

## SUPPLIER DIVERSITY WITH INDYGO

### **RFP 20-08-362 Service Uniforms**

- There is NO DBE goal for this procurement as this project is non-federally funded. However, “XBE” goals have been set.
- The goals set forth in this procurement were adopted by the City of Indianapolis. The bidder shall meet the goals set forth in the solicitation documents. If these goals cannot be met, good faith efforts must be completed in full to be considered responsive.
- XBE goals are as followed:
  - 15% - MBE.
  - 8% - WBE.
  - 3% - VBE.
  - 1% - DOBE.
- It is important to document all “XBE” utilization to get your bid to the evaluation committee for review. The proposal should show that you met the “XBE” goals 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 XBE’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 XBE Certifications **ARE** required in proposal submissions.

### **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 XBE goal. If meeting the goal please mark N/A at the top of each GFE form.
- If you are not meeting the XBE 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 XBE 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 (not limited to):**

- Uniforms
- Delivery
- Laundering

### **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.ecfr.gov/>
- 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>

### **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 – Office of Minority and Women Business Enterprise.
- 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.
- For more questions on how to become a certified minority firm please visit <https://www.indy.gov/activity/certify-your-minority-women-veteran-disability-owned-business> or call (317) 327-5262.
- You can find all Certified XBE's with the Office of Minority and Women Business Development here:
  - <https://www.indy.gov/activity/find-omwbd-contractor>
- You can find all certified XBE's with the Division of Supplier Diversity (IDOA) here:
  - <https://www.in.gov/idoa/mwbe/2743.htm>

### **FAQ's:**

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 by multiple certifying agencies. For example: certified as a DBE and an MBE. Having both a DBE and M/W/V/DOBE certification 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 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.

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 five 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 and IndyGo events. 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/Women/Veteran/DOBE (M/W/V/DOBE) 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) 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 but not limited to:

- 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 and/or Other Upcoming Events:**

IndyGo is hosting a series of virtual webinars in 2020. We just recently finished our first and second topics: Business Development on August 5<sup>th</sup> and Business Marketing & Communications on September 10<sup>th</sup>. Two additional webinars featuring different topics will be held during the remainder of the year in October and November. Each webinar is specifically tailored for DBE and XBE certified businesses.

We will host two informational Purple Line Meetings in December 2020 and will begin outreach efforts pertaining to Purple Line BRT Construction Outreach soon!

Please make sure to register as a vendor with us on IndyGo's website to and stay engaged for more information.

**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.