



APPROVED
BY THE CITY COUNCIL

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OFFICE OF THE
CITY CLERK

DEPARTMENT OF
ADMINISTRATIVE SERVICES

CITY OF SACRAMENTO
CALIFORNIA

921 TENTH STREET
ROOM 402
SACRAMENTO, CA
95814-2714

OFFICE OF MINORITY
WOMEN AND SMALL BUSINESS

(916) 264-6747
FAX (916) 264-6765
HOTLINE (916) 433-6923

April 14, 1998

City Council
Sacramento, California

Honorable Members in Session:

**SUBJECT: AUTHORIZATION OF STAFF TO PROVIDE AN ANALYSIS OF THE
RECOMMENDATIONS PRESENTED BY THE MINORITY/WOMEN
BUSINESS ENTERPRISE ADVISORY COMMITTEE**

LOCATION/COUNCIL DISTRICT: Citywide

RECOMMENDATION: This report is for information only

City Staff to review the recommendations presented by the Minority/ Women Business Enterprise (M/WBE) Advisory Committee and provide the Council with an analysis and recommendation(s). City staff will return to Council in sixty (60) days with their analysis and recommendation(s).

CONTACT PERSON: Trevor Walton, Administrative Analyst, 264-6764

FOR COUNCIL MEETING: April 21, 1998

SUMMARY:

- This report transmits ten (10) recommendations from the M/WBE Advisory Committee to Council for endorsement.
- An analysis of each recommendation from a legal and policy perspective is needed.

COMMITTEE/COMMISSION ACTION: None

City Council
Analysis of M/WBE Advisory Committee Recommendations
April 14, 1998

BACKGROUND INFORMATION:

The M/WBE Advisory Committee in consultation with trade organizations, Joint Certification Program member organizations; Joint Certification Program participants; and other interested parties gathered information relative to the City's interest in diversity and economic development. Based on their research, the Advisory Committee has formulated ten (10) recommendations (See letter attached). In that letter, the Advisory Committee requests that Council take action on those recommendations.

Analysis of each recommendation from a legal and policy perspective is needed.

FINANCIAL CONSIDERATION: None

POLICY CONSIDERATION: This report is for information only

ENVIRONMENTAL CONSIDERATIONS:

This report recommends no action that would constitute a project under the California Environmental Quality Act (CEQA).

Respectfully submitted,



Aaron B. Chong, Program Coordinator
Office of Minority, Women, Small Business Enterprise

Approved for City Council Information



William H. Edgar
City Manager

Attachment



CITY OF SACRAMENTO
CITY COUNCIL
M/WBE ADVISORY COMMITTEE

COMMITTEE MEMBERS:

CLYDE RAINWATER
*Black Chamber
of Commerce (A)*

APOLONIO ENRIQUEZ
*Hispanic Chamber
of Commerce (B)*

(Vacant)
*Asian/Pacific Chamber
of Commerce (C)*

PERRY DIAZ
*Filipino Chamber
of Commerce (E)*

(Vacant)
*Metropolitan Chamber
of Commerce (E)*

(Vacant)
*Sacramento Women's Business
Group or Organization (F)*

KAREN SILVA
M/WBE Construction Company (G)

KRISTENE SMITH SEABRON
*M/WBE Commodity or
Supply Business (H)*

SHIRLEY HOM
M/WBE Service Company (I)

CURTIS WILLIAMS
*Construction/Building
Industry Organization (J)*

CRAIG JONES
*Professional Service
Organization (K)*

L. BURDA GILBERT
Large Local Corporation (L)

JEFFREY JONES
*Major Bonding/Insurance
Underwriting Company (M)*

RICKY C. JOHNSON, SR.
*Sacramento Labor Union
Organization (N)*

JIMMY BLOCK
Alternate

(Vacant)
Alternate

December 5, 1997

Honorable Mayor and City Councilmembers
City of Sacramento
915 I Street, Room 205
Sacramento, CA 95814

**RE: CONSIDERATION OF THE RECOMMENDATIONS
FORWARDED BY THE MINORITY/WOMEN BUSINESS
ENTERPRISE ADVISORY COMMITTEE.**

Dear Honorable Mayor and City Councilmembers:

Issues of concern to the M/WBE Advisory Committee include, but are not limited to, the Good Faith Effort process; and improved utilization of M/WBE's. The Advisory Committee has met with City staff; trade organizations such as Associated Building Contractors and Associated General Contractors; Joint Certification Program member organizations; Joint Certification Program participants; and other interested parties to gather information. The Advisory Committee has determined a need to take action which will maintain the City's commitment to diversity and economic development. Based on our research, we the Advisory Committee in consultation with the above groups have formulated ten (10) recommendations. The recommendations for your consideration are as follows:

1. Update the Disparity Study.
2. Adjust M/WBE program based on new study and current statistics.
3. Develop and establish a pilot program for Good Faith Efforts for Professional Services contracts.

Advisory Committee Recommendations
December 5, 1997

4. Develop and establish a pilot program using Office of Minority Women and Small Business (OMWSB) as contract compliance officer for Public Works Department contracts.
5. Continue M/WBE Advisory Committee Outreach Committee meetings with department managers to assist in achieving M/WBE utilization goals.
6. Quarterly reviews to monitor City-wide M/WBE utilization by department.
7. Inclusion of M/WBE utilization as part of the department managers annual salary/performance review.
8. Develop "user friendly" M/WBE directory and publish on the Internet.
9. Quarterly meetings with selected certified M/WBE's to increase utilization.
10. M/WBE Advisory Committee review selected informal and formal contracts prior to award.

We are aware of the discussions with other Joint Certification Program members regarding participation in a disparity study and development of an RFP are in progress. The Office of Minority Women and Small Business, which maintains and publishes the directory quarterly, has initiated steps to improve its usefulness. Information from the directory is accessible on the Internet.

The members of the Advisory Committee urge you to take the needed action to implement these recommendations. If you have any questions, feel free to call me, Curtis Williams, at 427-8363.

Respectfully submitted,

Curtis Williams
Chair, M/WBE Advisory Committee



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Chair, M/WBE Advisory Committee