



OFFICE OF ECONOMIC OPPORTUNITY

FISCAL YEAR 2017 ANNUAL REPORT
JULY 1, 2016 - JUNE 30, 2017

THE OEO MISSION

THE OFFICE OF ECONOMIC OPPORTUNITY (OEO) PROMOTES THE ECONOMIC DEVELOPMENT OF MINORITY, WOMEN AND DISABLED-OWNED BUSINESS ENTERPRISES (M/W/DSBES) THROUGH ITS REGISTRATION PROGRAM, CONTRACT REVIEW AND MONITORING ACTIVITIES, AND ONGOING INTERACTION WITH OTHER CITY DEPARTMENTS, QUASI-PUBLIC AGENCIES AND THE LOCAL MARKETPLACE.

OEO CURRENTLY OPERATES UNDER THE MAYOR'S EXECUTIVE ORDER 3-12, THE CITY'S REGULATIONS THAT GOVERN THE MBE, WBE, AND DSBE PROGRAM.



OFFICE OF ECONOMIC OPPORTUNITY
FY17 ANNUAL REPORT

CONTENTS

LETTERS FROM THE MAYOR +
DEPUTY DIRECTOR OF COMMERCE

4 - 5

FY17/16 OUTCOME COMPARISON

6 - 7

EXECUTIVE SUMMARY

8 - 9

RACE + GENDER IN
THE OEO REGISTRY

10 - 11

PARTICIPATION BY
CONTRACT CATEGORY

12 - 13

QUASI-PUBLIC + FEDERALLY
FUNDED CITY PROJECTS

14 - 15

CITY DEPARTMENTS
INCLUSION RESULTS + RANKING

16 - 17

ECONOMIC OPPORTUNITY
PLAN RESULTS

18 - 19

MINORITY ENTERPRISE
DEVELOPMENT WEEK

20 - 21

WOMEN ON BOARDS

22 - 23

STRATEGIC PRIORITIES UPDATE

24 - 27

WHAT'S NEXT

28 - 29

TOP 10 VENDORS/MBEs/WBEs

30

GLOSSARY OF TERMS

31 - 33



LETTER FROM THE MAYOR

We are at a unique moment in Philadelphia's history. Our city has experienced a great renaissance, driven by an increase in tourism, a construction boom, population growth and more. With our most recent success comes an even greater responsibility to ensure that the people and businesses benefiting from this ongoing development are representative of Philadelphia's population.

In a majority minority city like Philadelphia, our diversity is one of our most valuable assets, strengthening the economy and adding to our cultural fabric. Since being sworn in as Philadelphia's 99th mayor, I have been committed to increasing diversity both within the City's workforce and in the contracts that are awarded using public funds. I am pleased to join Iola Harper, the City's Deputy Director of Commerce for the Office of Economic Opportunity, in releasing the latest participation data for Fiscal Year 2017.

Like many cities across the country, Philadelphia faces longstanding barriers to economic inclusion. The Office of Economic Opportunity will continue to combat those challenges through enhanced monitoring, capacity building with small businesses, and other targeted strategies. While the City of Philadelphia is making progress by increasing contracting opportunities for Minority, Women and Disabled-owned businesses, it is clear that we still have work to do.

Thank you for your dedication to creating more equitable economic opportunities in our great city.


James F. Kenney

Mayor, City of Philadelphia



LETTER FROM THE DEPUTY DIRECTOR OF COMMERCE

I am pleased to release the FY17 Annual Participation Report for the Office of Economic Opportunity. We have accomplished a great deal in FY17, and I am delighted to highlight the work of this office.

We have moved the needle of inclusion forward this year, inching closer to our goal of awarding 35% of all eligible City contracts to Minority, Women and Disabled-owned Enterprises. We ended FY17 with 32.06% M/W/DSBE participation, up from 30.6% in FY16 – a significant step forward! This is due in large part to the tremendous efforts of the OEO staff, supported by an administration that has made diversity and inclusion a top priority.

Please take time to read this report and the accompanying appendix, which include information detailing contracting activity and our progress on strategic priorities. We also outline some exciting plans in the works for FY18. These plans include the addition of OEO staff members who will serve as Equal Opportunity Plan Enforcement Specialists; a dedicated OEO hotline; an innovative program to help small businesses through the certification process, and more. Included in the FY17 Annual Report is a snapshot of outcomes for FY17 compared to FY16 (page 6-7), which offers a look at outcomes across both years by category. You will see that we have made strides and are moving in the right direction. The snapshot also quickly and clearly illustrates areas of opportunity.

Key highlights to note include:

- The value of City contracts awarded to M/W/DSBE firms increased significantly, growing from \$216 million in FY16 to \$245 million in FY17.
- Contracts to Minority Business Enterprises (MBEs) increased by over \$16 million, growing from \$120 million in FY16 to nearly \$136 million in FY17.
- Personal Professional Service Contracts to both MBE and WBE firms experienced unprecedented increase of 4.4%, moving from \$135 million or 38.8% in FY16 to \$149 million or 43.2% in FY17.

In my first full year leading this office, it has become clear to me that we have very passionate and committed stakeholders – administrators, legislators and policy makers, professional associations, and business owners — who all want Minority, Women and Disabled-owned firms to flourish in Philadelphia. By working together, we can create an environment where small businesses thrive and compete with confidence, knowing that they have an equal shot at the opportunities that this great city has to offer.

Iola Harper

Deputy Director of Commerce
Office of Economic Opportunity

FY17/16 OUTCOME COMPARISON

KEY	2017 FISCAL YEAR						
	TOTAL AMOUNT	MBE \$	MBE %	WBE \$	WBE %	TOTAL PARTICIPATION	TOTAL %
NET DECREASE FROM FY16							
NET INCREASE OVER FY16							
PUBLIC WORKS	\$284,882,296	\$41,735,671	14.65%	\$32,233,591	11.31%	\$73,969,262	25.96%
SERVICE, SUPPLY, + EQUIPMENT	\$62,461,637	\$4,246,504	6.80%	\$16,073,674	25.73%	\$20,320,178	32.53%
PERSONAL + PROFESSIONAL SERVICES	\$346,486,833	\$88,589,600	25.57%	\$60,466,439	17.45%	\$149,056,040	43.02%
MISCELLANEOUS PURCHASE ORDERS	\$5,138,411	\$376,910	7.34%	\$894,320	17.40%	\$1,271,230	24.74%
SMALL ORDER PURCHASES	\$5,811,155	\$403,809	6.95%	\$484,859	8.34%	\$888,668	15.29%
SUB TOTAL	\$704,780,332	\$135,352,493	19.20%	\$110,152,884	15.63%	\$245,505,377	34.83%
CITY WIDE	\$27,384,623	\$822,885	3.00%	\$1,727,543	6.31%	\$2,550,428	9.31%
CITY WIDE SUBTOTAL	\$27,384,623	\$822,885	3.00%	\$1,727,543	6.31%	\$2,550,428	9.31%
CITY TOTAL	\$732,164,955	\$136,175,378	18.60%	\$111,880,427	15.28%	\$248,055,805	33.88%
QUASI							
PIDC	\$5,117,529	\$825,585	16.13%	\$752,441	14.70%	\$1,680,421	32.84%
PHDC	\$14,099,023	\$4,550,270	32.27%	\$2,616,324	18.56%	\$7,166,594	50.83%
PRA	\$226,083,983	\$40,695,117	18.00%	\$15,825,879	7.00%	\$56,520,996	25.00%
QUASI TOTAL	\$245,300,535	\$46,070,972	18.78%	\$19,194,644	7.82%	\$65,368,011	26.65%
TOTALS	\$977,465,490	\$182,246,350	18.64%	\$131,075,071	13.41%	\$313,423,816	32.06%

*ALL NUMBERS ARE ADJUSTED FOR FEW OR NO/SOLE SOURCE DEDUCTIONS

2016 FISCAL YEAR									
TOTAL AMOUNT	MBE \$	MBE %	WBE \$	WBE %	TOTAL PARTICIPATION	TOTAL %	FY17/16 MBE %	FY17/16 WBE %	FY17/16 M/WBE%
\$240,663,534	\$34,753,979	14.44%	\$26,030,041	10.82%	\$60,784,020	25.26%	0.11%	0.32%	0.43%
\$47,658,643	\$1,232,000	2.59%	\$13,968,250	29.36%	\$15,200,250	31.95%	4.42%	-3.95%	0.47%
\$347,496,480	\$83,577,206	24.05%	\$51,474,505	14.81%	\$135,051,711	38.86%	1.75%	2.57%	4.32%
\$4,205,739	\$336,513	8.00%	\$731,119	17.38%	\$1,067,632	25.39%	-0.60%	0.17%	-0.43%
\$5,466,885	\$238,880	4.37%	\$259,524	4.75%	\$498,404	9.12%	1.55%	4.33%	5.87%
\$645,401,281	\$120,138,578	18.61%	\$92,463,439	14.33%	\$212,602,017	32.94%	0.57%	1.10%	1.67%
\$72,565,072	\$344,340	0.47%	\$3,117,722	4.30%	\$3,462,062	4.77%	1.61%	0.07%	1.68%
\$28,880,724	\$344,340	1.19%	\$3,117,722	10.80%	\$3,462,062	11.99%	1.53%	-5.07%	-3.54%
\$674,282,005	\$120,482,918	17.87%	\$95,581,161	14.18%	\$216,064,079	32.04%	0.65%	0.86%	1.51%
\$28,871,922	\$7,017,295	24.30%	\$1,323,281	4.58%	\$8,340,576	28.89%	-8.17%	10.12%	3.95%
\$49,846,581	\$14,506,233	29.10%	\$4,497,360	9.02%	\$19,003,593	38.12%	3.17%	9.53%	12.71%
\$238,338,929	\$44,807,719	18.80%	\$15,658,868	6.57%	\$60,466,586	25.37%	-0.80%	0.43%	-0.37%
\$317,057,432	\$66,331,247	20.92%	\$21,479,509	6.77%	\$87,810,755	27.70%	-2.14%	1.05%	-1.05%
\$991,339,437	\$186,814,165	18.84%	\$117,060,670	11.81%	\$303,874,834	30.65%	-0.26%	1.45%	1.20%

In this Annual Report, OEO provides a detailed analysis of City contracts awarded to Minority, Women and Disabled-owned businesses during the period July 1, 2016 through June 30, 2017. Participation on City contracts is defined as the total contracts awarded to M/W/DSBEs as a percentage of eligible contracts awarded.

Participation results continue to improve, demonstrating that the City of Philadelphia is providing increased contract opportunities to M/W/DSBEs. FY17 ended with 32.06% of the nearly \$1 billion in City and quasi-public contracts being awarded to M/W/DSBEs.

Public works represented 36% of all eligible City contract dollars awarded in FY17. Personal and Professional Service contracts represented 53% -- the largest opportunity for businesses. Services, Supply, and Equipment represented 9%.

NO OPPORTUNITY DEDUCTIONS

OEO contracts an annual disparity study, which it uses to evaluate markets where there is limited availability of M/W/DSBEs “ready, willing and able” to respond to contract

opportunities. OEO continues to highlight those markets for development.

Of the nearly \$1 billion in contracts awarded during FY17, a total of 101 million in “No Opportunity Deductions” were exempted from participation based on the lack of M/W/DSBEs ready, willing, and able to respond in certain markets. Adjustments to department and citywide contract spending have been made to reflect the net opportunity for M/W/DSBE participation.

“No opportunity” contracts are divided into the following major categories:

- **Public Works** – \$2.5 million (construction, hauling, landscaping, etc.)
- **Personal and Professional Services** – \$78.3 million (e.g. electric utilities, human services, proprietary software, etc.)
- **City Wide** – \$9.3 million (e.g. water treatment chemicals, asphalt products, rock salt, etc.)
- **Service, Supply, and Equipment** – \$10 million (e.g. pharmaceutical management, radio systems, etc.)



Table 1
Historical
M/W/DSBE Participation
by Contract Category (City Only)

CONTRACT CATEGORY	ALL CONTRACTS				M/W/DSBE CONTRACTS			
	FY16		FY17		FY16		FY17	
	\$MM	%	\$MM	%	\$MM	%	\$MM	%
PUBLIC WORKS	\$241	37.0%	\$287	36.0%	\$61	25.3%	\$74	26.0%
SERVICE, SUPPLY, + EQUIPMENT	\$55	7.0%	\$73	9.3%	\$15	32.0%	\$20	32.5%
PERSONAL + PROFESSIONAL SERVICES	\$507	54.0%	\$425	53.3%	\$135	38.9%	\$149	43.0%
MISCELLANEOUS ORDER PURCHASES	\$4	1.0%	\$5	0.7%	\$1	25.4%	\$1	24.7%
SMALL ORDER PURCHASES	\$5	1.0%	\$6	0.7%	\$1	9.1%	\$1	15.3%
LESS FEW OR NO	\$167	-	\$92	-	-	-	-	-
TOTAL	\$645	100%	\$706	100%	\$213	32.90%	\$246	34.83%



PHOTO CREDIT: JEFF FUSCO



The OEO Registry of Certified Businesses is a primary driver for establishing participation goals on City and quasi-public contracts. As of October 2017, 2,765 firms have registered with the Office of Economic Opportunity. This represents an increase of 184 certified businesses in the registry or a 7% increase over FY16. OEO attributes this growth to its outreach efforts.

During FY17, OEO conducted nine “Doing Business with the City” workshops and participated in over 30 outreach events sponsored by local stakeholders. While the total number of certified businesses in the registry grew, the distribution of race and gender in the registry remained largely unchanged from FY16.

Continued growth of the registry will come mainly from leveraging OEO’s strengthened relationships with local third-party certification agencies and Chambers and by simplifying and clarifying the path to certification for interested business owners.

BUSINESS OWNERSHIP DEMOGRAPHICS

To offer some broad perspective, it is appropriate to compare the breakdown of the OEO registry and contracting

activity for the city to the local market demographics from the latest census. While African Americans make up 43% of Philadelphia’s population, they represent only 24% of businesses owners. Women represent upwards of 53% of the city’s population, but only 39% of business owners.

Small business development programs as well as the City’s Department of Commerce play a crucial role in helping to develop a strong pipeline of businesses with the capacity to work in the government and corporate contracting arena. OEO also plans to expand its education and advocacy efforts by increasing outreach, as well as working more closely with existing small business development agencies, neighborhood-based organizations, lending institutions and corporations to educate existing and emerging businesses about contracting opportunities. OEO will also continue to serve in a role to connect M/W/DSBE firms to the resources needed to grow and scale.

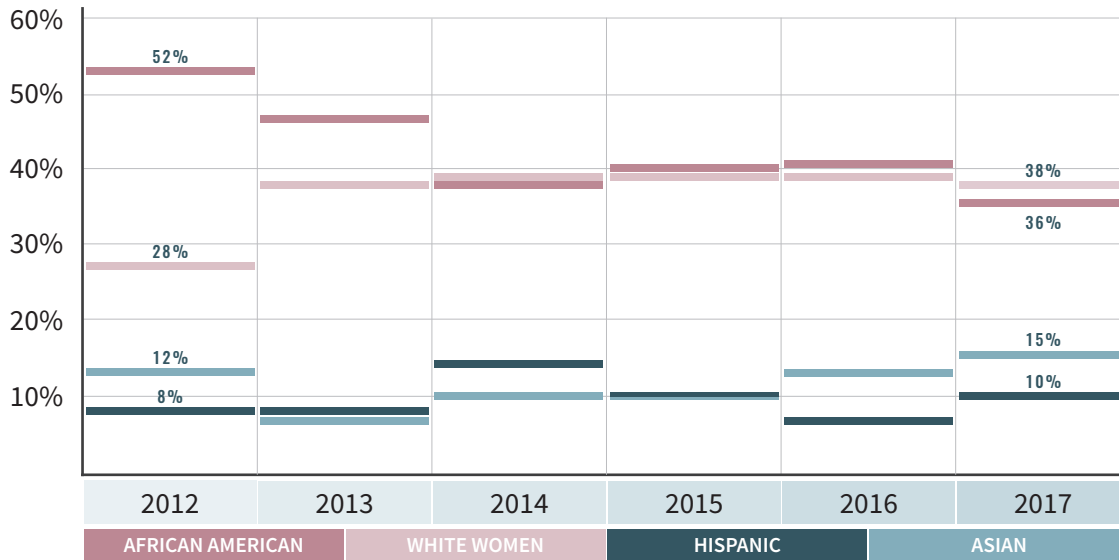


Figure 1
Percentage of City Contract Dollars Awarded to M/W/DSBEs by Race and Gender

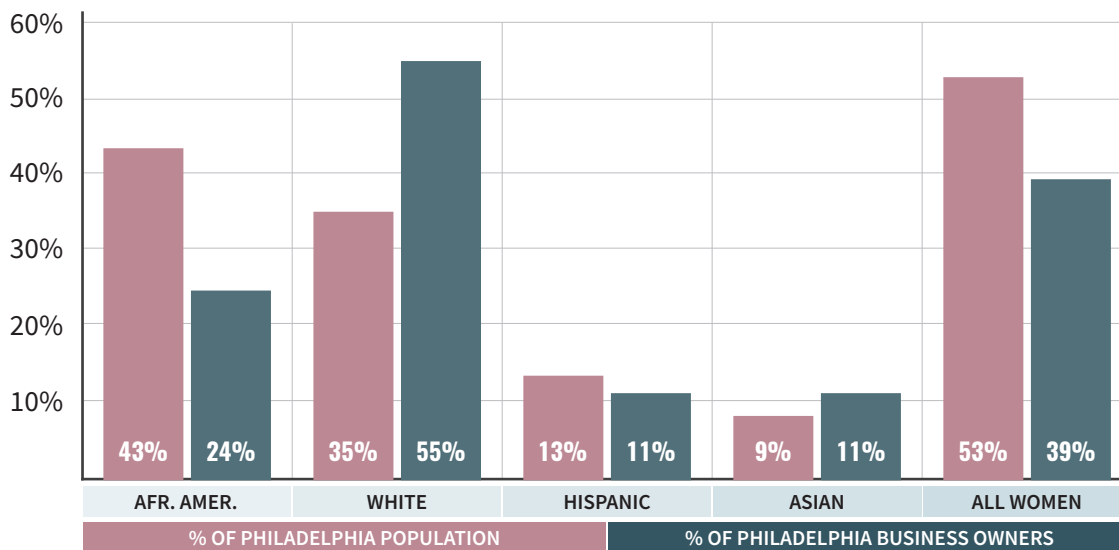
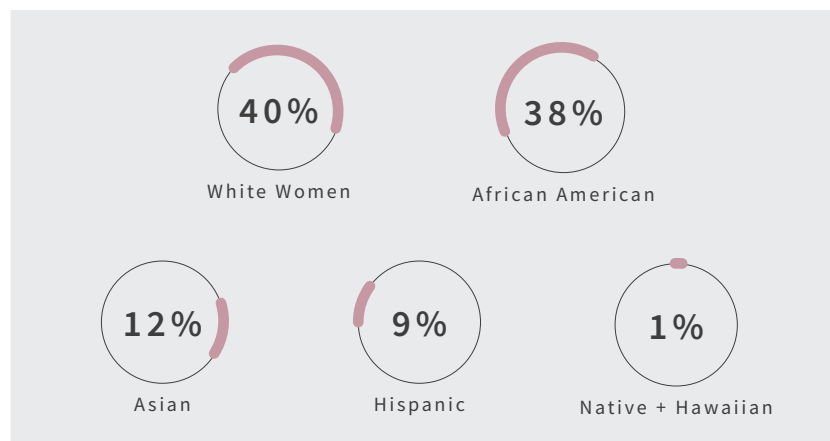


Figure 2
Population vs. Business Owners by Race

**OEO
REGISTRY
DEMOGRAPHICS**

(2,765 TOTAL CERTIFIED M/W/DSBEs)



PUBLIC WORKS

(36% of Total Contracts Awarded by the City)

M/W/DSBE participation on Public Work contracts includes the performance of construction work, hauling, landscaping, and supply of building materials and equipment. M/W/DSBE awards increased from \$61 million in FY16 to 73.9 million in FY17 resulting in 25.96% participation. This percentage remains unchanged from FY16. Participation goals for Public Works' contracts are defined in the Economic Opportunity Plans (EOPs) submitted by contractors during the competitive bidding process. EOPs can be reviewed online on the City's website.

SERVICE, SUPPLY AND EQUIPMENT

(9% of Total Contracts Awarded by the City)

The total Service, Supply, & Equipment (SSE) contracts awarded in this category increased from \$55 million in FY16

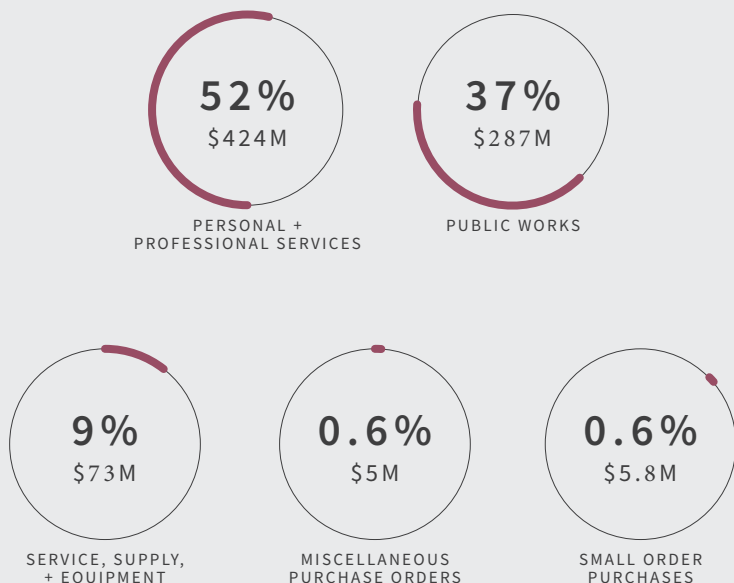
to \$73.2 million in FY17. M/W/DSBEs were awarded \$20.6 million or 32.5% of available dollars. Contract awards to M/W/DSBEs for this reporting period increased by \$5 million.

PERSONAL AND PROFESSIONAL SERVICES

(52% of Total Contracts Awarded by the City)

Personal and Professional Services (PPS) contracts continue to exceed participation goals. The City awarded \$424 million in PPS contracts of which \$149 million or 43.2% (less few or no) were awarded to M/W/DSBEs. This increase in M/W/DSBE participation reflects an ample supply of minority PPS businesses that are available to compete for contracting opportunities. While the OEO registry is representative of consulting experts that provide a variety of services for operating departments, there is still limited availability of M/W/DSBEs in electric service supply, human services, and software licensing. Contracting opportunities can be

FY17 DEPARTMENT CONTRACTS AWARDED BY CATEGORY



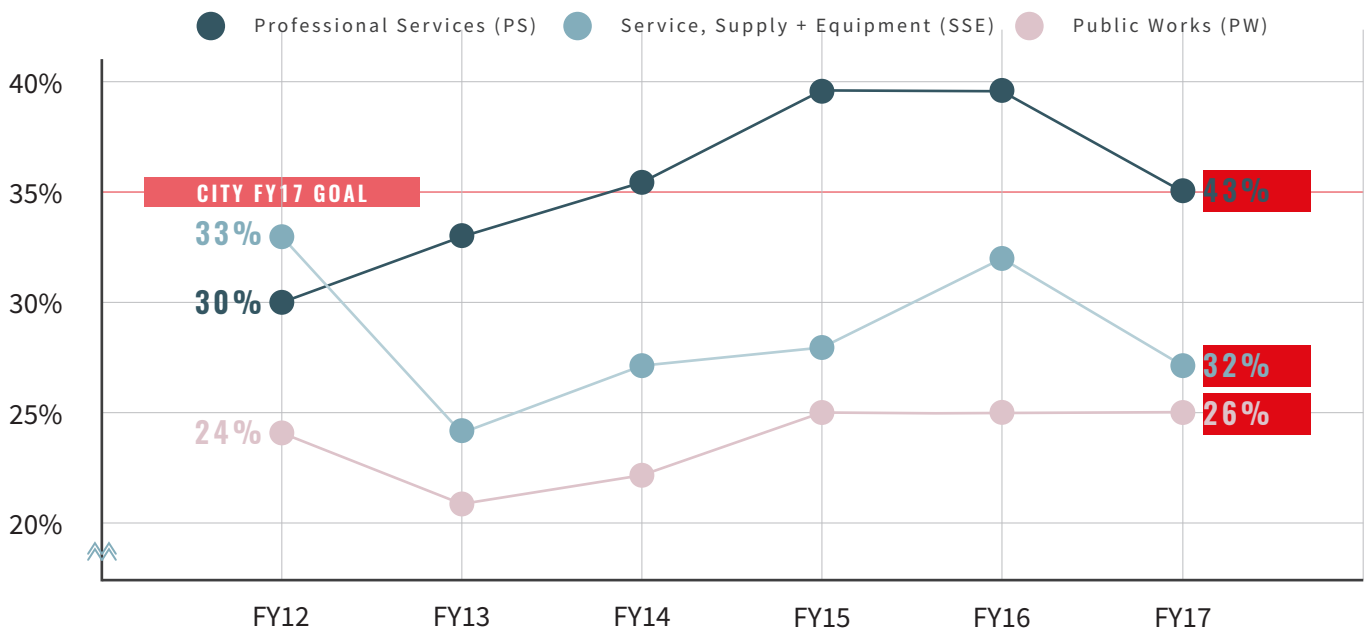
accessed by visiting phila.gov/oeo. For reporting purposes, OEO recognizes law firms as achieving 100% participation when that firm has a minority or woman partner responsible for the City of Philadelphia account.

MISCELLANEOUS PURCHASE ORDERS AND SMALL ORDER PURCHASES (Less Than 2% of Total Contracts Awarded by the City)

Miscellaneous Purchase Orders (MPOs) are Personal and Professional Services contracts valued at \$32,000 or less. Small Order Purchases (SOPs) are service, supplies and equipment contracts valued at \$32,000 or less. The operating departments manage a decentralized bidding and RFP process for these transactions. While these small contracts represent less than 2% of the City's annual expenditures, they provide an essential point of entry to government contracting for many small businesses.

The City spent \$5 million total in MPOs and M/W/DSBE firms were awarded \$1.2 million or 25% of MPO contracts. Likewise, \$5.8 million was spent on Small Order Purchases and \$888,668 or 15% was awarded to M/W/DSBEs. OEO has identified this contract category as priority for inclusion targeting during FY18. The awarding of MPOs as well as SOPs provides the greatest opportunity for inclusion increase due to the discretion that Departments can exercise. OEO met with leadership across all departments to review departmental purchasing procedures and, provided when appropriate, targeted outreach to M/W/DSBEs in the OEO registry.

Figure 3
Five Year Comparison of M/W/DSBE
Participation in Major Contract Categories





QUASI-PUBLIC AGENCY PARTICIPATION

Contracts awarded by quasi-public Agencies in FY 17 totaled \$245 million, and collectively these agencies achieved 27% participation.

The Philadelphia Industrial Development Corporation (PIDC) manages projects and related contracts on behalf of its business and operational activities, as well as its related affiliates and the Philadelphia Authority for Industrial Development (PAID). The total dollar amount and number of projects vary from year to year and include a range of annual operating and maintenance projects and an occasional large infrastructure or utility project. The latter may significantly increase the total number of contracts between years. Depending on the funding source for projects, PIDC may or may not control the solicitation and contracting process, including the disposition of M/W/DSBE participation. When the solicitation and contracting process is controlled by others (e.g. a governmental entity), PIDC's role is generally to project-manage and facilitate construction contracts and information collection related to the project. In these cases, oversight or the process for M/W/DSBE inclusion is outside of PIDC's control. For the 12-month period ending June 30, 2017 the M/W/DSBE participation on \$5,117,529 of contracts under PIDC control is 16.13% (MBE), 14.70% (WBE), and 2.00% (DSBE) respectively; or 32.84% total participation.

PIDC and OEO are working collectively to identify an efficient and transparent process to monitor contract dollars that fall outside of PIDC's control.

CITY PROJECTS WITH FEDERAL FUNDING - DBE PARTICIPATION

Federally-Funded Projects in FY17 totaled \$21.2 million and generated 13.8% in participation of Disadvantaged Business Enterprises (DBEs). Federally funded projects are reported separately because lower participation goals are required. The U.S. Department of Transportation (USDOT/PennDOT) funded contracts (i.e., Federal Aviation Administration (FAA), Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA funded contracts) are subject to 49 CFR Part 26 which establishes a single goal for the participation of DBEs, as those firms are defined in Section 26.5. In the instance of FHWA contracts, PennDOT establishes the contract goal for DBEs since the City of Philadelphia is a sub-recipient to PennDOT. For FAA-assisted contracts, the City's DBE Program Office, and not OEO, establishes the DBE contract goal which is subject to federal guidelines. Likewise, contracts funded by the EPA do not contain a numeric goal but require the solicitation of DBEs. These federal programs do not permit the application of local requirements (i.e., Executive Order 03-12 or Chapter 17-1600 of the Philadelphia Code) on contracts receiving federal financial assistance.

Table 2
Quasi-Public
Government Agency
M/W/DBSE Participation Summary

AGENCY	FY16			FY17		
	TOTAL AWARDED (SMM)	AWARDED TO M/W/DBEs	% AWARDED TO M/W/DBEs	TOTAL AWARDED (SMM)	AWARDED TO M/W/DBEs	% AWARDED TO M/W/DBEs
PIDC	\$28.9	\$8.3	28.90%	\$5.1	\$1.7	32.84%
PHDC	\$49.8	\$19.0	38.10%	\$14.1	\$7.2	50.83%
PRA	\$238.3	\$60.4	25.4%	\$226.1	\$56.5	25.00%
TOTALS	\$317.0	\$87.8	27.70%	\$245.3	\$65.4	26.65%

Table 3
Disadvantaged Business
Enterprise Participation on
Federally-Funded City Projects

DEPARTMENT	FY16			FY17		
	SPEND (\$MM)	DBEs (\$MM)	%	SPEND (\$MM)	DBEs (\$MM)	%
AVIATION	\$98.4	\$6.5	23.6%	\$21.2	\$2.9	13.6%
PUBLIC PROPERTY	\$2.7	-	-	-	-	-
STREETS	\$8.2	\$5.3	10.4%	-	-	-
WATER	-	-	-	-	-	-
TOTALS	\$109.3	\$14.4	13.1%	\$21.2	\$2.9	13.6%

City department contracts, valued at \$704,780 million, achieved a 34.83% participation rate with M/W/DSBEs being awarded \$245.5 million in contracts. In the adjacent table, departmental contract activities for FY17 were adjusted for “No Opportunity Deductions” which reflect the lack of M/W/DSBEs in certain markets. The departments are ranked according to the highest percentage of participation achieved for the reporting year (July 1, 2016 through June 30, 2017).

OEO is committed to identifying opportunities for M/W/DSBEs across all contracting opportunities. To this end, OEO leadership met with Commissioners, Directors and Senior leadership in City departments to identify strategies to increase participation. Departments were asked to identify services and/or supplies that were “unique” to the contracting needs of their respective departments. To support increased M/W/DSBE contracting opportunities, OEO has provided targeted outreach to certified vendors within the OEO registry. OEO also encouraged departments to increase M/W/DSBE participation when utilizing Miscellaneous Purchase Orders (MPOs) and Small Order Purchases (SOPs). Although OEO does not routinely set participation goals on MPOs, departments are encouraged to search the OEO registry first before engaging in other solicitation efforts. In FY18 OEO will continue to review services, supplies, etc., secured via MPOs and SOPs with leadership across City departments to identify opportunities for M/W/DSBEs.

Of the 47 departments identified, 18 departments exceeded their departmental goal set during the FY17 Budget Hearings and 20 exceeded the City’s goal of 35% participation. Noted fluctuations in departmental performance are driven by variances in products and services purchased, availability of M/W/DSBEs to respond to bids and Requests for Proposals (RFPs) and competitive market pressures such as price, size of contract, bonding requirements, etc.

TOP PARTICIPATING CITY DEPARTMENTS BY YEAR

FY17	1	BOARD REVIEW OF TAXES	FY16	1	PROCUREMENT
	2	BEHAVIORAL HEALTH/INTELLECTUAL DISABILITY		2	COMMERCE
	3	DISTRICT ATTORNEY		3	PRISONS
	4	OFFICE OF THE CITY CONTROLLER		4	CITY PLANNING COMMISSION
	5	DEPARTMENT OF PUBLIC HEALTH		5	PUBLIC PROPERTY
	6	PUBLIC PROPERTY		6	MAYOR'S OFFICE OF COMMUNITY EMPOWERMENT + OPPORTUNITY
	7	HOUSING + COMMUNITY DEVELOPMENT		7	PROPERTY ASSESSMENT
	8	MAYOR'S OFFICE OF COMMUNITY EMPOWERMENT + OPPORTUNITY		8	DEPARTMENT OF PUBLIC HEALTH
	9	FREE LIBRARY		9	HOUSING + COMMUNITY DEVELOPMENT
	10	MAYOR'S OFFICE		10	MAYOR'S OFFICE

RANK	DEPARTMENT	TOTAL AVAILABLE CONTRACT \$	FEW OR NO DEDUCTIONS	NET CONTRACTS	M/W/DSBE TOTAL	FY17 GOAL %	REVISED ACTUAL %
1	BOARD REVIEW OF TAXES	\$60,000	-	\$60,000	\$60,000	0.00%	100.00%
2	BEHAVIORAL HEALTH/INTELLECTUAL DISABILITY SERVICES	\$18,443,318	-	\$18,443,318	\$18,056,261	10.00%	97.90%
3	DISTRICT ATTORNEY	\$237,000	\$140,000	\$97,000	\$85,000	0.00%	87.63%
4	OFFICE OF THE CITY CONTROLLER	\$32,500	-	\$32,500	\$25,000	0.00%	76.92%
5	DEPARTMENT OF PUBLIC HEALTH ²	\$7,870,127	\$2,409,591	\$5,460,537	\$3,948,193	30.00%	72.23%
6	DEPARTMENT OF PUBLIC PROPERTY	\$50,694,220	\$2,500,000	\$48,194,220	\$31,797,417	50.00%	65.98%
7	OHCD	\$555,738	\$470,938	\$84,800	\$50,000	40.00%	58.96%
8	MAYOR'S OFFICE OF COMMUNITY EMPOWERMENT & OPPORTUNITY	\$96,131	-	\$96,131	\$52,298	50.00%	54.40%
9	FREE LIBRARY	\$2,101,521	\$1,054,700	\$1,046,821	\$452,138	20.00%	53.50%
10	MAYOR'S OFFICE	\$811,536	\$157,536	\$654,000	\$270,000	40.00%	43.19%
11	PRISONS ¹	\$63,003,535	\$11,066,290	\$51,937,245	\$21,243,145	35.00%	37.98%
12	OFFICE OF HOMELESS SERVICES	\$3,823,226	\$1,615,331	\$2,207,896	\$888,136	30.00%	40.90%
13	DEPARTMENT OF HUMAN SERVICES ²	\$44,819,906	\$21,975,194	\$22,844,712	\$8,680,892	30.00%	35.41%
14	STREETS	\$62,801,276	-	\$62,801,276	\$22,238,901	31.00%	34.34%
15	DIRECTOR OF FINANCE	\$15,921,114	-	\$15,921,114	\$5,466,575	35.00%	34.27%
16	DEPARTMENT OF LICENSE AND INSPECTIONS	\$7,398,932	-	\$7,398,932	\$2,535,245	30.00%	33.27%
17	AVIATION	\$81,023,532	\$483,989	\$80,539,543	\$26,747,047	30.00%	33.22%
18	LAW DEPARTMENT	\$14,284,161	-	\$14,284,161	\$4,606,295	30.00%	32.25%
19	REVENUE	\$17,237,680	-	\$17,237,680	\$5,530,688	45.00%	32.03%
20	COMMERCE	\$75,000	-	\$75,000	\$22,950	35.00%	30.60%
21	OFFICE OF PROPERTY ASSESSMENT	\$792,878	-	\$792,878	\$228,378	65.00%	28.80%
22	WATER DEPARTMENT ³	\$307,004,905	\$5,282,915	\$301,721,990	\$83,455,506	30.00%	27.58%
23	OFFICE OF INNOVATION & TECHNOLOGY ⁴	\$33,067,343	\$10,761,433	\$22,305,910	\$5,643,490	25.00%	25.25%
24	CITY TREASURER	\$3,129,295	-	\$3,129,295	\$790,009	30.00%	25.70%
25	OFFICE OF ARTS & CULTURE	\$939,925	-	\$939,925	\$217,029	15.00%	23.09%
26	PARKS & RECREATION	\$1,650,852	-	\$1,650,852	\$318,035	25.00%	19.26%
27	FIRE	\$6,801,858	\$347,974	\$6,453,884	\$1,123,167	15.00%	16.68%
28	RECORDS	\$2,223,746	-	\$2,223,746	\$339,000	25.00%	15.24%
29	OFFICE OF SUSTAINABILITY	\$100,000	-	\$100,000	\$15,000	0.00%	15.00%
30	POLICE	\$3,572,156	\$842,895	\$2,729,261	\$371,547	8.00%	12.31%
31	MANAGING DIRECTOR'S OFFICE ⁵	\$25,780,573	\$25,000,000	\$780,573	\$98,493	15.00%	13.52%
32	FLEET MANAGEMENT ⁶	\$14,283,610	\$7,608,182	\$6,675,428	\$99,544	5.00%	1.00%
33	PERSONNEL	\$4,998,902	-	\$4,998,902	\$50,000	20.00%	0.52%
34	OFFICE CIVIC ENGAGEMENT & VOLUNTEER SERVICE	\$27,315	-	\$27,315	-	0.00%	0.00%
35	OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER	\$179,800	-	\$179,800	-	0.00%	0.00%
36	OFFICE OF THE CITY REPRESENTATIVE	\$38,250	-	\$38,250	-	80.00%	0.00%
37	OFFICE OF THE INSPECTOR GENERAL	\$6,744	-	\$6,744	-	30.00%	0.00%
38	BOARD OF PENSIONS AND RETIREMENT	\$350,200	-	\$350,200	-	15.00%	0.00%
39	PROCUREMENT	\$3,416	-	\$3,416	-	10.00%	0.00%
40	CITY COMMISSIONERS	\$255,081	-	\$255,081	-	0.00%	-
41	BOARD OF ETHICS	-	-	-	-	-	-
42	CITY PLANNING COMMISSION	-	-	-	-	-	-
43	CIVIL SERVICE COMMISSION	-	-	-	-	-	-
44	FIRST JUDICIAL DISTRICT OF PA	-	-	-	-	-	-
45	HUMAN RELATIONS COMMISSION	-	-	-	-	-	-
46	LABOR RELATIONS	-	-	-	-	-	-
47	SINKING FUND COMMISSION	-	-	-	-	-	-
48	YOUTH COMMISSION	-	-	-	-	-	-
TOTALS		\$796,497,300	\$91,716,967	\$704,780,333	\$245,505,377		34.86%
CITY WIDE⁶ (SSE)		\$36,688,397	\$9,303,774	\$27,384,623	\$2,550,428		8.45%
CITY TOTAL		\$833,185,697	\$101,020,741	\$732,164,956	\$248,055,805		33.78%

(1) PPS: INMATE OR ALTERNATE HOUSING \$2.6M

(2) PPS: HUMAN SERVICES \$20.3M

(3) SSE: WATER CLEANING ANAEROBIC DIGESTERS \$2.3M; PPS: ENGINEERING DESIGN 0.75M

(4) PPS: ELECTRIC SERVICES \$10.4M; SSE: MAINTENANCE 0.65M

(5) PPS: ENERGY SERVICES 25M

(6) SSE: AERIAL FIRE APPARATUS 1.1M AND SPECIALTY EQUIPMENT 3.7M

An Economic Opportunity Plan (EOP) is an agreement between the City and a prime contractor or a Project Owner. The EOP agreement establishes goal ranges for the meaningful participation of M/W/DSBEs on capital and construction projects as well as some large City procurement contracts. An EOP is required if a City-owned project has a budget greater than \$100,000. EOPs are also mandated for projects in the private and nonprofit sector if a construction project requires an action of City Council to proceed or is receiving public funding.

THE ROLE OF OEO

Since the advent of EOPs in 2007, over 1,000 agreements have been signed and executed, representing over \$12 billion in project value. Minority, Women, and Disabled-owned businesses have earned over \$1.9 billion on projects governed by EOPs. In 2015, the Office of Economic Opportunity was tasked with reporting workforce diversity on City projects. OEO compiled data from the Labor Standard Unit’s LCP Tracker system, which was subsequently

used to set targeted goals based on race and ethnicity. OEO continues to compile and distribute data reports each year. As of 2017, the Labor Standards Unit provides oversight and enforcement for workforce diversity on City-owned projects.

INCREASED EOP OVERSIGHT

Recently, Bill No. 161106, requiring an oversight committee for all EOP projects with a value exceeding \$5 million was passed in Council. This increased level of scrutiny will enhance OEO’s ability to manage EOP projects and increase the share of dollars awarded to M/W/DSBEs. In FY18, OEO will alter the way it reports its EOP data. In all previous reports since the inception of EOPs in 2007, OEO reported all EOP data cumulatively. Moving forward, data will be reported on an annual basis, in the same fashion that the data for the Contract Participation Report is reported. This approach will create a more consistent and accurate report, with fewer entries and more timely, representative data. Previous years’ closed projects will be included in an archived format.

AMOUNT PAID TO MWBE FIRMS ON EOP PROJECTS FROM FY09-FY17
\$313,080,000 CITY-OWNED
\$113,720,000 QUASI-PUBLIC
\$1,490,310,000 PRIVATE/NONPROFIT
\$1,917,110,000 TOTAL

Table 4
FY17 EOP Participation

CATEGORY	M/W/DBSE PARTICIPATION
AVIATION	23.85%
PUBLIC PROPERTY	22.04%
STREETS	23.43%
WATER	22.32%
NON-PUBLIC WORKS	N/A
TOTAL CITY AGREEMENTS	22.58%
OHCD	19.00%
PIDC	20.71%
PRIVATE/NONPROFIT	25.86%

Table 5
EOP
Agreements

CATEGORY	ACTIVE	CLOSED	PLANNING	CANCELLED	TOTAL
AVIATION	38	32	1	0	71
PUBLIC PROPERTY	138	75	9	0	222
STREETS	21	36	5	0	62
WATER	154	132	24	0	310
NON-PUBLIC WORKS	9	1	0	0	10
TOTAL CITY AGREEMENTS	360	276	39	0	675
OHCD	21	161	39	14	235
PIDC	5	14	6	0	25
PRIVATE/NONPROFIT	34	58	30	8	130
TOTAL AGREEMENTS	420	509	114	22	1,065

Table 6
EOP
Participation

	CAUCASIAN	AFRICAN AMERICAN	HISPANIC	ASIAN	NATIVE AMERICAN	FEMALE
SKILLED TRADES	80.76%	7.52%	7.07%	0.53%	0.12%	0.56%
LABORERS	46.21%	25.15%	25.03%	0.36%	0.60%	0.53%
NON-CONSTRUCTION	15.83%	26.84%	5.63%	0.00%	0.55%	24.67%
TOTALS¹	61.81%	15.11%	11.61%	0.41%	0.32%	4.19%

¹ "OTHER" AND "NOT SPECIFIED" HOURS NOT INCLUDED, PERCENTAGES WILL NOT TOTAL 100%

When the Labor Standards Unit collects its data, not all workers report their race and ethnicity. The chart above summarizes the race and ethnicity data for workers who reported such data



AT A GLANCE

OVER 1,500
PARTICIPANTS

36+ EVENTS
CITY-WIDE

OVER 40
ORGANIZATIONAL
PARTNERS

33RD ANNUAL MED WEEK

The Office of Economic Opportunity celebrated its 33rd Anniversary of Minority Enterprise Development Week (MED Week) during the week of October 2 - 6, 2017. The MED Week Kick-Off Breakfast and Open for Business Expo was attended by the Mayor, City officials, State officials, leadership across City departments, local businesses, advocates, as well as over 250 diverse firms interested in doing business with the City.

During the kickoff, OEO leadership took the opportunity to recognize individuals who have been instrumental in refining the mission and direction of the office. Throughout the week, local businesses and individuals had an opportunity to attend upwards of 36 workshops across the City. The workshops included: Using



Mobile Technology to Grow Your Business, Rebuild: We Will Work, Meet the Lenders, and other events to inform business. Sponsorship of various workshops was representative of local businesses, universities and colleges, City Council, Chambers of Commerce, banks, as well as City and quasi-public entities.

OEO collaborated with the CAO's office and over 15 City departments to host the Philadelphia Open for Business Expo. The Expo provided an opportunity for local businesses to meet with decisionmakers in each of the City's largest departments and agencies to learn about contracting opportunities available within the City.

*List of MED week committee members can be found in the appendix

Chapter 17-104 of the Philadelphia Code, entitled "Prerequisites to the Execution of City Contracts, was amended in September 2013 to require contractors seeking to do business with the City to disclose:

- The current percentage of female executive officers in the company and percentage of females on the company's full boards
- The company's aspirational goals for the inclusion of females in executive positions and on the executive and full boards
- The intended efforts by the contractor to achieve aspirational goals

During this reporting period, OEO reviewed the demographics of 90 Public Works vendors and 209 suppliers resulting in the following observations:

- 37% of the Public Works vendors reported women as members of their board and 51% as members of their executive staff (See Table 7)
- Of the 301 bids reviewed for Service, Supply and Equipment, 44% reported women as board members and 60% as members of their executive staff (See Table 8)

FUTURE ASPIRATIONS

Data presented by businesses suggests that there is a desire to increase representation of women in leadership. Of the 436 Public Works bids reviewed, 78% of suppliers identified aspirational goals and 49% of vendors providing services, equipment and supplies indicated a goal to increase women on boards and/or executive staff. However, no specific inclusion strategies were identified. Reporting inconsistencies were also noted for businesses submitting multiple bids.

GOING FORWARD

OEO's review and subsequent findings presents an opportunity for dialogue with stakeholders regarding strategies to address:

- Bidder's unresponsiveness regarding the identification of efforts to achieve stated inclusion goals
- Perceived and/or actual barriers for inclusion
- Accuracy/clarity of bid information
- Periodic "check in" to see if businesses have achieved stated goals

OEO's findings present an opportunity for continued dialogue with Procurement regarding strategies to increase the inclusion of on women on boards.

These strategies include:

- Requiring that bid respondents completely and accurately complete the bidder's disclosure form and their efforts to increase the number of women on their board.
- Periodic "check in" to see if businesses have achieved stated goals and corrective action when vendors fails to comply.

OEO will engage the City's Procurement Department to discuss strategies to increase representation.

Recommendations could include, but are not limited to:

- Stipulating WBE board/executive representation as a part of evaluation criteria in the City's "Best Value" initiative.
- Considering a bid as "non-responsive" if the vendor fails to identify strategies to achieve identified goals as requested on the Bid Disclosure Form.

Table 7
FY16
Public Works
Vendor Metrics

METRIC	#	%
WOMEN ON BOARDS OF DIRECTORS	33	37%
WOMEN ON EXECUTIVE STAFF	46	51%
WOMEN ON BOARDS + EXECUTIVE STAFF	79	88%
CONTRACTORS W/GOAL TO INCREASE WOMEN ON BOARDS	31	34%
CONTRACTORS W/GOAL TO INCREASE WOMEN ON EXECUTIVE STAFF	39	43%
CONTRACTORS W/GOAL TO INCREASE WOMEN ON BOARDS OR EXECUTIVE STAFF	70	78%
SUPPLIERS	90	-

Table 8
FY16
Service, Supply
+ Equipment
Vendor Metrics

METRIC	#	%
BID OPPORTUNITIES REVIEWED	301	-
WOMEN ON BOARDS OF DIRECTORS	93	44%
WOMEN ON EXECUTIVE STAFF	125	60%
WOMEN ON BOARDS + EXECUTIVE STAFF	218	-
CONTRACTORS W/GOAL TO INCREASE # OF WOMEN	102	49%
CONTRACTORS REPORTING NO WOMEN ON BOARDS OR STAFF	44	21%
SUPPLIERS	209	-

In FY16, OEO identified five strategic priorities that would guide the operations, policies and practices within the Office of Economic Opportunities. The priorities were: 1) enhanced monitoring, reporting and transparency; 2) focused attention on the training and selection of OEO Officers; 3) capacity building to increase availability and usage of M/W/DSBE firms; 4) growing the market by strategically growing OEO's registry; and 5) creating a pipeline registry of certifiable M/W/DSBEs who want to work while pursuing certification status. OEO remains committed to these priorities and has made significant progress in each strategic area.

ENHANCING MONITORING

On March 30, 2017 Mayor Kenney signed Executive Order 03-17 (a copy of the Order is provided in the Appendix), mandating that every City department designate an OEO Officer. The Officer functions as an advocate who will work to identify strategies to maximize the participation

of M/W/DSBE businesses on contracts that support their departments. The Officer's responsibilities include, but are not limited to, developing policies, programs, strategies and practices for the collection of data regarding M/W/DSBE participation, as well as strategies to increase participation. Officers and alternates are required to attend quarterly meetings and trainings provided by OEO throughout the year. There are over 40 OEO Officers and alternates currently assigned to City departments. A complete listing of Officers is provided in the Appendix.

OEO TRAINING

As a follow-up to the Executive Order, OEO provided an in-depth, hands-on training for OEO Specialists and OEO Officers and Alternates to help them better navigate the City's B2GNow System. This system enables staff to monitor and prepare reports on topics including: payments to primes and subcontractors, timeliness of payments, and compliance



**MAYOR JIM KENNEY SIGNING EXECUTIVE ORDER 03-17 ON MARCH 30, 2017
LEFT TO RIGHT - NOLAN ATKINSON, JIM KENNEY, IOLA HARPER**

with contract commitments. This invaluable tool allows City staff to monitor project payment activity, and flag non-payment or non-compliant activity.

OEO is pleased to work more closely with the Inspector General. The IG's Office has supported OEO on site visits, participated in meetings with prime and subcontractors, and participated on OEO Oversight Committees. The Inspector General's Office also conducted a specialized training for OEO staff to help team members better understand how to identify M/W/DSBE related fraud and to understand the investigation and enforcement process.

CAPACITY BUILDING

ENHANCED OUTREACH

Maintaining an accessible and information-rich environment for M/W/DSBEs that want to do business with the City is crucial to OEO's mission. To this end, OEO created several communication tools. The OEO monthly e-Blast and

quarterly newsletter were created to insure that OEO is able to get critical information about opportunities directly into the inboxes of our vendors on a consistent basis. The purpose of this newsletter is to:

- Share information with M/W/DSBEs and our stakeholders concerning new contracting/bid opportunities and networking events
- Recognize vendors and/or City Departments that exceed M/W/DSBE participation goals
- Share policy information and/or changes impacting OEO and its stakeholders
- Create a vehicle by which to engage stakeholders and give a snapshot into the Office operations and activities

The newsletter is emailed to OEO's 2,700+ vendors, as well as City staff and other stakeholders. The launch of these new communications tools exemplify OEO's commitment to promoting an environment that is informative, accountable and transparent.



WHEN WE INCLUDE LOCAL MBE'S LIKE JOSEPH BOYD, OWNER OF BLACK STAR SUPPLY COMPANY; WE SUPPORT LOCAL BUSINESSES THAT EMPLOY LOCAL YOUTH

“DOING BUSINESS WITH THE CITY”

OEO hosted nine informational and networking workshops for over 360 small businesses interested in contracting with the City of Philadelphia during this reporting period. These workshops are a collaborative effort between various City departments, quasi-public entities, as well as a host of local institutions and corporations who all share information about the “how-to’s” of contracting for interested small businesses.

GROWING BY FUELING THE PIPELINE

Growing the registry of certified businesses means that more diverse businesses with capacity will be available to work on City projects. Increasing the availability of diverse certified firms also means that we increase the City’s ability to continue to increase its levels of participation on City programs and projects. The formula is simple:

Increase in M/W/DSBE firms in the registry = More M/W/DSBE firms available to participate on City projects = Higher Participation = Local job creation = Continued economic growth for the city and region

OEO has amplified outreach to include local and regional small business development agencies and non-profit organizations. The Office has participated in over 30 outreach events and 14 speaking engagements that reached over 980 local and regional small businesses.

OEO’S EMERGING VENDORS PROGRAM

MBE firms continue to face higher barriers than non-minority businesses when they seek to take advantage of market opportunities. OEO’s ability to connect MBE firms to real and substantial opportunities, beyond increasing the amount of dispersed procurement dollars, is largely dependent

upon the following: 1) positioning existing MBE firms to be competitive and sustainable and 2) creating a pipeline of new contract/bid ready MBE firms. Even with OEO’s enhanced outreach efforts, administrative policies and protocols that serve as barriers for participation on public and private contracting opportunities remain challenging. Growing the pool of available vendors is further complicated by the challenges that many face when trying to become a certified Minority or Women-owned firm. OEO developed the Emerging Vendors Program (EVP) to address the unique challenges MBE’s face when trying to become certified.

The Emerging Vendors Program is a pilot project designed to increase the pool of new Philadelphia-based certified M/W/DSBEs who are ready, willing and able to do business and provide them with the tools to grow and scale. The pilot will initially be launched in partnership with the City’s Rebuild Initiative.

The Emerging Vendors Program (EVP), will assess small Philadelphia-based, not-yet certified firms for inclusion in Rebuild opportunities. Firms accepted into the EVP will be eligible to participate in the Rebuild initiative and be counted toward EOP related diversity goals while receiving the back-end support and technical assistance needed to become MBE, WBE or DSBE certified with a recognized third-party certification agency. EVP Businesses will have 24-months to work with Rebuild technical assistance providers as well as external agencies to address their individual challenges and barriers to becoming certified. EVP status will terminate on the 24-month Anniversary with no option for renewal. Details on the application process are forthcoming and the EVP status for the pilot phase will count towards Rebuild projects only.



MBE SPECIALIST EKPENYONG OJI PROVIDING ADVICE TO A LOCAL SMALL BUSINESS OWNER

In addition to day-to-day work and furthering progress on strategic priorities, OEO is focusing on the following areas:

NEW VENDOR PERFORMANCE MODULE

OEO is currently working with the Procurement department to launch a new module on the PHL Contracts system designed to track vendor performance. The Vendor performance module will document and provide transparency in allowing vendors to view and respond (as applicable) to agency feedback. Vendor Performance documents will be visible by agency users, and quantitative evaluations will support the availability of Vendor Performance scorecards. Criteria is currently being developed but will include, at a minimum, the following factors: Performance (on time, on budget, safety); Technical Ability; Performance of EOP and M/W/DSBE goals; and Overall Management (schedule, delivery).

TRACKING M/W/DSBE SPEND ON NON-PROFIT CONTRACTS

Annually the City of Philadelphia spends over \$500 million with non-profit contractors to provide a myriad of services across City departments. Given the significant spending, OEO would like to review and report on how these agencies engage M/W/DSBE firms as well as report on other diversity related metrics such as board composition and staff.

During FY18 OEO will:

- Explore the feasibility of requiring all non-profit agencies receiving city dollars to report on M/W/DSBE spend, as well as other diversity-related metrics
- Identify resources needed to capture this type of data (e.g. IT, staffing, etc.)
- Determine impact to current reporting process
- Identify appropriate next steps

INCREASED ACCESS FOR DISABLED FIRMS

Currently, no certifying agencies have been identified by OEO for disabled firms. As OEO is committed to increasing disabled firms' access to contracting opportunities, during FY18, OEO will engage key stakeholders to:

- Identify a third-party certifier with the experience and capacity to certify disabled-owned businesses
- Identify needed resources (associated cost) to support the certification of the target businesses
- Discuss the implications of certification (e.g. participation goal, disability criteria, legal implications, etc.)
- Develop a feasible timeline to implement this inclusion initiative

NEW STAFF

During FY18, OEO will hire two EOP Enforcement Specialists to support increased monitoring responsibilities anticipated with the passing of Bill No. 161106. This additional support will enable OEO to have "boots on the ground" to ensure contracting compliance. Staff responsibilities will include, but not be limited to:

- Conducting on-site audits (announced and unannounced) to determine contractor compliance regarding M/W/DSBE commitments
- Observing project activities to ensure compliance with project timelines
- Recommending corrective actions/remedies for non-compliant contractors
- Preparing ad-hoc reports as needed. It is anticipated that staff will coordinate monitoring efforts with the Office of Labor Standards.

FOOD

City departments' total food budget (not including concessions) is around \$16 million with an additional \$100,000 in catering every year. This represents a significant opportunity for local food businesses, particularly for small minority and women-owned firms.

As such, OEO has teamed up with the Office of Sustainability, the Department of Public Health, the Procurement Department, and the Philadelphia Food Policy Advisory Council (FPAC) to examine how to connect more local food providers to these opportunities.

OEO HOTLINE LAUNCH

Additionally, OEO will launch its Compliance Hotline. This public-facing compliance tool will enable contractors, sub-contractors, as well as other stakeholders to anonymously report contract compliance concerns (e.g. fraud, non-payment, etc.). Complaints received via the hotline will be directed to OEO monitoring staff for appropriate follow-up.



OEO STAFF IS TRAINED BY THE INSPECTOR GENERAL'S OFFICE

Table 9
Top 10
Prime Vendors

	PRIME VENDOR	\$
1	JPC GROUP INC.	\$ 62,461,069
2	DANIEL J. KEATING CO.	\$ 44,444,000
3	A.P. CONSTRUCTION, INC.	\$ 42,991,300
4	U.S. FACILITIES, INC.	\$ 36,151,184
5	DIRECT ENERGY BUSINESS LLC	\$ 25,000,000
6	WASTE MANAGEMENT	\$ 24,722,000
7	CARUSONE CONSTRUCTION INC.	\$ 23,281,763
8	SERAVALLI INCORPORATED	\$ 18,295,375
9	CORIZON HEALTH INC	\$ 15,253,814
10	ARAMARK CORRECTIONAL SERVICES, LLC.	\$ 13,400,000

Table 10
Top 10
Minority
Owned
Business
Enterprises

	MINORITY-OWNED BUSINESS ENTERPRISE	\$
1	U.S. FACILITIES, INC.	\$ 36,151,184
2	G.E. FRISCO COMPANY, INC	\$ 7,473,450
3	THE ESPINOSA GROUP INC	\$ 7,466,592
4	DECISION DISTRIBUTION AMERICA LLC	\$ 6,576,860
5	SABLE CONSTRUCTION INC	\$ 3,584,141
6	BILLY BOY CONTRACTING INC	\$ 2,456,066
7	FUTURENET, INC.	\$ 2,239,669
8	DAWOOD ENGINEERING, INC.	\$ 2,116,278
9	MANGUAL DEMOLITION INC	\$ 2,098,513
10	SINGLE-TON CONTRACTING INC	\$ 1,887,271

Table 11
Top 10
Women Owned
Business
Enterprises

	WOMAN-OWNED BUSINESS ENTERPRISE	\$
1	GELLER AND GROSSMAN SPEECH SERVICES	\$ 15,000,000
2	W B SERVICES, LLC	\$ 11,904,800
3	GESSLER CONSTRUCTION CO INC	\$ 4,874,442
4	SHARON HUMBLE, ESQUIRE	\$ 4,299,078
5	LABE SALES INC.	\$ 4,127,052
6	CORRECT RX PHARMACY SERVICES, INC.	\$ 3,704,224
7	S J A CONSTRUCTION INC	\$ 3,436,287
8	LABOV PLUMBING & HEATING SUPPLY INC	\$ 3,268,975
9	RESILIENT BUSINESS SOLUTIONS, LLC	\$ 3,209,546
10	HUNT ENGINEERING CO	\$ 2,593,472

ADVANCED PURCHASING INVENTORY CONTROL SYSTEM (ADPICS)

Citywide procurement system that automates the procurement process for bid contracts from purchase order to final payment.

AUTOMATED CONTRACT INFORMATION SYSTEM (ACIS)

Centralized repository of personal and professional service no-bid contract documents, contract opportunities, programmatic and fiscal information, status tracking information and management reports.

BID BONDS

A form of bid security required by law for Public Works bids and demolition bids. Each bid must be accompanied by a bid bond on the City's bond form in the amount of 10% of the gross amount of the bid.

BEST VALUE

The City's Best Value initiative alters the criteria by which the City selects bidders from that of the "lowest responsible bidder to one who promises to provide the "best value" to the City. This initiative allows the City to award contracts based on such factors as past performance, budget and schedule, workforce diversity, meeting/exceeding M/W/DSBE participation goals, etc.

B2GNOW

The software that supports OEO's Contract Compliance Reporting System (CCRS). This secure online tool was introduced in 2013 and facilitates vendor registration and contract compliance reporting. The system requires prime contractors to input the portion of their payment from the City that is distributed to M/W/DSBEs. The M/W/DSBEs are required to input a confirmation that they have received payment within five (5) business days of the prime receiving payment(s) from the City. If payment is not received within the required timeline, the vendor may submit a payment compliance complaint.

CERTIFIABLE BUSINESSES

Minority and/or women owned firms that are not yet certified by an approved certifying agency or registered with OEO.

CITY-WIDE SERVICE, SUPPLY AND EQUIPMENT (SSE)

The Procurement Department generally determines that an SSE contract should be a citywide contract when multiple departments are consistently using the same product or service.

DBE

Philadelphia Code: (a) A Small Business Enterprise which is at least fifty-one percent (51%) owned and controlled by one or more socially and economically disadvantaged individuals; or (b) A business (other than a Small Business Enterprise) in which at least fifty one percent (51%) of the stock is owned by one or more socially and economically disadvantaged individuals; provided, however, that any such business that has received more than seventeen million dollars (\$17,000,000) in three consecutive years of contract work from the City shall not be considered a DBE, unless it can show that, as a result of prejudice or differential treatment based on the socially and economically disadvantaged status of its ownership, its ability to compete in the free enterprise system has been impaired due to diminished capital and credit opportunities as compared to others in the same business who have not been subject to such prejudice or differential treatment. (c) A business certified by a government agency as a qualified minority, women, disabled or disadvantaged business.

EOP PROJECT STATUS

Refers to the stage a project is in:

- **ACTIVE** - payments are still being made on the project
- **CLOSED** - all payments have been made on the project
- **EOP DRAFTING** - OEO is in the process of developing an EOP for the project
- **PLANNING** - an EOP has been developed, but payments have not yet been made on the project
- **CANCELLED** - the project started and payments were made, but at some point the project was discontinued
- **NOT YET AWARDED** - an EOP has been developed, but the bid has not yet been awarded; this status typically occurs on City projects

EOP MARKET SEGMENT

Refers to the City department or quasi-public agency that owns the project, or whether the project is private/nonprofit.

FEW OR NO M/W/DSBES CONTRACTS

A class of contracts which have few or no minority, woman, or disabled owned businesses in the OEO registry available to provide specific products and/or services (e.g. electric service, water treatment chemicals, sole source commodities/services, human resource, etc.)

FINANCIAL AND ACCOUNTING MANAGEMENT INFORMATION SYSTEM (FAMIS)

The City's centralized electronic accounting system for maintaining payment processing and financial activity.

MINORITY, WOMEN OR DISABLED BUSINESS ENTERPRISE (M/W/DSBE)

A minority, women or disabled-owned for-profit business enterprise that is registered by OEO and certified by a recognized certifying agency (and as further defined by Executive Order 03-12 and applicable law under the Philadelphia Code)

MISCELLANEOUS PURCHASE ORDERS (MPOS)

Contractual agreements for personal and professional services valued at or below \$32,000 (sometimes referred to as informal contracts). Departments issue notices of opportunities and conduct their own selection process for these contracts.

PHILADELPHIA AUTHORITY FOR INDUSTRIAL DEVELOPMENT (PAID)

PAID is a public authority incorporated by the City and organized to undertake three main activities. PAID is a vehicle through which PIDC manages properties and industrial sites on behalf of the City including property acquisition, improvement, environmental remediation and/or sale. PAID also issues taxable and tax-exempt bonds on behalf of non-profit organizations, qualified manufacturers, other exempt organizations, and the City of Philadelphia. PAID serves as a conduit for governmental contract and grant program funding for economic development projects throughout the City.

PERFORMANCE BONDS

For Public Works contracts, bonds must be posted by the successful contractor equivalent to 100% of the contract to be executed by an approved surety company.

PERFORMANCE SECURITY

For Service, Supply and Equipment contracts depend on the type of bid and dollar amount involved. For those contracts over \$30,000 and under \$500,000, the awarded vendor is required to pay a performance bond fee based on the total amount of the contract award. For contracts over \$500,000 and all demolition contracts, the vendor must post an individual performance bond on the City's bond form equivalent to 100% of the contract to be executed by a surety company approved by the City.

PERSONAL AND PROFESSIONAL SERVICES (PPS)

Contracting opportunities for services that are not subject to competitive bidding requirements such as general consulting, legal, engineering, architectural design, public health, social services and other professional services. These contracts are issued by City Departments and awarded pursuant to the requirements under Chapter 17-1400 of the Philadelphia Code. Accordingly, PPS opportunities are posted on the eContract Philly website (<https://secure.phila.gov/eContract/>).

PHILADELPHIA REDEVELOPMENT AUTHORITY (PRA)

The PRA focuses on planning and developing balanced mixed-use communities to create thriving, well-served neighborhoods. As the public government agency charged with the redevelopment of the City of Philadelphia, the Philadelphia Redevelopment Authority provides the foundations that enable private investors to revitalize neighborhoods. The Authority's function is to acquire real estate using the power of eminent domain to plan for redevelopment working with private firms, and financing the redevelopment by issuing municipal bonds of the Authority, with the overall objective of eliminating urban blight in the city of Philadelphia.

PHILADELPHIA HOUSING DEVELOPMENT CORPORATION (PHDC)

The Philadelphia Housing Development Corporation (PHDC) is a nonprofit housing corporation dedicated to improving the lives of low-income Philadelphians. Through our home preservation programs, we make it possible for residents of Philadelphia to remain in their homes by improving the structural integrity, mechanical safety, energy efficiency and accessibility of their homes.

PHILADELPHIA INDUSTRIAL DEVELOPMENT CORPORATION (PIDC)

A non-profit organization founded by the City of Philadelphia and the Greater Philadelphia Chamber of Commerce in 1958. PIDC's mission is to spur investment, support business growth, and foster developments that create jobs, revitalize neighborhoods, and drive growth to every corner of Philadelphia.

PROJECT TYPES:

- **CITY** - Any of the four major operating departments (Aviation, Public Property, Streets, and Water) or citywide procurement projects from other departments
- **PRIVATE/NONPROFIT** - Projects in the private or nonprofit sector that meet the criteria to trigger an EOP
- **QUASI PUBLIC** - Projects that are administered by agencies which function in both the public and private segments (such as the Philadelphia Industrial Development Corporation)

PUBLIC WORKS (PW)

Contracting opportunities in construction, reconstruction, alteration, repair and/or the improvement of City owned properties, including land, buildings, streets, bridges, highways or sewers. Contracts are subject to competitive bidding requirements.

READY, WILLING AND ABLE

This term is assumed to mean firms with one or more employees in industry codes for which the City contracts for goods and services.

SERVICE, SUPPLY AND EQUIPMENT (SS&E)

Contracting opportunities for services, supplies, equipment, and demolitions which are subject to competitive bidding requirements.

SMALL ORDER PURCHASES (SOPs)

Informal request for quotations for fiscal year purchases between \$500 and \$32,000 for Services (other than repairs), Supplies and Equipment. Operating departments directly solicit for these purchases and obtain competitive quotations.

SOLE PRACTITIONER

A certifiable, service delivery business comprised of one individual who is authenticated by the City Department receiving the service (e.g. doctors, counselors, caregivers, etc).

SPECIAL PROCUREMENT EVALUATION ENHANCEMENT DATABASE (SPEED)

The information system that tracks bid awards, contracts and purchase orders for City of Philadelphia Public Works Projects. The system also tracks requisitions, bids, awards contracts and change orders for city departments requesting miscellaneous services, supplies and equipment.

