	85.7			
Health Insurance	245.1	245.1			
Contractual Services	945.9	943.1	\$ 2.8	\$ 2.7	\$ 1.7
Travel	118.7	118.7			
Commodities	4.3	3.4	0.90	3.4	3.4
Printing	4.2	4.2		0.2	0.2
Equipment	2.5	2.5		2.5	2.5
EDP	104.2	102.4	1.80	14.0	
Telecommunications	101.0	101			
Op of Auto	3.0	3			
Subtotal operations:	\$ 4,338.8	\$ 4,333.3	\$ 5.5	\$ 22.8	\$ 7.8

Goals

The ICCB has consistently met the goals of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act. In Fiscal Year 2018, our goal was \$5.5 and we exceeded that by 314%. ICCB has not, however, analyzed the spending within the targeted minority owned vendors within the Act. This report shows that African American spend is \$7.8 and 34.2% of the total BEP spend.

If office operation lines increase in fiscal year 2020, the Board will look to spend 100% of the increased appropriation's procurable spend with BEP and African American vendors.

We are eager to work with the Task Force to increase procurable spend and will continue to seek African American and BEP vendors for targeted purposes.

ILLINOIS COMMUNITY
COLLEGE SYSTEM
FAIR PRACTICES IN
CONTRACTING TASK FORCE



*December
2018*

Executive Summary

Policy Statement

As the third largest community college system in the country and the leading public workforce development trainer in the state, the Illinois Community College System serves over 700,000 residents each year in credit, noncredit, and continuing education courses. Illinois is home to 48 colleges in 39 community college districts which provide high quality, accessible, cost-effective educational opportunities to the entire state. While the individual community college districts vary in terms of demographics, resources, and educational priorities, their status as locally governed institutions allows them to uniquely address varying local needs.

Each one of Illinois' 39 community college districts is represented by its own seven-member board of trustees, locally elected or appointed to make decisions affecting the local district. A 2007 Judicial Circuit Court decision reaffirmed the concept that community colleges are units of local government. Procurement contracts for goods and services are governed by the principles of competitive bidding and economical procurement practices contained within the Illinois Public Community College Act (110 ILCS 805/3-27.1) and locally adopted board policy.

As vital partners in expanding economic growth and opportunity within the local communities that each college serves, the system has a long history of initiatives and strategies aimed at increasing participation and achievement among minorities, women, individuals with disabilities, and first generation students. The system is also committed to ensuring diverse participation in all aspects of its operations, including contracting and the supply of goods and services. The Community College System is committed to working with the Fair Practices in Contracting Task Force to help ensure representative contracting in community college procurements. The Illinois Community College System also participates in the Business Enterprise for Minorities, Females and Persons with Disabilities Act ("BEP") which establishes a statewide aspirational goal of twenty-percent (20%), for community colleges to contract with businesses owned by minorities, females and persons with disabilities.

Purpose of the Strategic Plan and Strategic Vision

The purpose of preparing this strategic plan is to identify and address any under-representation of, or disparities affecting, African-American vendors in community college contract awards and contract spend, addressing disparities affecting African-American owned business. The Illinois Community College Board (ICCB) requested documentation of expenditures and procurement forecasting for the next six months, as well as a summary of strategic outreach to target African-American vendors and details of specific challenges or obstacles which impact contracting with African American vendors. The information submitted by each community college was compiled by the ICCB and is contained in the following report.

BLACK HAWK COLLEGE

District Map



District Information

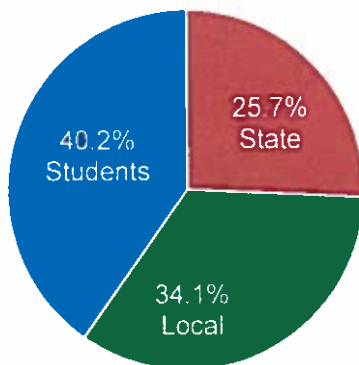
The main campus at Black Hawk College is located in Moline, while the East Campus is located in Kewanee. The college district serves 225,000 residents in all or part of Henry, Mercer, Rock Island, Stark, and Whiteside counties. The district also has small parts of Bureau, Henderson, and Marshall, counties.

President: Tim Wynes, J. D.
Board Chair: Richard P. Fiems

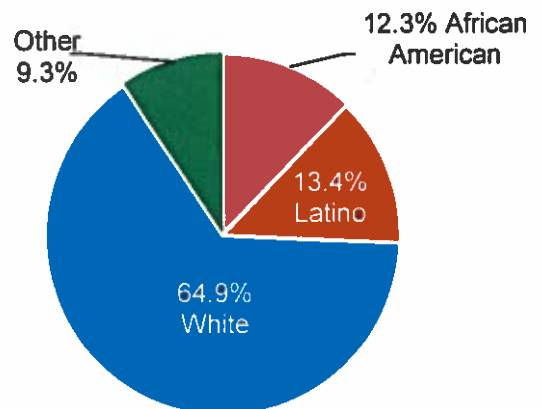
Students: 9,209
Full-Time: 36%
Part-Time: 64%

Expenditures:
Total Budget Expenditures: \$29,120,424
Procurement Expenditures: \$6,885,432
BEP Expenditures: \$234,272
African American Exp.: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

There is a lack of BEP certified vendors and African American certified vendors in the geographical area. Only 6 certified vendors are located within the five major counties, and none of them are African American vendors.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

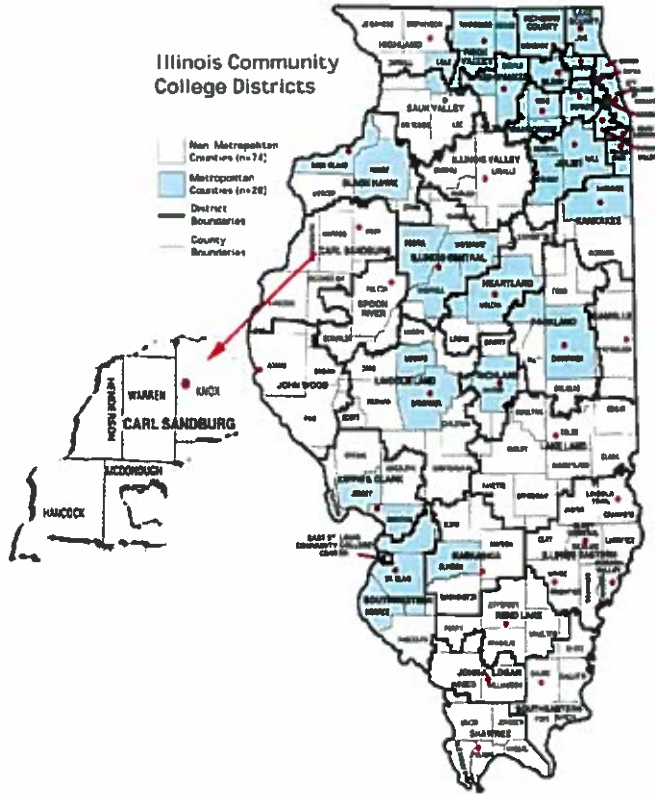
BEP certified African American vendors will be located through the CMS list and invited to bid on upcoming contracts.

Summary of Procurement Forecasting for the community college for the next six months:

Procurement forecasting has not been part of our budgeting process.

CARL SANDBURG COLLEGE

District Map



District Information

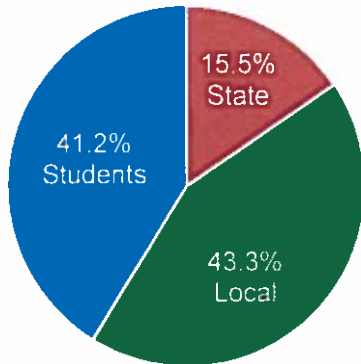
Carl Sandburg College is located in west central Illinois and comprises 3,000 miles in all or parts of ten counties. The four largest counties in the district are Knox, Warren, Henderson and Hancock. The main campus is located in Galesburg and the two largest off-campus sites are located in Carthage and Bushnell.

President: Seamus Reilly, Ph.D.
Board Chair: Thomas H. Colclasure

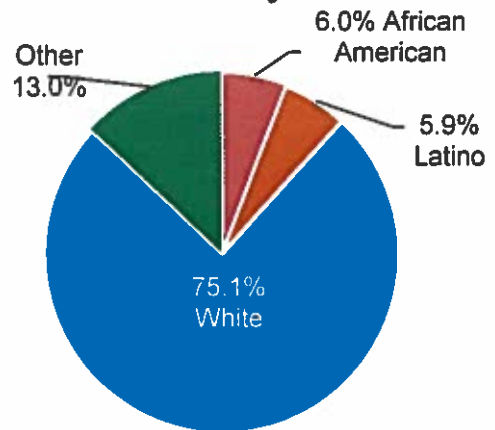
Students: 2,966
Full-Time: 45%
Part-Time: 55%

Expenditures:
Total Budget Expenditures: \$31,442,534
Procurable Expenditures: \$1,320,545
BEP Expenditures: \$448,054
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The college has had a strategy of spending funds with in-district businesses. Availability of qualified in-district vendors is the primary difficulty in increasing the total spend with African-American owned and registered businesses. The college has recently adopted a spending plan that sets goals of 20% BEP spend for contracts, construction, and professional services. To meet or exceed this goal, the college will look outside the district for vendors.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

The College has appointed a liaison to prioritize BEP expenditures. His duties include:

- Providing notice to the Business Enterprise Council of proposed contracts for professional and artistic services.
- Conducting outreach efforts to increase the use of vendors certified as being a minority, female, or person with disability owned business.
- Maintaining records needed to properly account for all state, construction, and professional services contracts and corresponding percentage awarded to corresponding certified vendors.
- Coordinating with contractors and vendors to assure they are making good faith efforts to meet college contractual goals.

Summary of Procurement Forecasting for the community college for the next six months:

In the next six months, Carl Sandburg College is planning to issue bids for the following services/projects:

- Re-roofing of an academic building
- Resurfacing a 600ft road
- Creation of a new exit onto the new back patio
- Resurfacing Building E's Ramp
- Building A-B Connector Re-roofing
- Creation of an emergency exit ramp out of the library
- Carpet replacement in the student services area

CITY COLLEGES OF CHICAGO

District Map



District Information

City Colleges of Chicago is the largest community college system in Illinois and one of the largest in the nation, with more than 4,500 faculty and staff serving nearly 80,000 students. The district is made up of seven colleges, five satellite sites, dozens of adult education instruction off-sites citywide, five Child Development Centers, and WKCC-FM.

Chancellor: Juan Salgado

Board Chair: Walter E. Massey, Ph.D.

Presidents:

Harold Washington College - Ignacio Lopez, Ed.D

Kennedy-King College - Gregory Thomas, Ph.D.

Malcolm X College - David Sanders

Olive Harvey College - Kimberly Hollingsworth

Richard J. Daley College - Eduardo Garza, Ed. D.

Truman College - Shawn Jackson, Ph.D.

Wright College - David Potash, Ph.D.

Students: 77,713

Full-Time: 38%

Part-Time: 62%

Expenditures:

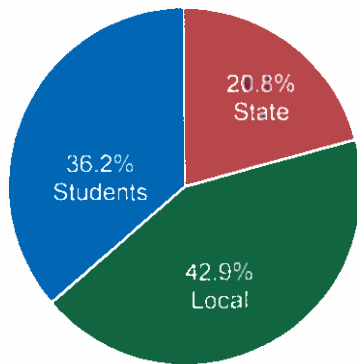
Total Budget Expenditures: \$153,929,045

Procurable Expenditures: \$37,656,158

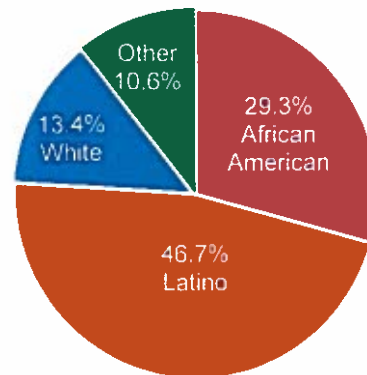
BEP Expenditures: \$13,783,061

African American Exp.: \$2,199,580

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The primary challenge we encounter is finding African-American-owned vendors (primes and subs) in the categories that we purchase the most goods and services. For example, we spend a great deal on IT supplies and there are few African-American-owned vendors in this industry. Additionally, we purchase significant amounts of scientific supplies, educational software and other instructional aids, and there are again few, if any, African-American-owned suppliers in these categories of expenditures.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

As a sister agency of the City of Chicago we attend minority and women-owned outreach events throughout the year to meet new vendors. CCC works with organizations with primarily African-American memberships such as the Rainbow/PUSH Coalition, the Chicago Urban League, Black Contractors United, and the African-American Contractors Association and is planning to conduct strategic outreach to identify African-American-owned Law firms to assist with the District’s legal affairs.

We also encourage the members of organizations we work with to participate in pre-bid/pre-proposal meetings for our solicitations, and to network with prime contractors even if the project is outside of their specific scope of services. For example, because of our outreach, we recently increased the participation of African-American contractors participating in our Job Order Contracting Program from one firm to eight firms when we let the contract last year. Additionally, we encourage vendors to subcontract with BEP’s as part of their normal business operations.

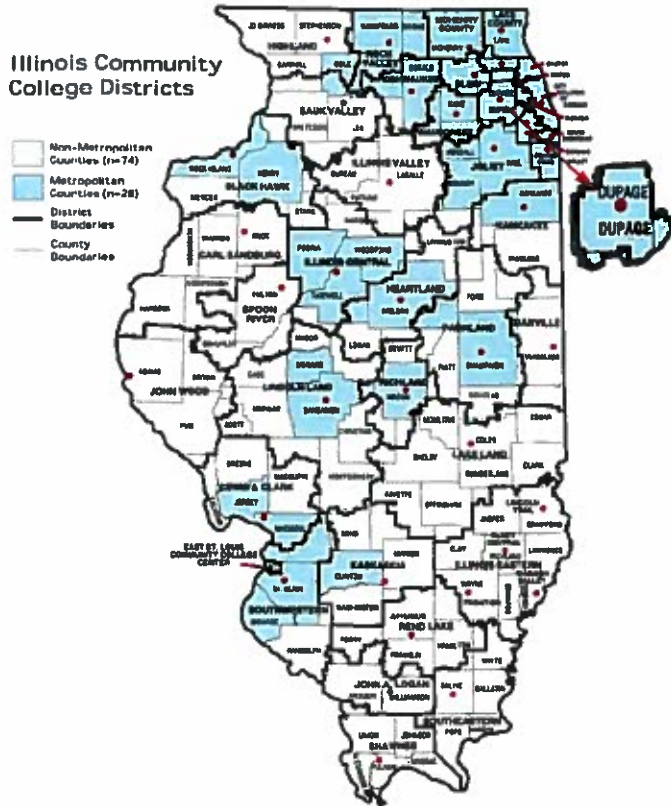
We are planning to conduct strategic outreach to identify African-American owned law firms to assist with the District’s legal affairs.

Summary of Procurement Forecasting for the community college for the next six months:

Description	Estimated Value	Anticipated Ad Date *
Environmental Hazardous Waste Removal	\$5,200,000	4Q 2018
Purchase of Vehicle Maintenance & Repair Services	\$2,000,000 to \$4,000,000	4Q 2018
Pick-up Truck with Snow Plow Attachment	\$50,000	4Q 2018
General IT Equipment & Service Repair	\$200,000	4Q 2018
General IT Equipment	\$4,000,000 to \$7,000,000	4Q 2018
Audio Visual Equipment Services	\$1,000,000 to 2,000,000	4Q 2018
Low voltage Job Order Contracting	\$4,000,000	1Q 2019
Plumbing & Piping Repair	\$2,000,000 to \$4,000,000	1Q 2019
Bookstore Operations	\$6,000,000	1Q 2019
Staff Augmentation for Information Technology	\$2,000,000 to \$4,000,000	1Q 2019
Business Intelligence & Analytic Tool	\$1,000,000	1Q 2019
Supply & Delivery of Chef Uniform & Cutlery Kits	DUR	1Q 2019
Roof Repair—Truman College	\$750,000	2Q 2019
Fire Alarm Panel Replacement –Kennedy King	\$1,000,000	2Q 2019
Performance Management Solution	\$2,000,000 to \$4,000,000	2Q 2019
Supply & Delivery of Security Uniforms	\$200,000	2Q 2019
Repair & Maintenance of Restaurant Equipment	\$500,000	2Q 2019

COLLEGE OF DUPAGE

District Map



District Information

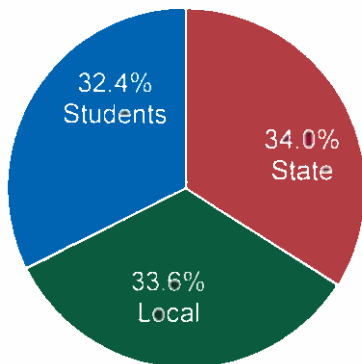
The College of DuPage has become the most populous community college district in Illinois, outside of Chicago. More than one million residents from all or part of 51 communities comprise the college, with boundaries encompassing significant parts of Cook and Will counties, as well as the majority of DuPage County.

President: Ann Rondeau, Ed.D
Board Chair: Deanne Mazzochi

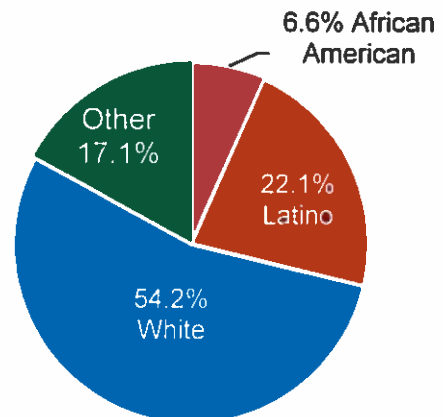
Students: 21,165
Full-Time: 33%
Part-Time: 67%

Expenditures:
Total Budget Expenditures: \$343,031,195
Procurable Expenditures: \$23,750,068
BEP Expenditures: \$667,924
African American Exp.: \$30,668

Sources of Revenue



Ethnicity



Summary of Strategic outreach being planned to target African-American vendors at the community college:

The College values the improvement and promotion of vendor diversification by encouraging continued economic development of businesses owned by minorities, females, and persons with disabilities. The College is committed to supporting and encouraging the BEP initiatives by promoting the involvement of qualified certified businesses owned by minorities, women, and persons with disabilities including African American businesses in the College's purchasing and contracting needs. While our current BEP Outreach Initiatives are in their infancy, we remain focused on creating new opportunities and providing assistance to increase awareness and access for the BEP program.

The following efforts will be taken to improve access to, and awareness of, our purchasing programs, with the goal of reducing barriers and generating equitable opportunities to compete on the College's purchasing contracts:

- **Improve access and awareness of College purchasing opportunities**

Continue using the CMS BEP portal to locate certified vendors to directly solicit.

Explore advertisement of competitive solicitation opportunities with minority and women owned business organizations or newspapers.

Market solicitation opportunities with the Quad County African American Chamber of Commerce (QCAACC).

Solicit MBE/WBE Contractors certified with the DuPage County Community Development Commission.

- **Enhance Outreach, Training, and Information**

Attend minority business outreach events or conferences and partner with other community colleges, universities, and local governments.

Attend supplier diversity outreach seminars, fairs, and workshop events.

Train College personnel involved in purchasing activities regarding the value and utilization of the BEP program.

- **Increase use of certified vendors**

Enhancement to Quotation Request (less than the Statutory Limit \$25,000): Employ procedures to obtain additional (written) quotations from at least one (1) certified BEP vendor where available

Enhancement to the Purchasing Systems: Implement new eProcurement System that will provide automated functionality to collect data for reporting various BEP and Non-BEP expenditures and categories and increase vendor pool

Summary of Procurement Forecasting for the community college for the next six months:

The College purchases goods and services to sustain and improve College operations and to deliver high quality teaching and learning. The anticipated FY19 contracting opportunities indicated in this forecast are identified to expand participation in the solicitations of the College. These opportunities are estimated to exceed the statutory bid limit of \$25,000:

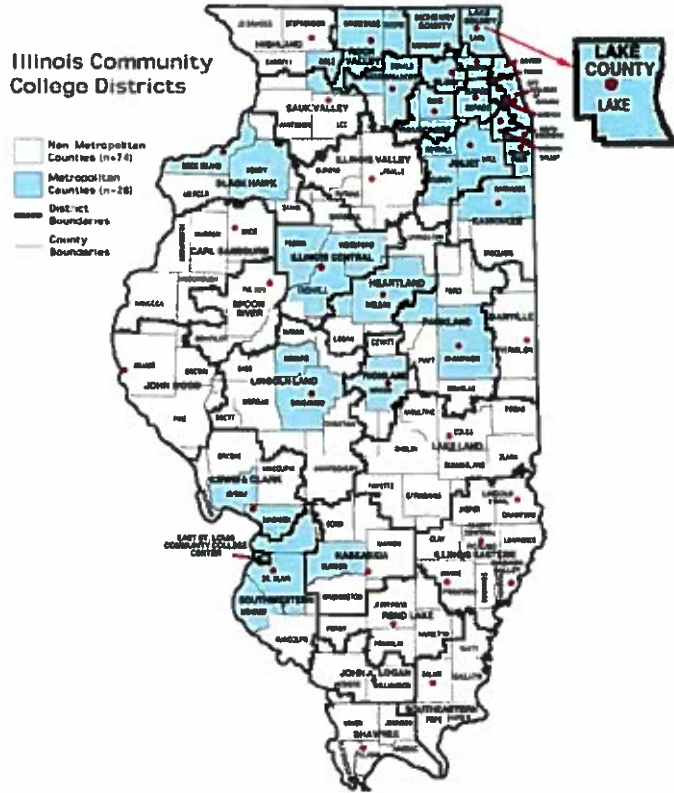
RFQ's: Facilities Condition Assessment, Civil Design, and Emergency Generator Design Series,

RFP's: Enterprise Video Content System, External Audit Services, Career Services, Dual Enrollment Management System, Faculty Information System, and Phone System Upgrade

Bid: Remodeling Administration Building

COLLEGE OF LAKE COUNTY

District Map



District Information

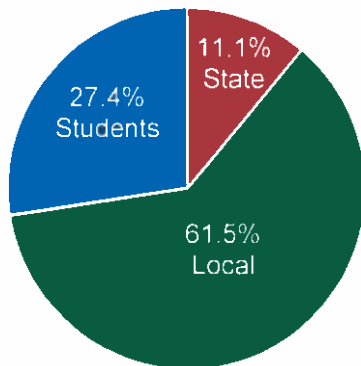
The College of Lake County is located north of Chicago, bordering Cook County on the south, and Lake Michigan on the east, and Wisconsin on the north. The population of the district is estimated to be 704,119. The main campus is located in Grayslake. There are two other sites in Vernon Hills and Waukegan.

President: Lori Suddick, Ed.D.
Board Chair: Richard A. Anderson

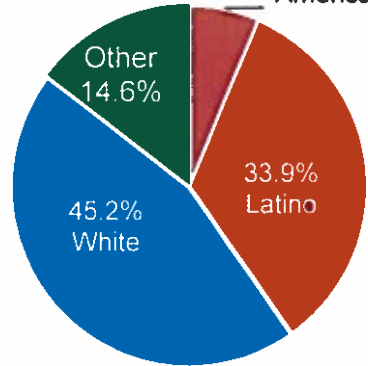
Students: 24,345
Full-Time: 29%
Part-Time: 71%

Expenditures:
Total Budget Expenditures: \$ 144,518,274
Procurable Expenditures: \$25,502,412
BEP Expenditures: \$2,201,460
African American Exp.: \$42,500

Sources of Revenue



Ethnicity



Fair Practices in Contracting Task Force
College of Lake County

Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Complex State BEP registration process and costs
 - Federal program one time only, State’s requires annual BEP certification and does not recognize quality local BEP government certifications
- Complex State purchasing requirements
 - Prevailing wage “show paid before government can pay”
 - Bid bond / performance bond requirements over \$50,000
- Complex College purchasing procedures and processes
 - Need better “how to do business” with College of Lake County
 - Review document legal language for more “plain language”
 - Consider necessity of existing insurance requirements
 - Improve frequency of payment for cash flow needs
- Limited State, county, and local government small business development supports

Summary of Strategic outreach being planned to target African-American vendors at the community college:

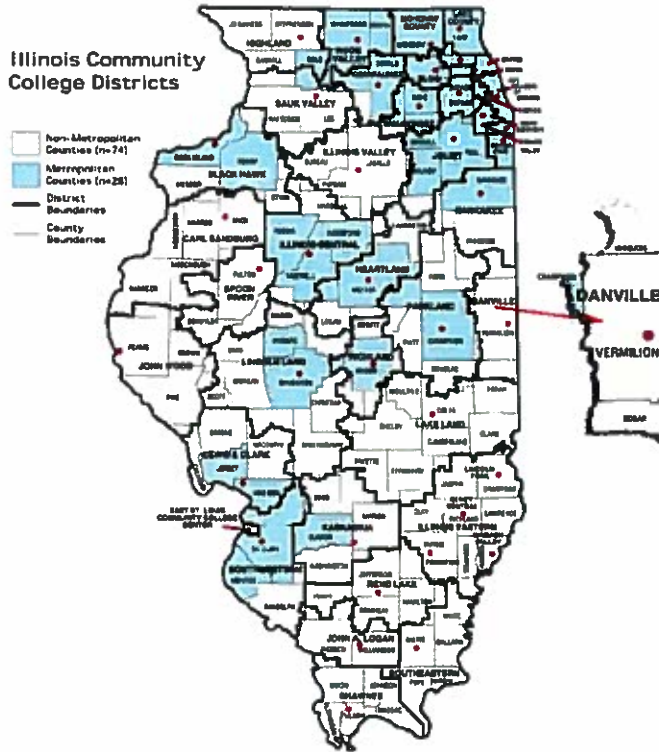
- Proactively identify the College’s contracting and procurement needs
- Review the College’s procurement activities
 - Automate contract database
 - Require bidders to submit inclusion plan
 - Review contract requirements for barriers and develop more plainly written solicitations and contracts (less legalese)
- Identify diverse options for each category of spend
 - Use CMS’s BEP (DBE) register vendor database
 - Develop a Lake County/Chicago metro area database
 - Use CMS’ BEP (DBE) master contracts
- Conduct BEP (DBE) outreach
 - Advertise solicitations with State’s DBE website
 - Attend minority vendor association meetings and fairs
 - Hold Lake County governments minority vendor fair
- Monitor the College’s spend with BEPs (DBEs)

Summary of Procurement Forecasting for the community college for the next six months:

Preliminary estimates	January 2019 - June 2019 (6 months)	July 2019 - June 2020 (12 months)
Master plan capital outlay contracts	\$1,400,000	\$300,000
Technology contracts	\$1,775,000	\$1,950,000
Professional services contracts	\$1,795,000	\$1,200,000
Materials & supplies	\$325,000	\$690,000
Totals	\$5,295,000	\$4,140,000

DANVILLE AREA COMMUNITY COLLEGE

District Map



District Information

Danville Area Community College is in East Central Illinois with a 75 acre campus serving a population of 89,000 in Vermillion, Edgar, Ford, Champaign, and Iroquois counties.

President: Stephen Nacco, Ed.D
Board Chair: David W. Harby

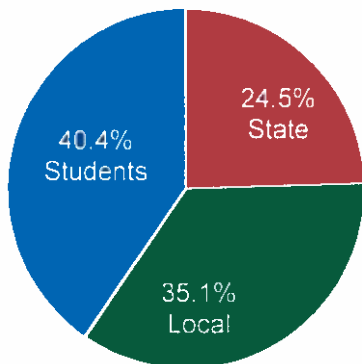
Students: 6,473

Full-Time: 62%
 Part-Time: 38%

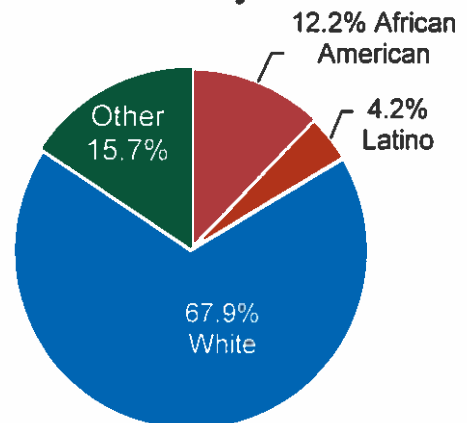
Expenditures:

Total Budget Expenditures: \$26,612,800
 Procurable Expenditures: \$6,461,156
 BEP Expenditures: \$69,302
 African American Exp.: \$44

Sources of Revenue



Ethnicity



Specific challenges and obstacles facing community colleges which impact contracting with African American vendors:

Danville Area Community College aims to identify regional companies that are disadvantaged or minority-owned businesses; however, we received a number of responses from vendors in our outreach that indicated they did not want to register with CMS. A different repository or registration process would help identify minority vendors.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

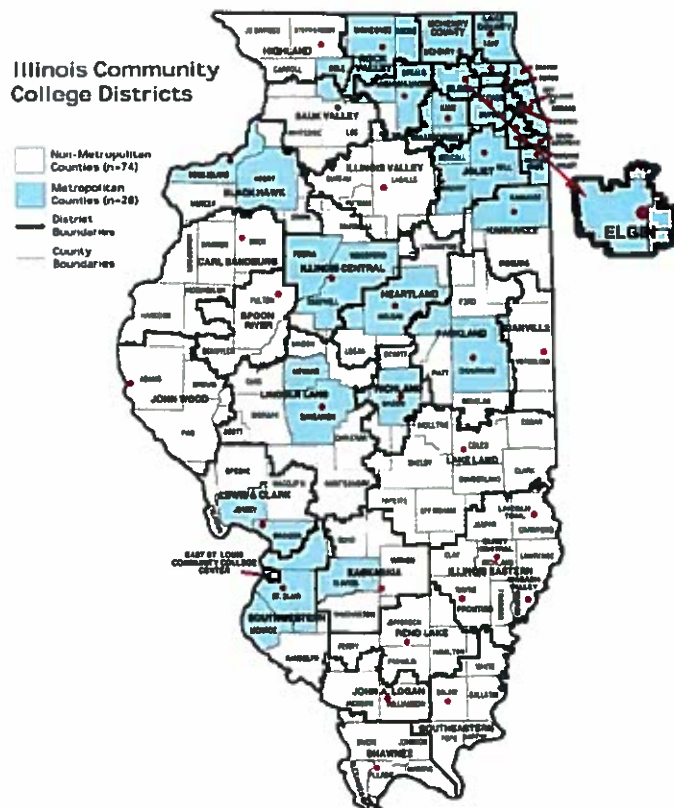
The College added to its bid specifications an opportunity for vendors to self-identify as minority, including the specific information regarding the minority category. In addition, while the College tries to spend its procurable funds within the District, the College will research the possibility of locating minority vendors outside of the District in order to increase minority spend.

Summary of Procurement Forecasting for the community college for the next six months:

Currently estimated to be similar to the same time period one year ago.

ELGIN COMMUNITY COLLEGE

District Map



District Information

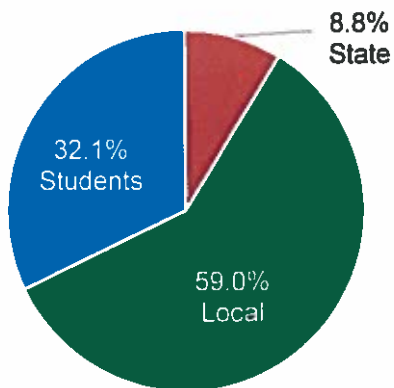
Elgin Community College's district covers a 360 square mile area in northern Illinois. It encompasses parts of five counties: Cook, DeKalb, DuPage, Kane, and McHenry Counties, and serves 29 incorporated municipalities and substantial amount of unincorporated area. The main campus of the College is located on 331.2 acres in southwest Elgin. The College serves 486,480 residents.

President: David Sam, PhD, JD, LLM
Board Chair: Jeffrey A. Meyer, JD

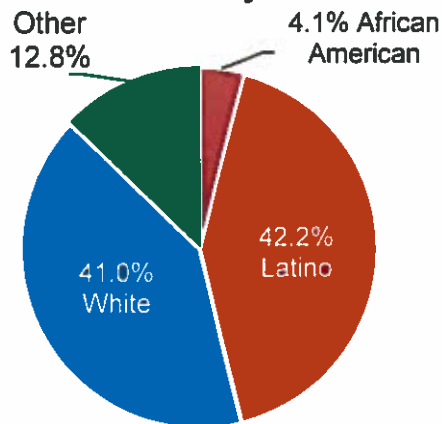
Students: 15,211
Full-Time: 33%
Part-Time: 67%

Expenditures:
Total Budget Expenditures: \$142,362,109
Procurable Expenditures: \$6,561,050
BEP Expenditures: \$182,583
African American Exp: unknown

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Per 110 ILCS 805/3-27.1, the community colleges are required to award contracts for the purchase of supplies, materials and work to the lowest responsible bidder. When evaluating professional services, there is latitude to review other criteria outside price such as years of experience, projects/customers of similar size and scope, financial health, previous satisfactory services to the College, and BEP status. However, this can be difficult because professional services provided by incumbent attorney and audit firms in good standing have experience and knowledge specific to the College that makes these firms challenging to replace.
- Lack of response by African-American businesses to bids
- Lack of known African-American businesses in surrounding communities for larger dollar spend, especially construction.
- The College records businesses owned by minorities, women, and persons with disabilities. The College has not distinguished African-American businesses from other minority businesses.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Request for proposal/statement of qualifications will be issued for professional services for a Campus Master Plan.
- Goal will be to obtain 20% participation by BEP firms. Of that 20%, at least 5% participation by African-American firms.
- Add BEP vendor designation to RFP evaluations matrix criteria for additional consideration.
- Identify and notify certified vendors of major projects in FY19 and FY20, most notably Arts Center Renovation.
- Increase supplier outreach by attending the CMSDC conference in Chicago April 24-25, 2018, and the NMSDC Conference October 10-16, 2019, in Atlanta, GA.
- Meet with local minority leaders and Hispanic Chamber of Commerce to discuss the College's procurement process and to better understand what barriers they encounter. Collaborate to develop strategies to ensure inclusion and increase spend.
- Provide direction to current vendors to become Central Management Services (CMS) certified; compare CMS current listing to College's authorized vendors.
- Post bid notifications in newspapers, online, etc. that better reach businesses owned by MBE businesses.

Summary of Procurement Forecasting for the community college for the next six months:

Procurement opportunities forecast:

- Promotional items
- Janitorial supplies
- Electrical services
- Carpet and window cleaning services
- Operations and Maintenance building and parking lot projects
- Building H Renovation
- Campus Master Plan

HARPER COLLEGE

District Map

Illinois Community College Districts

- Non-Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries



District Information

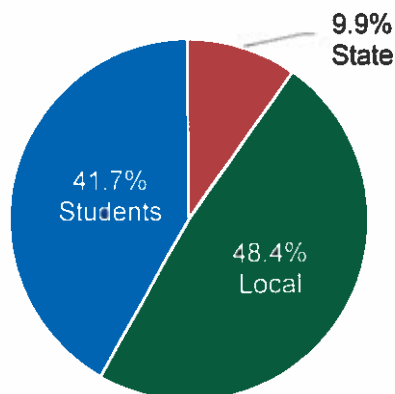
Harper College is located in Chicago's northwest suburbs. It is primarily located in Cook County but also includes small parts of Lake, McHenry, and Kane counties. The district population is around 535,000 people.

President: Kenneth L. Ender, Ph.D.
Board Chair: Gregory Dowell

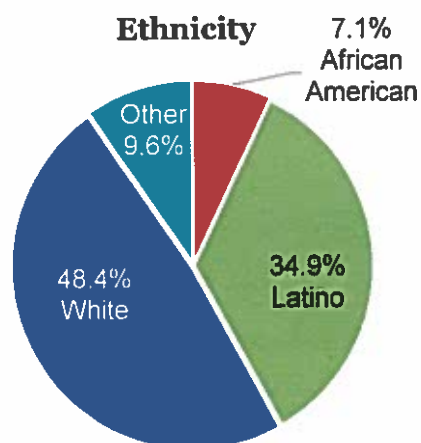
Students: 25,158
Full-Time: 36%
Part-Time: 64%

Expenditures:
Total Budget Expenditures: \$164,936,627
Procurable Expenditures: \$74,332,174
BEP Expenditures: \$1,338,898
African American Exp: \$410,003

Sources of Revenue



Ethnicity



Summary of Strategic outreach being planned to target African-American vendors at the community college:

The College recognizes the importance of increasing the participation of businesses owned by minorities, females, and persons with disabilities in public contracts. To address the under-representation of minority owned businesses in procurement contract spend, the College will undertake the following initiatives:

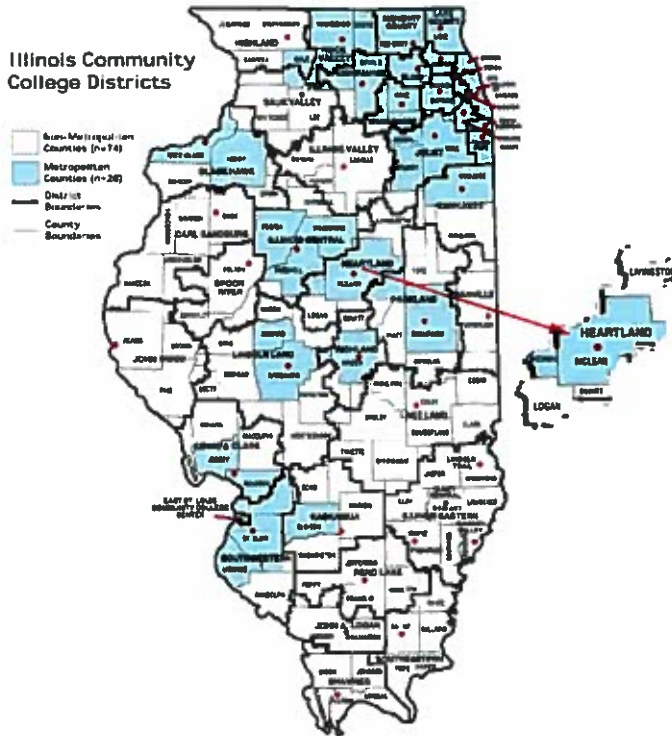
- Update the College's website to include a list of the College's upcoming projects.
- Evaluate the feasibility of implementing a minority database software (e-prism).
- Explore expanding outreach partners to include Black Chamber of Commerce, Black Business Alliance, Hispanic American Construction Industry Association.
- Host or attend additional events and place information in publications targeted toward BEP audiences to increase awareness of contracting opportunities.
- Explore utilization of sheltered markets.
- Qualify BEP professional services organizations for future projects.
- Share upcoming College Solicitations with the Chicago Minority Supplier Development Council, and Women Business Development Council for further distribution to their members.
- Utilize BEP forms to capture direct spending with primary contractors and subcontractors.
- Continue training Harper staff regarding the BEP Program and College's aspirational goals.
- Continue to refine BEP reporting processes.

The College has completed the following:

- Adopted BEP Board Policy – September, 2016
- Staff-trained on BEP requirements
- Updated bid documents to capture BEP utilization
- Soliciting bids from BEP vendors
- Shared College's aspirational BEP goals with potential bidders at pre-bid meetings
- Offering support and assistance for BEP certification

HEARTLAND COMMUNITY COLLEGE

District Map



District Information

Heartland Community College is located in Normal. They also have facilities in Lincoln, and Pontiac. They cover Mclean, DeWitt, Tazewell, Ford and Livingston counties. The district has over 230,000 residents.

Presidents: Keith Cornille, Ph.D.
Board Chair: Gregg Chadwick

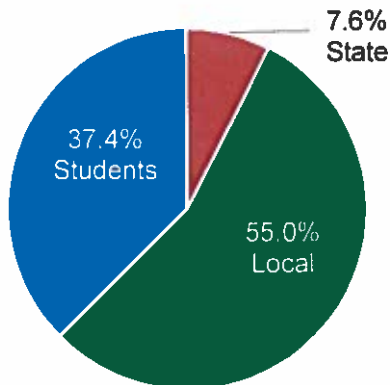
Students: 9,167

Full-Time: 41%
Part-Time: 59%

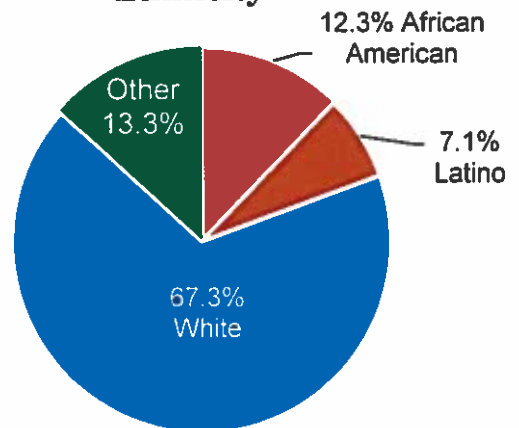
Expenditures:

Total Budget Expenditures:	\$123,008,096
Procurable Expenditures:	\$10,236,504
BEP Expenditures:	\$322,462
African American Exp.:	Data Not Available

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Business unfamiliar with college processes and who to contact about upcoming contracts as each community college may handle this differently.
- Unwillingness of known minority vendors to register with CMS, BEP Program.
- Business may not have the necessary experience or scope of business as defined by the scope of the project/purchase.
- Vendors may not have the necessary workforce to assign to a project, necessitating subcontracting; subcontracting may increase the cost of the project.
- Capital funding needs can be limiting; necessary funding for bonding or even capital for equipment and material for the completion of the project can be a challenge to new or smaller businesses.
- Low number of College “invitation to bid” documents solicited annually (typically 1-4) and low number of minority respondents to Bids/RFP’s. Ability to offer lowest competitive price for good or service.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

The College will:

- Continue to identify and remove barriers to the participation of all small businesses for meeting requirements of the BEP and increasing African-American spend.
- Participate in available small business, MBE/FBE/DBE training seminars and BEP/minority vendor fairs. Host a table at the Diverse Business Opportunity Fair and reach out to local Chamber of Commerce to identify African-American businesses.
- Regularly check the CMS database for registered and certified African-American vendors to expand and improve upon the existing bidders list used by the College and encourage non-Certified-African American vendors to become certified.
- Request information from purchasing partners, consortiums, etc., regarding collecting certified MBE vendor information and reporting on qualifications. Continually update vendor records in the ERP system and begin identifying CMS certified African American vendors.
- When bidding, notify appropriate African American vendors directly requesting participation in the invitation to bid.
- Continue to meet regularly with other community colleges, state agencies, etc., to discuss diversity procurement strategies, ideas, and successes, and discuss collective participation in events as well as information and ideas and develop a listing of BEP vendors that can be shared amongst community colleges to assist in our goals.
- Work internally with accounting department to add inserts with mailed checks to encourage BEP certification where applicable.

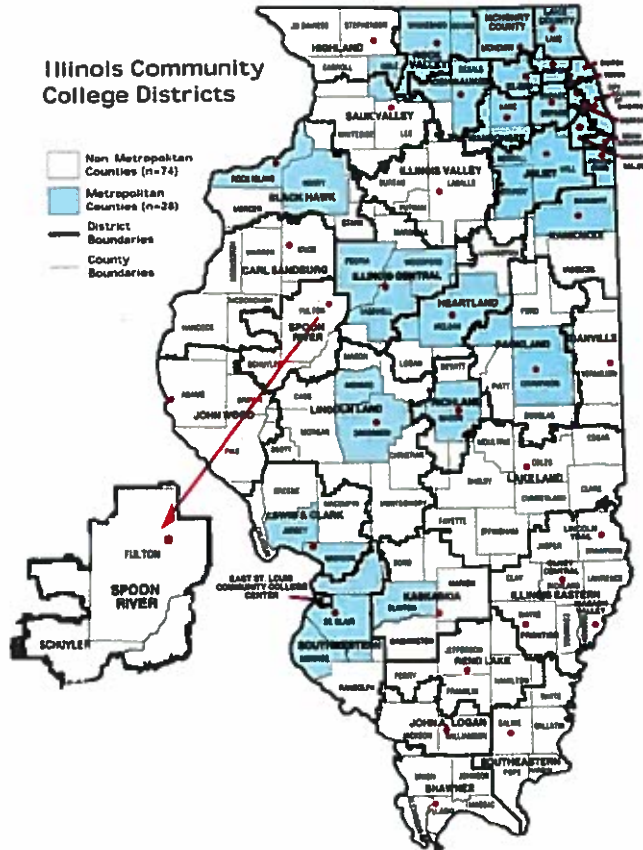
Summary of Procurement Forecasting for the community college for the next six months:

Heartland Community College’s purchasing decisions are decentralized by budget/account. Below are the anticipated procurable expenditures for the remainder of FY2019.

Projection - Next 6 Months	Budgeted	Encumbered	Unencumbered
Contractual Services	\$ 2,631,662	\$ 758,166	\$1,873,496
Materials/Supplies	\$ 2,167,989	\$ 400,734	\$1,767,255
Travel/Meeting	\$ 409,672	\$ 40,502	\$ 369,171
Fixed Charges	\$ 90,996	\$ 90,996	\$ 0
Utilities	\$ 544,702	\$ 544,702	\$ 0
Capital	\$ 516,837	\$ 55,061	\$ 461,776
TOTAL	\$ 6,361,858	\$ 1,890,161	\$ 4,471,698

HIGHLAND COMMUNITY COLLEGE

District Map



District Information

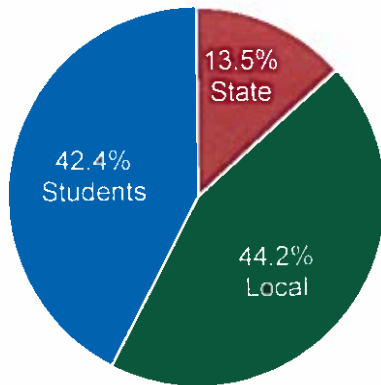
Highland Community College is located in Freeport, which is 100 miles northwest of Chicago. The college district comprises Stephenson, Carroll and Jo Daviess counties, and part of Ogle County. It encompasses 1,800 square miles and serves approximately 90,000 residents.

President: Tim Hood
Board Chair: Douglas R. Block

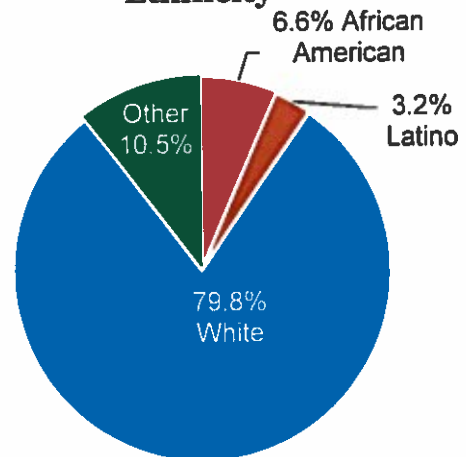
Students: 4,106
Full-Time: 49%
Part-Time: 51%

Expenditures:
Total Budget Expenditures: \$30,346,182
Procurable Expenditures: \$7,029,000
BEP Expenditures: \$233,073
African American Exp.: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Highland Community College advertises bids and requests for proposals locally and regionally via newspaper, direct mailing, emailing, and on the college architect's website. Advertisements and proposal documents include language referring to BEP certification and the request for that information to be included with submission of a proposal or bid. For bids conducted in FY18, there were no submissions made by BEP firms. According to the BEP certification portal, within the counties that comprise the Highland Community College district, there are six BEP firms with seven certifications found, only one of which is identified as a Minority Business Enterprise. Of all of the vendors from which BEP certification was requested in FY18 (both in and out of the district), the response rate was only 50%.

This information may indicate several challenges:

- Highland Community College's procurable spend, location, and/or projects may not make business sense for some vendors (both BEP and non-BEP) to consider.
- There is an apparent low number of certified BEP firms in the district, and it is possible that the goods and services provided by those firms may not have met the procurement needs of the college in FY18.
- Current outreach efforts, both in inviting participation and in requesting BEP certification don't appear to be successful based on the responses.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

To address the challenges mentioned above, the following strategic outreach items have been identified:

- Consider different approaches to reach a wider audience, such as investigating creation of a page on the Highland Community College website to communicate the Board policy, College process, and contact information.
- Continue training those responsible for procurement decisions at the College on the processes and tools for increased outreach to BEP vendors.
- Host or attend events and place information in publications targeted toward BEP audiences to increase awareness of opportunities.
- Consider participating in efforts to develop certification or other self-identification methods for vendors to communicate BEP status if the current BEP certification process is a barrier to vendors.

Summary of Procurement Forecasting for the community college for the next six months:

At this time, in addition to routine expenditures, it is planned that Highland Community College will be advertising for bids for the following projects in January/February of 2019:

- Building M Room 120 ADA Accessibility
- Building E Room 102 Agriculture Lab Remodel

ILLINOIS CENTRAL COLLEGE

District Map



District Information

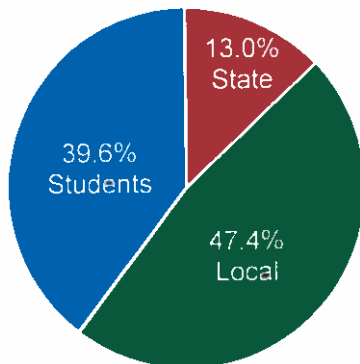
Illinois Central College serves ten counties, but the largest are Woodford, Tazewell, and Peoria counties. It covers 2,322 square miles and serves 38 high schools. The main campus is located in East Peoria with other facilities in Peoria and Pekin.

President: Sheila Quirk-Bailey, Ed.D.
Board Chair: Gale Thetford

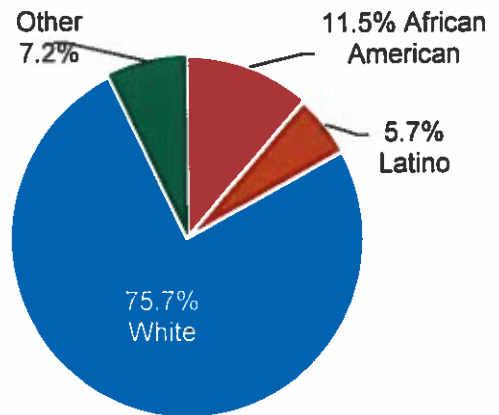
Students: 13,461
 Full-Time: 34%
 Part-Time: 66%

Expenditures:
 Total Budget Expenditures: \$107,343,765
 Procurable Expenditures: \$40,500,000
 BEP Expenditures: \$1,721,322
 African American Exp.: unknown

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Some companies who are minority or disability or women-owned do not hold a certification or they let their certification expire. During these instances, the Purchasing Department encourages the business to become and remain certified. They are sent information so that the business can receive additional opportunities. Some vendors do not want to go through the certification process. Of the \$1.7million in BEP expenditures, only \$632,790 was through certified vendors.

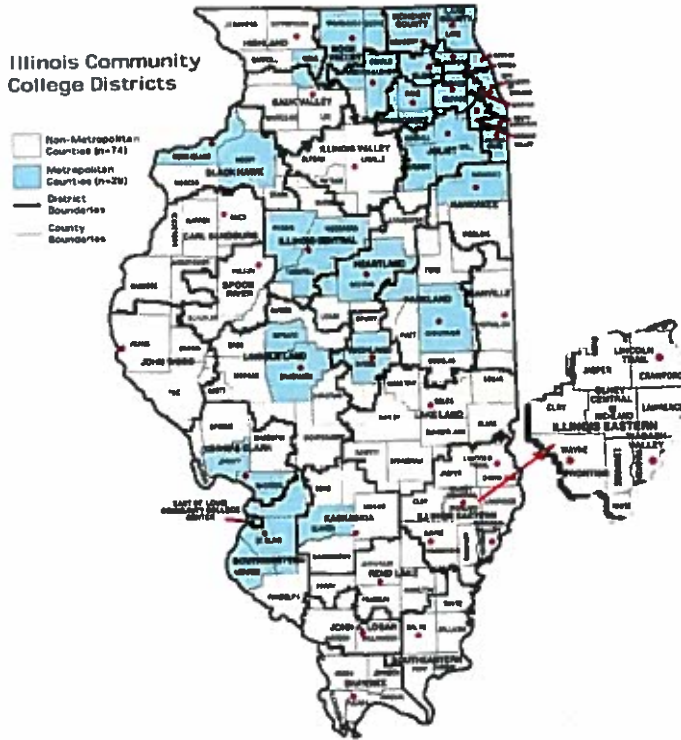
Summary of Strategic outreach being planned to target African-American vendors at the community college:

Illinois Central College is committed to increasing the use of certified vendors and employ the following outreach efforts to accomplish this goal:

- Changed Board policy
- Changed College procedure to require diverse selection teams for RFP reviews.
- The College attended two diverse procurement symposiums in 2018. The University of Illinois Diverse Business Opportunity Fair on May 18, 2018 and the Black Chamber of Commerce (BCC) Annual Statewide Convention on August 7-8, 2018. At both conferences, the College brought Vendor Outreach Letters, ICC's New Vendor Request Forms and blank W-9's to distribute to vendors in attendance.
- Since 2016, all of ICC's public bids discuss the importance of increasing the participation of businesses owned by minorities, females, and persons with disabilities.
- The college developed a purchasing webpage on the website that include additional information on how to do business with the College and become certified with the State of Illinois Business Enterprise Program.
- The College subscribed to ePrismSoft to generate e-mail blasts targeting businesses with BPED, DBE, MBE, WBE certifications. This affords the College access to a database that delivers RFP, RFQ and Bid opportunities directly to MBE businesses who specialize in the criteria indicated.
- Worked with Key community partners: Black Chamber of Commerce, NAACP, and the Black Business Alliance

ILLINOIS EASTERN COMMUNITY COLLEGES

District Map



District Information

Illinois Eastern Community Colleges is a multi-college district that includes Frontier Community College in Fairfield, Lincoln Trail College in Robinson, Olney Central College in Olney, and Wabash Valley College in Mt. Carmel. The District includes all or parts of 12 counties and has a total population of 111,000. The district is over 3,000 square miles.

Chief Executive Officer: Terry L. Bruce

Board Chair: G. Andrew Fischer, Ed. D.

Presidents:

- Frontier Community College - Gerald Edgren, Ph.D.
- Lincoln Trail College - Ryan Gower, Ph.D.
- Olney Central College - Rodney Ranes,
- Wabash Valley College - Matt Fowler, Ph.D.

Students: 7,528

Full-Time: 22%

Part-Time: 78%

Expenditures:

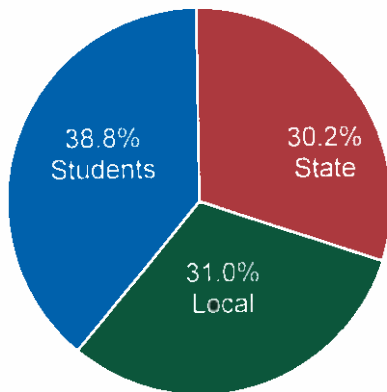
Total Budget Expenditures: \$55,378,696

Procurable Expenditures: \$7,764,620

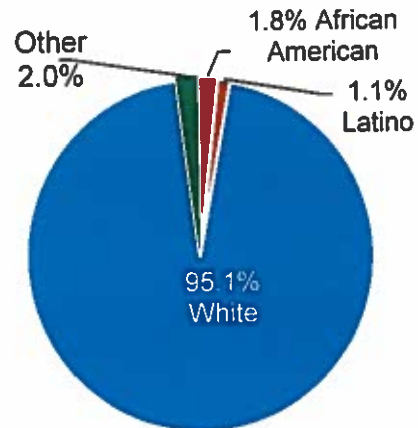
BEP Expenditures: \$5,052

African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

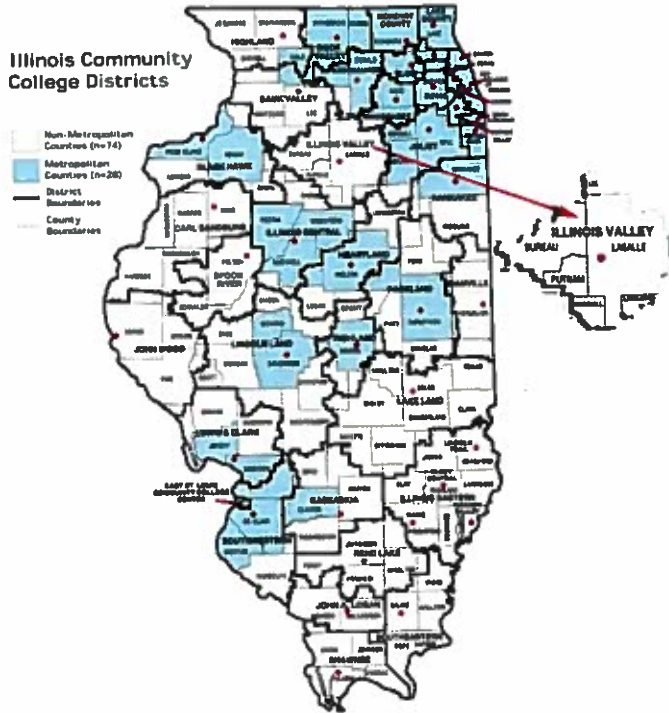
In spite of efforts to increase spending with BEP vendors the geographic location of the Illinois Eastern Community Colleges has been an obstacle to increase spending. Within our twelve county district there are two certified vendors on the CMS website, neither of who are within a commodity classification the District has purchases. When soliciting proposals from BEP vendors outside of our district, 27% of our contacts have declined to provide quotes due to travel distance. Another 45% of the attempts have not received a response from the attempted contact regarding the opportunity to propose.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

In response to the Executive Order, the District will review the CMS listing of Certified BEP vendors and directly solicit vendors inviting them to participate in both product and service opportunities. We will do this as a one-time initiative seeking interest as well as an ongoing initiative incorporated into our budget cycle as we identify major projects. The District will also provide training on use of CMS website and procedures in an effort to increase opportunities offered to BEP Vendors.

ILLINOIS VALLEY COMMUNITY COLLEGE

District Map



District Information

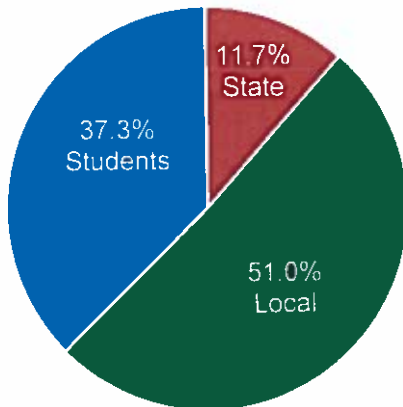
Illinois Valley Community College in Oglesby serves a 2,000-square-mile district encompassing all of Putnam and parts of Bureau, LaSalle, DeKalb, Grundy, Lee, Livingston, and Marshall counties. The district population is nearly 150,000 and it serves 22 high schools.

Presidents: Jerry Corcoran, Ed.D.
Board Chair: Jane E. Goetz

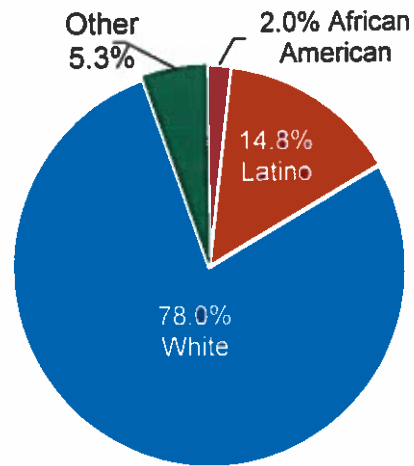
Students: 5,119
 Full-Time: 39%
 Part-Time: 61%

Expenditures:
 Total Budget Expenditures: \$39,932,356
 Procurable Expenditures: \$4,900,848
 BEP Expenditures: \$44,584
 African American Exp: No Data Available

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Geographic location of the Illinois Valley Community College makes access to vendors in Chicagoland and Springfield hard to access.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

The College will add information on its website that we encourage all BEP vendors to send information, as well as add the link from the CMS website to encourage vendors to become registered as BEP vendors.

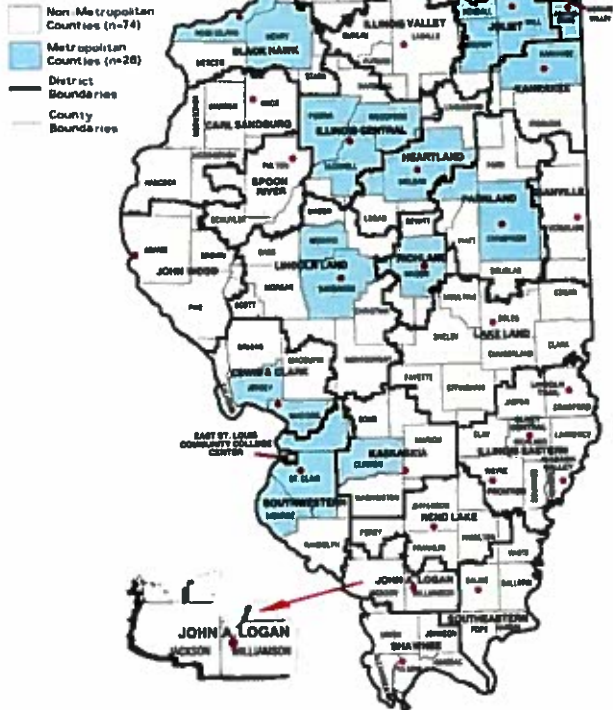
Summary of Procurement Forecasting for the community college for the next six months:

The College does not calculate future procurements in our current budgeting documents.

JOHN A. LOGAN COLLEGE

District Map

Illinois Community College Districts



District Information

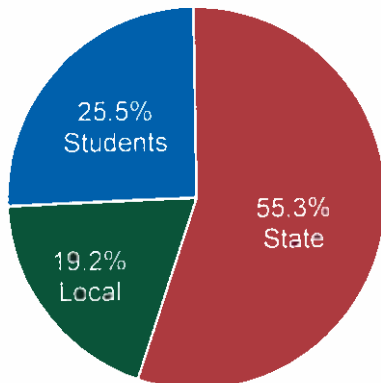
John A. Logan College is located in Carterville and serves Franklin, Perry, Jackson, and Williamson counties.

President: Ron House Ed.D.
Board Chair: William J. Kilquist

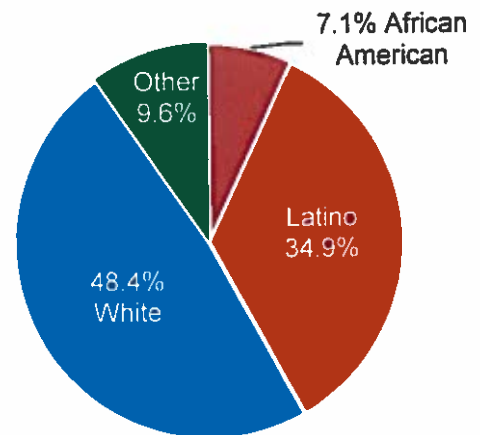
Students: 18,969
Full-Time: 50%
Part-Time: 50%

Expenditures:
Total Budget Expenditures: \$56,685,054
Procurement Expenditures: \$6,429,180
BEP Expenditures: \$31,615
African American Exp.: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- The College needs to be able to capture Tier 1 and Tier 2 spending. It has been working on updating vendor information to capture information for Tier 1, but capturing Tier 2 is difficult. To date, the college has not captured the metrics to report on Tier 2 spend.
- Budgets – need a way to source African American vendors beyond the BEP database that doesn't require financial resources beyond what is budgeted for vendor activity. The College's budgets are very tight, especially for travel which would include vendor fairs throughout the state.
- Following low bid, lowest cost purchasing rules.
- John A. Logan College is in Williamson County surrounded by the following counties: Union, Johnson, Pope, Saline, Hamilton, Franklin, Perry, and Jackson. There are no certified African American vendors in close proximity to the College which is an obstacle. The College needs more CMS certified vendors in its geographic region so that they can competitively bid on projects.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

INTERNAL & EXTERNAL EFFORTS

- Continue to broaden our minority vendor base.
- Campus-wide e-mail campaign to explain the initiative and promote a unified effort.
- Sponsor a diverse supplier business opportunity fair in the Southern Illinois Region with other universities and community colleges in the region.
- Work with the Director of Diversity on the campus to broaden the reach of education and awareness from within the College to the surrounding community.
- Be a booth exhibitor at any Higher Education Diverse Business Opportunity Fairs offered in the Southern Region of Illinois.
- Include goals of Business Enterprise Program in all bid specifications.
- Search BEP vendor list on CMS website for potential vendors for bid participation send them bid documents.
- Accept other certifications outside of CMS, but for reporting purposes only CMS certifications count.
- Offer to help local vendors complete paperwork for certification.
- Annual ad in newspaper.
- Work with Outreach Manager of Business Enterprise Program.
- Search Purchasing Consortiums such as E&I Cooperative Purchasing and Sourcewell (NJPA) seeking known minority vendors

REPORTING

Request reporting from prime suppliers on their diverse spend which would apply to our purchases. This would likely increase our reported numbers.

TRAINING

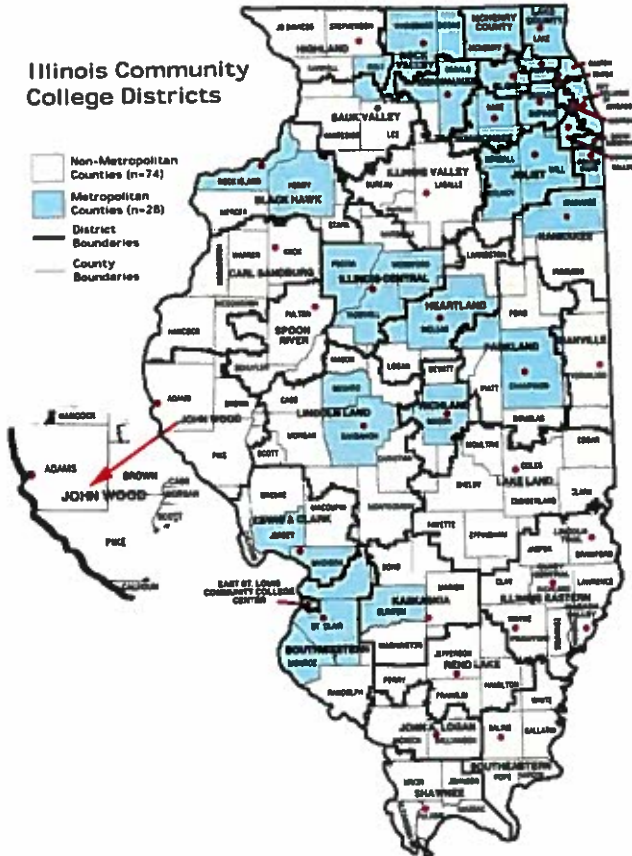
- Attend offered training on diverse procurement once or twice annually.
- Attend ICCSPC Steering Committee Meeting with updates from ICCB.

Summary of Procurement Forecasting for the community college for the next six months:
Procurement forecasting for the community college for the next six months is approximately \$3,200,000.

The College prepares its budget in March to cover the fiscal year which runs from July 1 through June 30. At John A. Logan College, all materials, services, and projects through June 30, 2019 were budgeted for in March of 2018.

JOHN WOOD COMMUNITY COLLEGE

District Map



District Information

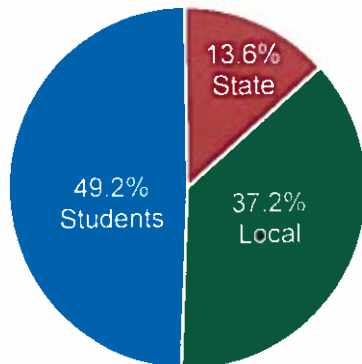
John Wood Community College is located in Quincy and serves Hancock, Adams, Brown, Scott, Morgan, Cass, and Pike counties. Other facilities are located in Pittsfield, Baylis, and Mt. Sterling. The district is 2,363 miles and serves 95,241 residents.

President: Michael Elbe, Ed.D
Board Chair: Larry Fischer

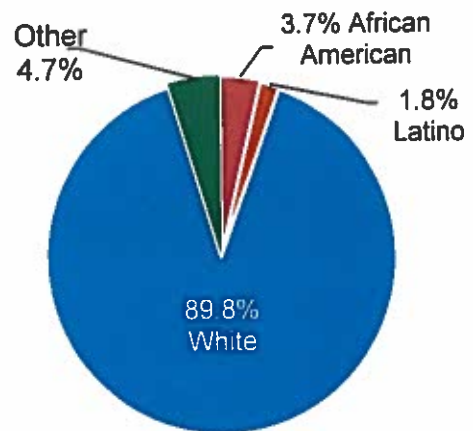
Students: 2,925
Full-Time: 48%
Part-Time: 52%

Expenditures:
Total Budget Expenditures: \$26,947,109
Procurable Expenditures: \$4,506,190
BEP Expenditures: \$52,787
African American Exp.: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The District's purchasing process requires obtaining quotes for each purchase and our practice is to go with the lowest quote, however quotes received outside the district have not been the lowest cost. There are no certified BEP vendors in the district with services or goods used by the college.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

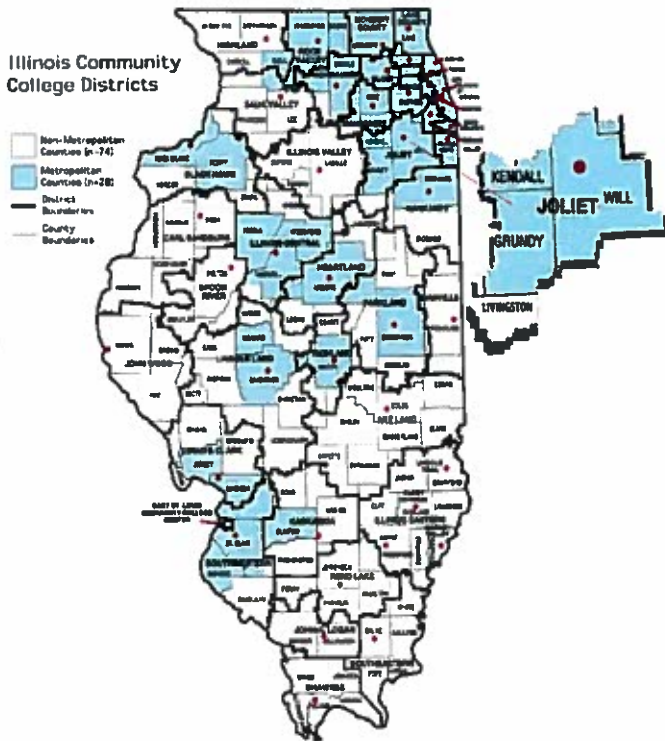
- Annually, JWCC advertises in our district newspaper for certified vendors to send us their information.
- New vendors are encouraged to complete a form that asks for information if they are a BEP certified vendor.
- JWCC reaches out to vendors on the BEP website to obtain quotes.

Summary of Procurement Forecasting for the community college for the next six months:

JWCC doesn't foresee any major change in procurement within the next six months.

JOLIET JUNIOR COLLEGE

District Map



District Information

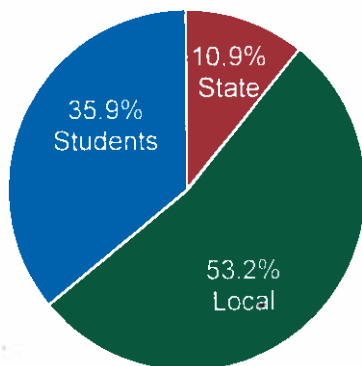
Joliet Junior College is a 1,442 square mile district serving a population of more than 650,000 in Will, Grundy, Kendall, LaSalle, Kankakee, Livingston and Cook Counties. The District encompasses the far southwest suburban region of Chicago and includes significant rural and unincorporated areas of Northern Illinois. The largest part of the district resides in Will and Grundy Counties.

President: Judy L. Mitchell, Ed.D
Board Chair: Bob Wunderlich

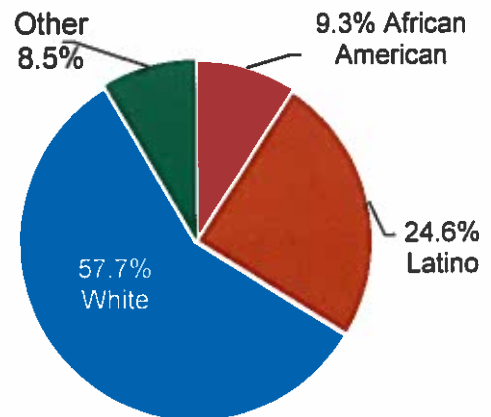
Students: 22,351
 Full-Time: 67%
 Part-Time: 33%

Expenditures:
 Total Budget Expenditures: \$55,497,993
 Procurable Expenditures: \$22,173,699
 BEP Expenditures: \$30,931
 African American Exp.: unknown

Sources of Revenue



Ethnicity



Specific challenges and obstacles facing community colleges which impact contracting with African American vendors:

Utilizing BEP website, from August, 2017 – October, 2018 invited 6,685 certified vendors to participate in 46 solicitations. (IT, Printing, Remodeling, Construction, Facilities, Equipment, supplies, and Professional Services). 16 vendors responded to seven of the solicitations, but only one was the lowest vendor.

- There are BEP vendors that choose not to go through the long process to become certified.
- Bonding and capital for materials and equipment can be challenging for new or smaller businesses.
- Many BEP vendors have difficulty meeting the experience requirements or other business requirements to bid.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

Joliet's Inclusion Strategies:

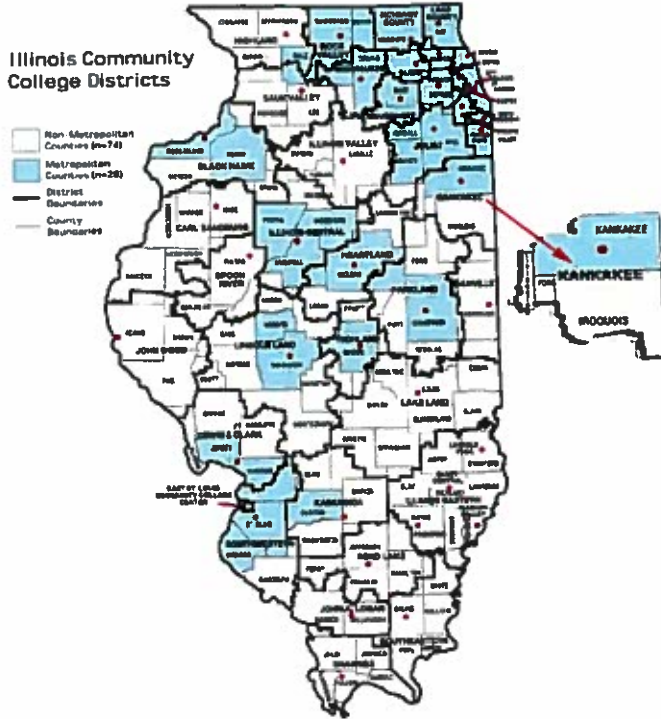
- Trained staff on BEP requirements
- Added verbiage to all solicitation documents (bids/RFPs) encouraging the participation of certified vendors
- Added Business Enterprise Program (BEP) classification to Vendor Form and ERP system
- Revised JJC Purchasing Webpage
 - Emphasize the College's commitment to the Business Enterprise Program
 - Provide web links to available resources on how to become BEP-Certified
- Met with local minority vendors/civic organization to explain the college's procurement process (April 19, 2017, December 11, 2017, March 1, 2018, April 5, 2018, July 12, 2018, and August 17, 2018)
- Set up a booth at three fairs hosted by public universities for construction and business diversity

Summary of Procurement Forecasting for the community college for the next six months:

- Host "Lunch & Learn" workshop in March of 2019 with other community colleges and assisting agencies such as Chicago Minority Supplier Development Council, Black Contractors United, Hispanic American Construction Industry Association
- Advertise solicitations in local chambers of commerce
- Notify BEP vendors of major FY20 projects after budget is approved
- Meet with other community colleges, state agencies to discuss diversity procurement success stories
- Add BEP vendor designation to RFP evaluation matrix criteria for additional consideration

KANKAKEE COMMUNITY COLLEGE

District Map



District Information

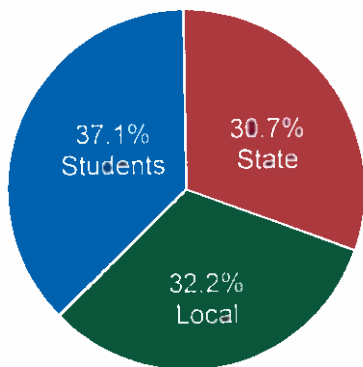
Kankakee Community College is a 1,600 square mile district serving a population of approximately 150,000 residents in Kankakee, Iroquois, Ford, Grundy, Livingston, and Will counties. The main campus is located in Kankakee, and two extension centers serve the north in Bradley and the south in Watseka.

President: John Avendano, Ph.D.
Board Chair: Jerald Hoekstra

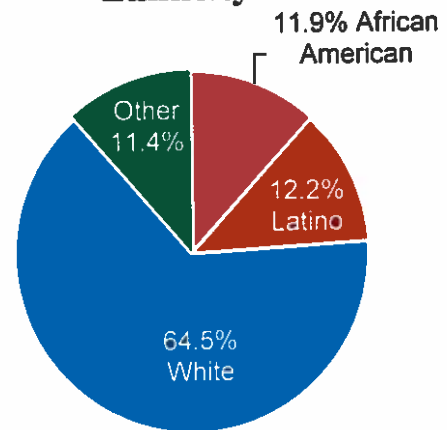
Students: 6,820
Full-Time: 37%
Part-Time: 63%

Expenditures:
Total Budget Expenditures: \$50,029,126
Procurable Expenditures: \$7,803,715
BEP Expenditures: \$25,462
African American Exp.: unknown

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Identifying additional African American vendors: The CMS website includes three certified African American vendors in our district, two of which provide services the College does not procure. There is no local Black Chamber of Commerce and the local Chamber has advised that they do not have data on what members are African American.
- Getting vendors to certify: The College works with many vendors who have self-identified as minority vendors, but who are not certified. Spend on self-identified non-certified is seven times the amount of spend on certified vendors

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Created and published newspaper advertisements to invite BEP vendors to engage in business with the College. Information received was provided to appropriate departments.
- Added language to bid, quote, and request for proposals to identify BEP vendors and whether they are certified.
- Engaged the former director of the Small Business Development Center to assist in identifying African American vendors in the area.

Summary of Procurement Forecasting for the community college for the next six months:

- Host meetings to invite BEP vendors to campus to meet major purchasing departments, and provide information on how to become certified vendor and conduct business with the College.
- Meet with other community colleges to discuss diversity procurement strategies that have been successful.
- Provide additional training relative to BEP purchasing for major departments; the College does not have a centralized purchasing department so continued dissemination of information relative to this initiative will need to happen.
- Engage the former director of the Small Business Development Center to facilitate the development of relationships with local African American vendors.
- Continue to advertise for BEP vendors to contact the College for business purposes, which allow their inclusion on the College's vendor listing, with designation of BEP status.

KASKASKIA COLLEGE

District Map



District Information

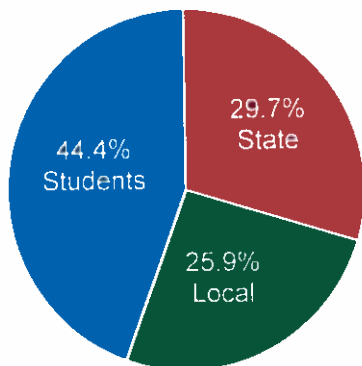
Kaskaskia College is located in Centralia, and serves all or part of nine counties including Bond, Clinton, Fayette, Marion, Washington, Jefferson, St. Clair, Madison and Montgomery.

President: George Evans
Board Chair: Bill Hawley

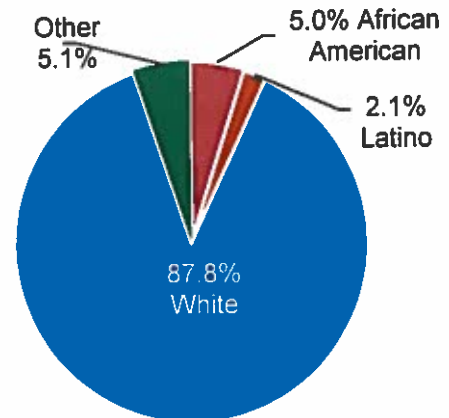
Students: 6,539
Full-Time: 39%
Part-Time: 61%

Expenditures:
Total Budget Expenditures: \$43,734,779
Procurable Expenditures: \$3,885,557
BEP Expenditures: \$5,047
African American Exp.: unknown

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Many potential vendors may not be aware of the goods and services typically purchased by community colleges. Furthermore, identifying the appropriate contact within each community college may be a challenge. Additionally, the vendor's geographical location may be a hurdle, particularly as it relates to down-state community colleges.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

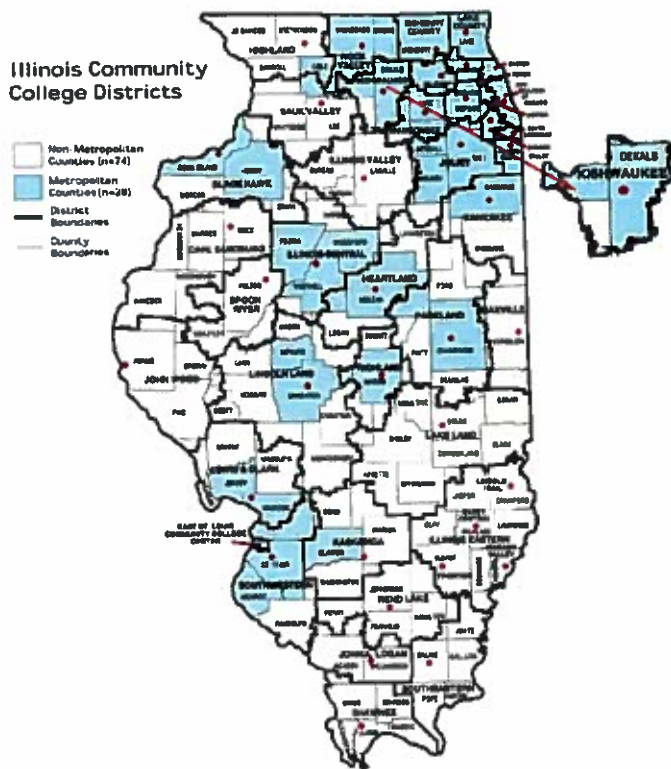
- Kaskaskia College revised its vendor application to include a section in which vendors can indicate their BEP status and ethnicity.
- Plans are in place to request College vendors to update their application in order to capture more detailed vendor information.
- Invitation to Bid and Request for Proposal documents include a section regarding the Business Enterprise Program along with a link to the Program's website. The section encourages participation in the Business Enterprise Program.
- Purchasing staff recently participated in the Chief Procurement Office & Public Institutions of Higher Education Diverse Business Opportunity Fair held on the campus of the University of Illinois at Springfield
- Purchasing staff participate in meetings of the Illinois Community College System Procurement Consortium at which BEP best practices are shared
- The Purchasing Office's website provides information regarding the BEP and a link to the Program's website
- Purchasing staff participate in semi-annual meetings of purchasing directors from several down-state community colleges at which the Business Enterprise Program and best practices to promote the program are shared
- Several down-state community colleges are in discussions regarding the hosting of a vendor diversity fair in the spring of 2019

Summary of Procurement Forecasting for the community college for the next six months:

Kaskaskia College does not anticipate any change in spend in the remaining six months of FY2019 as compared to FY2018.

KISHWAUKEE COLLEGE

District Map



District Information

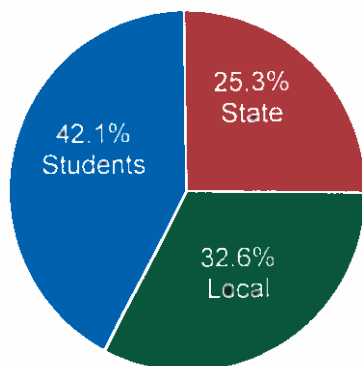
Kishwaukee College is located in a rural setting six miles west of Northern Illinois University in DeKalb County. There are nearly 100,000 residents in the district primarily centered around DeKalb, Sycamore, and Rochelle.

President: Laurie Borowicz, Ed.D.
Board Chair: Robert Johnson

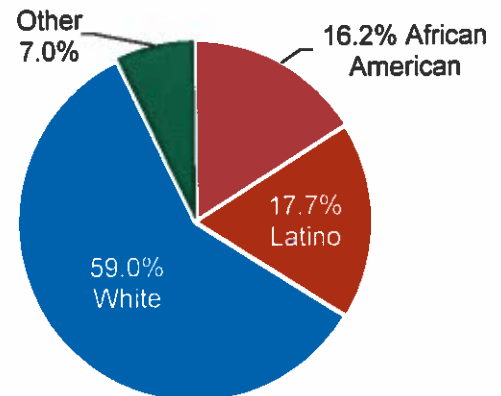
Students: 5,405
Full-Time: 42%
Part-Time: 58%

Expenditures:
Total Budget Expenditures: \$44,387,960
Procurable Expenditures: \$12,921,463
BEP Expenditures: \$4,975
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The College system does not have a capability to track vendor ethnicity.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

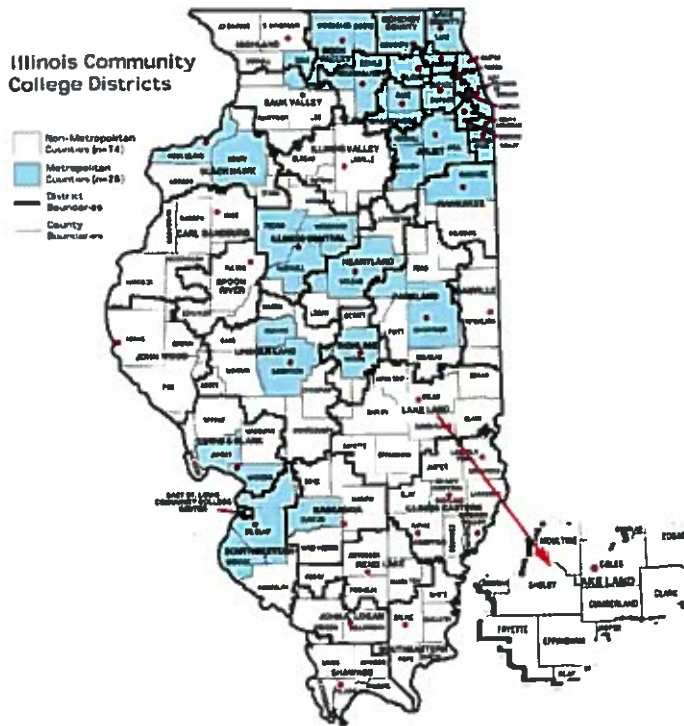
Plans are not determined at this time.

Summary of Procurement Forecasting for the community college for the next six months:

The College does not conduct procurement forecasting.

LAKE LAND COLLEGE

District Map



District Information

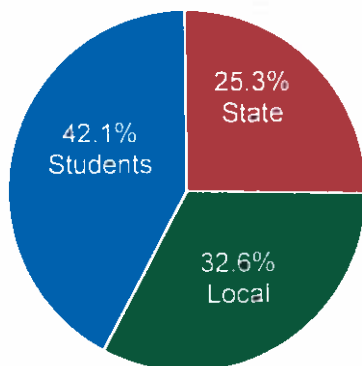
Lake Land College is located in Mattoon. It has facilities located in Marshall and Pana. It encompasses ten counties: Moultrie, Shelby, Fayette, Effingham, Cumberland, Clark, Edgar, Coles, Christian, and Clay.

President: Josh Bullock Ph.D.
Board Chair: Dave Storm

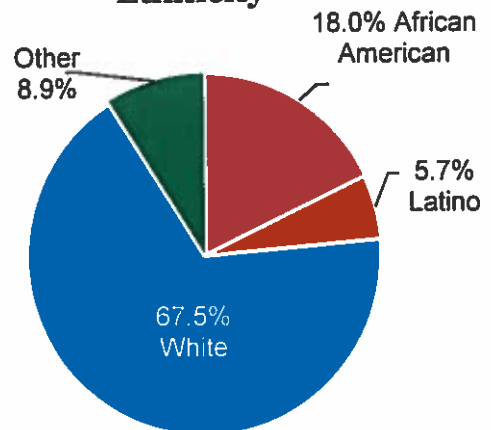
Students: 20,207
Full-Time: 47%
Part-Time: 53%

Expenditures:
Total Budget Expenditures: \$26,199,043
Procurable Expenditures: \$480,795
BEP Expenditures: \$0
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Given our geographic location and demographics of our district, there are limited number of BEP vendors in the area, and some of the minority owned businesses that college has utilized do not wish to participate in the State of Illinois BEP program.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

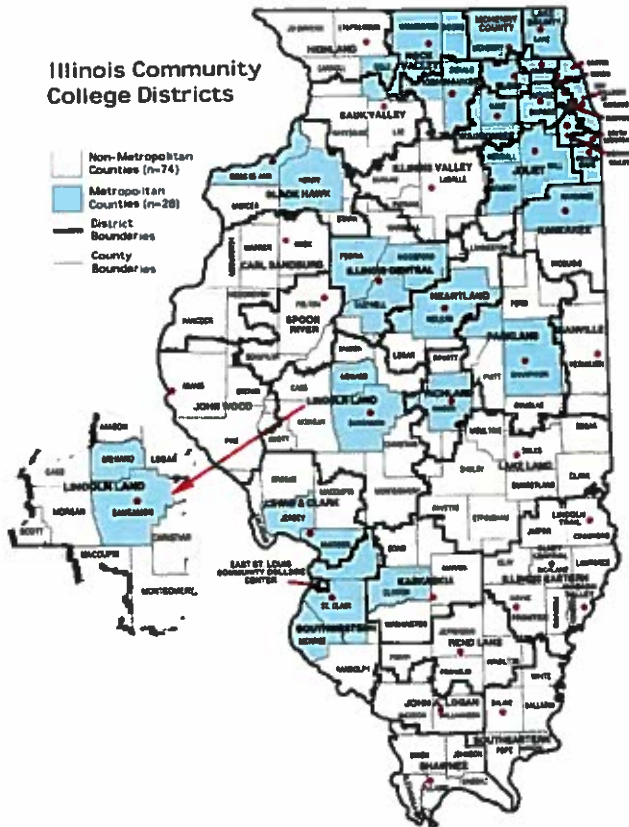
- Update of College's website for easier visibility of solicitations and bid documents.
- Utilization of registered BEP vendor list provided by ICCB for future solicitations.
- Continued discussions with other Illinois community colleges to strategies they are implementing to improve participation.

Summary of Procurement Forecasting for the community college for the next six months:

The College will have bids for various deferred maintenance projects in the coming months (i.e. sidewalk repairs, carpet/flooring replacement, roof repairs, masonry repairs, etc.)

LINCOLN LAND COMMUNITY COLLEGE

District Map



District Information

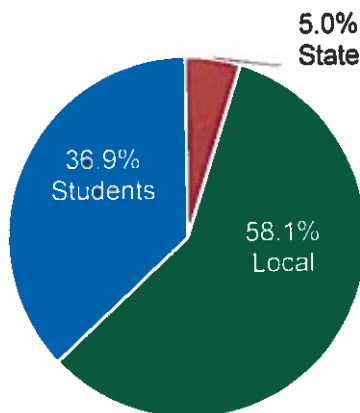
Lincoln Land Community College is the largest district in the state. It covers 4,114 square miles in Central Illinois and includes all or parts of 15 counties. Much of the district consists of very rural communities. The main campus is located in Springfield and there are facilities located in Beardstown, Hillsboro, Jacksonville, Litchfield and Taylorville.

President: Charlotte Warren, Ph.D.
Board Chair: Dennis Shackelford

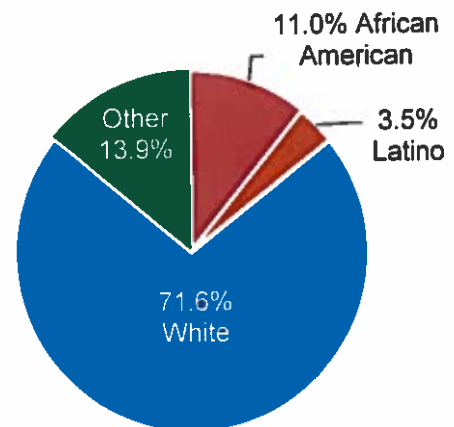
Students: 11,353
Full-Time: 37%
Part-Time: 63%

Expenditures:
Total Budget Expenditures: \$82,036,358
Procurable Expenditures: \$11,575,169
BEP Expenditures: \$75,015
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The college is having trouble getting vendors to bid. In fiscal year 2018 the college sent out 47 formal bid and RFP documents to a total of 916 vendors (includes duplicated vendors, some vendors may have received more than 1 bid or RFP request). 114 vendors within our district were identified through the CMS website or were self-identified minority vendors and invited to participate. Of those 114 vendors, 9 BEP (either CMS or self-identified) vendors responded to 7 of the bid or RFP requests. Of the 47 bid or RFP awards, 2 of the BEP vendors were awarded a total of 3 contracts.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

Enhancement to college procedures:

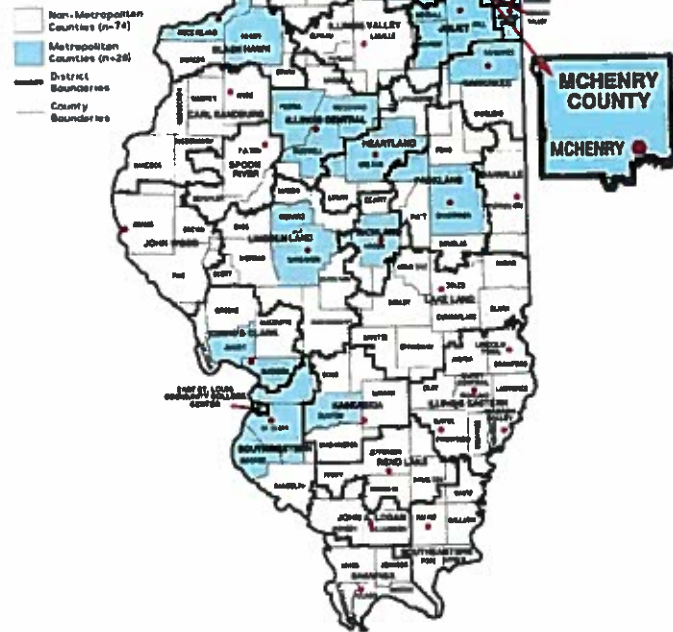
- Added a narrative page in all bid and RFP documents stating the goals and the importance of increasing the participation of businesses owned by minorities, females and persons with disabilities in public contracts, along with instructions on how to include certification information with bid submission.
- The College captures vendor certification and status from our required Vendor Information Form, as well as through the BEP website, and this information is tracked within our College's ERP system.
- When seeking vendors to respond to bid and RFP documents for various purchases or professional services, the purchasing department reviews the CMS website for qualified BEP vendors in our district and sends the bid or RFP to those vendors.
- The college is a member of a variety of purchasing consortium and searches for diverse vendors through the business partner diversity programs of the consortiums, when the consortiums have such programs
- The college is planning to reach out to units of local government within our district as well as CMS to host a BEP Vendor Fair to bring diverse vendors together in a single location to talk with governmental units about purchasing opportunities and to work with CMS to become BEP certified vendors.

As part of its role in providing guidance for business growth to the entire Lincoln Land coverage area, the Illinois SBDC at LLCC has devoted time and effort to serve members of the minority community in Springfield and the surrounding areas. Under a program established with the support of the state SBDC and with additional funding provided by LLCC, the Center has a Business Advisor position focused on Springfield's minority population. Additionally, Center staff have conducted regular workshops on starting a small business in partnership with the Springfield Urban League, Springfield Housing Authority, and the Salvation Army, as well as at local churches and community centers in the area. On December 5, 2018, the Center hosted an Advancing the Development of Minority Entrepreneurs Workshop presented through DCEO's Office of Minority Empowerment. Over the last twelve years, our Center has served over 610 minority clients, 28% of our total clients served, and contributed to the creation or purchase of at least 63 minority-owned businesses, which is 27% of the total number of new business starts we have recorded.

McHENRY COUNTY COLLEGE

District Map

Illinois Community College Districts



District Information

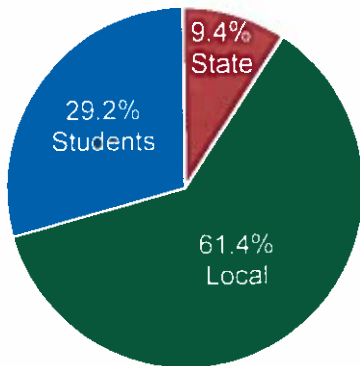
The McHenry County College District is located in the northeastern part of Illinois, midway between Chicago and Milwaukee. Ninety-six percent of the district is in McHenry County with small remaining parts of Boone, Kane, and Lake Counties. Much of the District is used for some form of agriculture, with increasing portions more intensively developed for urban residential, commercial and services uses. There are 307,000 residents in the district and the main campus is in Crystal Lake.

President: Clint Gabbard, Ph.D.
Board Chair: Mike Smith

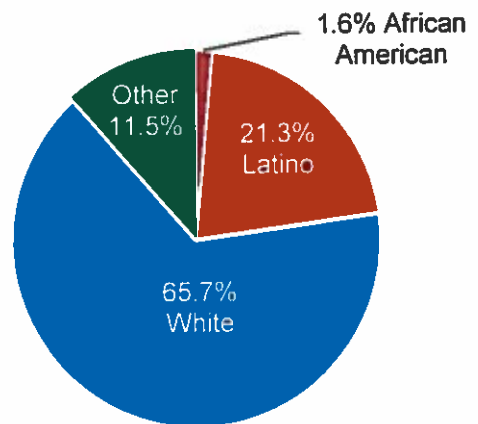
Students: 10,205
 Full-Time: 31%
 Part-Time: 69%

Expenditures:
 Total Budget Expenditures: \$87,427,647
 Procurable Expenditures: \$2,481,843
 BEP Expenditures: \$780,539
 African American Exp: \$798,491

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The RFP process can be difficult for some. It is a challenge to find the right people to respond to these requests thoroughly and in a timely manner. This is also an issue with small businesses.

Lack of African American vendors in the surrounding communities.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Add solicitations to BEP website.
- Advertise with and/or send solicitations to Illinois Diversity Council, Illinois Black Chamber of Commerce, and African American Business Association
- Notify BEP vendors of major projects
- Meet with other community colleges, state agencies to discuss diversity strategies
- Add BEP vendor designation to RFP evaluation matrix criteria for additional consideration
- Utilized BEP website when requesting quotes, bids, etc.
- Added verbiage to all solicitation documents (bids/RFPs) encouraging the participation of certified vendors
- Added Business Enterprise Program (BEP) classification to Vendor Form and ERP system
- Revised MCC's Purchasing Webpage
- Emphasize the College's commitment to the Business Enterprise Program
- Provide web links to available resources on how to become BEP-Certified

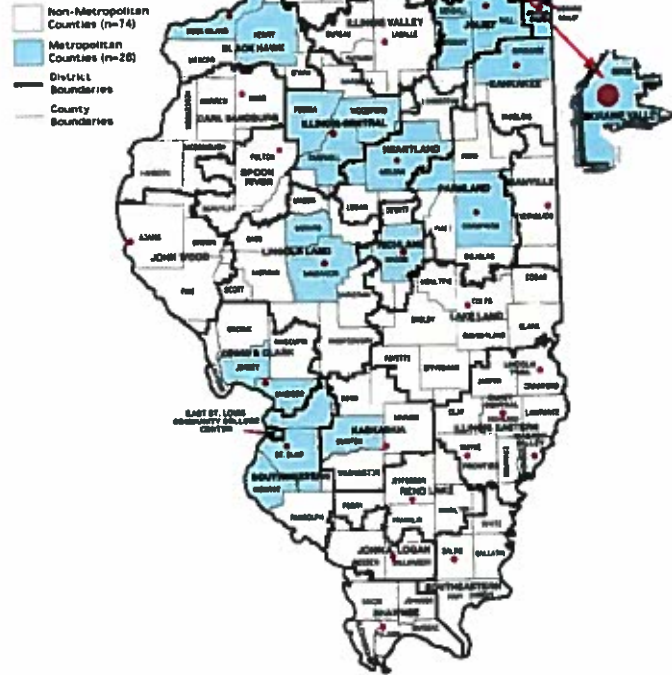
Summary of Procurement Forecasting for the community college for the next six months:

- Copy Paper Contract
- Athletic Training Supplies & Equipment
- Various Room Remodeling Projects
- Parking Lot Improvements
- Computer Maintenance Services

MORAINE VALLEY COMMUNITY COLLEGE

District Map

Illinois Community College Districts



District Information

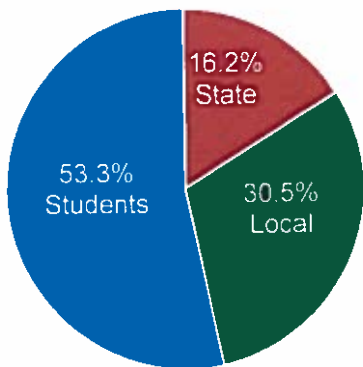
Moraine Valley Community College is located in Palos Hills. The district covers 139 square miles in the southwest suburbs of Chicago, and it has a population of about 400,000 people in 26 communities.

President: Sylvia M. Jenkins, Ph.D.
Board Chair: John R. Coleman

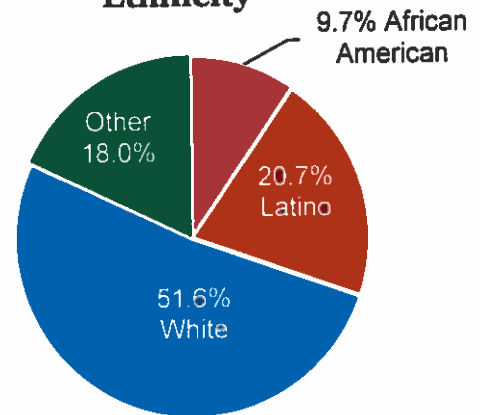
Students: 20,027
Full-Time: 41%
Part-Time: 59%

Expenditures:
Total Budget Expenditures: \$216,542,034
Procurable Expenditures: 22,722,390
BEP Expenditures: \$52,642.01
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Vendors may be unsure whom to contact about upcoming contracts.
- Paperwork can be onerous and overwhelming for new vendors.
- Vendors may not have the necessary experience or scope of business as defined by the scope of the project/purchase.
- Vendors may not have the necessary workforce to assign to a project, necessitating subcontracting. Subcontracting may increase the cost of the project.
- Timing may be an issue as the scope of the project may not fit into their business cycle.
- Capital funding needs can be limiting. Necessary funding for bonding, waiting for payment of invoices or even capital for equipment and material for the completion of the project can be a challenge to new or smaller businesses.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Issue all bid advertising information to our Corporate, Community and Continuing Education (CCCE) to be issued to the Chambers of Commerce in our District.
- Co-host a “Lunch and Learn” workshop in March 2019 with other community colleges to disseminate information for working with diverse vendors and business. Encourage participation and invite diverse vendors and agencies to attend.
- Meet with other community colleges to discuss collective participation in events as well as information and ideas and develop a listing of Business Enterprise Program vendors that can be shared amongst community colleges to assist in our goals.
- Develop a campus wide email campaign to distribute Business Enterprise Program vendor listings to college departments to assist in identifying potential diverse vendors to promote diverse spend efforts.
- Reach out to vendors on college vendor database to confirm any certifications, obtain their letters of certification and update the database as applicable.
- Work internally with accounting department to add inserts with mailed checks to encourage Business Enterprise Program certification where applicable.
- Add language, in the future, on preprinted purchase order forms encouraging use of minority owned, woman owned, person with disabilities, small business or veteran owned businesses.
- Reach out to organizations that represent diverse vendors, such as the Chicago Minority Supplier Development Council (Chicago MSDC) and Black Contractors United (BCU) for networking opportunities.
- Maintain electronic record of diverse vendors invited to complete vendor application from diverse events.

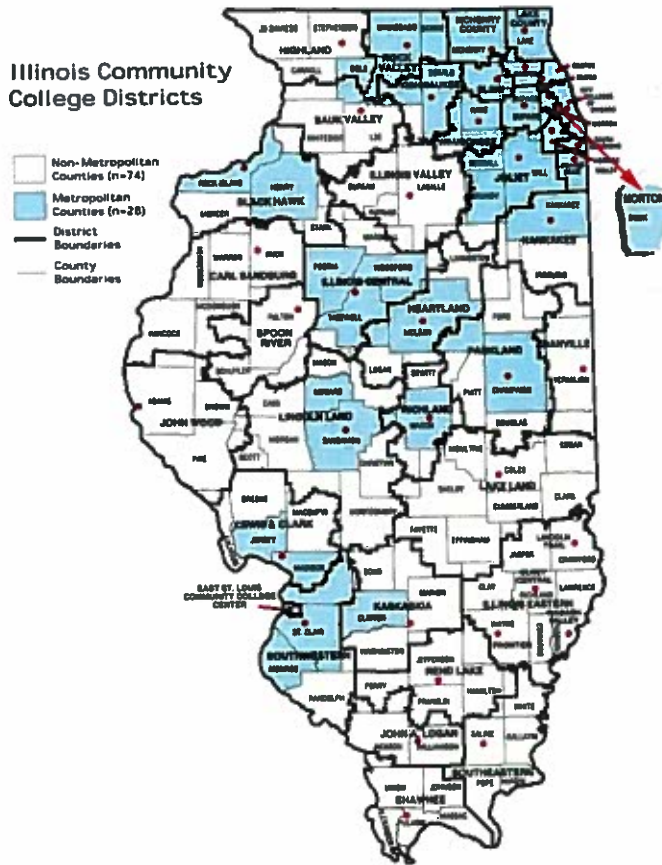
Summary of Procurement Forecasting for the community college for the next six months:

Anticipated Bids January 2019- June 2019

- | | |
|---|-------------------------|
| • Building L Entrance and Courtyard | Approximately \$400,000 |
| • Class Schedule Bid | Approximately \$125,000 |
| • Community Education Mailer Bid | Approximately \$63,000 |
| • Copier/Printer Paper Bid | Approximately \$57,600 |
| • Elevator Maintenance Bid 3-year agreement | Approximately \$60,000 |

MORTON COLLEGE

District Map



District Information

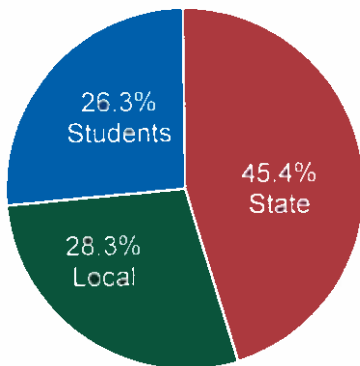
Morton College is located in Cicero, Illinois. Morton serves the communities of Berwyn, Cicero, Forest View, Lyons, McCook, Stickney and other near western suburbs,

President: Stanley Fields Ph. D.
Board Chair: Frank Aguilar

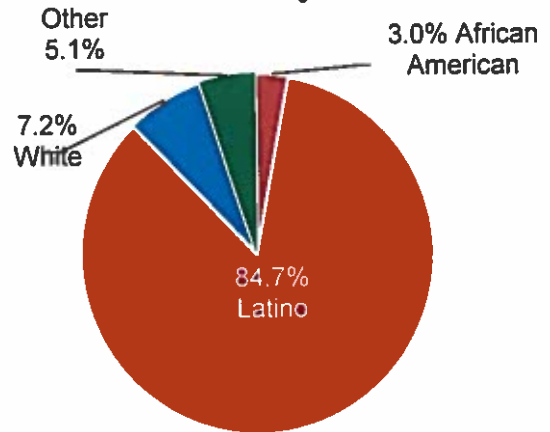
Students: 6,647
Full-Time: 31%
Part-Time: 69%

Expenditures:
Total Budget Expenditures: \$51,274,952
Procurable Expenditures: 10,343,460
BEP Expenditures: \$1,002,567
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Morton College is situated in Cicero, IL where 86% of the population is Hispanic or Latino and only 3% of the population is African American
- Morton college operates with limited budget, only 4 RFPs were issued in FY2018.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

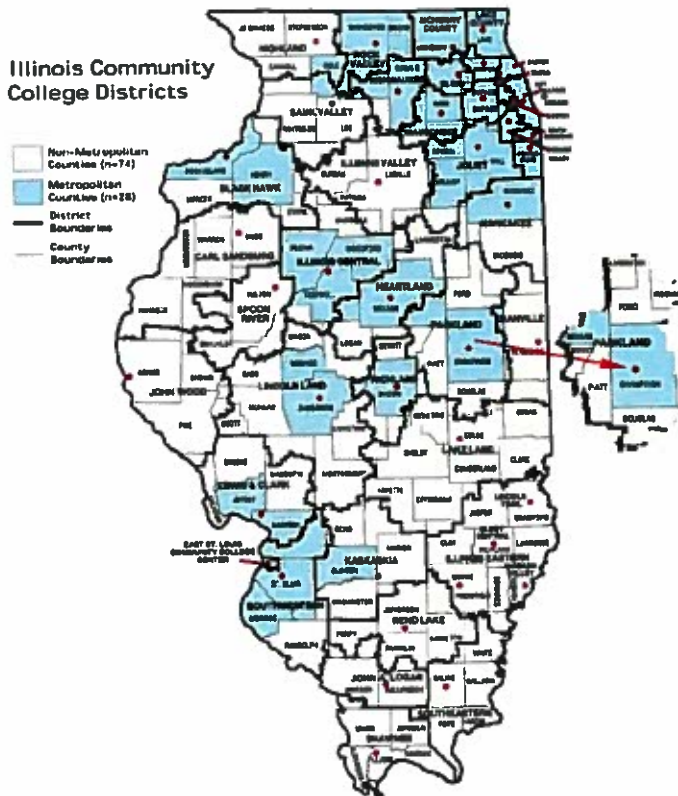
- Add BEP vendor designation to RFP evaluation matrix criteria for additional consideration
- Trained staff on BEP requirements
- Added language to all solicitation documents (bids/RFPs) encouraging the participation of certified vendors
- Added Business Enterprise Program (BEP) classification to Vendor Form and ERP system
- Added language on the Morton College Vendors and Contractors webpage
- All bids/RFPs are posted on our website, all qualified vendors are encouraged to participate
- All bids/RFPs are posted on our local newspaper, all qualified vendors are encouraged to participate

Summary of Procurement Forecasting for the community college for the next six months:

RFP for Auditing will be posted within the next six months

PARKLAND COLLEGE

District Map



District Information

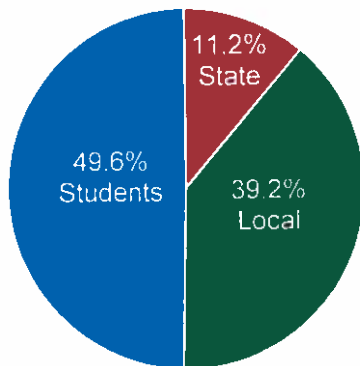
The main campus of Parkland College is located in Champaign. The district is more than 2,908 square miles, contains 55 communities, 25 high school districts, and nearly 245,000 residents located mainly in Champaign, DeWitt, Douglas, Ford, Iroquois, Livingston, McLean, and Piatt Counties.

President: Thomas Ramage, Ed.D
Board Chair: Dana Trimble

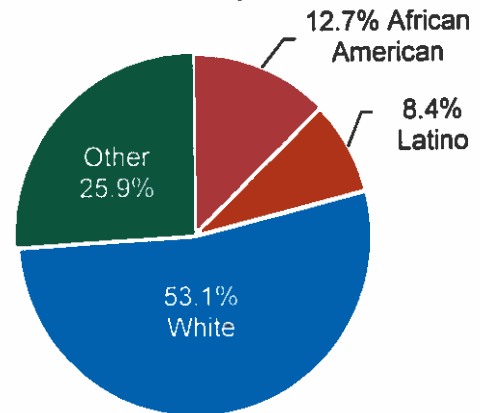
Students: 12,686
Full-Time: 41%
Part-Time: 59%

Expenditures:
Total Budget Expenditures: \$116,850,263
Procurable Expenditures: \$4,708,650
BEP Expenditures: \$227,722
African American Exp: \$19,942

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Parkland College recognizes the importance of increasing the participation of businesses owned by minorities, females, and persons with disabilities in public contracts in an effort to overcome the discrimination and victimization such firms have historically encountered. It is the College's policy to promote the economic development of businesses owned by minorities, females, and persons with disabilities by setting aspirational goals to award contracts to businesses owned by minorities, females, and persons with disabilities.

Parkland has had trouble with vendors choosing to certify through the State process.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

A key aspect of the Parkland's outreach efforts has been cultivating relationships between the College and minority-owned firms to build familiarity and open lines of communication for future projects and services. This approach will build relationships with vendors and promote participation in the bid process, encourage vendors to certify, and create a pipeline to BEP vendors including African American vendors.

Policy and Process Improvements

- Updated college procedural manual to include BEP information and goals
- Procurement and Purchasing staff trained on BEP requirements
- BEP certified vendors have been marked on the college purchasing system
- Budget managers are encouraged to contact the Purchasing Agent to get a list of BEP vendors
- BEP information is included in all bid packets
- Utilize the E&I Cooperative Services purchasing consortium to increase BEP expenditures.
- Collaborate with the Champaign County Black Chamber of Commerce to encourage vendor certifications and growing the vendor pool

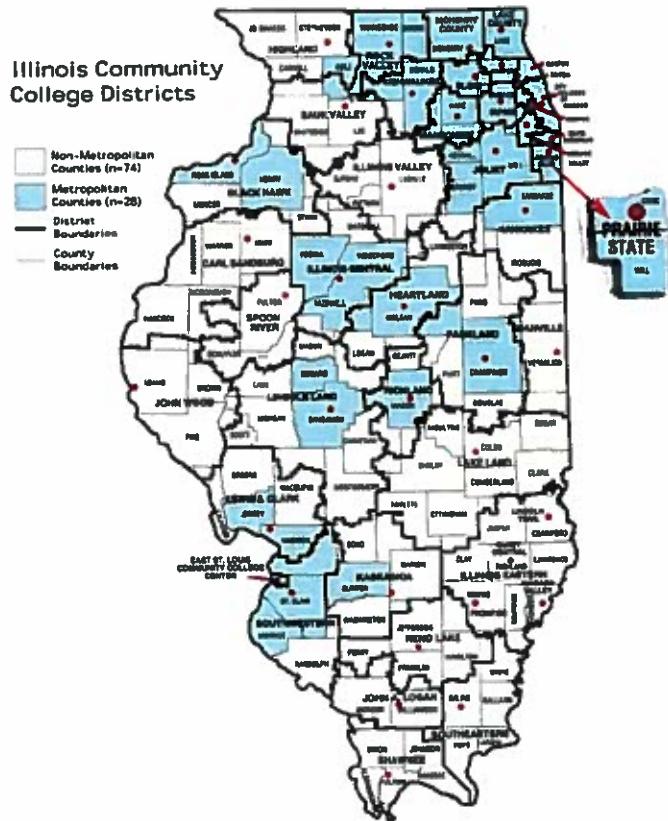
Summary of Procurement Forecasting for the community college for the next six months:

The College will continue to cultivate and build its relationships with minority owned business in FY2019.

- The College expects to procure engineering consulting services from a State certified MBE business
- The College expects to procure architectural services from a State certified minority owned business.
- The College will continue to work with Champaign County Black Chamber of Commerce to identify local minority owned businesses and encourage they get certified with the State.

PRAIRIE STATE COLLEGE

District Map



District Information

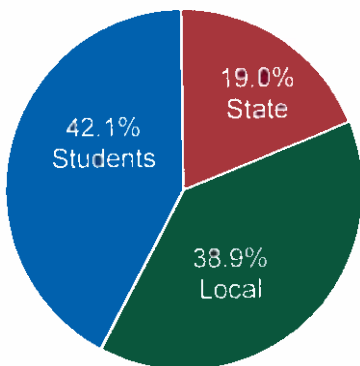
Prairie State College is located in Chicago Heights on 130 acres. The district is located in Cook and Will counties. There is a facility located in Matteson but the college also offers instruction and training on-site at area companies, schools and dozens of other locations throughout the Chicago south suburbs.

President: Terri L. Winfree, Ph.D.
Board Chair: Jacqueline Agee

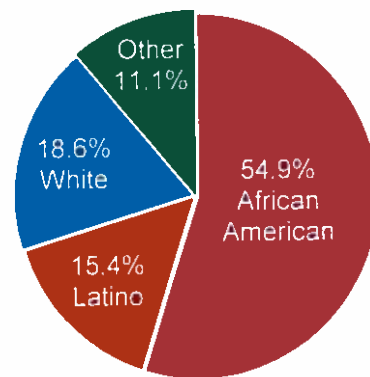
Students: 9,000
Full-Time: 33%
Part-Time: 67%

Expenditures:
Total Budget Expenditures: \$52,285,238
Procurable Expenditures: \$17,250,000
BEP Expenditures: \$36,083
African American Exp: \$0

Sources of Revenue



Ethnicity



Summary of Strategic outreach being planned to target African-American vendors at the community college:

Prairie State College posts all bids on the website and places advertising in the *Chicago Sun-Times* a minimum of ten days prior to bid opening. A statement of ethnicity is not a requirement to bid. Board policy encourages minority and women-owned contractors to bid.

The college complies with all ICCB regulations and Prairie State Board Policy, which include paying prevailing wage, having an apprentice or training program, and not being barred from doing business in the State of Illinois.

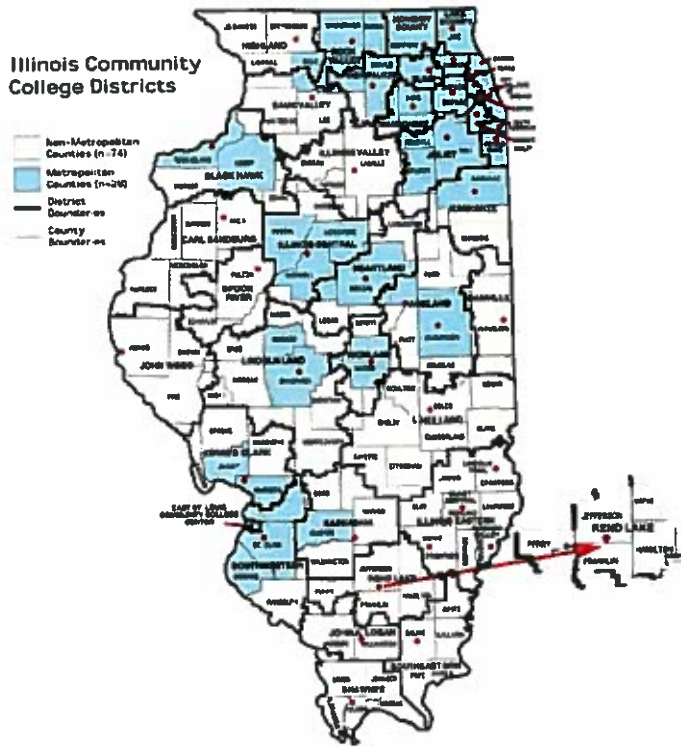
The College may amend the bid instructions to more clearly target African American vendors. We will recommend that the relevant Board Policy be amended to reflect the same.

Summary of Procurement Forecasting for the community college for the next six months:

A forecast of spending in the targeted categories for the next six months is \$225,000.

REND LAKE COLLEGE

District Map



District Information

Rend Lake College is located in Ina with facilities in Mt. Vernon and Pinckneyville. The district includes the majority of Franklin, Hamilton, Jefferson and Perry counties, parts of Wayne and White and reaches into Washington and Williamson counties. There are 13 high school districts within its boundaries.

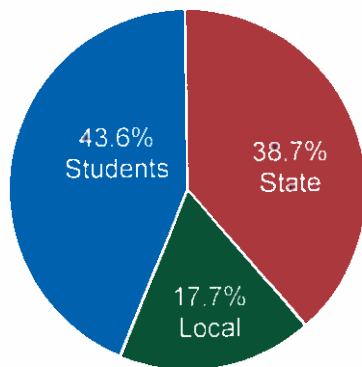
President: Terry Wilkerson
Board Chair: Randy Rubenacker

Students: 5,773
 Full-Time: 51%
 Part-Time: 49%

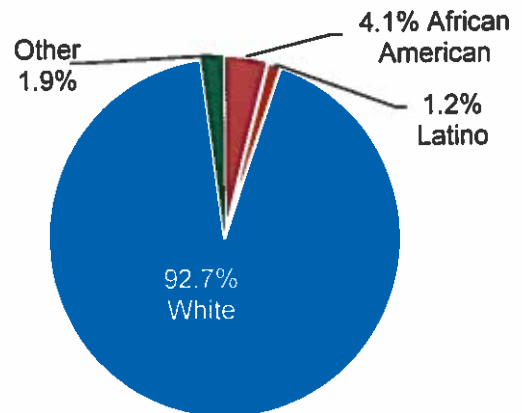
Expenditures:

Total Budget Expenditures:	\$41,325,700
Procurable Expenditures:	\$15,900,000
BEP Expenditures:	\$0
African American Exp:	\$0

Sources of Revenue



Ethnicity



Fair Practices in Contracting Task Force
Rend Lake College

Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

There are very few minority-owned businesses in the area.

Some of the minority owned businesses lack interest in completing the certification process.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

No specific initiatives are planned besides what is already being done for BEP purposes.

Summary of Procurement Forecasting for the community college for the next six months:

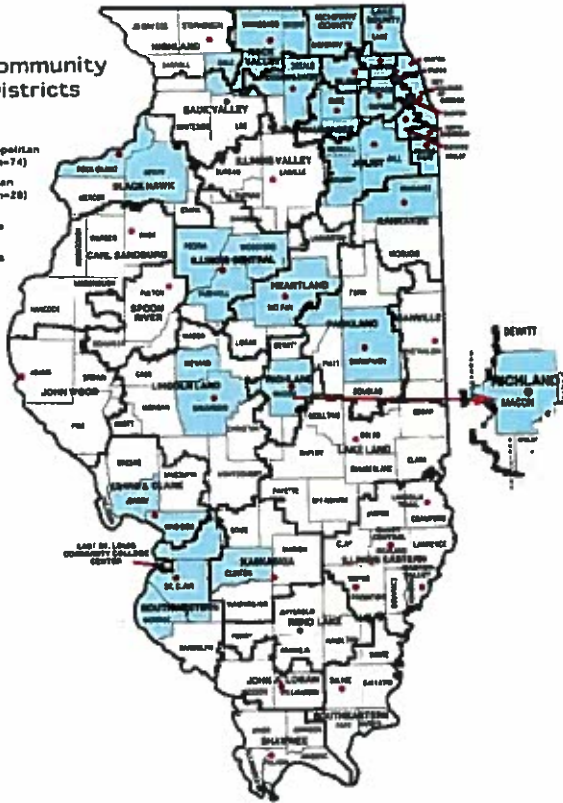
Same as in past fiscal years.

RICHLAND COMMUNITY COLLEGE

District Map

Illinois Community College Districts

- Non-Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries



District Information

Richland Community College is located in Decatur and includes part of DeWitt, Piatt, Christian, Shelby, and Macon counties.

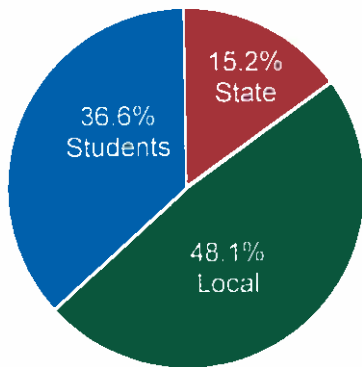
There is one primary off-campus location in Clinton; however, there are several other smaller sites throughout the district including high schools.

President: Cristobal Valdez, Ph.D.
Board Chair: Tom Ritter

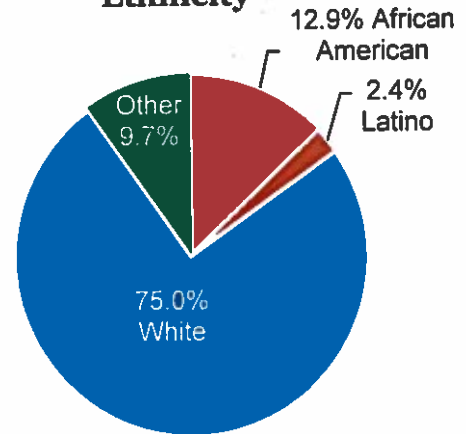
Students: 4,852
 Full-Time: 33%
 Part-Time: 67%

Expenditures:
 Total Budget Expenditures: \$13,671,384
 Procurable Expenditures: \$1,699,745
 BEP Expenditures: \$0
 African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Richland has a small budget with limited resources available for discretionary spending. The amount of the dollars available for procurement for discretionary items such as materials and supplies, service contracts, and capital expenses totals only 12% of the funding or \$1,699,745 in FY18. Computer hardware and software compose a significant portion of the \$1.6 million. These items are procured through large retailers or directly from the manufacturer.

The College has experienced limited success attracting BEP businesses and contracting with these companies. A larger problem is that the number of certified vendors in the Central Illinois area is extremely limited for items that the College needs or uses. The requirement to be State certified appears to be a barrier into entry with local companies. Richland is not alone in the struggle with minority and African-American contracting in central Illinois. In April of 2018, the City of Decatur held a workshop for minority contracting with the city or as subcontractors for other entities doing business with the city. This event was covered by the local newspaper. The article also identifies that the local and regional area have too few BEP contractors. "A Herald & Review analysis found that 84 percent of the 920 [minority-owned businesses certified](#) by CMS are in the Chicago area, while just four certified minority businesses total -- two of them outside the construction industry -- are in Macon County " *April 29, 2018 issue.*

Summary of Strategic outreach being planned to target African-American vendors at the community college:

In order to begin to address these issues from within the College's spending capacity, the College will undertake the following strategic actions:

Tracking – Develop and improve internal tracking of vendors that provide information demonstrating their status as a BEP qualified firm, work to identify whether a vendor meets the BEP criteria and document this data in the College's purchasing system, meet regularly with purchasing staff for potential opportunities to procure needed College items and initiate actions that lead to meeting targets, and incorporate results with the annual report.

Procurement Review – Perform an annual review of all Procurable Spend to determine whether a division of a procurement or project and be economically feasible to reduce into tasks or quantities to enhance opportunities for participation of businesses owned by minorities, women, and persons with disabilities.

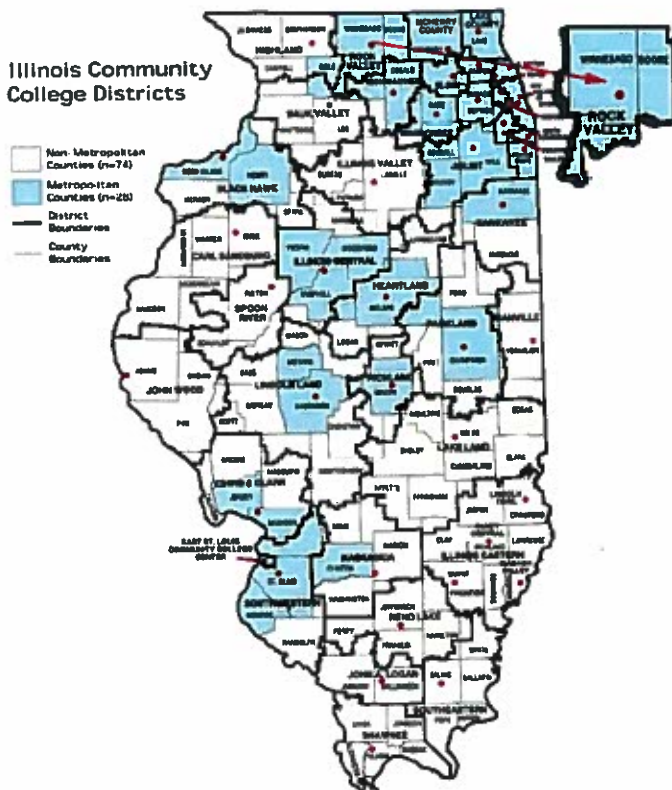
Sheltered Market – Establish criteria for appropriate expenditures with specific direction that enhances a project or procurement within a Sheltered Market. The College will earmark annual budgeted funds and match to the results from the Procurement Review for targeting vendors that meet BEP criteria.

Outreach – Participate in local and regional workshops and conferences that are specifically designed to enhance opportunities for participation of businesses owned by minorities, women, and persons with disabilities. The College will work with local organizations such as the Metro Black Chamber of Commerce to promote minority owned business work or supply the College.

Connect – Work with local businesses that provide services to the College to train minority, women, and persons with disabilities labor for those businesses, hold workshops for local entrepreneurs and BEP businesses to connect college training programs with the entity for employment and workforce expansion, and develop support with external agencies that promote entrepreneurship and small business development to establish relationships for training and workforce development.

ROCK VALLEY COLLEGE

District Map



District Information

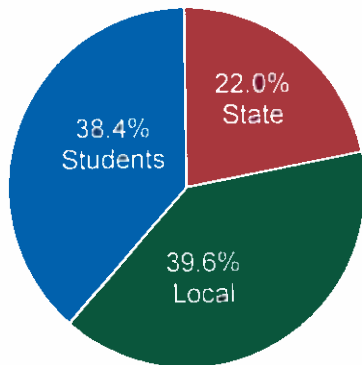
Rock Valley College is located in Rockford and the district covers Winnebago and Boone counties and parts of Ogle and Stephenson counties. There are 340,000 residents in the district.

President: Doug Jensen, Ph.D.
Board Chair: Lynn Kearney

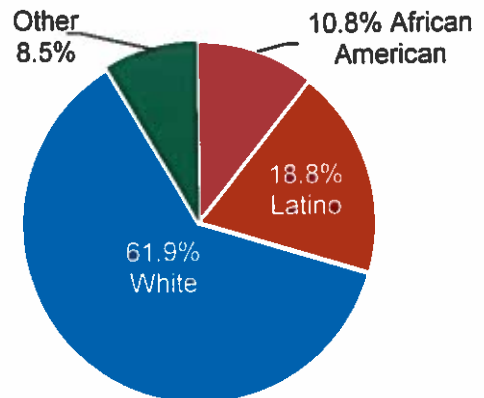
Students: 11,568
Full-Time: 33%
Part-Time: 67%

Expenditures:
Total Budget Expenditures: \$6,851,205
Procurable Expenditures: \$4,136,165
BEP Expenditures: \$765,024
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- BEP Vendors are required to be certified by the State, vendors unwilling to complete certification process for registration.
- State statute requires that the bid must go to the lowest vendor.
- Vendors don't respond to invites and request for information.
- Lack of BEP vendors in geographic area.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

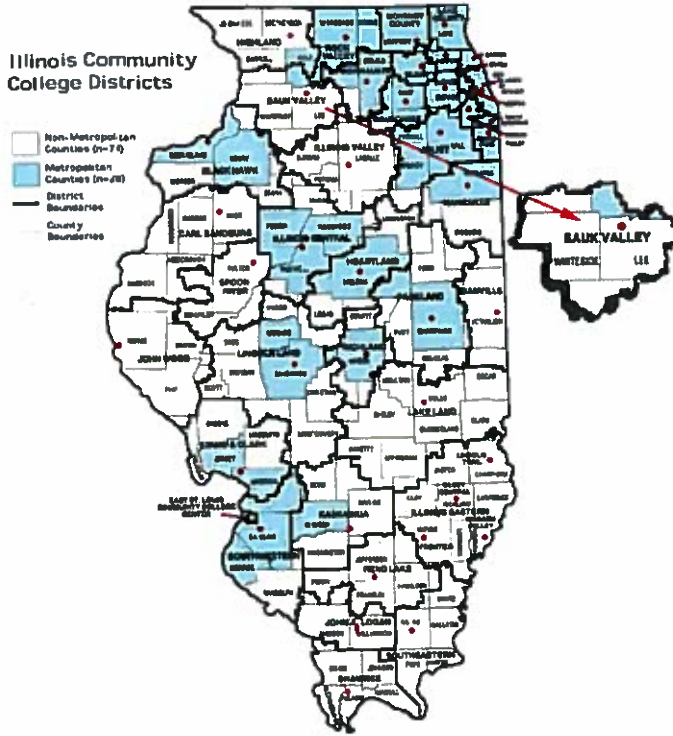
- Utilize the CMS Directory to identify approved vendors.
 - Identify those vendors in our Financials Software (Ellucian/Datatel). This will provide the ability to track expenditure throughout the fiscal year for reporting purposes.
 - Maintain a listing of identified vendors that will be available to encourage campus departments to proactively consider certified business owned by minorities, females and persons with disabilities for their contracting needs.
 - Promote the use of certified vendors by end user when possible.
- Further update our vendors by reaching out to vendors not certified with the State of Illinois and encourage those businesses to look into becoming certified with the State of Illinois and provide them links to the BEP website.
- Adding verbiage to Bid, RFP and RFQ specifications that helps to foster an inclusive procurement system that invites the broadest possible participation from a diverse vendor base.
- Attend, when possible, diversity networking programs sponsored by surrounding institutions.
- Attend, when possible, vendor such as the spring 2019 City of Rockford and Winnebago County procurement event.

Summary of Procurement Forecasting for the community college for the next six months:

Rock Valley College is currently projecting to procure a capital project totaling \$4,160,505 over the next six months.

SAUK VALLEY COMMUNITY COLLEGE

District Map



District Information

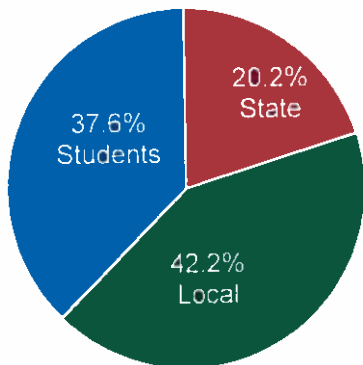
Sauk Valley Community College was built on the Rock River between the cities of Sterling and Dixon. The College serves the five counties of Lee, Whiteside, Ogle, Bureau, and Carroll.

President: Dave Hellmich, Ph.D.
Board Chair: Scott Stoller

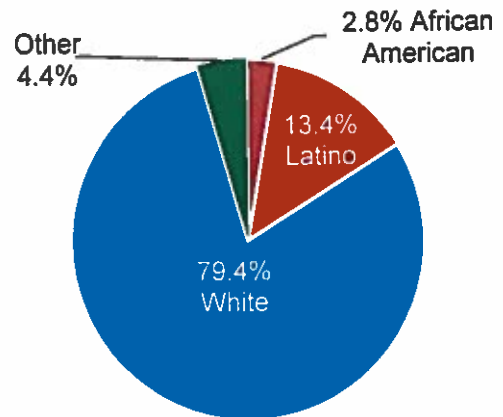
Students: 3,086
 Full-Time: 42%
 Part-Time: 58%

Expenditures:
 Total Budget Expenditures: \$4,661,564
 Procurable Expenditures: \$1,935,482
 BEP Expenditures: \$15,893
 African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

The college's location is rural, and there is little access to these BEP vendors. We don't get many vendors submitting bids.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

We will add information on our website to encourage all BEP vendors to send us information. We will add the link from the CMS website to encourage vendors to become registered as BEP vendors. All bidding documents will include questions to collect BEP status.

Summary of Procurement Forecasting for the community college for the next six months:

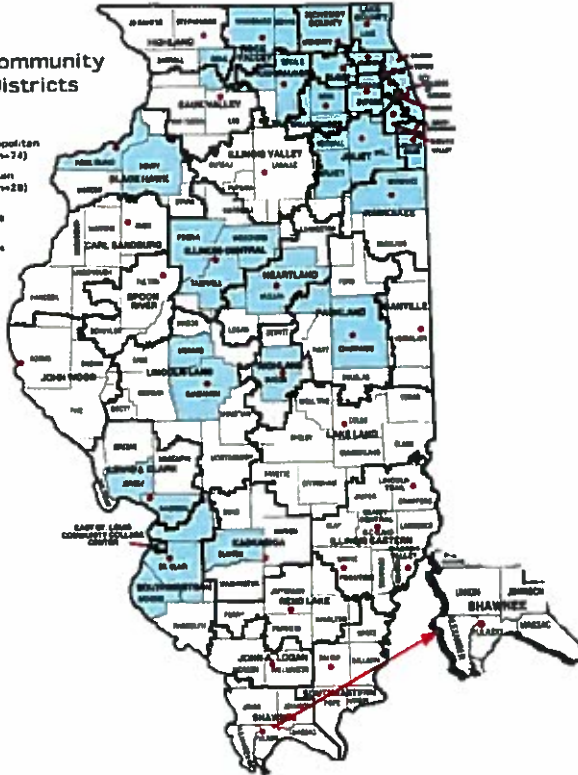
\$3 million will be procured in the next six months.

SHAWNEE COMMUNITY COLLEGE

District Map

Illinois Community College Districts

- Non Metropolitan Counties (n=74)
- Metropolitan Counties (n=28)
- District Boundaries
- County Boundaries



District Information

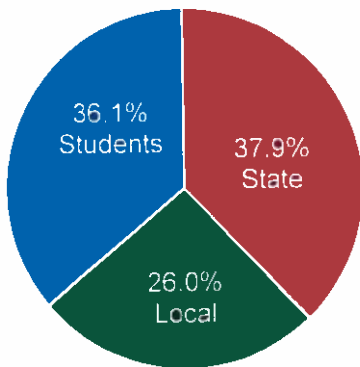
Shawnee Community College is located in Ullin, and it has extension centers located in Anna, Cairo, and Metropolis. The district includes Union, Johnson, Pulaski, Alexander, and Massac counties and a small part of Jackson County. The college has about 57,000 residents.

President: Peggy F. J. Bradford, J.D., Ed.D.
Board Chair: Randall Rushing

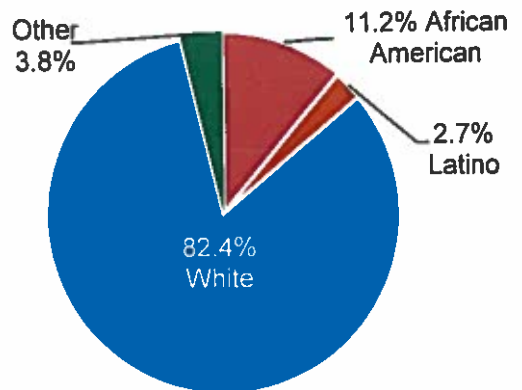
Students: 4,640
 Full-Time: 45%
 Part-Time: 55%

Expenditures:
 Total Budget Expenditures: \$23,381,854
 Procurable Expenditures: \$11,203,067
 BEP Expenditures: \$0
 African American Exp: \$279,934

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

Most BEP vendors in the area do not see the need to become certified. The rural location of Shawnee College means availability of vendors is severely limited. Other BEP vendors have not been choosing to bid. The district combined population is approximately 57,000 residents.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

During the current QBS process for architectural services, the college gave additional points for BEP certified vendors or for those who agreed to use consultants with this status.

New vendors receive a letter requesting BEP certification or company ownership details that may indicate they are eligible to be BEP certified. If the vendor states that they are eligible but not certified, the college tries to work with them to encourage participation in the program. Unfortunately, many vendors will not fill out the form.

Due to the size of the college, SCC does not have a procurement office. Each department head/supervisor is responsible for procurement recommendations in their area. Accounts Payable completes the actual procurement process. The college is currently scheduled to conduct supervisor training in January, which will include education regarding this executive order and provide participants with the expectations required to meet this order.

The college does have BEP spend in non-reporting categories that will be reported in FY19 due to the upcoming changes in categories.

The college plans to work with staff to search the CMS database to see if any current or local vendors are certified.

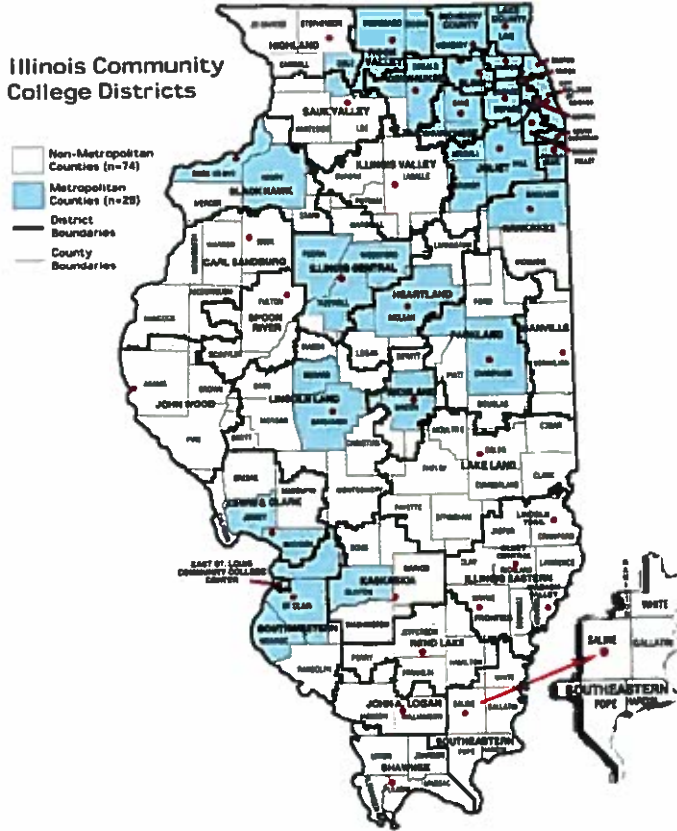
The current electrical contractor on a renovation project is an African-American owned business. They are also the college's main electrical contractor.

Summary of Procurement Forecasting for the community college for the next six months:

The college will continue to seek out BEP certified vendors and specifically African - American Vendors as directed by Executive order 2018-7. We are committed to fulfilling the executive order beyond compliance.

SOUTHEASTERN ILLINOIS COLLEGE

District Map



District Information

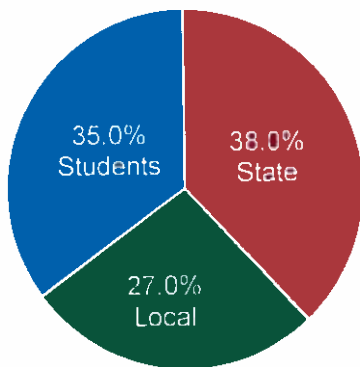
Southeastern Illinois College is located in Harrisburg and has an extension center in Carmi. It serves more than 52,000 district residents in the counties of Gallatin, Hardin, Pope and Saline, and portions of Hamilton, Johnson, Williamson and White.

President: Jonah Rice, Ph.D.
Board Chair: Pat York

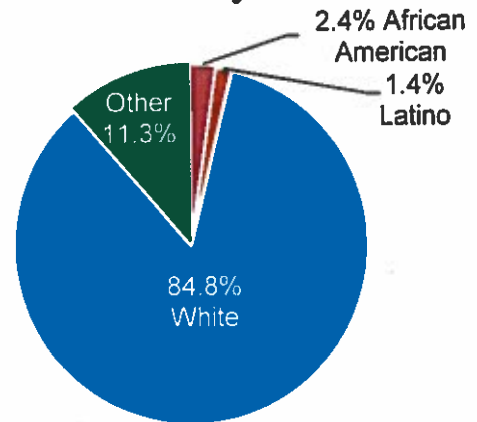
Students: 4,147
 Full-Time: 39%
 Part-Time: 61%

Expenditures:
 Total Budget Expenditures: \$26,909,336
 Procurable Expenditures: \$639,201
 BEP Expenditures: \$378,804
 African American Exp: \$43,594

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

There is no good database to draw from - we have limited funds and limited time to search. Percent of district population that is African-American is only 3.24%

Summary of Strategic outreach being planned to target African-American vendors at the community college:

Work more with architects and prime contractors to target any subcontractors who meet requirements. Advertise in district newspapers to attract these vendors

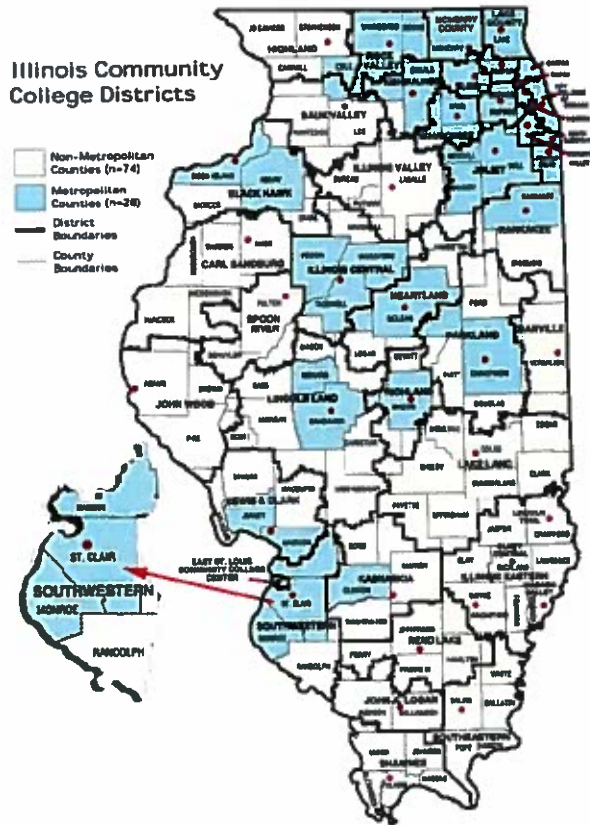
Summary of Procurement Forecasting for the community college for the next six months:

Summary of Procurement Forecasting for next 6 months:

Total Spend	\$14M
Total Procurable Spend	\$336K
Total BEP Spend	\$205K
African-American Spend	\$25K

SOUTHWESTERN ILLINOIS COLLEGE

District Map



District Information

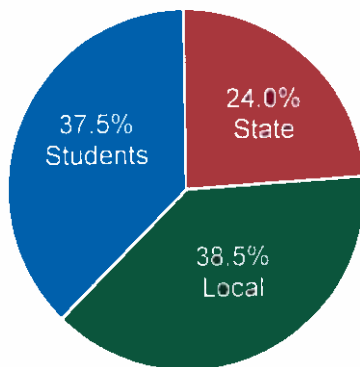
Southwestern Illinois College is the fifth largest community college in Illinois with campuses in Belleville, Granite City, and Red Bud, plus 20 off-campus sites throughout the district, including Scott Air Force Base and the East St. Louis Higher Education Center.

President: Nick Mance
Board Chair: Robert G. Morton

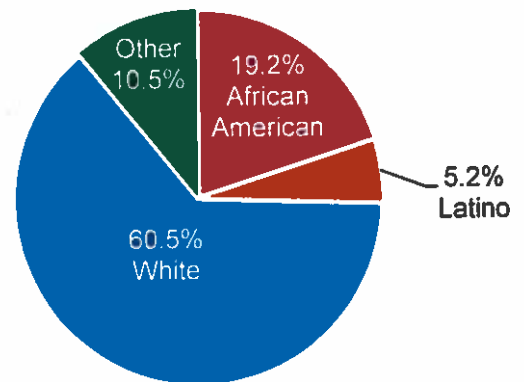
Students: 17,176
Full-Time: 43%
Part-Time: 57%

Expenditures:
Total Budget Expenditures: \$127,567,369
Procurable Expenditures: \$18,374,783
BEP Expenditures: \$61,712
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Identifying African American vendors that are not certified with CMS
- Encouraging African-American vendors to register with CMS
- Complying with the low bid purchasing requirement
- Resources to seek out African American vendors: financial and personnel

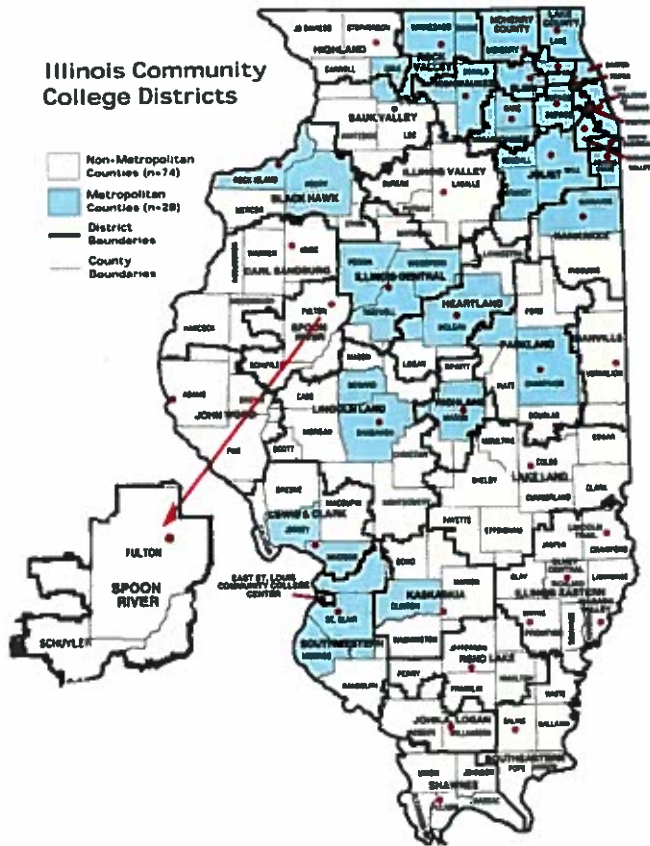
Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Reach out to local chambers of commerce and diversity databases to identify businesses not registered with CMS
- Attend all diversity opportunities in the area
- Work with other higher education institutions in southern Illinois to host a diversity fair
- Send bid or RFP's to appropriate suppliers registered with CMS
- Update bid documents to include diversity goals
- Work with purchasing consortiums to identify BEP vendors
- Continue to encourage bidders to register with CMS for BEP
- Update vendor forms to identify diverse suppliers by type of BEP certification

Summary of Procurement Forecasting for the community college for the next six months: \$9,187,393

SPOON RIVER COLLEGE

District Map



District Information

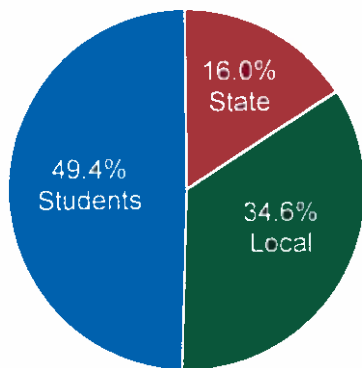
Spoon River College's main campus is near Canton. The college also holds classes in Havana, Rushville, and Macomb. It is located in Fulton County in West Central Illinois. It is also in parts of Schuyler, Cass, McDonough, and Knox counties.

President: Curt Oldfield
Board Chair: Kent Schleich

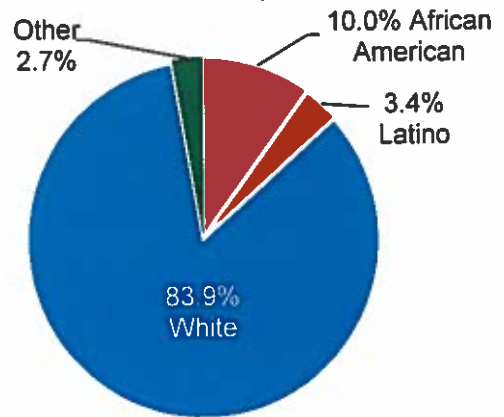
Students: 2,499
Full-Time: 45%
Part-Time: 55%

Expenditures:
Total Budget Expenditures: \$29,120,424
Procurable Expenditures: \$6,885,432
BEP Expenditures: \$234,272
African American Exp.: \$0

Sources of Revenue



Ethnicity



Fair Practices in Contracting Task Force
Spoon River College

Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

There is a lack of BEP certified African-American vendors in our geographical area. Specifically, there are only 6 BEP certified vendors located within the 5 counties of our college district and none of them are African-American.

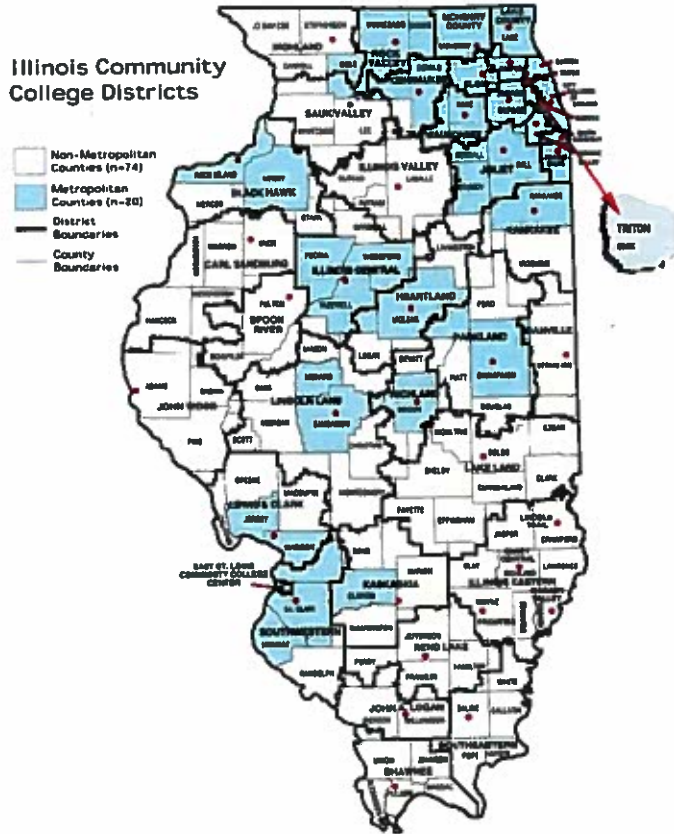
Summary of Strategic outreach being planned to target African-American vendors at the community college:

Local BEP Certified African-American vendors will be invited to bid on any upcoming contracts. The College will include the Peoria area to increase the vendor pool.

Summary of Procurement Forecasting for the community college for the next six months: \$830,226

TRITON COLLEGE

District Map



District Information

Triton College is located 14 miles from downtown Chicago in River Grove. The district encompasses approximately 63 square miles, and the college serves approximately 343,000 people residing in 25 demographically and culturally diverse towns and villages.

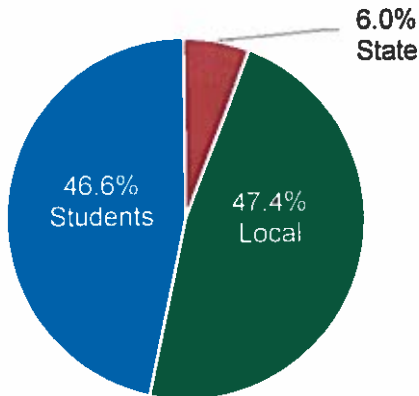
President: Mary-Rita Moore
Board Chair: Mark R. Stephens

Students: 18,537
Full-Time: 30%
Part-Time: 70%

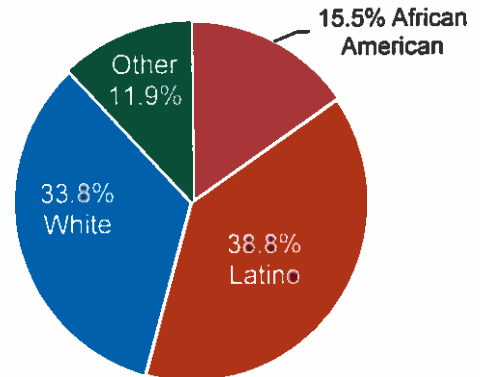
Expenditures:

Total Budget Expenditures: \$90,416,996
Procurable Expenditures: \$21,130,957
BEP Expenditures: \$465,910
African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Vendors have reported that the BEP registration process is cumbersome and they are choosing not to seek certification.
- Minority vendors may not be aware of the state's BEP registration process to become a certified vendor.
- Of the approximately 615 African-American state certified BEP vendors, few offer services or products that the college needs or purchases.
- Legally, public bids are awarded to the lowest bidder in accordance with state bidding/purchasing laws.

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Utilization of the BEP website to solicit certified vendors to submit proposals/bids for Triton's projects and purchasing.
- Attend diversity fairs to meet and engage with BEP certified vendors.
- Collaborate with other community colleges and state agencies' on developing best practices for implementation.
- Meet with local organizations, such as the IL Black Chamber of Commerce, for their assistance in meeting BEP certified vendors.
- Network with other community colleges and state agencies to identify any BEP certified companies that they do business with.

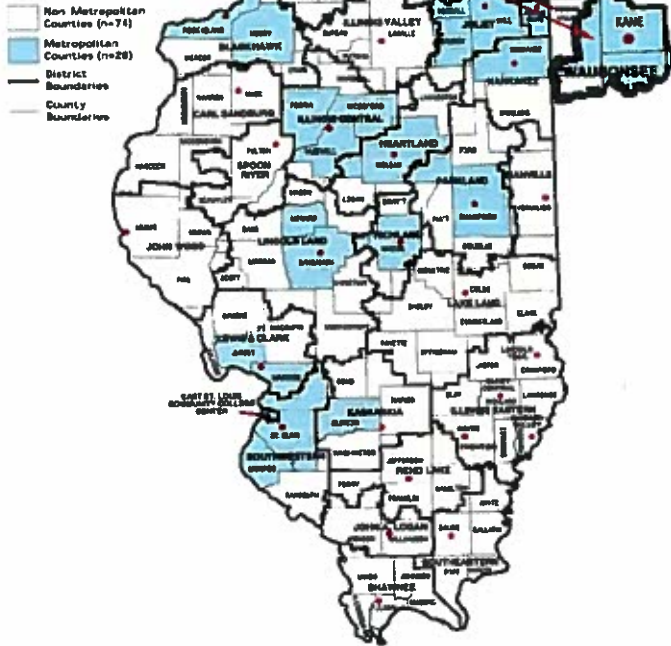
Summary of Procurement Forecasting for the community college for the next six months:

- In fiscal year 2018, our minority spend was 2.28% of our total spend. In the next six months, we expect to spend approximately 10 million dollars in procurable goods and services.

WAUBONSEE COMMUNITY COLLEGE

District Map

Illinois Community College Districts



District Information

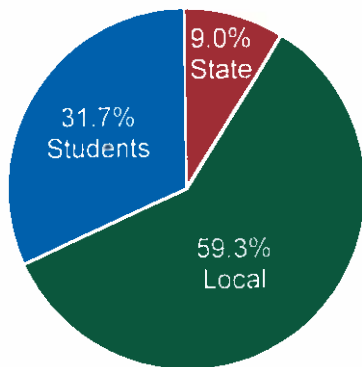
Waubonsee Community College is located in the western suburbs of Chicago. Its four campuses are located in Sugar Grove, Aurora, Aurora Fox Valley, and Plano. The district includes portions of Kane, Kendall, DeKalb, LaSalle, and Will counties. Students come from a 624 mile geographic. The district population is nearly 450,000.

President: Christine J. Sobek, Ed.D.
Board Chair: Rebecca D. Oliver

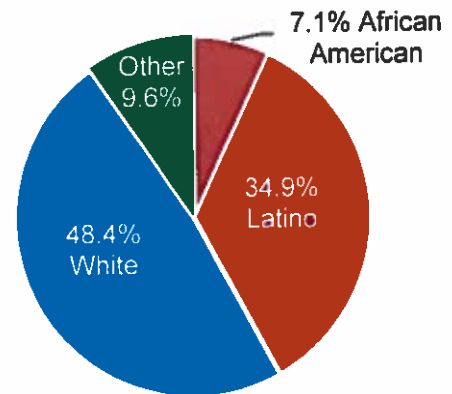
Students: 18,016
 Full-Time: 30%
 Part-Time: 70%

Expenditures:
 Total Budget Expenditures: \$115,498,785
 Procurable Expenditures: \$24,439,361
 BEP Expenditures: \$347,690
 African American Exp: \$0

Sources of Revenue



Ethnicity



Specific Challenges and obstacles facing community colleges which impact contracting with African American vendors:

- Many vendors do not reply to Invitations for Bid or Request for Proposals (RFP) when notified
- Vendor information not up to date within BEP database
- Vendors no longer in business

Summary of Strategic outreach being planned to target African-American vendors at the community college:

- Continue to use Illinois Central Management System (CMS) and Business Enterprise Program (BEP) databases to identify minority vendors
- Continue to include above vendors when sending out notifications of Bids and RFPs
- Continue to train staff on BEP requirements
- Added verbiage to all solicitation documents (Bid/RFP) encouraging participation of certified vendors
- Added BEP classifications to Vendor Profile Forms and ERP system
- Revised college's Purchasing webpage to include link to BEP program and wording to emphasize the college's policy and commitment to the BEP program
- Continue to work with Illinois Community College System Procurement Consortium (ICCSPC) to network with other purchasing staff regarding how we can improve diversity spend
- Meet with vendors to get documentation of Tier Two spend with African-American and other MBE/WBE vendors
- Attend local Diverse Business Fairs to obtain vendor information
- Coordinate front end documents with college's A/E of record when going out to Bid for construction projects to include information on goals for minority spend

Summary of Procurement Forecasting for the community college for the next six months:

Future construction projects to include request for letter of intention or good faith effort to include either MBE/WBE subcontractors or suppliers

