

REPORT

REPORT: Informational Report on the Non-Discrimination and Small Local Business Utilization Policy (SRD)

MEETING DATE: 10/8/2015

SUBMITTED BY: Amy Tharpe, Director of Social Responsibility

APPROVED BY: J. Christopher Lytle, Executive Director

The purpose of this report is to provide an informational update on the Non-Discrimination and Small Local Business Utilization Policy (NDSLBU) enhancements and request Board approval to implement the recommended changes.

The Port of Oakland's Social Responsibility Division has engaged Rosales Business Partners, LLC, and Julian Gross Consulting, LLC, to assist the Port in consideration of enhancements to its NDSLBU. The consulting team submitted its initial findings and recommendations in May 2015; the Port's Board of Commissioners considered these recommendations and, at a subsequent meeting in June 2015, directed the Social Responsibility Division to proceed with planning certain enhancements to the Policy.

Key areas of focus are on the following goals:

- ✓ maintenance of strong participation levels in Port *public works contracts* for local businesses, especially small local businesses;
- ✓ maintenance of strong participation levels in Port *professional services contracts* for local businesses, especially small local businesses;
- ✓ increasing local and small business participation in all of the Port's goods and general services contracts through the application of the bid preference methodology;
- ✓ increasing the number of new local firms that can participate on Port contracts;
- ✓ ensuring that Port contracts assist small local businesses in building capacity to receive contract awards;
- ✓ maintaining flexibility in policy implementation over time; and
- ✓ ensuring that Port contract administration processes facilitate participation by local businesses, especially small local businesses

Recommendations/options:

- ✓ explicit contract requirements and aspects of the award process
- ✓ data gathering and analysis
- ✓ targeted outreach emulating best national practices
- ✓ expanding outreach/partner with other agencies
- ✓ upgrade and expand resource utilizing technology
- ✓ capacity building with programs (prompt payment, bond assistance, mentor protégé)
- ✓ online training resources

In the ensuing report are 1) an analysis of the Port's current practice and recommendations for enhancement 2) an analysis of the role of disparity studies and pros and cons of undertaking a disparity study.

These initiatives further the Port's intent to further increase the organization's local and small business utilization.

The consultant's report is attached for your review, and staff recommends that the Board accept this informational report on the status of the Port's Non-Discrimination and Small Local Business Utilization Policy enhancements and the recommended changes to enhance the local and small business utilization program.