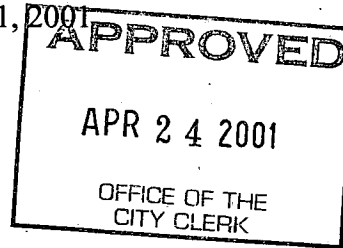


5.2



**Sacramento
Housing &
Redevelopment
Agency**

March 21, 2001



CONTINUED

FROM 4-10-01
TO 4-24-01

Redevelopment Agency and Housing Authority
of the City of Sacramento
Sacramento, California

Honorable Members in Session:

SUBJECT: Revision of Minority and Women's Business Enterprise (M/WBE) Policy and Program

LOCATION & COUNCIL DISTRICT - Citywide

RECOMMENDATION

Staff recommends adoption of the attached resolution, which authorizes the Executive Director or her designee to supercede the Agency's existing Minority and Women's Business Enterprise Policy and Program (M/WBE) with a new Minority and Women's Business Enterprise Policy and Program for use on federally funded projects as required by federal funding sources.

CONTACT PERSONS

Richard Nelson, Director of Program Operations, 440-1338
Joe Cruz, Program Manager - Procurement Services, 566-1268

FOR COUNCIL MEETING OF

April 10, 2001

SUMMARY

This report provides an update of the Minority/Women's Business Enterprise (M/WBE) Program in today's environment and proposes that the Agency's formal M/WBE policy and program be superceded by a new policy and program. This report is the result of changes required to bring the Agency into compliance with state law.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Redevelopment Agency and Housing Authority
of the City of Sacramento
March 21, 2001
Page 2

COMMISSION ACTION

At its meeting March 21, 2001, the Sacramento Housing and Redevelopment Commission adopted a motion recommending approval of the attached resolutions. The votes were as follows:

AYES: Amundson, Burns, Castello, Cespedes, Graham, Harland, Hoag,
Holloway, Newsome, Simon
NOES: None
ABSENT: Rotz

BACKGROUND

Minority and Women's Business Enterprise Policy and Program

A. Overview

The Agency, which receives funding from a variety of federal and local sources, must adhere to both the state law and the requirements attached to federal funding. As a result of Proposition 209, local public agencies in California may not develop steps in their contracting or employment that are preferential in nature such as focused outreach or targeting, requiring goals or quotas or any other activity that takes race or gender into account. The proposition is an amendment to Article I of the California Constitution adding Section 31 prohibiting the discrimination or the granting of preferential treatment "... to any individual or group on the basis of race, sex, color, ethnicity, or national origin in the operation of public employment, public education, or public contracting." (Article I, Section 31. (a)). Consequently, the Agency ended the enforcement of its M/WBE program for non-federally funded programs and projects but continued to collect M/WBE utilization information after contract award.

The revised M/WBE policy, presented here as Attachment 1, complies with federal requirements for outreach on federally funded projects. Because of this federal requirement which, if not complied with could jeopardize Agency's federal funding, the Agency can implement such a policy and still be in compliance with state law.

B. Historical Background

In March 1993, as a result of a disparity study which had concluded that there existed a history of disparate utilization in most business categories, the Agency adopted a 8.05 percent MBE goal and 8.05 percent WBE goal. A five- percent price preference for

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Redevelopment Agency and Housing Authority
of the City of Sacramento
March 21, 2001
Page 3

certain materials and supplies services were also adopted. The Agency, along with the above government entities, participated in a Joint Certification Program (JCP) administered by the City of Sacramento to certify firms. JCP members only recognized M/WBE certifications by the JCP and Cal-Trans and other entities certifying under the US Department of Transportation guidelines listed at 49 CFR 23. The M/WBE program operated in this manner until recently.

The 1992 Disparity Study recommended that programs, like the Agency's, be adjusted periodically to account for action or inaction taken by staff to redress the discriminatory pattern identified by the Study. In 1999, MGT of America Inc. was again selected to review the procurement activities of the JCP Agencies. The Sacramento Employment and Training Agency (SETA) joined the study.

The 1999 disparity study was completed and presented to SHRA Executive and Procurement staff on September 11, 2000. The *Final Report, Sacramento Housing and Redevelopment Agency, MRPA Business Utilization Study* recommended that the Agency adopt a race gender-neutral program for its non-federally funded projects. A listing of the recommendations from the study is included as Attachment I.

C. Policy and Program

The *Minority and Women's Business Enterprise (M/WBE) Policy* (Attachment I) describes this new policy and Attachment II are the guidelines for implementing this policy and program. Staff recommends formal adoption of this policy.

The proposed program differs from the earlier approach by deleting goals and the requirement for formal certification for M/WBE firms. Demonstrating good faith efforts is made more straightforward by offering the use of Agency resources to identify M/WBE firms. Newspaper advertisements are not required. The Guidelines were refashioned to be more-user friendly. These changes are consistent with HUD requirements.

The Bidder's Application was also changed. A question was added to ascertain M/WBE representation with a signed declaration. This information will be added to the Agency's database of vendors. On federally funded projects, the database will yield firms identified as MBE or WBE. On non-federally projects, the database will not identify M/WBE for solicitations. See Attachment III.

SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Redevelopment Agency and Housing Authority
of the City of Sacramento
March 21, 2001
Page 4

FINANCIAL CONSIDERATIONS

There are no known financial considerations. These programs will be implemented and monitored using existing staff.

POLICY CONSIDERATIONS

This report recommends changes to the Agency's M/WBE policy and program consistent with state and federal requirements involving HUD programs.

ENVIRONMENTAL REVIEW

The proposed action does not constitute a project under CEQA per Guidelines Section 15378 (b) (3), nor a federal undertaking under NEPA.

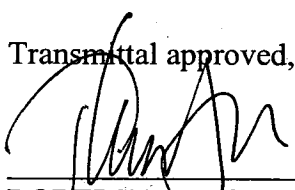
M/WBE CONSIDERATIONS

The action in this report is a revision to the existing M/WBE policy and program and is consistent with maintaining a program that meets state and federal procurement requirements.

Respectfully submitted,


ANNE M. MOORE
Executive Director

Transmittal approved,



ROBERT P. THOMAS
City Manager

ATTACHMENT I

MINORITY AND WOMEN'S BUSINESS ENTERPRISE (M/WBE) POLICY

March 21, 2001

I. Introduction

This policy supersedes any and all previously adopted policies regarding the Minority and Women's Business Enterprise Program of the Agency. It is intended that this policy comply with all applicable laws, including, without limitation, Article I, Section 31(e) of the California Constitution (commonly known as Proposition 209).

II. Policy Statement

No preferential treatment shall be accorded any person on account of race, sex, color, ethnicity, or national origin in the awarding and operation of Agency contracts, unless such treatment is required to obtain or continue to receive federal funds. With regard to federal funds (CDBG or HOME, for example), the following rules shall apply:

- A. Outreach effort based on race, sex, color, ethnicity, or national origin shall be permitted only to the extent necessary to obtain or continue to receive federal funds. No requirements may be imposed with regard to such federal contracts which are not express requirements for receipt of the federal funds.
- B. If an Agency contract is funded with both local funds and federal funds, the requirements of the federal funds regarding such outreach efforts shall be applied as if the contract is funded entirely with federal funds. In other words, the rule stated in the preceding paragraph A. shall apply to the contract as a whole. However, it is not the intent of the Agency that federal funds be used solely for the purposes of applying federal rules to an otherwise locally funded contract.

MINORITY AND WOMEN'S BUSINESS ENTERPRISE GUIDELINES FOR
HUD FUNDED PROJECTS WITH SUBCONTRACTING OPPORTUNITIES

ATTACHMENT II



Procurement Services
Compliance Services Unit
320 Commerce Circle
Sacramento, CA 95815
www.shra.org
Tel: 916-566-1200
Fax: 916-927-6963

**MINORITY AND WOMEN'S BUSINESS ENTERPRISE
GUIDELINES FOR HUD FUNDED PROJECTS WITH
SUBCONTRACTING OPPORTUNITIES**

March 21, 2001

The Sacramento Housing and Redevelopment Agency ("SHRA or Agency") is a joint powers authority governed by the Sacramento City Council and Sacramento County Board of Supervisors. SHRA was established in 1973 to be the public developer for the City and County of Sacramento, using market forces to rebuild blighted neighborhoods, provide access to decent housing for low income residents, and to create opportunities for employment and self sufficiency. Additionally, SHRA is the local housing authority and maintains a housing stock of approximately 3600 units and is involved in many public works projects throughout the county. All this activity creates many contracting opportunities for area businesses.

SHRA is committed to offering contracting opportunities to area firms. And as a major recipient of federal funds, the Agency further makes these opportunities available to businesses owned by low-income residents and minority or women owned businesses.

This guide is designed to help bidders and others conduct outreach to minority/women's business enterprises (M/WBE) as required by federal regulations. The Agency's commitment to this process also means that we are always available to help bidders and community members realize contracting opportunities. We may be contacted at the numbers above to answer questions and provide assistance.

MINORITY AND WOMEN'S BUSINESS ENTERPRISE GUIDELINES FOR HUD FUNDED PROJECTS WITH SUBCONTRACTING OPPORTUNITIES

I. M/WBE PROGRAM REQUIREMENTS

This project is subject to the Minority Business Enterprise ("MBE") and Women's Business Enterprise ("WBE") requirements under the U.S Department of Housing and Urban Development funding. Depending on the type of project and funding source the specific federal requirements are found at 24 CFR 85.36(e) or at 24 CFR 84.44(b).

Bidders are advised to obtain the most recent project requirements from the Agency prior to submitting their bid. The Agency's M/WBE program is designed to help bidders meet M/WBE requirements and is modified periodically to increase usefulness in response to local and national objectives.

II. CERTIFICATION

A MBE or WBE designated in the bid must, upon request, certify that the firm is owned and controlled by a woman or women or a member of a minority group or groups. The Agency can provide a declaration statement that meets our certification requirements. A firm may also complete a Bidder's Application to certify.

III. DEMONSTRATING GOOD FAITH EFFORTS

All items, unless noted otherwise, included in the following Section VI must be submitted by 4:00 p.m. on the seventh day following the bid opening date. The bidder has the responsibility of demonstrating that its efforts were reasonably designed to maximize the use of minority and women's businesses.

These Guidelines include forms to be used by each bidder to demonstrate program compliance. Bidders must demonstrate their efforts to comply with M/WBE requirements by submitting all supporting documentation by 4:00 p.m. on the seventh day following the bid opening, or the bid may be considered non-responsive.

The following activities and submittals demonstrate Good Faith Efforts:

- A. **Pre-Bid Meeting.** Attend pre-bid/proposal conference if one is held for the project.
- B. **List of Subcontractors and Suppliers.** Provide a list of subcontractors and suppliers for this project indicating which firms are M/WBEs and their approximate contract amounts. Utilize form named "List of Designated Subcontractors" (Attachment A) and submit it with your bid.
- C. **SHRA Outreach List.** The Agency will provide a project specific list of vendors, contractors and suppliers that include M/WBE firms. This outreach list includes areas to record your good faith results. Printed mailing labels are also available. Further outreach undertaken by the bidder may be recorded in the spaces provided.

MINORITY AND WOMEN'S BUSINESS ENTERPRISE GUIDELINES FOR HUD FUNDED PROJECTS WITH SUBCONTRACTING OPPORTUNITIES

Any firm interested in participating in the SHRA Outreach List may do so by completing a Bidder's Application available from Procurement Services.

Bidders may utilize their own list/sources to demonstrate their efforts to satisfy M/WBE requirements. Bidders may use Attachment B, Contact Log, to record their results.

Submit the completed list or contact sheet by 4:00 p.m. of the seventh calendar day following the bid opening date.

- D. **Outreach Questionnaire.** Provide the completed M/WBE Outreach Questionnaire (Attachment C) by 4:00 p.m. on the seventh day following the bid opening.

IV. HELPFUL RESOURCES

M/WBE Coordinators

Sacramento Housing and Redevelopment Agency (SHRA)

Sergio Betancourt or Lucy Hunt

320 Commerce Circle

Sacramento, CA 95815

Tel: 916/566-1200 Fax: 916/927-6963

www.shra.org

CA Dept. of General Services

Office of Small and Minority Business

1531 I Street, 2nd Floor

Sacramento, CA 95814

916/322-5060

www.osmb.dgs.ca.gov

V. M/WBE REQUIREMENTS OF SUCCESSFUL BIDDER

- A. **M/WBE Records.** The selected contractor shall maintain records of all subcontracts and materials purchases with M/WBE subcontractors and suppliers. Such records shall show the name and business address of every M/WBE subcontractor or vendor/supplier and the total dollar amount actually paid to each M/WBE firm.

Upon completion of the contract, a summary of these records shall be prepared, certified correct by the contractor or authorized representative and, upon request, furnished to the Agency.

- B. **Reporting Requirements and Sanctions.** Failure to provide specific information, records, reports, certifications, or any other documents required for compliance with these specifications shall be considered noncompliance with the contract.
- C. **Subcontracting.** No substitution of subcontractor, whether M/WBE or otherwise, shall be made at any time without the written consent of the Agency. If a subcontractor is

MINORITY AND WOMEN'S BUSINESS ENTERPRISE GUIDELINES FOR HUD FUNDED PROJECTS WITH SUBCONTRACTING OPPORTUNITIES

unable to perform successfully and is to be replaced, the contractor will be required to make good faith efforts to replace the original subcontractor.

- D. The "Subletting and Subcontracting Fair Practices Act" (Public Contracts Code Section 4100-4113, inclusive), with regard to public works requires subcontractors, if used for such work, to be listed in the prime contractor's proposal prohibits the substitution of subcontractors, except as therein authorized; and provides for penalties for violations of the Act. Bidders are cautioned that this listing requirement is in addition to the requirement to provide a list with the proposals.

VI. ATTACHMENTS A, B and C

- ◆ Attachment A List of Designated Subcontractors (Submit with bid)
- ◆ Attachment B Outreach Contact Log (Submit by 4:00 p.m. on the seventh calendar of the bid opening date)
- ◆ Attachment C Questionnaire (Submit by 4:00 p.m. on the seventh calendar of the bid opening date)

LIST OF DESIGNATED SUBCONTRACTORS (INCLUDING SUPPLIERS)

Contract No: _____ Project Name: _____ Date: _____ Total Bid Amount: _____

Prime Contractor: _____ Address: _____

Phone No.: (____) _____ Fax Number: (____) _____ E-mail Address: _____ MBE/WBE: _____

Fed. I.D. No.: _____ Contractor License No.: _____ License Type: _____

Subcontractor Name/Address Telephone Number	Description of Work by Subcontractor	Subcontract Amount	Subcontractor's Federal Tax I.D. or SSN	M/WBE Category/

The undersigned bidder hereby gives assurance that if contract is awarded to bidder, subcontractor participation will be in the approximate amounts stated above. Bidder further assures that no subcontractor and/or supplier may be deleted, or changed without the express written approval of the Agency.

In accordance with Section 4101 to Section 4107, inclusive, of the Government Code of the State of California, as amended, the above information is submitted concerning subcontractors.

THIS FORM MUST BE SUBMITTED WITH BID

Signature of Contractor/Title

Attach additional sheets if necessary.

M/WBE'S Contacted (Include Name of Business, Address, Phone, Name of Contact Person)	Date Notified	How Notified*			Bid		If Rejected Give Reason	Efforts to Remedy Deficiency in Sub-Bid (Assistance in referring for bonding or insurance for increasing work force, etc.)
		(Direct mail, phone, etc)	Yes	No	Amount	Accepted		

* Attach copies of solicitation sent and responses received.

BIDDER'S SIGNATURE: _____

VI. C - QUESTIONNAIRE

ATTACHMENT C

Page 1 of 2

(Due by 4:00 p.m. on the seventh calendar day following bid opening.)

1. List Trades involved in this Contract:

2. List work to be done in house:

3. State how the work was divided into economically feasible units to facilitate using MBE's and WBE's:

A. Was the work divided into all the individual subtrades? / If not, then why?

B. Was the work divided into separate material and services? / If so, then list them:

4. What information about the work items was provided to M/WBEs? e.g. copies of plans, specifications, subcontracting requirements, etc. *(Provide copies of correspondence or description of information sent to MBEs/WBEs.)*

VI. C - QUESTIONNAIRE

ATTACHMENT C

- 5. What assistance was requested and received from M/WBE referral agencies? e.g. community organizations, M/WBE contractor groups, public agencies, etc. *(Provide the names and dates of all referral agencies contacted.)*

- 6. What assistance was offered or provided to M/WBEs? e.g. meeting insurance and bonding requirements, obtaining lines of credit, becoming recognized as an M/WBE, opportunity to review plans and specifications, etc.

- 7. State anything else that you would like to add in support of your demonstration of good faith efforts.

AFFIDAVIT

The undersigned hereby declares under penalty of perjury under the Laws of the State of California that the foregoing statements on this questionnaire are true and correct.

I acknowledge that any misrepresentation of a material fact in said statements may be grounds for initiating action under Federal or State laws and for rejecting the bid.

Bidder's Signature: _____

Date: _____

County where signed: _____

ATTACHMENT III
SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY
PROCUREMENT SERVICES

320 Commerce Circle, Sacramento, CA 95815
 Office # (916) 566-1200, Fax # (916) 927-6963
 Web Address: <http://www.shra.org>



BIDDER'S APPLICATION

Name of Firm:	
Contact Person:	
Mailing Address:	
E-mail Address:	Web Address:
Phone Number:	Alternate Phone:
Fax Number:	Federal Tax ID #:
State Contractor's License Numbers: (attach additional sheets as necessary)	Type:

ELIGIBILITY REQUIREMENTS FOR SMALL AND VERY SMALL BUSINESS ENTERPRISES

To be eligible your business:

1. Must be independently owned and operated;
2. Cannot be dominant in its field of operation;
3. Must have its principal office located in California;
4. Must have its owners (or officers in the cast of a corporation) domiciled in California; and
5. Together with your affiliates, be either (check one that applies):
 - A) A business with 50 or fewer employees, and an average annual gross receipts of \$5 million or less over the previous three tax years, or a Manufacturer with 50 or fewer employees.
 - B) A business with 25 or fewer employees, and an average annual gross receipts of \$2.5 million or less over the previous three tax years, or a Manufacturer with 25 or fewer employees.
 - C) None of the above or do not wish to participate

Woman Owned Business? <input type="checkbox"/> Yes <input type="checkbox"/> No	Minority Owned Business? <input type="checkbox"/> Yes <input type="checkbox"/> No	Check appropriate box below: <input type="checkbox"/> White Americans <input type="checkbox"/> Black Americans <input type="checkbox"/> Native Americans <input type="checkbox"/> Hispanic Americans <input type="checkbox"/> Asian/Pacific Americans
---	--	--

I, _____ (Name) _____ (Title)

have authority to represent the above firm and declare under penalty of perjury that the above information is true and correct to the best of my knowledge. I further acknowledge that any misrepresentation or omission or failure to provide any requested information from a representative of SHRA will be grounds for deleting my participation in the Bidding and Solicitation program. I also certify that the firm I represent is not debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs.

_____ (Signature) _____ (Date)

SERVICES OR SUPPLIES YOU WISH TO BID (Indicate by circling or highlighting the appropriate categories)

- ACOUSTICAL MATERIALS
 ACCESS CONTROL SYSTEMS
 ACCOUNTING SERVICES
 ADVERTISING SERVICES
 A-LICENSE, GENERAL
 ENGINEERING:
 CIVIL
 CONSTRUCTION
 CONSULTING
 ELECTRICAL
 GENERAL
 GEO TECHNICAL
 HVAC
 MECHANICAL
 STRUCTURAL
 APPLIANCE, PARTS
 APPLIANCE, SALES
 APPLIANCE SERVICES
 APPRAISAL SERVICES
 ARBITRATION SERVICES
 ARCHITECT SERVICES,
 LANDSCAPE
 ARCHITECT SERVICES,
 PROFESSIONAL
 AUDIO VISUAL EQUIPMENT
 AUDIO VISUAL SERVICES
 AUDITING SERVICES
 AWNING SUPPLIES
 BANKING SERVICES
 BIO-HAZARD CLEANUP
 B-LICENSE, GENERAL
 CONTRACTOR
 BLUEPRINTING SERVICES
 BLUEPRINTING SUPPLIES
 BUILDER'S SUPPLIES
 BUILDERS' EXCHANGE
 BUSINESS CONSULTANT
 C-LICENSE, CONTRACTOR:
 C-02 INSULATION &
 ACOUSTICAL
 C-04 BOILER HOT WATER
 HEATING & STEAM FITTING
 C-05 CARPENTRY
 C-06 CABINET AND MILL WORK
 C-07 LOW-VOLTAGE SYSTEM
 C-08 CONCRETE
 C-09 DRYWALL
 C-10 ELECTRICAL GENERAL
 C-11 ELEVATOR INSTALLATION
 C-12 EARTHWORK & PAVING
 C-13 FENCING
 C-14 METAL ROOFING
 C-15 FLOORING & FLOOR
 COVERING
 C-16 FIRE PROTECTION
 C-17 GLAZING
 C-20 HEATING, VENTILATING, &
 AIR CONDITIONING
 C-21 BUILDING MOVING AND
 DEMOLITION
 C-23 ORNAMENTAL METAL
 C-26 LATHING
 C-27 LANDSCAPING
 C-29 MASONRY
 C-32 PARKING & HIGHWAY IMPR
 C-33 PAINTING & DECORATING
 C-34 PIPELINE
 C-35 PLASTERING
 C-36 PLUMBING
 C-38 REFRIGERATION
 C-39 ROOFING: ASPHALT
 C-39 ROOFING: CEMENTITIOUS
 C-39 ROOFING: COMPOSITION
 C-39 ROOFING: METAL
 C-39 ROOFING: TILE
 C-42 SANITATION SYSTEM
 C-43 SHEET METAL
 C-45 ELECTRICAL SIGN
 C-46 SOLAR
 C-47 GENERAL MANUF HOUSING
 C-50 STEEL, REINFORCING
 C-51 STEEL, STRUCTURAL
 C-53 SWIMMING POOL
 C-54 TILE (CERAMIC AND
 MARBLE)
 C-55 WATER CONDITIONING
 C-57 WELL DRILLING (WATER)
 C-60 WELDING
 C-61 LIMITED SPECIALTY (D-
 LICENSE):
 D-03 AWNINGS
 D-04 CENTRAL VACUUM
 SYSTEMS
 D-06 CONCRETE RELATED
 SVCS
 D-08 DOOR & DOOR
 SERVICES
 D-09 DRILLING, BLASTING, &
 OIL FIELD WORK
 D-10 ELEVATED FLOORS
 D-12 SYNTHETIC PRODUCTS
 D-16 HARDWARE, LOCKS &
 SAFES
 D-21 MACHINERY & PUMPS
 D-24 METAL PRODUCTS
 D-28 DOORS, Gates &
 Activating Devices
 D-29 PAPERHANGING
 D-30 PILE DRIVING/PRESSURE
 FOUNDATION JACKING
 D-31 POLE INSTALLATION &
 MAINTENANCE
 D-34 PREFABRICATED
 EQUIPMENT
 D-35 POOL & SPA
 MAITNENANCE
 D-38 SAND & WATER
 BLASTING
 D-39 SCAFFOLDING
 D-40 SERVICE STATION
 Equipment & Maintenance
 D-41 SIDING & DECKING
 D-42 SIGN INSTALLATION
 D-49 TREE SERVICE
 D-50 SUSPENDED CEILINGS
 D-51 Waterproof/Wea therproof
 D-52 WINDOW COVERINGS
 D-53 WOOD TANKS
 D-56 TRENCHING ONLY
 D-59 HYDROSEED SPRAYING
 D-62 AIR & WATER
 BALANCING
 D-63 CONSTRUCTION CLEAN-
 UP
 D-64 NON-SPECIALIZED
 D-65 WEATHERIZATION &
 ENERGY CONSERVATION
 CABINET SUPPLIES
 CARPET CLEANING
 CATERING SERVICES
 CELLULAR PHONES/EQUIPMENT
 CELLULAR SERVICE
 CEMENT/CONCRETE SUPPLIES
 CHEMICALS, INDUSTRIAL
 CHEMICALS, JANITORIAL
 COIN LAUNDRY SERVICES
 COMPUTER CONSULTING
 SERVICES
 COMPUTER EQUIPMENT
 COMPUTER PROGRAMMING
 COMPUTER SERVICE/REPAIR
 COMPUTER SOFTWARE
 COMPUTER SUPPLIES
 COMPUTER TRAINING
 CONCRETE CLEANING
 CONSTRUCTION INSPECTION
 SERVICES
 CONSTRUCTION MGT SERVICES
 COPYING MACHINES
 CREDIT REPORTING SERVICES
 DESIGN SERVICES
 DIRECT MAIL MARKETING
 SERVICES
 DOOR SUPPLIES
 DRAFTING SERVICES
 DRAPERY CLEANING
 DRAPERY MATERIALS/SUPPLIES
 DRYWALL MATERIALS/SUPPLIES
 ECONOMIC DEVELOPMENT
 ELECTRICAL DESIGN
 ELECTRICAL SUPPLIES
 ELEVATOR MATERIALS &
 SUPPLIES
 ELEVATORS, BUILDING TYPE
 EMPLOYMENT SERVICES,
 TEMPORARY
 ENERGY CONSERVATION
 SERVICES
 ENVIRONMENTAL SERVICES
 EQUIPMENT, CONSTRUCTION
 ESCROW SERVICES
 EXERCISE EQUIPMENT
 FACILITIES PLANNING
 FACSIMILE EQUIPMENT
 FENCING RENTAL
 FENCING SUPPLIES
 FILTERS, AIR
 FINANCIAL PLANNING
 CONSULTANT
 FIRE PROTECTION SUPPLIES
 FIRST AID SUPPLIES
 FLOOR COVERING SUPPLIES
 FOOD SERVICE SUPPLIES
 FORMS
 FUNDING INVESTIGATION
 FURNITURE
 FURNITURE REPAIRS
 GARDEN EQUIPMENT

GLASS SUPPLIES
GOV'T/LEGIS/POLICY ANALYSIS
GRAPHIC DESIGN
GROUNDS MAINTENANCE
SUPPLIES
HAZ MAT ABATEMENT, ASBESTOS
HAZ MAT ABATEMENT, LEAD
HAZ MAT ABATEMENT, OTHER
HAZARDOUS MATERIALS
CONSULTING
HAZ MAT STORAGE SYSTEMS
HAZARDOUS WASTE REMOVAL
HEATING/VENT/AIR COND
SUPPLIES
HEAVY EQUIPMENT RENTAL
INSULATION SUPPLIES
INSURANCE SERVICES
JANITORIAL/CUSTODIAL SERVICES
JANITORIAL SUPPLIES
LABORATORY AND FIELD TESTING
SERVICES (NOT OTHERWISE
LISTED)
LABORATORY AND ACCESSORIES
(FOR GENERAL ANALYTICAL)
LAMINATING SERVICES
LANDSCAPE
COUNSELING/PLANNING
LANDSCAPING MATERIALS
LEGAL SERVICES
LIGHTING SUPPLIES
LIGHTING DESIGN
LOCKSMITH SUPPLIES
LODGING
LUMBER
MAILING EQUIPMENT
MAILING SERVICES
MARKETING SERVICES
MASONRY SUPPLIES
MEDICAL SERVICES
MEETING ROOM SPACE
MICROFICHE SERVICES
MICROFICHE SUPPLIES
MODULAR SPACE
MOVING, PACKAGING/CRATING
MOVING, TRANSPORTATION
MOVING SERVICES
MOVING SUPPLIES
OFFICE SUPPLIES
ORNAMENTAL IRON SUPPLIES
PAGER SERVICES
PAINTING SUPPLIES
PAPER PRODUCTS
PARK & RECREATION PLANNING
PARKING LOT MAINTENANCE
PAYROLL SERVICES
PERSONNEL DEVELOPMENT
PEST CONTROL SUPPLIES
PEST CONTROL, BATS
PEST CONTROL, BEES
PEST CONTROL, INSECTS &
RODENTS
PEST CONTROL, TERMITE
PETROLEUM PRODUCTS
PHOTOGRAPHIC SERVICES
PHOTOGRAPHIC SUPPLIES
PLANNING & DEVELOPMENT
PLASTICS
PLAYGROUND/PARK EQUIPMENT
PLUMBING SUPPLIES

POLICY ANALYSIS
PRINTING SERVICES
PRINTING SUPPLIES
PROGRAM & PROJECT
DEVELOPMENT
PROGRAM EVALUATIONS
PROPERTY MANAGEMENT
PUBLIC RELATIONS
RANGES, ELECTRIC & GAS
REAL ESTATE APPRAISAL
SERVICES
REAL ESTATE DEVELOPMENT
RECORDING/TRANSCRIBING
RECORDS MANAGEMENT
SYSTEMS
REFURBISHING SERVICES
RENTAL, EQUIPMENT
(CONSTRUCTION)
RENTAL, EQUIP (NON-
CONSTRUCTION)
RESEARCH SERVICES
ROOFING SUPPLIES
SAFETY EQUIP/MATERIAL
SANDBLASTING SERVICES
SANDBLASTING SUPPLIES
SECURITY PATROL SERVICES
SECURITY SYSTEMS SUPPLIES
SIGNAGE (NON-ELECTRICAL)
SOIL TESTING SERVICES
SPACE PLANNING SERVICES
SPORTING EQUIPMENT
SPRINKLER SYSTEMS SUPPLIES
STORAGE SPACE RENTAL
SURVEYING SERVICES
TECHNICAL WRITER SERVICES
TELECOMMUNICATION
EQUIPMENT
TELECOMMUNICATION
INSTALLATION
TELECOMMUNICATION SERVICES
TEXTILES
TOOLS
TOWING SERVICE
TRAFFIC RELATER MATERIAL
TRANSPORTATION SERVICES
TRAVEL AGENCY
TRUCKING SERVICES
TYPESETTING SERVICES
TYPEWRITER MAINTENANCE
TYPEWRITERS/OFFICE
EQUIPMENT
UNDERWRITING
UNIFORM CLEANING
UNIFORMS
UPHOLSTERY REPAIR
VEHICLE SALES
VEHICLE SUPPLIES
VEHICLE MAINTENANCE
VIDEO PRODUCTION
WALL COVERING SUPPLIES
WASTE REMOVAL
WATER, BOTTLED
WINDOW & DOOR HARDWARE
WINDOW COVERINGS & SUPPLIES
WINDOW WASHING

ATTACHMENT IV

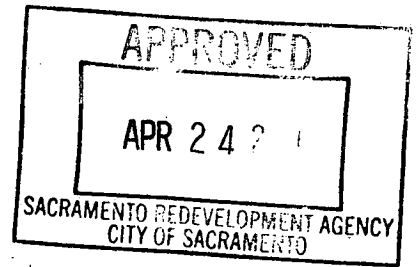
1999 Disparity Study Recommendations

On September 11, 2000, MGT of America released their comprehensive review of the Agency's procurement practices since the last study. MGT recommended that the Agency adopt a race and gender neutral program for non-federal projects.

MGT also made seven recommendations for the SHRA to consider:

1. Develop a plan with other governments in the region that ties government procurement programs to economic development plans in the region.
2. Implement a small business program to expand its use of vendors in its market area.
3. Increase efforts in reaching out to all types of vendors in the market area and providing more information on procurement opportunities to potential vendors.
4. Employ smart card technology to improve procurement process record keeping.
5. Make use of electronic commerce as a cost effective and efficient method for ordering goods and services and for making payments in the private sector.
6. Employ performance-based management tactics directly within the procurement apparatus.
7. Develop accountability measures applicable to vendors.

MGT did not recommend a goals oriented program for federally funded projects.



RESOLUTION NO. 2001-026

ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO

ON DATE OF

SUPERCESSION OF MINORITY AND WOMEN'S BUSINESS ENTERPRISE PROGRAM

BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO:

Section 1: The Sacramento Housing and Redevelopment Agency is authorized to supercede its existing Minority and Women's Business Enterprise Program with a new Minority and Women's Business Enterprise Program which will be utilized for projects involving federal funding.

CHAIR

ATTEST:

SECRETARY

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

APPROVED
APR 24 2001
OFFICE OF THE
CITY CLERK

RESOLUTION NO. 2001007

ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO

ON DATE OF

**SUPERCESSION OF MINORITY AND WOMEN'S
BUSINESS ENTERPRISE PROGRAM**

**BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY OF
SACRAMENTO:**

Section 1: The Sacramento Housing and Redevelopment Agency is authorized to supercede its existing Minority and Women's Business Enterprise Program with a new Minority and Women's Business Enterprise Program which will be utilized for projects involving federal funding.

CHAIR

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