



Annual Report

Minority Business Program

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About the Program

Approximately 1985, City of Asheville Receives CDBG Finding letter from HUD asking City to pursue programs to encourage contracting with minority and women businesses on federally funded activities.

- City of Asheville Community Development Division conducts research to find out what other NC cities are doing relative to Minority Business contracting.
- City of Asheville develops Minority/Women Business Enterprise Program based on Durham, NC model.
- Public concern arises during City Council meeting and requests time to study proposed the program.
- City forms Minority Economic Enterprise-Women Economic Enterprise (MEE-WEE) Committee to study program and recommend changes.
- Committee meets for approximately one (1) year. Committee members include representatives from: City Council, City staff, Associated General Contractors, Women In Construction, Council of Independent Business Owners, Chamber of Commerce, Asheville-Buncombe Community Relations Council, Cherokee Native American Business Development Center, American Institute of Architects, NAACP, Black Business & Professional League, YMICC.
- May 1985 City Council adopts Revised Minority/Women Enterprise Program based on MEE-WEE Committee recommendations.

1990, City Council adopts Minority Business Plan and creates the Minority Business Commission. Goals set are as follows:

- Construction, 5% Minority, 5% Woman
- Materials & Supplies, 2% Minority, 3% Woman
- Professional Services & Other Supplies, 2% Minority, 3% Woman
- City hires Minority Business Program Coordinator.

May 1993, City Attorney recommends that Contracting Disparity Study be conducted to be consistent with U. S. Supreme Court case of 1989: City of Richmond v. J. A. Croson Co. and other court cases.

- October 1993, Consultant submits Contracting Disparity Study to City of Asheville.
- The study reviewed contracting practice of City during 1985-1992.
- City Council adopts Disparity Study and revises Minority Business Plan. Goals are those recommended in Disparity Study: Construction, 3% AA, 1% H, A, NA, 8% WF, Materials & Supplies, 5% AA, 2% H, A, NA, 18% WF, Professional Services, 7% AA, 7% H, A, NA, 37% WF, Other Services, 10% AA, 2%, H, A, NA, 18% WF.

Minority Business Coordinator is transferred from City Purchasing to County Manager's Office.

- In 1996, a joint agreement is signed by the City of Asheville and Buncombe County.
- May 1998, Asheville City Council and Buncombe County Commissioners adopt Joint Resolutions creating the Asheville-Buncombe Minority Business Commission (13-members). County goals are based on NC State purchasing goals. City goals remained same.
- Annual reporting process implemented.
- Created training program as specified in plan.
- Outreach and education to minority businesses, city/county staff and commission on the public contracting, outreach efforts and advocacy for the program.
- Plan updated 1998, 1999, 2001, 2002, 2004 and lastly, in 2006 to keep the plan current with general statute changes, administrative changes, etc.

Fiscal Year 2011 Overview

Outreach

- Provided Minority Business Program sessions to educate minority and women business owners about the program, contracting, help in doing business with the city and ensure registration as a certified minority or woman owned business. .
- Conducted sessions on the “How to do Business with the City of Asheville” for women and minority owned businesses. These sessions are offered to educate citizens about the city’s outreach efforts and contracting practices.

Education

- Assisted **423** minority businesses with the public contracting process, certification/registration and made referrals for additional help to local area business service providers. The program has answered over **110** inquiries regarding the program, bidding questions, etc. by continuing a statement on the Privilege License renewal mailings and new applications.
- Attended quarterly meetings with other business support agencies in the region such as Mountain BizWorks, Small Business Administration, Self Help Credit Union, ABTECH Small Business, etc.
- Coordinated and developed partnerships with other organizations to assist in sessions for business development. The organizations include; the YMI Cultural Arts Center, UNC Asheville, Mountain BizWorks, UNC Chapel Hill School of Government, Asheville Buncombe Technical Community College, Minority Enterprise Development (MED) Week Committee, Eagle Market Street Development Corporation, Mount Zion Community Development Corporation, and Asheville Buncombe Institute of Parity Achievement among others. This partnership has produced events such as Government Procurement Workshops, the reconvening of the Black Business Alliance, and the AB Tech annual Jump Start Day.
- The MB Program coordinated the participation of the North Carolina Department of Transportation, North Carolina Office of Historically Underutilized Businesses, and North Carolina Lawyers for Entrepreneurs Assistance Program to AB Tech’s Annual Jump Start Day event.

Compliance

- Continued to attend planning, improvement, and work meetings on the new Statewide Uniform Certification that took affect on July 1, 2009. Essentially, all cities and counties along with state agencies will be required to use the VendorLink System (state’s vendor registration system) to certify minority businesses. The City of Asheville has been using this system since fall 2005.

Additional Activities

- The Minority Business Program Coordinator has taken advantage of being a Member of the North Carolina M/WBE Coordinators’ Network, Carolinas Association of Governmental Purchasers, North Carolina Economic Development Association and Carolinas Minority Supplier Development Council to ensure that women and minorities are sustainable within our community.
- Served as staff liaison for the Burton Street Neighborhood Association, West Asheville Business Alliance, Asheville Black Business Alliance, Economic Development, The Building Lifelong Opportunities, Community and Knowledge (BLOCK) Academy with Eagle Market Street Development Corp., AB Tech, Mountain BizWorks, and Mount Zion Community Development Corp., and a city representative with the Local and State North Carolina Economic Development Association.

Minority & Women Vendor Activity

African American	Construction General Services Procurement Professional Services	\$ 61,000.00 \$ 139,815.55 \$ 0.00 \$ 0.00 <u>\$ 200,815.55</u>
Hispanic, Asian and Native American	Construction General Services Procurement Professional Services	\$ 0.00 \$ 2,477.96 \$ 0.00 \$ 0.00 <u>\$ 2,477.96</u>
Women	Construction General Services Procurement Professional Services	\$ 367,562.24 \$ 500,700.09 \$ 393,480.65 \$ 112,449.03 <u>\$1,374,192.01</u>
	Procurement Card (Visa) Expenditures General Fund Expenditures to Minority / Women Vendors	\$ 32,910.16 <u>\$1,544,575.36</u> <u>\$1,576,374.42</u>
	Annual Reported General Fund Expenditures Procurement Card Expenditures Grand Total Expenditures for the City	<u>\$61,416,354.19</u> <u>\$ 1,749,970.02</u> <u>\$63,166,324.21</u>
	Percentage with Minority/Women Vendors	2.5%

- Monthly expenditure reports for purchasing and contracting with all vendors are used for this reporting purpose through the MUNIS Financial System.
- Reports are provided for procurement card purchases through the Finance Dept. (Distributions Services) – reports through Bank of American Visa Card Services.
- Verification of minority/women vendors through VendorLink System for the State of North Carolina and the Office of Historically Underutilized Businesses which certifies minority/women firms for the state.

Minority & Women Vendors Contracting with the City – FY11

CONSTRUCTION (6)

Asphalt Unlimited of Asheville (B)
Carolina Cornerstone Construction (W)
Freddy Mitchell and Associates (B)
Green Light Electric Co. (W)
Hamilton Hauling LLC (B)
JLS Company, LLC (W)

GENERAL SERVICE (21)

A.L. Odom Locksmiths Inc. (W)
A Stitch 'N Time (W)
Asheville Communications (I)
Asheville Contracting Co. (W)
Bingham Arbitrage Rebate Service (W)
CAT Network Systems & Security (W)
Clean Streak (B)
Freddy Mitchell and Associates (B)
ICI Door Control (W)
io Design & Illustration Inc. (W)
Judy Futch Consulting (W)
Keen Impressions (W)
Laurey's (W)
Lion of Juda PCS (B)
Loretta's (W)

Magdalen Burelson (W)
Ontario Investments Inc. (W)
Rental Uniform Service of Statesville (W)
Riverside Stump Dump (W)
Rivertop Contracting Inc. (W)
The Urban News (B)

PROCUREMENT (11)

A to Z Signs and Engraving, Inc. (W)
Carolina Mulch Plus (W)
Hoyle Office Solutions (W)
Office Environments of Asheville (W)
Patti Boo Designs Inc. (W)
Professional Business Interiors (W)
Silverman Company (W)
Southeastern Distributors Inc. (W)
Southern Concrete (W)
TEC Utilities Supply Inc. (W)
WILLCO (W)

PROFESSIONAL (3)

Froehling & Robertson, Inc. (W)
Hutchison, Biggs & Associates Inc. (W)
Mathews Architecture (W)

Total Minority & Woman Vendors Contracting with the City for FY11 – 41