



MINORITY, WOMEN AND DISADVANTAGED BUSINESS ENTERPRISE 2021 REPORT

Prepared by the Department of Equity and Inclusion



ALLEGHENY COUNTY

COUNTY OF



ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

May 2022

Dear Friends:

It is my pleasure to present you with the 2021 Annual MWDBE Report, a function of the Department of Equity and Inclusion (DEI). The department continues to ensure that everyone has access to, and information about, opportunities that exist for those interested in doing business with Allegheny County. To that end, the DEI team expanded this year with the addition of Deputy Director Damian Wiles who brings a broad variety of experience to the department's operations.

As we continue to emerge from the pandemic, the work of DEI has not stopped. In 2021, the team certified 43 new firms, resulting in 624 total certified firms, a 4.9% increase compared to 2020. Additionally, its members participated in 19 outreach activities and 45 certification counseling sessions. A virtual open house was held this past year to be certain that MWDBEs did not miss any business or funding opportunities available to them.

Earlier this year, we received word that Allegheny County's population grew for the first time in 60 years. The Census figures also showed that our county is becoming more diverse with a significant increase in our Hispanic and Asian populations and younger with an increase in the 25-34 age range that exceeded the national average. Now our focus must be on ensuring that everyone shares in the opportunities and successes here, and that this is a community for all. Through DEI, its MWDBE Advisory Board, and all of you, we can assure access and opportunity for local minority entrepreneurs and businesses while attracting, retaining, and elevating a diversity of talent here.

Sincerely,

Rich Fitzgerald

Rich Fitzgerald

OFFICE OF THE COUNTY EXECUTIVE

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COUNTY OF



ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

Dear Friends:

The Allegheny County Department of Equity and Inclusion is thankful for this opportunity to provide another annual report considering all that has transpired since the last report. We recognize the continued challenges that have affected all due to the COVID pandemic, especially businesses that experienced significant losses in revenue and key personnel that in many cases resulted in closed doors. The department itself has experienced changes. We welcomed new employees and bid farewell to others. In addition, new members were appointed to the MWDBE Advisory Committee.

Recognizing that minority, women, and disadvantaged businesses contribute significantly to the success of our country's economic growth, we do not take lightly our objective to ensure that such businesses are given the maximum opportunity to obtain contracts and perform successfully. We continue (in person and virtually) to provide certification assistance, attend pre-bid/proposal and project status meetings, give presentations, attend networking events, and recommend resources. We also increased our social media presence by highlighting more certified firms and providing information about opportunities and resources.

We look forward to continuing our work, bringing on new talent, and expanding our footprint.

Sincerely,

Lisa L. Edmonds

Lisa L. Edmonds
Chief Equity and Inclusion Officer

LISA L. EDMONDS, CHIEF EQUITY AND INCLUSION OFFICER
DEPARTMENT OF EQUITY AND INCLUSION
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CONTENTS

EQUITY AND INCLUSION (DEI)	4
❖ About Us	
❖ Equity and Inclusion Staff	
CERTIFICATION	7
❖ Pennsylvania Unified Certification Program	
❖ Benefits of DBE Certification through the PA UCP	
CONTRACT PARTICIPATION	11
❖ Allegheny County Departments	
▪ Administrative Services: Purchasing and Supplies	
▪ Public Works	
▪ Human Services	
❖ Allegheny County Authorities	
▪ Economic Development Authority	
▪ Airport Authority	
▪ Housing Authority	
▪ Sanitary Authority	
▪ Port Authority	
▪ Sports and Exhibition Authority	
OUTREACH AND TECHNICAL ASSISTANCE	18
❖ Capacity Building	
❖ Advocacy	
❖ Communication	
❖ Social Media	
❖ MWDBE Advisory Committee	
ANNUAL OPEN HOUSE	22
HOW DO I....?	24

DEPARTMENT OF EQUITY AND INCLUSION (DEI)

ABOUT US

In 1981, the Allegheny County Commissioners established a county-wide Minority Business Enterprise Program to provide for greater participation of minority and women business enterprises (MBEs and WBEs) in county contracts. The goal of the program was to remove impediments that prevented those businesses from achieving greater participation. That program evolved into the Minority, Women and Disadvantaged Business Enterprise (MWDBE) Department. To deepen diversity, equity, and inclusion in policies and procedures, the department was rechristened Department of Equity and Inclusion (DEI) in 2020.

The mission of the department is to support the minority, women and disadvantaged business communities in the region and work to build the capacity of certified MWDBEs, monitor contracts to ensure compliance with Allegheny County goals, and provide outreach and technical assistance to the business community. The department is also charged with supporting an environment that is inclusive and equitable within the county and its external-facing services, promoting shared prosperity through community development and other opportunities that create an environment that promotes meaningful business opportunities, showcasing viable MWDBE firm capabilities, building productive partnerships, and exercising effective program management targeted towards successful integration of those firms within the business structure of Allegheny County and surrounding areas.

The department's objective is to ensure that MWDBE firms are given the maximum opportunity to obtain and perform on county contracts. In order to accomplish and monitor this effort, goals have been established for contracts and other business-related activities entered into by Allegheny County. The county's contract goals are 13% MBE participation and 2% WBE participation. These goals remain in effect throughout the life of each contract.

MISSION

The mission of the Department of Equity and Inclusion (DEI) is to build the capacity of MWDBE certified businesses, monitor contracts to ensure compliance with Allegheny County goals, and provide outreach and technical assistance to the business community.

To accomplish this objective, the department provides services in the following areas:

Certification: Allegheny County is a certifying participant of the Pennsylvania Unified Certification Program (PA UCP). The purpose of the PA UCP is to provide “one-stop shopping” for firms seeking certification as a Disadvantaged Business Enterprise (DBE) in accordance with 49 CFR Part 26. The department has a portfolio of over 600 companies that are certified through this program.

Contract Participation: DEI oversees the effort made by firms bidding for contracts with Allegheny County to ensure that a “good faith effort” has been made to include MWDBEs on these offerings. DEI works to increase the number of certified MWDBE companies participating in contracting opportunities in Allegheny County. The department also serves as the repository for all information on MWDBE contract participation County-wide.

During 2021, DEI collaborated with Allegheny County Purchasing and Marketing staff to develop revised documentation that provides instruction on completing the MWDBE paperwork that prime vendors must submit during the contract vetting process. This documentation was provided to Purchasing to be added to Bonfire so that vendors may have easy access to these instructions.

Outreach and Technical Assistance: DEI communicates with the public by hosting and participating in workshops, trainings, tradeshow, and speaking engagements. Due to ongoing pandemic concerns, the department continued to conduct one-on-one virtual certification counseling sessions. In addition, we hosted our annual Open House virtually for the second year. The Open House provides an opportunity for the public to network with key business contacts, as well as a forum to acquire technical business assistance and information. The event was a well-attended success.

The Department of Equity and Inclusion’s objective is to ensure that MWDBE firms are given the maximum opportunity to obtain and perform on county contracts.

EQUITY AND INCLUSION STAFF

The Department of Equity and Inclusion had a total staff count of nine during 2021. In addition to Chief Equity and Inclusion Officer Lisa L. Edmonds, our department consisted of a Deputy Director, Contract/Certification Generalist, Contract Compliance Specialist, Senior Certification Analyst, Certification Analyst, Office Manager, Office Clerk, and Receptionist. The department's 2021 adopted budget totaled \$991,704. The following full-time employees contributed to the success of DEI during 2021.

Leadership



*Lisa L. Edmonds
Chief Equity and
Inclusion Officer*



*Damian Wiles
Deputy Director*

Staff



*Deborah Lewis
Contract/Certification
Generalist*



*Melodye Martin
Contract Compliance
Specialist*



*De Doyle
Senior Certification Analyst*



*Robert Beach
Certification Analyst*



*Kristy Kwisnek
Office Manager*



*Natia Dais
Office Clerk*



*TaMya McCoy
Receptionist*

The staff works cooperatively to increase the services provided to MWDBE firms, the number of certified firms in markets, and the availability of meaningful business opportunities afforded to MWDBE firms in the county. The staff also ensures effective communication with firms, and the establishment of meaningful partnerships that advance the program.

The department maintains partnerships/memberships with organizations that inform its mission including: the PA UCP, Center for Women's Entrepreneurship at Chatham University, Diversity Business Resource Center, Eastern Minority Supplier Development Council, Pittsburgh Metropolitan Hispanic Chamber of Commerce, African American Chamber of Commerce of Western PA, NAACP, National Association of Women Business Owners, National Urban League, Southwestern PA Engineering Outreach, MWDBE Governmental Committee, National Council of Negro Women, Mon Yough Chamber of Commerce and American Contract Compliance Association.

CERTIFICATION

PENNSYLVANIA UNIFIED CERTIFICATION PROGRAM

The Allegheny County Department of Equity and Inclusion is a certifying participant under the Pennsylvania Unified Certification Program (PA UCP). Created in response to federal action that revamped the U.S. Department of Transportation's DBE program, the PA UCP was created to provide a one-stop shop for DBEs. The unified program allows businesses to file one application and go through one certification review to achieve certification that is recognized by all recipients of federal funds in the state. DEI is one of five organizations throughout the state that certify DBEs. Participation in the PA UCP ensures mandatory reciprocity, a customer-friendly process, and a unified DBE directory for use by prime contractors wishing to participate in the program.

As of December 31, 2021, the department had the following certification statistics:

- 624 total certified firms
- 43 newly certified firms
- 21 new applications denied
- 1 new applicant withdrew
- 513 firms continued eligibility
- 9 Notices of Change were approved
- 2 firms decertified
- 5 firms withdrew their DBE participation
- 8 NAICS code modification approvals
- 3 NAICS code modification denials
- 1 NAICS code modification was withdrawn

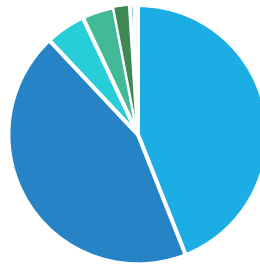
Of the 624 firms certified at the end of 2021, 396 or 63% were located within Allegheny County. Ninety-four (94) firms were from outside the state with the remaining 134 businesses domiciled in other Pennsylvania counties.

County	Number of Firms	County	Number of Firms
Allegheny	396	Lawrence	1
Armstrong	1	Luzerne	1
Beaver	13	McKean	1
Blair	1	Mercer	4
Butler	17	Montgomery	3
Cambria	10	Philadelphia	1
Centre	1	Somerset	1
Crawford	2	Venango	3
Cumberland	1	Washington	23
Erie	13	Westmoreland	27
Fayette	3	York	2
Greene	1		
Indiana	4	Out of State	94
Total Firms			624

Certification is free. Businesses that wish to be DBE certified through the PA UCP can begin their application process online at paucp.dbesystem.com. Information can also be obtained by contacting DEI by phone (412-350-4309) or email (DEICertification@AlleghenyCounty.US). To start the process, a complete application must be submitted to one of the five certifying participants. Applications must contain an original notarized affidavit and all applicable supporting documents. Once received, the application is reviewed, and the information is verified. Additional information may be requested, and an on-site interview will be conducted prior to a final decision being made.

Once certified, DBEs will be recognized by all recipients of funds from the Federal Aviation Administration, Federal Highway Administration, and Federal Transit Administration. Certified DBEs are also listed in the web-based online directory which can be accessed at paucp.dbesystem.com. Other organizations also accept certified DBEs to meet the goals of their MWDBE programs.

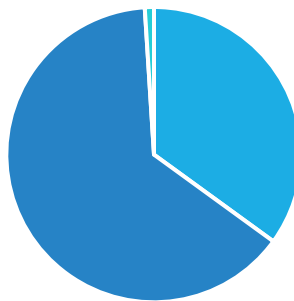
Ethnicity



- Black
- Caucasian (Woman)
- Hispanic
- Subcontinent Asian
- Asian Pacific
- Native American
- Other

<i>Ethnicity</i>	<i>Number of Certified Firms</i>	<i>Percent of Total</i>
Black	277	44%
Caucasian (Woman)	276	44%
Hispanic	34	5%
Subcontinent Asian	22	4%
Asian Pacific	10	2%
Native American	4	0.6%
Other	1	0.2%
Total Firms	624	100%

Gender



- Male
- Female
- Both

<i>Gender</i>	<i>Number of Certified Firms</i>	<i>Percent of Total</i>
Male	217	35%
Female	401	64%
Both*	6	1%
Total	624	100%

*Both indicates a firm that is 50 male/50 female ownership

Benefits of DBE Certification through the PA UCP

- All US DOT recipients in Pennsylvania are members of the PA UCP.
- Mandatory reciprocity is a component of the PA UCP.
- The PA UCP offers a customer-friendly process intended to streamline the DBE certification process.
- Prime contractors will find ease of use with one unified DBE directory to locate DBEs certified by the PA UCP.
- Greater visibility to contractors and consultants looking to utilize DBE firms to meet goals on federally assisted transportation projects.
- Access to free training and consulting services through the DBE Supportive Services Center.
- DBE certification is recognized by many state, regional, and local diverse, minority, and women business programs.

CONTRACT PARTICIPATION

The Department of Equity and Inclusion oversees the effort made by firms bidding contracts with Allegheny County to ensure that a “good faith effort” has been made to include MWDBEs on these offerings.

Article 435 of the Allegheny County Administrative Code requires that prime contractors submit an MWDBE plan with their bids or proposals. At the time a bid or proposal is submitted, the contractor must identify the MWDBEs that will participate in the work. A description of the work that the MWDBE will perform and the dollar value of the services or goods to be provided by the MWDBE are to be included along with a written assurance that the MWDBE plan will be followed.

The Department of Equity and Inclusion reviews the MWDBE participation plans of selected low bidders and proposers prior to award and works with them to ensure that the highest level of MWDBE inclusion is achieved. The county's contract goals are 13% minority business enterprise (MBE) participation and 2% women business enterprise (WBE) participation.

The written assurance must also state that the MWDBE is not prohibited from providing quotes to other prime contractors and make assurances that if the MWDBE is unable to perform successfully that the prime contractors will make every effort to replace that business with another MWDBE.

If a participation plan submitted with the bid documents does not meet participation goals, DEI reviews the plan to ensure that a “good faith effort” has been made to identify and offer business opportunities to MWDBE firms that are available in the marketplace. A thorough “good faith effort” verifies that there are no qualified MWDBE vendors available to participate in that contract area. For that reason, contracts that are granted waivers are not included in the contract total and not compared to contracts where MWDBE vendors are available to participate.

If the department determines that a “good faith effort” (see definition below) has been made, a waiver for the participation gap may be granted.

A “GOOD FAITH EFFORT”

(Using guidance from 49 CFR Part 26, Appendix A)

- Soliciting the interest of certified DBEs who have the capability to perform the work of the contract through all reasonable and available means
- Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved
- Providing interested DBEs with adequate information about the plans, specifications and requirements of the contract in a timely manner to assist them in responding to a solicitation
- Negotiating in good faith with interested DBEs
- Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities
- Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or contractor
- Effectively using the services of available minority/women community organizations, contractors' groups, business assistance offices and other organizations to provide assistance in the recruitment and placement of DBEs
- Monitoring the performance of other bidders in meeting the contract

In the event that the prime contractor/vendor is an MWDBE firm, this information must still be submitted. In the case of a firm that is owned by a minority woman, at the onset of the contract they must declare the MWDBE designation that they will fulfill and seek participation for the other designation.

Throughout the life of the contract, the prime contractor/vendor is required to report the MWDBE participation through web-based software. The payment progress of these contracts is submitted online. Utilizing this business process, DEI receives contract payment information in regular intervals. If a payment discrepancy surfaces, the department may request canceled check(s) or check images, as well as invoices, from the prime contractor/vendor. Should a firm not report this information as requested, corrective action may be taken. If the problem is still not corrected, the Purchasing Division will be notified in writing of the deficiencies and a recommendation will be made that the contract should be terminated for breach of the reporting responsibilities.

DEPARTMENT OF ADMINISTRATIVE SERVICES: DIVISION OF PURCHASING AND SUPPLIES

The Department of Administrative Services Division of Purchasing and Supplies procures supplies, equipment and services for Allegheny County. Their mission is to bring value to the procurement process while reducing cost, creating efficiency, and providing high quality customer service.

The following numbers represent committed participation on the Requests for Proposal (RFPs) and lowest bid Invitations for Bid (IFBs) that DEI received from Purchasing during calendar year 2021. Piggyback, sole source, extension and Request for Qualifications (RFQ) contracts are not reviewed by DEI. Additionally, multi-year contracts are reported during the year they are received by DEI.

<i>Purchasing and Supplies</i>	<i>Amount</i>	<i>Percent</i>
Total Value of New Contracts	\$98,195,377.53	100%
MBE	\$11,788,825.20	12%
WBE	\$3,403,265.01	3.5%
Total M/WDBE	\$15,192,090.21	15.5%

The numbers listed for Purchasing and Supplies represent new contract commitments solicited through RFPs and IFBs.

The county enters into some revenue-based contracts, typically in the county parks. The 2021 MWDBE participation in revenue contracts includes \$19,945 in revenue from WBE firms.

DEPARTMENT OF PUBLIC WORKS

The Department of Public Works is charged with the provision of the county's infrastructure, maintenance, and engineering service. Its mission is to provide those services in an efficient, effective, responsive, and responsible manner in order to enhance the quality of life, economic prosperity and mobility of the citizens of Allegheny County. The Department of Public Works is responsible for the administration of direct county contracts, as well as overseeing PennDOT contracts. PennDOT contracts have separate requirements for DBE participation.

<i>Department of Public Works</i>	<i>Amount</i>	<i>Percent</i>
Total Value of New Contracts	\$17,333,763.36	100%
MBE	\$2,568,565.33	14.8%
WBE	\$481,316.27	2.8%
Total M/WBE	\$3,049,881.60	17.6%
Total Value of PennDOT Contracts	\$3,488,624.32	100%
DBE participation in PennDOT Contracts	\$163,788.42	4.7%
Combined Total MWDBE	\$3,213,670.02	15.4%

DEPARTMENT OF HUMAN SERVICES

The Department of Human Services (DHS) is responsible for providing and administering publicly funded human services to Allegheny County residents. DHS is dedicated to meeting those needs through community partners that hold contracts to service the county's most vulnerable populations. Although the majority of those partners are not certified as MWDBEs, DHS does provide information relative to its service providers that have self-identified as African American, faith-based, or both.

Providers designated as African American were based on the following criteria: foundation mission/purpose, CEO/Board Chair is African American, and neighborhood/consumers are predominantly African American. Likewise, providers designated as faith based were determined by the following criteria: mission/purpose and affiliation with faith-based entity.

DEI serves as the repository for DHS contract participation data.

<i>Department of Human Services</i>	<i>Value</i>	<i>Number of Contractors</i>
African American	\$82,277,845.24	41
Faith-Based	\$61,828,310.09	41
African American and Faith-Based	\$12,670,337.11	22
Total	\$156,776,492.44	104

ALLEGHENY COUNTY DEPARTMENT OF EQUITY AND INCLUSION CELEBRATES DIVERSITY MONTH



"Being certified for our business is key for sustainability since our primary target markets are government and corporate clients. Through participating in activities and events sponsored by organizations such as the Allegheny County Department of Equity and Inclusion we are able to access the decision makers for procuring our services."

**- DR. DANIELLE DAVIS, PRESIDENT & CEO
DAVIS CONSULTING SOLUTIONS**

ALLEGHENY COUNTY AUTHORITIES

Pursuant to Article 203 of the Allegheny County Administrative Code, each County Authority must develop policies to ensure the participation of minority-owned, women-owned, and disadvantaged business enterprises. The Authorities provide quarterly reports to the Department of Equity and Inclusion on their progress. DEI does not review contract participation on behalf of the Allegheny County Authorities.

Economic Development Authority of Allegheny County

Allegheny County Department of Economic Development (ACED) is the lead economic and residential development agency for Allegheny County and coordinates development initiatives across its eight divisions. The department staffs multiple county authorities, including the Redevelopment Authority. The following participation data represents contracts under the Redevelopment Authority of Allegheny County by program: Community Development Block Grant (CDBG), Community Infrastructure and Tourism Fund (CITF), Gaming Economic Development Fund (GEDF), HOME Investment Partnerships Program (HOME), Lead Hazard Reduction Demonstration (LHRD) and other miscellaneous programs.

DEI serves as the repository for ACED contract participation data and does not review or certify any contracts on their behalf.

<i>Redevelopment Authority of Allegheny County</i>	<i>Amount</i>	<i>Percent</i>
CDBG Contracts	\$18,227,006	100%
MBE	\$1,308,859	7%
WBE	\$212,853	1%
CITF Contracts	\$4,466,834	100%
MBE	\$29,999	1%
WBE	\$148,500	3%
GEDF Contracts	\$4,848,940	100%
MBE	\$0	0%
WBE	\$368,746	8%
HOME Contracts	\$4,287,491	100%
MBE	\$136,773	3%
WBE	\$199,911	5%
LHRD Contracts	\$828,770	100%
MBE	\$21,865	3%
WBE	\$60,938	7%
Other Contracts	\$6,502,904	100%
MBE	\$131,890	2%
WBE	\$233,800	4%
Total - All Contracts	\$39,161,945	100%
Total MBE	\$1,629,386	4%
Total WBE	\$1,224,748	3%
Total M/WBE	\$2,854,134	7%

Allegheny County Airport Authority

The Allegheny County Airport Authority was created in 1999 to operate the Pittsburgh International and Allegheny County airports. The Authority oversees all aspects of airport operations including new development, environmental issues, airline and tenant management, as well as airfield operations.

<i>Airport Authority</i>	<i>Amount</i>	<i>Percent</i>
Total Value of New Contracts	\$130,836,573	100%
Total DBE	\$12,165,504	9.3%

Allegheny County Housing Authority

The Allegheny County Housing Authority was created to provide decent, safe and sanitary housing for eligible low-income families and senior citizens in Allegheny County. The Housing Authority owns and manages 3,300 units, administers over 5,000 vouchers, and has three HOPE VI developments and 22 mixed-finance properties.

<i>Housing Authority</i>	<i>Amount</i>	<i>Percent</i>
Total Value of New Contracts	\$4,706,759	100%
MBE	\$27,551	0.6%
WBE	\$308,035	6.5%
MWBE	\$0	0%
Total M/WBE	\$335,586	7.1%

Allegheny County Sanitary Authority

The Allegheny County Sanitary Authority (ALCOSAN) was formed in 1946 to provide wastewater treatment services to 83 communities within Allegheny County, including the City of Pittsburgh. Its principal treatment plant is along the Ohio River, downstream from Pittsburgh's downtown, and processes up to 250 million gallons of wastewater daily.

<i>ALCOSAN</i>	<i>Amount</i>	<i>Percent</i>
Total Value of New Contracts	\$65,291,151.53	100%
WBE	\$5,635,154.38	8.6%
MBE Male	\$3,654,856.68	5.6%
MBE Female	\$46,121.62	0.1%
Total M/WBE	\$9,336,132.68	14.3%

Port Authority of Allegheny County

Formed in 1959 by the Pennsylvania legislature, the Port Authority of Allegheny County began serving the community in March 1964. The agency operates, maintains and supports bus, light rail, incline and paratransit service for approximately 200,000 daily riders. The Port Authority operates on a fiscal year of October through September and reports based on a fiscal, not calendar, year.


Port Authority	Amount	Percent
Total Value of New Contracts	\$4,260,325	100%
Total DBE	\$615,924	14.5%

Note: There were no awards and commitments from October 2020 - September 2021. However, total payments to ongoing contracts during the same period were \$2,584,279, of which \$600,206, or 23%, were payments to DBEs.

Sports and Exhibition Authority of Pittsburgh and Allegheny County

The Sports and Exhibition Authority (SEA) was created in 1954 and charged with the construction and support of sports and exhibition facilities. Facilities include the Lower Hill Redevelopment Site, PPG Paints Arena, PNC Park, Heinz Field, David L. Lawrence Convention Center, Convention Center Riverfront Plaza, North Shore Riverfront Park, and the North Shore Garage. SEA also provides administrative and other staff support to the Stadium Authority of the City of Pittsburgh.

Sports and Exhibition Authority	Amount	Percent
Total Value of New Contracts	\$18,046,289	100%
MBE	\$3,620,081	20.1%
WBE	\$1,557,237	8.6%
Total M/WBE	\$5,177,318	28.7%



"From a sales standpoint, being certified has broadened the market for our team, especially among larger commercial prospects. I also value the shared opportunities, local support, and camaraderie to be found among owners of other women and minority-owned businesses."

- JULIE BUBANOVICH
PRECISION COPY PRODUCTS

ALLEGHENY COUNTY DEPARTMENT OF EQUITY AND INCLUSION

OUTREACH AND TECHNICAL ASSISTANCE

CAPACITY BUILDING, TECHNICAL ASSISTANCE AND SUPPORT

Each year, the Department of Equity and Inclusion offers or partners with others to offer workshops, seminars, tradeshow and other business opportunities. These offerings provide capacity building, business technical assistance, and other support to its certified firms and other small businesses. The DEI website, as well as Facebook page, are updated on an ongoing basis to reflect current information and opportunities.

DEI website:

www.alleghenycounty.us/equity-inclusion/index.aspx

DEI Facebook page:

www.facebook.com/AlleghenyCountyDEI

ADVOCACY

Each year, the Department of Equity and Inclusion advocates for MWDBE firms by involvement in the business processes at Allegheny County and by working closely with other agencies, non-profits and corporations in our region.

In 2021, the department:

- Certified 624 Firms
- Attended 17 Construction Status Meetings
- Attended 19 Pre-bid and Pre-proposal Meetings
- Participated in 12 Selection Committees
- Vetted 93 Specifications (a specification can have more than one contract)
- Vetted 132 Contracts
- Participated in 19 Outreach Activities
- Held 45 Certification Counseling Sessions

A construction status meeting is the periodic meeting that brings together the owner and prime contractors. DEI works to prevent any adverse issues from arising so that the MWDBE firms may complete the project and addresses any issues that may arise concerning said firms with regard to the project. Additionally, the department monitors the milestones of the project that involve MWDBE firms.

A pre-bid meeting is held prior to acceptance of bids to clarify what is required by the county in the information a firm submits for consideration as a contractor/vendor. At these meetings the department explains MWDBE goals, how to find such firms, and also answers any questions regarding the paperwork that the department will need to review prior to issuing an award recommendation.

A selection committee reviews proposals submitted by firms in the Request for Proposal process. DEI focuses on the inclusion of MWDBE firms in that process.

2021 Selected Events

MWDBE Governmental Committee Conference | Share 2021 | The PA Regional Virtual Symposium | DEI Virtual Open House | 9th Annual CEIR Conference | SPO Minorities, Women, and You: Increasing Inclusion | Impact of Pandemic on Equity, Diversity & Inclusion Programs | Transportation Research Board Contracting Equity Committee | African American Chamber Of Commerce of Western Pennsylvania Annual Meeting

COMMUNICATION OF OPPORTUNITIES

Allegheny County's Purchasing Division utilizes Bonfire to house open bids and proposals. Suppliers utilize this centralized site to have instant access to bid opportunities throughout the region. Because the Purchasing Division accepts electronic bids through this site, vendors can also see the bid results in real time.

There is no cost to government agencies or to users to utilize this software. The business opportunities are available to view by the public after completing a short registration process on the website. Since the bid process is electronic, all vendors wishing to submit bids or proposals to the county must register. DEI makes vendors, newly certified firms, and any other vendors wishing to do business with Allegheny County aware of Bonfire.

In addition to bids and proposals managed by the Purchasing Division, departments such as Public Works, Human Services, and Economic Development post open solicitations on Allegheny County's website, found under WORK and Doing Business option.

www.alleghenycounty.us/purchasing/open-solicitations.aspx

SOCIAL MEDIA

The Department of Equity and Inclusion continues to extend its usage of social media to make information available to the broadest audience possible. Below are metrics that show the department's reach through its Facebook page. DEI also contributes information to the county's LinkedIn page.

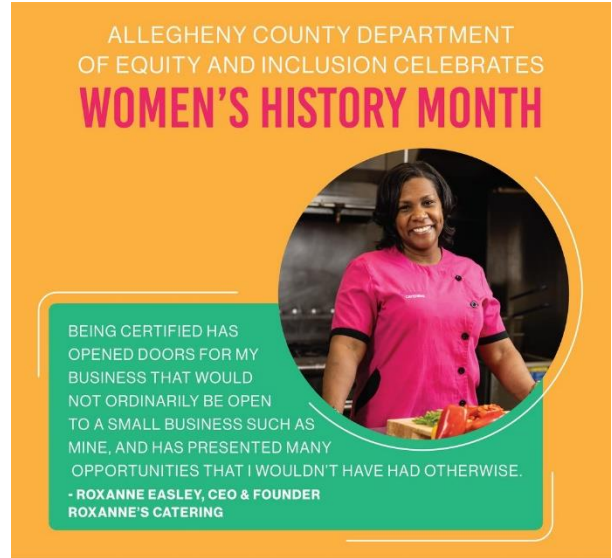
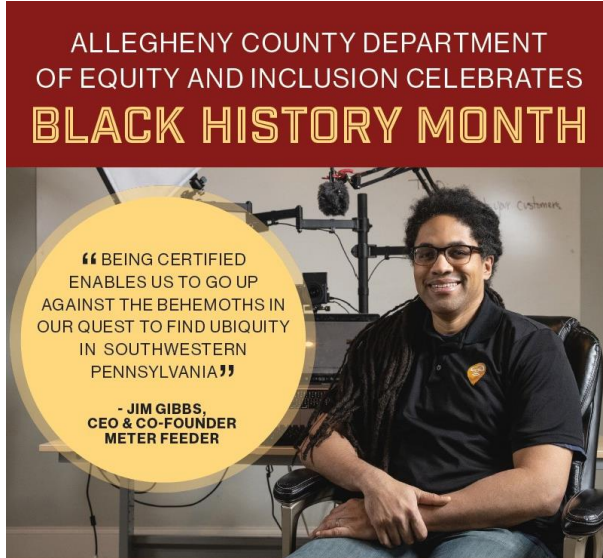
FACEBOOK RESULTS LINKEDIN RESULTS

Followers	Total Reach	# of Posts	Followers	Impressions (DEI)	# of Posts (DEI)
848	9,273	159	6,597	19,263	50
Increase of 42	Increase of 6,165	Increase of 140	Increase of 535	Not Available	Not Available

TOP POSTS – FACEBOOK

The Allegheny County Department of Equity and Inclusion is proud to celebrate Black History Month and the minority businesses in our community. We help disadvantaged business enterprises become certified and provide services and resources to help them grow their businesses.

The Allegheny County Department of Equity and Inclusion proudly celebrates Women's History Month and the extraordinary women-owned businesses in our community.



ALLEGHENY COUNTY WEBSITE METRICS

ALLEGHENY COUNTY DEI REPORT 2021

Data From Google Analytics

Users	Sessions	Pageviews	Avg. Time on Page	Mobile Pageviews	Desktop Pageviews
5,683	6,225	13,288	01:29	2,321	11,447
↑ 25.1%	↑ 1,295.7%	↑ 18.2%	↑ 5.6%	↑ 13.0%	↑ 18.0%

MWDBE ADVISORY COMMITTEE

The Allegheny County Administrative Code §435-3 states that the Chief Executive and County Council will establish an MWDBE Advisory Committee. The purpose of this Committee will be to recommend specific MWDBE goals for various types of procurement of goods or services. The committee will also monitor the county's MWDBE efforts on a quarterly basis.

The role of this Committee is to recommend specific MWDBE goals for:

1. Construction contracts.
2. Supplies.
3. Development.
4. Services, including professional services.
5. Monitoring progress toward these objectives on a quarterly basis and posting written quarterly progress reports conspicuously on the county's website.
6. Recommending to the Chief Executive and County Council specific activities for improving MWDBE participation.

The 2021 MWDBE Advisory Committee was comprised of the following individuals:

Name	Organization	Title
Roxanne Sewell	The LJS Group	President
James Overton	Overton Financial Group	President/Principal Advisor
Tim Stevens	B-PEP	Chairman
M. Gayle Moss	MWDBE Advisory Committee	Chairwoman
Melissa Wade	Allegheny County Office of the County Executive, Rich Fitzgerald	Director of Constituent Relations
Tori Shriver	Eastern Atlantic State Regional Council of Carpenters	Political Director
Alberto Benzaquen	Pittsburgh Commission on Human Relations	Commissioner
Ralph Watson	Classic Events	Founder



Roxanne Sewell



Tim Stevens



M. Gayle Moss



Melissa Wade



Tori Shriver



Alberto Benzaquen

James Overton:
No photo available



Ralph Watson

The advisory term for Ralph Watson ended on September 28, 2021 due to his unexpected death. His commitment and participation are greatly valued.

ANNUAL OPEN HOUSE

Speakers at the Department of Equity and Inclusion's 2021 virtual Annual Open House presented important and useful information to attendees on a variety of topics including contracting opportunities, business loans and doing business with Allegheny County.



2021 ANNUAL OPEN HOUSE

Date: September 30, 2021
Time: 2:00 p.m.
Location: Virtual (via Teams)

Agenda Items

Lisa L. Edmonds, Chief Equity & Inclusion Officer	Greeting/introduction
Rich Fitzgerald, Allegheny County Executive	Opening remarks
Vincent Valdes, Executive Director Southwestern PA Commission	Introduction
Thomas Klevan, Manager, Multimodal Planning Southwestern PA Commission	MWDBE opportunities
Steve Meredith, Tom Klevan Business Finance Manager Southwestern PA Commission	PREP/Business Assistance program
Terry Heubert, Erin Molchany Buchanan Ingersoll & Rooney pc	Legislative updates
Mark Conner, Business Development Coordinator Allegheny County Department of Economic Development	Business Programs and resources
Juan Garrett, Executive Director Riverside Center for Innovation	BizFit Program
Lisa Edmonds	County Website
MWDBE Advisory Committee Introductions	
M. Gayle Moss, Chair	Closing remarks



HOW DO I...?

- **Become DBE certified with the PA UCP?**
Pennsylvania Unified Certification Program – Get DBE Certified or Manage Your DBE Certification:
paucp.dbesystem.com/
- **Look for certified DBEs?**
Pennsylvania Unified Certification Program – Search for Certified Firms:
paucp.dbesystem.com/
- **Register with Bonfire?**
Allegheny County Purchasing Division – Supplier Registration:
www.alleghenycounty.us/purchasing/supplier-registration.aspx
- **View Allegheny County's open bid/proposal opportunities?**
Allegheny County Procurement Portal:
alleghenycounty.bonfirehub.com/portal/?tab=openOpportunities
- **Find DEI's Facebook page?**
www.facebook.com/AlleghenyCountyDEI
- **Get help with starting my business?**
Diversity Business Resource Center:
www.riversidecenterforinnovation.com/dbrc/home
Duquesne University Small Business Development Center:
www.sbdc.duq.edu/
University of Pittsburgh Small Business Development Center:
entrepreneur.pitt.edu/centers/small-business-development-center-sbdc/
- **Connect with other professional organizations who work with MWDBEs?**
www.alleghenycounty.us/equity-inclusion/related-links.aspx



Department of Equity and Inclusion

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alleghenycounty.us/equity-inclusion/index.aspx