



Forest Preserves of Cook County Annual Business Diversity Report FY 2018

Toni Preckwinkle
President

Forest Preserve District of Cook County
Board of Commissioners

Arnold L. Randall
General Superintendent

*Message from Toni Preckwinkle
Board President of
Forest Preserve District of Cook County*

To the residents of Cook County:

I am pleased to present the Forest Preserves of Cook County's Business Diversity Report. Since taking office over eight years ago, I made it a top priority of my administration to foster a greater inclusion of minority- and women-owned businesses. During my first term, we established a Minority and Women Business Enterprise (MBE/WBE) program which was supported and approved by the Forest Preserves of Cook County Board of Commissioners in September 2012. For the fifth time in the District's history, we are reporting contractual commitments and actual payments to minority- and women-owned businesses. This report is a testament to our goal of being more transparent and our commitment to the long-term success of minority and women-owned businesses. It also allows residents and businesses to see the goals we have set for ourselves by reporting on contract dollars awarded and paid to MBE/WBE businesses.

From inception of the ordinance, we've continuously made significant improvements to our MBE/WBE program. To implement this important initiative, we revised the District's procurement code which gave us the ability to create the MBE/WBE program. By adding reinforcement measures to the code, we have more tools to support MBE/WBE firms and promote greater inclusion of them in a pro-active and transparent manner.

In 2014, we enhanced our website by providing direct links to the Chicago Botanic Garden and the Chicago Zoological Society solicitations. We also increased the awareness of the Districts' MBE/WBE program by hosting four workshops and participating in a number of other outreach events to directly reach minority and women-owned firms.

In 2015, we further strengthened our program by implementing best industry practices of recommending MBE/WBE participation goal recommendations on all District solicitations on a contract by contract basis, engaging the user departments and analyzing the availability of

certified minority and women-owned business in Cook County and the surrounding five, collar counties.

2018 Accomplishments

This report allows residents and businesses to see the aspirational goals we have set for ourselves and includes actual payments as well as contract dollars awarded. Overall in fiscal year 2018, the District:

- Awarded 47% of its contracts to minority and women-owned businesses
- 55% of contract payments were made to minority and women-owned businesses
- Approved the amendment to the Minority and Women Business Enterprise Ordinance to expand it and include the Established Business Enterprise Program (EBE)
- Participated in 16 outreach and workshop conferences, many in collaboration with various Government entities, Assist Agencies and Board of Commissioners throughout Cook County
- Participated in all mandatory and non-mandatory Pre-bid meetings to discuss the MBE/WBE participation goals, answering questions and educating vendors on how to meet the goals set forth for contracts

As stated, among the major accomplishments in 2018, was the change to the District's Code for Minority and Women Business Enterprises, by creating the Established Business Enterprise Program (EBE). The purpose of this program is to continue to give credit to Minority and Women Owned Businesses to receive credit as such when they no longer meet the definition of a small business as defined by the U.S. Small Business Administration (SBA) on a phase-out basis, allowing otherwise graduated MWBE firms to continue to thrive and cement their success while actively participating in the District's procurement and contracting ventures. This change was also intended to be consistent with Cook County and the City of Chicago's Procurement Codes.

We have also invested in the necessary tools to better monitor participation on minority and women-owned businesses on District contracts. In 2016, we implemented a web-based system

to capture payment data and allow for a more efficient process to track and monitor in real-time, and actual subcontractor payment, and in 2018 this process has been automated by interfacing with the new Oracle system. Previous reporting relied on *commitments* and methodologies that were vulnerable to human error in the calculation and compilation of information. Payment information is also shared in a transparent manner with both prime contractors and subcontractors.

By ensuring inclusion of minority- and women-owned businesses we are staying true to our goal of welcoming potential businesses to partner with the District and adhere to our fundamental mission “to acquire, restore and manage lands for the purpose of protecting and preserving public open space”. Under my leadership and with the support of the District’s Board of Commissioners we have made tremendous strides in becoming a more transparent and effective government agency, but there is more to do. We will continue to strive to make the District a more transparent and attractive business partner for our minority and women-owned businesses.

We look forward to continuing our work with both residents and businesses of the Cook County.

OUR COMMITMENT TO MINORITY AND WOMEN-OWNED BUSINESSES

The District is pleased to present its fifth Annual Business Diversity Report covering the period of Fiscal Year 2018 under President Preckwinkle. The President is committed to the inclusion and expansion of opportunities for small, local, minority and women-owned businesses.

Program Background In the absence of legislative authority to establish the type of provisions referenced via the Program to Government Contracts, the District experienced a significantly low level of participation by MBE/WBEs in its Government Contracts. It procured goods and services in a non-inclusive marketplace and without the authority to establish MBE/WBE goals. Historically, minority- and women-owned businesses have been awarded government contracts in dollar amounts disproportionately lower than the availability of such business that are willing and able to undertake these contracts. Under new leadership, the District sought to provide a level playing field and equal access for all prime contractors and subcontractors to participate in government contracts.

In July 2012, Governor Quinn signed legislation allowing the Forest Preserve District of Cook County (District) to establish provisions to address the underuse of minority and women-owned businesses with respect to procurement contracts with the District.

An ordinance establishing the program's parameters and guidelines was passed by the Forest Preserve District's Board of Commissioners in September 2012. This new initiative is significantly benefitting the residents of our County by increasing the pool of qualified minority and women-owned businesses that have the opportunity to be selected for contracts awarded by the District each year.

In an effort to remedy historic inequity and to facilitate greater inclusion, the District established aspirational goals for the participation of minority and women-owned businesses in District contracts as set forth under the ordinances that comprise the Forest Preserve District of Cook County Municipal Code. The aspirational goals are as follows:

Contract Type	Aspirational Goals	
	MBE	WBE
Goods and Services	25%	10%
Construction	24%	10%
Professional Services	35% Overall	

About this Report Under the leadership of President Preckwinkle, the District began publishing annual diversity reports for the first time, making this information available to the public. This report is the District's fifth annual report, and the third using the contract Compliance Reporting System (CRS)- it

details the District's efforts to ensure minority and women-owned business have greater access to public contracting opportunities. It includes contract dollars awarded and contract payments by the Forest Preserve District as reported by vendors. The reporting period covers the program accomplishments for Fiscal Year 2018 (January 1, 2018 – December 31, 2018).

The report summarizes program activity, prime contract and subcontract utilization data for certified Minority and Women-owned Business Enterprises (MBE/WBEs). It continues to serve as a benchmarking tool in assessing the MBE/WBE participation and identifying areas for greater inclusion. The District tracks MBE/WBE participation in the following three categories (1) Professional Services, (2) Goods and Services, and (3) Construction. Data reported is based on actual payments reported by vendors and confirmed by their MWBE subcontractors.

MBE/WBE FY 2018 Initiatives Since the passage of the MBE/WBE program, President Preckwinkle has made achieving full MBE/WBE participation in District's procurement a key goal of her administration. The District has undertaken a number of efforts to reduce barriers for minority- and women-owned businesses that are competing for contracts and currently doing business with the District. Our efforts and accomplishments during FY 2018 are described below:

- Participated in 16 outreach and workshop conferences, many in collaboration with various Government entities, Assist Agencies and Board of Commissioners throughout Cook County
- Awarded 47% of its contract to minority and women-owned businesses
- A total of 55% of contract payments were made to minority and women-owned businesses
- Project specific analysis on all solicitations to establish appropriate MWBE participation goals
- Working to implement strategic procurement initiatives exclusively targeted to maximize the participation of small and minority & women owned businesses in prime contracting roles
- Collaborated with ERP staff to implement the new Oracle system to transmit payment data to our Compliance Reporting System (CRS) in an effort to automate payment information to prime contractors and vendors.
- Encouraged the participation of MWBEs in contracts where there are no apparent subcontracting opportunities by including in the evaluating process, proposer's good faith efforts.
- Sent targeted email invitations to bid to new District vendors to attract, inform and encourage the active participation of vendors in procurement and contracting opportunities.
- Actively participated in all mandatory and non-mandatory pre-bid meetings to ensure the participation of MWBEs on all District contracts.
- Chairing the Compliance and Certification subcommittee of the Government Procurement and Compliance Forum (GPCF), which is a strategic partnership of over 30 government agencies and non-profit assist agencies representing small businesses to drive bold, cross-agency improvements to make the region a benchmark for procurement, certification, and compliance processes that are streamlined, standardized, equitable and transparent.

- Actively participated in other government agency's pre-bid meetings, in an effort to create awareness of the District contracting opportunities and encourage vendors to register and participate in the District's procurement process.

Disparity Study Since President Preckwinkle took office, the District has made critical and strategic investments to overcome the barriers that minority- and women-owned businesses encounter while pursuing contracting opportunities, including taking measures to ensure their full participation at all levels of the District.

In June of 2013, Cook County Board of Commissioners approved an agreement with Colette Holt & Associates to conduct a Disparity Study of the County's MBE/WBE Program. The purpose of the study is to identify measures to be implemented to ensure full MBE/WBE participation.

A Disparity Study is a periodic evaluation of a municipality's MBE/WBE efforts. The term "disparity" refers to the difference between the number of MBE/WBE's who are able to provide the services a local government is procuring and the number of firms who are actually working with in the local government. The study looks at whether the organization is meeting its goals with regards to access to procurement opportunities and provides recommendations to improve its efforts. Disparity studies also provide a legal defense of an MBE/WBE program if that program is challenged in the courts.

Nationally, it's considered best practice to conduct periodic disparity studies. Other local agencies that have done this include the City of Chicago and the Illinois Department of Transportation. As a new initiative under this administration, we are implementing a best practice by conducting the District's first Disparity Study.

The Study includes a comprehensive statistical analysis based on the District's procurement history. The consultant collected, sorted, researched, and analyzed data and used Custom Census methodology recommended in the National Disparity Study Guidelines to accurately estimate MBE/WBE availability estimates. The consultant also calculated a Disparity index using regression analysis.

The Disparity Study was successfully completed in FY 2016, providing recommendations for program enhancements to ensure we continue to maintain a sound, strong and defensible program. The District is excited to inform that since these recommendations were made, we have implemented many of the findings and recommendations suggested in the study, including determining project-specific-MWBE goals. As we continue to improve the management and administration of our program we will continue to refer to this very important tool to implement additional recommendations.

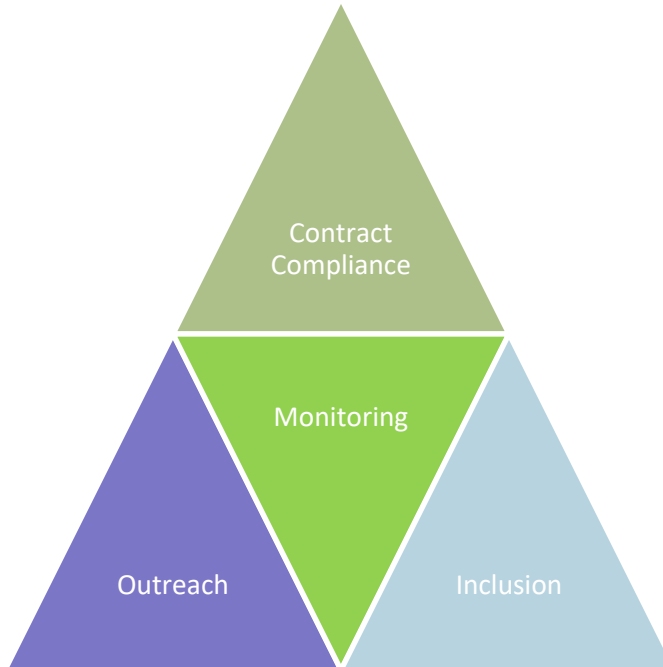
The Disparity Study along with its recommendations was presented to the Forest Preserve Board of Commissioners on June 29, 2016.

Compliance Reporting System President Preckwinkle has made achieving full MBE/WBE participation in the District's procurement a key goal of her administration. In July of 2016, the Office of Contract Compliance implemented a new web-based MBE/WBE contract compliance system. As part of its mission and mandate, it seeks to capture, monitor and report contract compliance and performance, based on actual spend in real time. In the past, previous reporting relied on a cumbersome methodology that was vulnerable to human error in the calculation and compilation of data and information; and in 2018 we incorporated Oracle ERP to incorporate payment data to the CRS. The key benefits of implementing the Compliance Reporting System include:

- Transparency and accountability measures for all stakeholders, including prime contractors and subcontractors
- Communication improvement to minority-and women owned businesses
- Streamlined process- user friendly reporting process
- Accessibility- all reporting is conveniently performed online and is always available

ROLE OF CONTRACT COMPLIANCE ADMINISTRATOR

The Contract Compliance Administrator (CCA) advocates for minority and women-owned business by ensuring the application and enforcement of the District's MBE/WBE Ordinance. The CCA is responsible and accountable for administration of the District's Minority and Women Owned Business Enterprises Program. Some duties include ensuring MBE/WBE inclusion in the District's contracting processes, monitors the participation of MWBEs on active contracts, participates in outreach events, assist in the resolution of payment issues to MWBEs and reports on supplier diversity participation to the President and Board of Commissioners.



Program Administration

The District's MBE/WBE Program as set forth in the Forest Preserve District Code of Cook County, Title 1 Administration under Chapter 8 – District Finances 1-8-5: Minority- and Women-Owned Business Enterprises. The Code can be found online at www.fpdcc.com/code. The responsibilities of the CCA include:

- (1) Establishing contract specific goals on all solicitations on a contract-by-contract bases; analyzing the availability of MBE/WBEs to provide the supplies, materials and equipment or services required by the Contract.
- (2) Formulating, proposing and implementing rules and regulations for the development, implementation and monitoring of the MBE/WBE Program.
- (3) Providing information and assistance to MBE/WBE relating to the Program, and serving as a liaison to community, contractor, professional and supplier groups, as well as associations and organizations.
- (4) Cooperates with and provides assistance to internal departments to facilitate participation by MBE/WBEs in procurements.
- (5) Monitoring contracts to evaluate compliance with Contract Specific Goals and commitments.

- (6) Cooperating with and providing assistance to Assist Agencies to facilitate participation by MBE/WBEs in Procurements.
- (7) Reviewing, approving or rejecting utilization plans for achievement of contract specific goals, and evaluating the extent to which goals were achieved.
- (8) Monitoring contracts to ensure compliance with regards to the Prompt Payment of MBE/WBEs.
- (9) Receiving, reviewing, and acting upon complaints and suggestions concerning the program.
- (10) Evaluating the effectiveness and utility of the program.
- (11) Monitoring the program and the District's progress towards program goals.
- (12) Assist in resolving MWBE participation issues contracts; including resolving shortfalls in participation.
- (13) Collaborate with internal departments and vendors to maintain and/or exceed aspiration MWBE goals affected by contract amendments and change orders.
- (14) Encourage the participation of MWBEs in contracts where there is no apparent subcontracting opportunities, by including in the evaluating process, proposer's good faith efforts to include MWBEs.
- (15) Reporting to the District's Contract Compliance Committee, at its request, information regarding the administration of the program and its progress toward achieving program goals.
- (16) Make recommendations to amend the Procurement and Compliance Codes to continue to use best industry practices and policies, and striving to increase the participation of minority and women own business in the District's contracts.

Office of the Purchasing Agent

The mission of the Forest Preserve District's Office of the Purchasing Agent (PA) is to acquire quality goods and services for the District at the best price possible by promoting competition and implementing best industry practices.

With the purpose to achieve this goal, the PA is committed to implement open and transparent procurement methods to increase the participation and encouragement of vendors to participate in this process, while lowering costs to taxpayers. As the contracting authority for the District, the PA has established an open and transparent environment where competitive bidding is fair to all. In

addition, the PA works closely the Compliance Administrator to ensure that the MWBE business community has all the necessary tools, knowledge and resources to be successful in bidding on District contract opportunities.

How to do business with the Forest Preserves of Cook County

The District, in collaboration with the Cook County, provides a monthly workshop to entrepreneurs and existing businesses on how-to-do business with the government. Providing in great detail our procurement process, resources and expert advise on how to become a successful participant in government contracting.

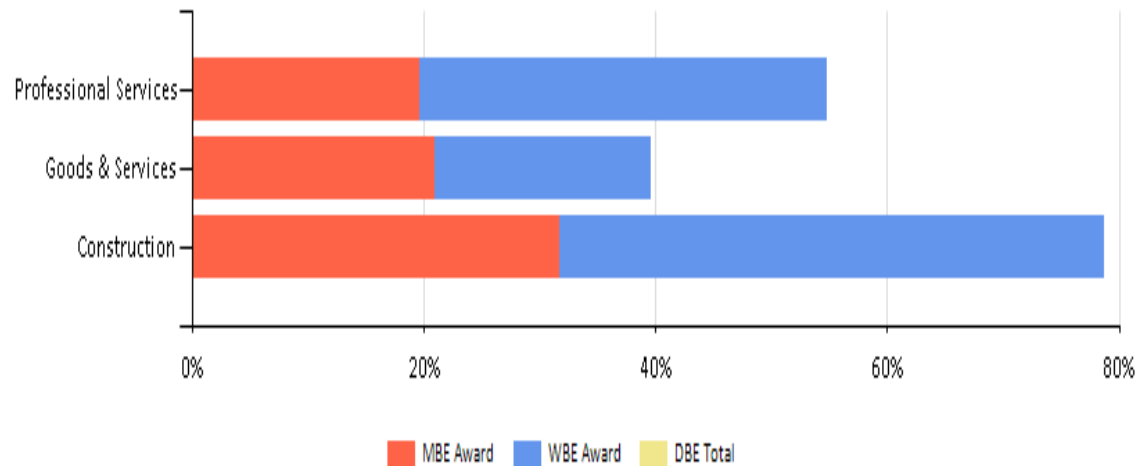
Businesses interested in pursuing contracting opportunities with the District may view and download bid solicitations and biding contracting opportunities which are listed in the District Purchasing website.

Once firms complete a very simple enrollment process, they may view, download, receive automated bid notifications, amendments and view the listing of other vendors that have downloaded a specific bid opportunity. The ability to view all other plan holders, fosters the ability of all interested parties to engage in partnerships, subcontracting/ sub consulting activities..

Forest Preserve District of Cook County MBE/WBE FY 2018 Award (Commitments) Summary

	<i>MBE Award</i>	<i>WBE Award</i>	<i>Non-MBE/WBE Award Amount</i>	<i>Total Contract Awarded in FY 2018</i>
Professional Services	\$157,835	\$283,309	\$363,971	\$805,115
Goods and Services	\$2,012,041	\$1,782,240	\$5,793,106	\$9,587,387
Construction	\$630,549	\$932,469	\$421,838	\$1,984,857
Total	\$2,800,425	2,998,018	\$6,578,916	\$12,377,359

Participation by Contract Type



In FY 2018 the District awarded 47% of its contracts to MBE/WBEs:

55% MBE/WBE participation on Professional Services Contracts

40% MBE/WBE participation on Goods and Services Contracts

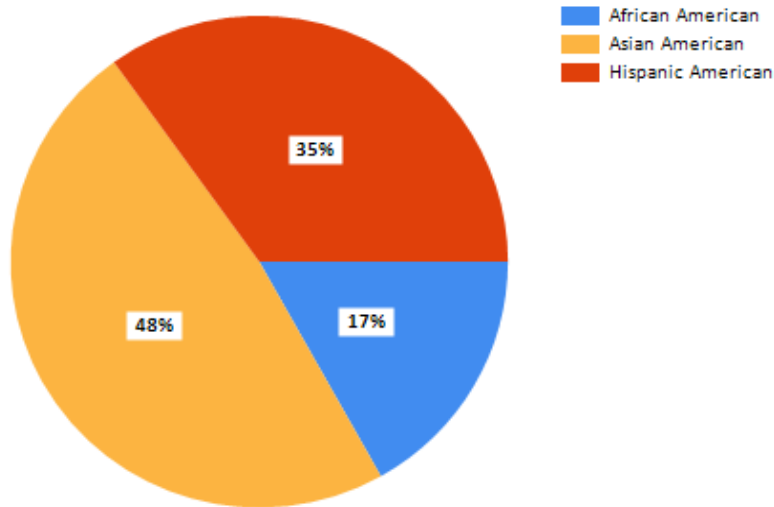
79% MBE/WBE participation on Construction Contracts

Forest Preserve District of Cook County MBE/WBE FY 2018 Awards (Commitments) by Ethnicity *

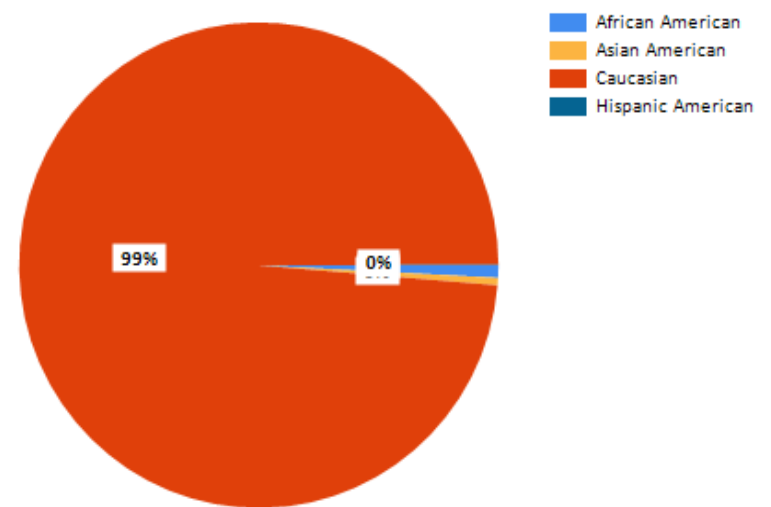
Contract Type	All Minority Business Enterprise (MBE) Dollars				All Women Business Enterprise (WBE) Dollars				
	African Americans	Asian Americans	Hispanic Americans	Total MBE	African Americans	Asian Americans	Hispanic Americans	Caucasian	Total WBE
Professional Services	\$21,000	\$75,085	\$61,750	\$157,835	\$11,995	\$0	\$1,300	\$270,014	\$283,309
Goods and Services	\$428,750	\$1,140,000	\$443,291	\$2,012,041	\$0	\$0	\$0	\$1,782,240	\$1,782,240
Construction	\$22,536	\$134,682	\$473,332	\$630,549	\$12,500	\$14,965	\$0	\$905,005	\$932,469
Total	\$472,286	\$1,349,767	\$978,373	\$2,800,425	\$24,495	\$14,965	\$1,300	\$2,957,259	\$2,998,018

*Participation by ethnicity is based on Total MBE and WBE participation.

MBE Participation* Committed by Ethnicity



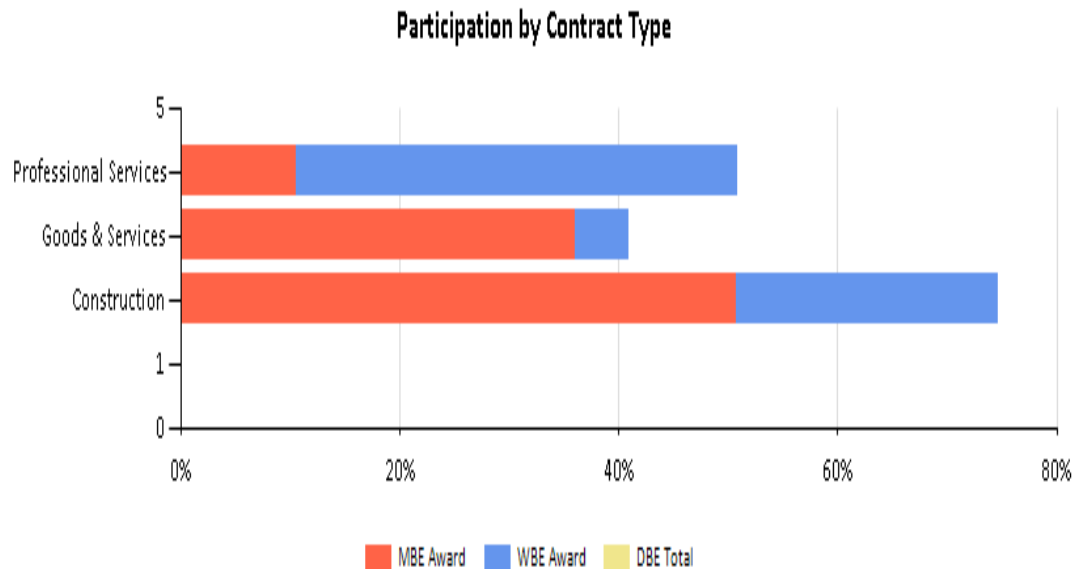
WBE Participation* Committed by Ethnicity



Forest Preserve District of Cook County MBE/WBE FY 2018 Payment (Actuals) Summary *

	<i>MBE Payment</i>	<i>WBE Payment</i>	<i>Non-MBE/WBE Payment</i>	<i>Total Payments Made in FY 2018</i>
Professional Services	\$73,531	\$281,743	\$343,871	\$699,146
Goods and Services	\$1,843,528	\$254,262	\$3,025,955	\$5,123,745
Construction	\$2,039,454	\$964,780	\$1,019,636	\$4,023,871
Total	\$3,956,513	\$1,500,785	\$4,389,463	\$9,846,761

**Participation is based on payments reported by vendors (Primes and Sub-contractors) and by automatically loaded data by Oracle, and excludes Sole Source Contracts and Grants; the contracts for which payments are made in FY2018 include contracts awarded in previous years as well as a portion of those awarded during FY2018.*



55% of payments made on District contracts went to MBE/WBEs*:

51% MBE/WBE participation on Professional Services Contracts

41% MBE/WBE participation on Goods and Services Contracts

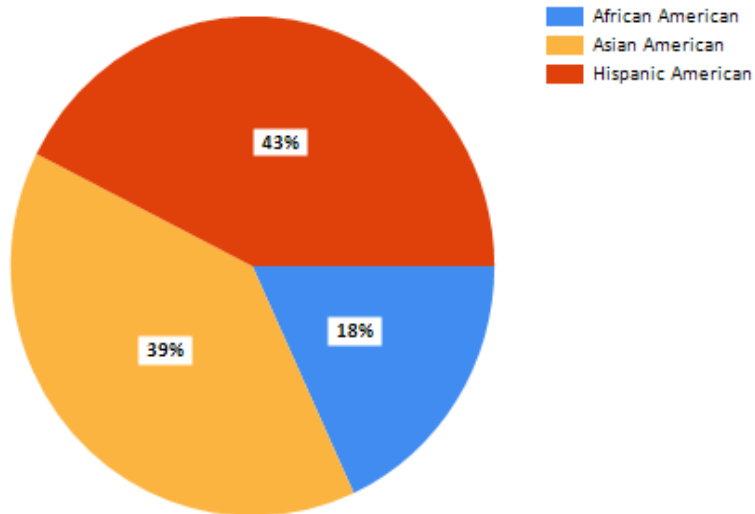
75% MBE/WBE participation on Construction Contracts

Forest Preserve District of Cook County MBE/WBE 2018 Payments by Ethnicity (Actuals)*

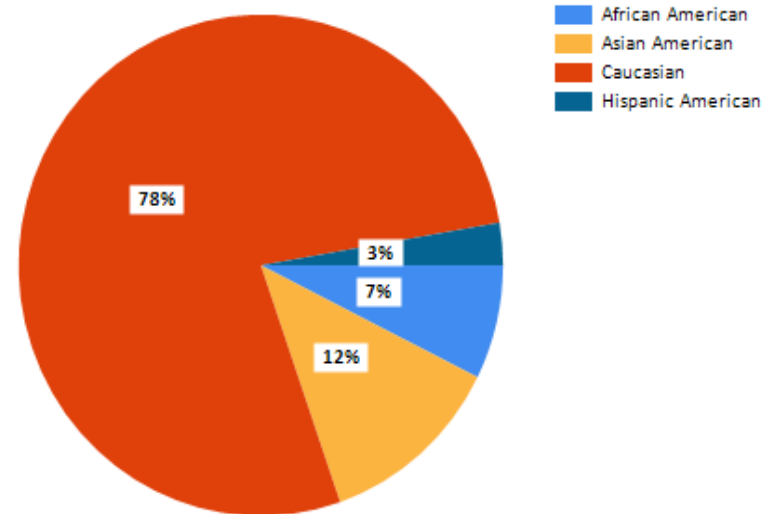
Contract Type	Minority Business Enterprise (MBE) Dollars				Women Business Enterprise (WBE) Dollars				
	African Americans	Asian Americans	Hispanic Americans	Total MBE	African Americans	Asian Americans	Caucasian	Hispanic Americans	Total WBE
Professional Services	\$18,465	\$48,078	\$6,988	\$73,531	\$0	\$89,973	\$153,790	\$37,979	\$281,743
Goods and Services	\$63,193	\$1,089,651	\$690,684	\$1,843,528	\$24,311	\$30,000	\$199,476	\$475	\$254,262
Construction	\$636,061	\$412,650	\$990,743	\$2,039,454	\$86,462	\$65,133	\$810,746	\$2,439	\$964,780
Total	\$717,719	\$1,550,379	\$1,688,415	\$3,956,513	\$110,772	\$185,107	\$1,164,013	\$40,893	\$1,500,785

*Participation is based on payments reported by vendors (Primes and Sub-contractors) and excludes Sole Source Contracts and Grants; the contracts for which payments are made in FY2018 include contracts awarded in previous years as well as a portion of those awarded during FY2018.

MBE Participation* Payments by Ethnicity



WBE Participation* Payments by Ethnicity



2018 Outreach Activities

The District both sponsors and participates in a number of outreach events throughout the year to market the upcoming contracting opportunities and encourage potential vendors to learn more about doing business with the District. The District participated in the following events during FY2018:

Hosted/sponsored Events

- Cook County/FPDCC and City of Chicago 2018 Vendor Fair on 7/12/18
- Minority Business Leader's Exchange (MBLE) Roundtable meeting on 9/19/18
- Connecting Latino Communities to Nature and Conservation Workshop on 10/24/18

Partner Events

- City of Chicago's 2018 Construction Summit on 2/7/18
- U.S. Minority Contractors Association- How-To-Do-Business with the FPDCC on 2/15/18
- Metropolitan Water Reclamation District Diversity Fair- Gleacher Center on 3/22/18
- Metropolitan Water Reclamation District Diversity Fair- U of I on 4/16/18
- Minority Supplier Development Council- Chicago Business Opportunity Fair (CBOF 51)- Hyatt Regency Chicago on 4/25/18
- Illinois Hispanic Chamber of Commerce's- Annual Make the Connection Signature Breakfast- Marriot Marquis on 8/2/18
- Metra- 4th Annual On Track To Success Vendor Fair- Ogilvie Bldg. on 8/29/18
- State of Illinois' Business Enterprise Program (BEP) Outreach Event- Prairie State College 9/26/18
- Chicago Park District Vendor Networking Event- South Shore Cultural Center on 9/27/18
- 2018 Construction Industry Conference- Studio Movie Grill on 10/25/18
- UIC Construction Forum at UIC Student Center on 11/1/18
- Minority Business Leader's Exchange (MBLE) 6th Annual Breakfast Meeting at East Bank Club on 11/13/18
- Chicago Public Schools- Let's Talk Procurement! Business Conference on 12/3/18

MBE/WBE Additional Outreach Initiatives

In addition to hosting and participating in Business Seminars and conferences, the CCA provided a standing monthly workshop at Cook County with vendors seeking to get certified as MBEs and WBEs on how to do business with the District, Cook County and various government agencies.

We also ran advertisements in the following newspapers to attract and encourage MWBEs to consider doing business with the Forest Preserves of Cook County:

- Hoy Newspaper on 4/30/18
- Daily Southtown on 4/30/18
- Chicago Tribune on 4/30/18
- Chicago Citizen on 4/30/18
 - This included four different editions: Chatham- South East, South End, Chicago Weekend, and Hyde Park

In an effort to further expand and attract diverse vendors, the CCA participated at several pre-bid conferences hosted by various agencies, including Cook County, the City of Chicago, and the Illinois Tollway. The District was allowed the opportunity to give a brief introduction of the FPDCC, provide information on how to do business and disseminate handouts. So far, this practice has allowed us to attract many vendors that had not previously pursued contracting opportunities with the District. The CCA has already held workshops with groups of vendors that were met at these pre-bid meetings to provide guidance on MWBE certification, certification types and how-to-do-business with the government.

This initiative has already produced a dramatic increase and palpable participation of new MWBE vendors pursuing and participating in the District's procurement process. New MWBE vendors to the District are viewing, downloading and bidding on FPD contracts that had not previously pursued contracting opportunities with the us and/or historically were unaware of the procurement opportunities available at the FPDCC, the CBOG or the CZS. This has significantly impacted the diversity, competitiveness and quality of the services and products our organizations purchase.

A Glance Ahead...

- The District's goal in 2019 is to continue to fully implement its MWBE online monitoring solution to streamline the MBE/WBE reporting and monitoring; automating the payments to prime contractors in the database via Oracle ERP. The Contract Compliance Reporting System (CRS) will capture payment data on contracts and allows for a more efficient process to track and monitor actual payments to M/WBE subcontractors in real time. Contract data management is a critical component of our services, which will ease the process of reporting actual spends in all categories.
- Continue to provide standing monthly workshops in collaboration with Cook County for firms seeking to get certified as MWBEs and learning how to do business with the District and other government agencies. These workshops will include information on how to properly complete all paperwork related to the Utilization Plan and Letters of Intent.
- We will continue to post legal advertisements on statewide and local newspapers, publications and online with the collaboration of the Purchasing Agent on how to do business with the FPDCC. This will attract not only business owners not familiar with the District's procurement opportunities, but to diverse entrepreneurs seeking to venture into public contracting in niche areas such many of the District's needs. The legal notices will provide guidance on how to register with the District and learn about outreach and networking events as well.
- We will continue to collaborate with other government agencies to host workshops targeted for business that need assistance and for entrepreneurs seeking new ventures and markets. The main objective of these efforts is to educate, guide and create awareness in the business community of the specific business requirements and qualifications such as licensing, permitting and other related resources needed for businesses to successfully participate in the District's procurement process as a Prime contractor and/or subcontractor in the maintenance of our Forest Preserves. Various departments will be asked to collaborate by informing participants of the District's specific requirements and best practices.
- Since 2014 the District enhanced its website by including the Chicago Botanic Garden (CBG) and the Chicago Zoological Society (Brookfield Zoo) contract opportunities. The District will continue to improve the website by posting their awarded procurement agreements. Adding the CGG and CZS solicitations has proven to be an effective resource for minority- and women-owned business to access procurement opportunities. This is one example of our effort to execute President Preckwinkle's commitment for greater access and transparency in the procurement process and increased participation of MBE/WBE firms in Cook County.
- The District will continue to aggressively seek and participate at outreach events and provide potential vendors with the District current contract opportunities. In addition to attending various

outreach events throughout the District, and continue to collaborate with Cook County, Chicago Botanic Garden, Chicago Zoological Society and the City of Chicago to host informational business workshops and conferences.

- With the objective to assist vendor's successful participation in the District's procurement process, we will be posting the Utilization Plan, Letters of Intent, and Petition for Partial/Full M/WBE Waiver Participation Request Forms online, for greater access and efficiency.
- Continue to participate in all District mandatory and non-mandatory pre-bid meetings, as well as to participate in other government agencies' pre-bid meetings for contracts related to the goods and services that the District purchases, with the objective on engaging current non-District vendors, encouraging them to participate in our procurement process.
- We will continue to foster greater participation and encourage the MBE/WBE business community to pursue specialized and niche District procurement opportunities as Prime Contractors and subcontractors, through focusing on building upon current initiatives and adding new strategies and programs. Ultimately the greater participation of MBE/WBEs will economically impact our local community by creating jobs and stimulate growth in the regional economy,
- We are currently providing assistance to the Chicago Botanic Garden and the Chicago Zoological Society in an effort to increase its participation of diverse firms in these organization's contracts. This effort includes technical assistance, best industry practices and overall guidance on how to encourage the participation of the minority business community on the Garden's procurement process. Recommendations have already been made we will seek to continue to assist them and help them implement these in FY2019.
- The CCA has been appointed as the chairman for the Compliance and Certification Subcommittee of the Government Procurement and Compliance Forum (GPCF), which is a strategic partnership of over 30 government agencies and non-profit assist agencies representing small businesses to drive bold, cross-agency improvements to make the region a benchmark for procurement, certification, and compliance processes that are streamlined, standardized, equitable and transparent. The District will learn of creative and new alternative approaches to further maximize the opportunities of small and diverse businesses on District Contracts.



**TONI PRECKWINKLE
PRESIDENT**

**Forest Preserve District of Cook County Board of
Commissioners**

**LUIS ARROYO, JR., 8th District
Chairman, Contract Compliance Committee**

BRANDON JOHNSON, 1st District

DENNIS DEER, 2nd District

BILL LOWRY, 3rd District

STANLEY MOORE, 4th District

DEBORAH SIMS, 5th District

DONNA MILLER, 6th District

ALMA E. ANAYA, 7th District

PETER N. SILVESTRI, 9th District

BRIDGET GAINER, 10th District

JOHN P. DALEY, 11th District

BRIDGET DEGNEN, 12th District

LARRY SUFFREDIN, 13th District

SCOTT R. BRITTON, 14th District

KEVIN B. MORRISON, 15th District

JEFFREY R. TOBOLSKI, 16th District

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**Arnold L. Randall
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**Chief Financial Officer
Stephen Hughes**

**Thomas J. Conlon
Purchasing Agent**

**Sergio Silva
Contract Compliance Administrator**