

## SUPPLIER DIVERSITY WITH INDYGO

### **IFB 19-07-325 CCTV Camera Replacement:**

- The DBE Goal for this procurement is 7%.
- It is important to document all DBE utilization to get your bid to the evaluation committee for review. The proposal should show that you met the DBE goal or that you made a “good faiths effort” to reach it.
- Firms must be certified at the time of bid submission. We cannot accept participation from a firm whose certification is uncertain.
- Commitment letters from DBE’s are **MANDATORY** to document participation. Copies of email blasts and faxes will not meet the requirement. These commitment letters should be on the company letterhead and include the amount of participation, dollar amount committed, what type of work will be performed, and applicable NAICS code(s).
- Copies of DBE Certifications **ARE** required in proposal submissions.

### **Compliance with DBE Program Regulations and Policies:**

- Counting Participation.
- Substitution of DBE firms.
- DBE Compliance Tracking and Reporting.
- Compliance and Enforcement.

### **Good Faith Efforts:**

- How you document the participation **OR** good faith efforts is prescribed in the solicitation. The good faith efforts form **ONLY** needs to be completed if you are not meeting the DBE goal. If meeting the goal please mark N/A at the top of each GFE form.
- If you are not meeting the DBE goal, the good faith efforts forms must be completed in **FULL**.
- Good faith efforts must be well documented to be considered responsive.
- We do compare the performance of other bidders with respect to the DBE process/commitment.
- What is a good faith effort? Examples can include but are not limited to:
  - Phone communication (Allow no less than five business days notification about an opportunity to partner)
  - Email communication (Allow no less than five business days notification about an opportunity to partner)
  - Site visit to conduct interview
  - Post the opportunity on your webpage/social media
  - Share with other agencies
  - Etc.

### **Potential Subcontracting Opportunities:**

- Surveillance Systems
- Security
- Demolition
- Painting
- Repairs/Patching

### **What is a Disadvantaged Business Enterprise? (DBE)**

- DBE's are for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and control management and daily business operations.
- Women, Native Americans, African Americans, Asian-Pacific, and Hispanics are presumed to be economically and socially disadvantaged.
- Personal net worth must not exceed \$1.32 million.
- Firms gross receipts may NOT exceed \$23,980,000.00 average over the last three years.

### **What is a Minority Business? (MBE, WBE, VBE, DOBE)**

- "XBE" is a term used to describe MBE, WBE, VBE, and DOBE's.
- For-profit businesses that are owned, operated, and controlled by a "Minority Group Member." A minority group member would be classified as socially or economically disadvantaged.
- Located in the United States.
- Have no size requirements.

### **DBE Program:**

- Is governed by federal regulations 49 CFR part 26.
- Are Administered by INDOT. (Indiana Department of Transportation)
- **Program applies to only transportation related contracts that include any amount of federal funds.**
- Goal tailored for each contract to cumulatively achieve annual agency DBE goal.
- **The Purpose of the DBE program is to create a level playing field on which DBE's can compete fairly for DOT-assisted contracts.**
- Federal Regulations can be found using the link provided: <https://www.transit.dot.gov/>
- In the search box type in 49 CFR part 26. Click on the first option that states "DBE Regulations / FTA. & then select the first choice of participation by DBEs.
- For more questions on how to become a certified DBE please visit <http://www.in.gov/indot/2748.htm> or call (317) 233-4664.
- You can find all Indiana certified DBE firms here: <https://entapps.indot.in.gov/DBELocator>
  - **PLEASE NOTE THAT YOU CAN SEARCH KEYWORDS ON THE INDIANA CERTIFIED DBE DATABASE.**

### **Minority Program:**

- Program applies to all types of contracts that are **NOT** federally funded.
- Is administered by the State of Indiana – Division of Supplier Diversity and City of Indianapolis – Division of Minority and Women's Business Enterprises & City of Indianapolis Office of Minority and Women Business Development.
- Fixed goals added to contracts based on contract type. (MBE – 15%, WBE – 8%, VBE – 3%, and DOBE – 1%)
- No personal net worth or gross receipt limits.
- Based on ownership and not how large the firm is.
- Must be headquartered in Indiana.
- For more questions on how to become a certified minority firm please visit <http://www.indy.gov/eGov/City/DMWBD/Pages/Home.aspx> or call (317) 327-5262.
- You can find all certified XBE's with the Office of Minority and Women Business Development here: <http://www.indy.gov/eGov/City/DMWBD/MBE-WBE-VBE/Pages/OMWBD-Vendor-Listing.aspx>.
- You can find all certified XBE's with the Division of Supplier Diversity (IDOA) here:
  - <https://www.in.gov/idoa/mwbe/2743.htm>

### **Commonly asked questions:**

Q: Can a firm be both a certified Disadvantaged Business and a Minority Business?

A: Yes. Depending on certain criteria a firm can be certified through multiple agencies as both a DBE business and an “XBE” business. Having both certifications classifies a firm as dual certified.

Q: Why does Minority (XBE) participation not count on Federally funded projects with IndyGo?

A: The Federal Transit Administration (FTA) prohibits IndyGo from including MBE, WBE, VBE, and DOBE goals on federally funded projects. FTA’s perspective is that requiring local certifications is restricts competition. The certification requirements for DBE firms are consistent nationwide as they are enumerated in federal regulation. Many firms do maintain a dual certification and any participation from XBE firms regardless of certification type are tracked and recorded. Although IndyGo cannot include minority goals on federally funded projects it does NOT mean that a firm cannot partner with an “XBE” business(es).

Q: How do we do business with IndyGo?

A: One of the most important things you can do is to register as a vendor. By registering with IndyGo you will become open to all the endless opportunities that are released to our website. Registering takes less than three minutes and is completed online. Once the form is submitted you will be added to a list that receives email notifications of all new and upcoming future procurements, IndyGo events, and events held by other agencies. Please see the direct link in the Supplier Diversity Commitment Statement section to register.

**IndyGo Supplier Diversity Policy and Commitment Statement:**

IndyGo recognizes that a diverse supply chain is essential to having competitive pricing and meeting our strategic operational and procurement objectives. Building and maintaining a community of diverse suppliers increases our opportunity to tap into this source of talent, hear new ideas and fresh perspectives, apply different approaches, and gain access to additional solutions that respond to our organizational needs. Such collaboration helps IndyGo provide quality public transportation services in our service area.

We actively seek to expand relationships with diverse businesses through our outreach and targeted networking activities. In doing so, IndyGo’s procurement solicitations have a defined Disadvantaged Business Enterprise (DBE) goal and in some cases Minority (XBE) goals. We expect vendors seeking to do business with IndyGo will meet the goals set for each procurement solicitation they are vying to be awarded. Diverse suppliers also are encouraged to participate in all contracting opportunities as Prime Contractors or Subcontractors. In solicitations with no DBE goal, we strongly encourage all M/W/V/DOBE’s certified by the City of Indianapolis’ Office of Minority & Women Business Development (OMWBD) and all MBE/WBE’s certified by the Indiana Department of Administration’s Division of Supplier Diversity to participate in contracting opportunities.

We encourage vendors to register on IndyGo’s procurement portal to receive notices of opportunities <https://www.indygo.net/procurement/vendor-registration/>. We acknowledge the diverse business certifications from several certifying agencies including:

- The Indiana Department of Transportation – DBE Certifications.
- The City of Indianapolis Office of Minority and Women Business Development – M/W/V/DOBE Certifications.
- The State of Indiana, Division of Supplier Diversity (IDOA) – MBE and WBE Certifications.

**Future Networking Events:**

IndyGo hosts networking/outreach events relating to the Supplier Diversity Program once every quarter. Please check our website periodically for future networking event dates and locations.

**Questions and Concerns:**

For any questions or concerns related to DBE and XBE participation, how to become certified, or any other information, please contact Chelci Hunter, Disadvantaged Business Enterprise Liaison Officer (DBELO) at [chunter@indygo.net](mailto:chunter@indygo.net) or (317) 614-9253.