



2015

Forest Preserve District of Cook County
Annual Business Diversity Report
FY 2015

Toni Preckwinkle
President

Forest Preserve District of Cook County
Board of Commissioners

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

To the residents of Cook County:

At the start of my first term as President of the Forest Preserve District of Cook County “District” I made it a top priority of my administration to foster a greater inclusion of Minority- and Women-owned Business (MBE/WBE). During my first term in Office we established a MBE/WBE Program which was supported and approved by the Forest Preserve District of Cook County Board of Commissioners in September 2012. For the second time in the District history, we are reporting contractual commitments and actual payments to minority- and women-owned businesses. This report is a testament to our goal of a more transparent District and our commitment to the long term success of minority and women-owned businesses. This report 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 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 MBE/WBE firms 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 (4) workshops and participating in a number of other outreach events.

In 2015 we further strengthened our Program by implementing best industry practices of recommending M/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 its five county collar region.

We have also invested in the necessary tools to better monitor participation on minority and women-owned businesses on District contracts. In 2016 we will be implementing 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 payments. Our previous reporting relied on *commitments* and methodologies that were vulnerable to human error in the calculation and compilation of information. The payment information will also be shared in a transparent manner with both prime contractors and sub-contractors.

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 BUSINESS

Background The District is pleased to present its first Annual Business Diversity Report covering the period of Fiscal Year 2015 under President Preckwinkle. The President is committed to the inclusion and expansion of opportunities for small, local, minority and women-owned businesses. In the absence of authority to establish the type of provisions referenced via the Program to Government Contracts, the District had 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 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 goals are as follows:

Contract Type	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 will publish an annual diversity report for the first time, making this information available to the public. This report details the District's efforts to ensure minority and women-owned business have greater access to public contracting opportunities. The reporting period covers the program accomplishments for Fiscal Year 2015 (January 1, 2015 – December 31, 2015).

The report summarizes program activity, prime contract and subcontract utilization data for certified Minority and Women-owned Business Enterprises (MBE/WBE), as well as MBE/WBE participation achieved from the Districts 2012 Bond Funds allocated to the Chicago Zoological Society. This report

includes contracts dollars awarded by the District and the Chicago Zoological Society as reported by vendors.

This report 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) Goods and Services, (2) Construction, and (3) Professional Services. Data reported is based on actual payments reported by vendors. The report demonstrates that in FY 2015 the District and Chicago Zoological Society made substantial progress towards achieving our goals

MBE/WBE 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. The efforts are described below:

- Participated in 15 outreach and workshop conferences, many in collaboration with various Government entities, Assist Agencies and Board of Commissioners throughout Cook County
 - Organized two jointly Vendor Fairs with Cook County ,Chicago Botanic Garden and Chicago Zoological Society
 - Participated in MWBE Outreach event with Cook County and Cook County Health and Hospital System
 - Participated in business outreach events to discuss how-to-do business with the constituency of two Cook County Board of Commissioners
- Provided strategic assistance to the Chicago Botanic Garden to increase and maximize the participation of MBEs in their procurement process
- Exceeded the 35% District's MBE/WBE aspirational commitment goal
- Achieved 34% MWBE actual expenditures with MBEs and WBEs
- Working to implement strategic procurement initiatives exclusively targeted to maximize the participation of small and minority & women owned businesses in prime contracting roles
- Project specific analysis on all solicitations to establish appropriate MWBE participation goals

Disparity Study In June of 2013, the 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.

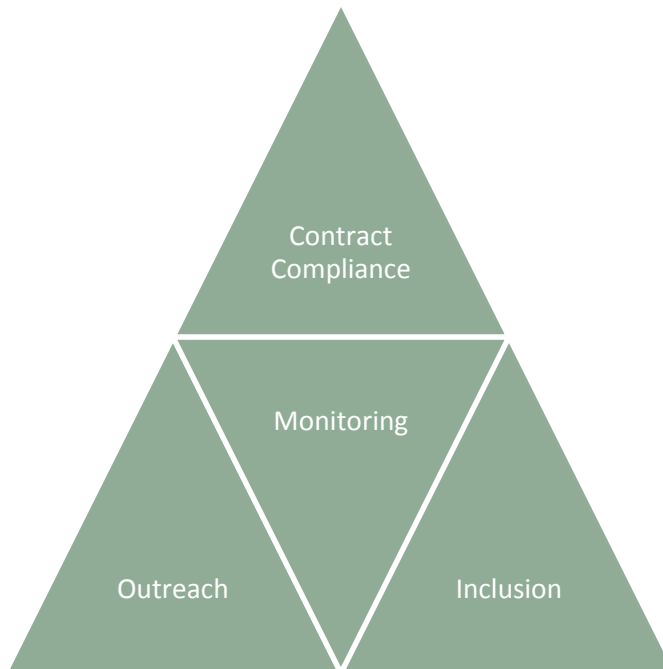
Nationally, it's considered best practice to conduct regular disparity studies. Other local agencies that have done this include the City of Chicago and the Illinois Department of Transportation. As a new initiative under this administration, we are implementing a best practice by conducting the District's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

The Study will include a comprehensive statistical analysis based on the District's procurement history. The consultant will collect, sort, research, and analyze data and will use Custom Census methodology recommended in the National Disparity Study Guidelines to accurately estimate MBE/WBE availability estimates. The consultant will also calculate a Disparity index using regression analysis. The Disparity Study has been recently completed and the District is excited to inform that since this study begun, we have already implemented many of the findings and recommendations suggested in the study. 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.

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, participates in outreach events, 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 District include:

- (1) Formulating, proposing and implementing rules and regulations for the development, implementation and monitoring of the MBE/WBE Program.
- (2) 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.

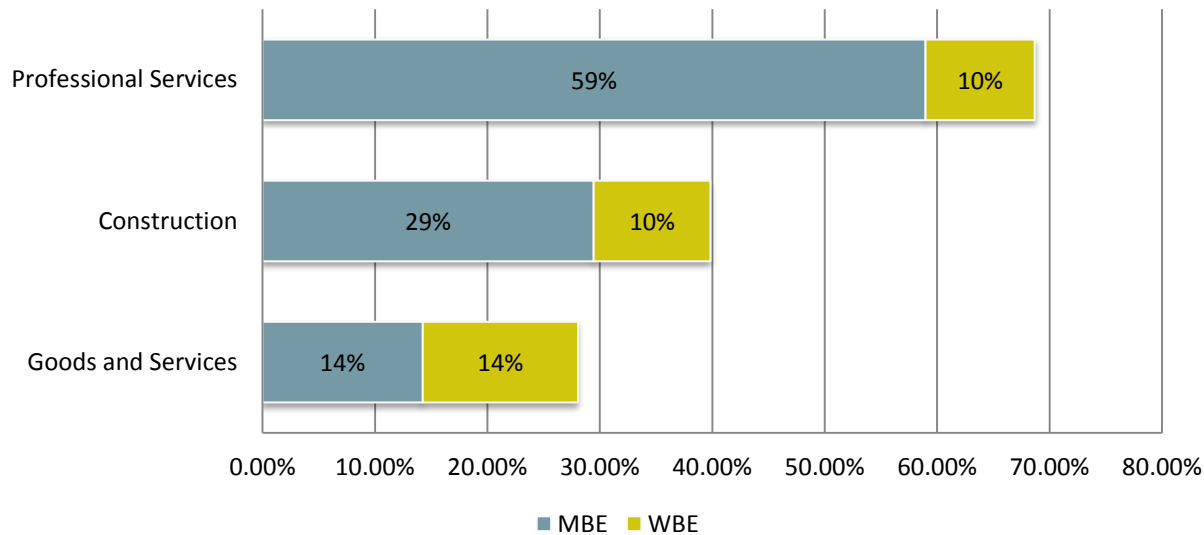
- (3) Establishing contract specific goals based upon the availability of MBE/WBEs to provide the supplies, materials and equipment or services required by the Contract.
- (4) Cooperates with and provides assistance to internal departments to facilitate participation by MBE/WBEs in procurements.
- (5) 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 Section N:2b.iii(O), 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) 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.

Forest Preserve District of Cook County MBE/WBE FY 2015 Award Summary (Commitments)*

	<i>MBE Award</i>	<i>WBE Award</i>	<i>Non-MBE/WBE Award Amount</i>	<i>Total Contract Awarded in FY 2015</i>
Goods and Services	\$1,071,900	\$1,039,488	\$5,410,817	\$7,522,205
Construction	\$3,519,939	\$1,241,203	\$7,189,045	\$11,950,187
Professional Services	\$987,190	\$162,178	\$524,591	\$1,673,959
Total	\$5,579,029	\$2,442,869	\$13,124,453	\$21,146,351

**Participation is based on all active contracts awarded in previous years that received payments in FY 2015 as well as those awarded during FY2015*

MBE/WBE Participation by Contract Type



Overall, in FY 2015 the District awarded:

69% MBE/WBE participation on Professional Services Contracts

39% MBE/WBE participation on Construction Projects

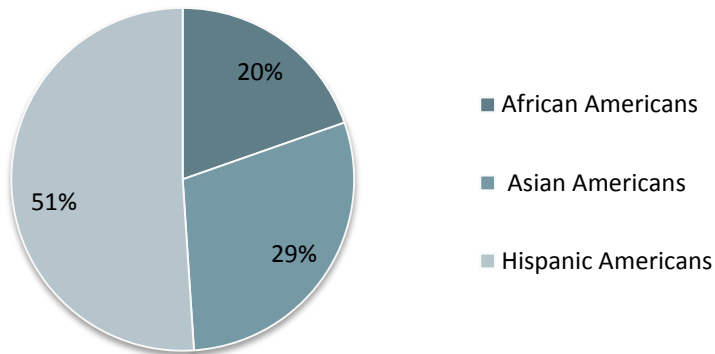
28% MBE/WBE participation on Goods and Services Contracts

Forest Preserve District of Cook County MBE/WBE FY 2015 Awards by Ethnicity (Commitments)*

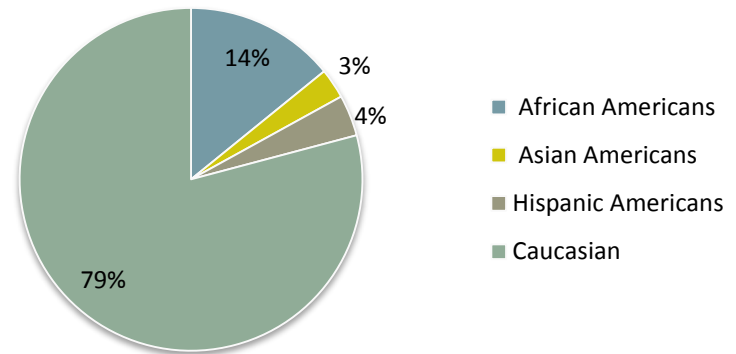
Contract Type	All Minority Business Enterprise (MBE) Dollars			All Women Business Enterprise (WBE) Dollars			
	African Americans	Asian Americans	Hispanic Americans	African Americans	Asian Americans	Hispanic Americans	Caucasian
Goods and Services	\$326,388	\$13,385	\$732,128	\$90,000	\$0	\$33,924	\$915,565
Construction	\$735,825	\$686,186	\$2,115,929	\$226,219	\$69,243	\$35,757	\$909,985
Professional Services	\$33,190	\$954,000	\$0	\$29,461	\$0	\$25,051	\$107,666
Total	\$1,095,403	\$1,635,570	\$2,848,056	\$345,680	\$69,243	\$94,731	\$1,933,215

**Participation is based on all active contracts awarded in previous years that received payments in FY 2015 as well as those awarded during FY2015*

MBE Participation Commitment by Ethnicity*



WBE Participation Commitment by Ethnicity*



Forest Preserve District of Cook County Government MBE/WBE FY 2015 Payment Summary (Actuals)*

	<i>MBE Payment</i>	<i>WBE Payment</i>	<i>Non-MBE/WBE Payment</i>	<i>Total Payments</i>
Goods and Services	\$4,870,885	\$915,350	\$10,799,934	\$16,586,169
Construction	\$1,616,980	\$261,150	\$3,334,041	\$5,212,170
Professional Services	\$3,430,818	\$960,007	\$9,319,977	\$13,710,802
Total	\$9,918,683	\$2,136,507	\$23,453,952	\$35,509,142

**Participation is based on payments reported by vendors (Primes and Sub-contractors); the contracts for which payments are made in FY2015 include contracts awarded in previous years as well as a portion of those awarded during FY2015*

MBE/WBE Participation by Contract Type



In FY 2015 Payments made on the District contracts represented*:

32% MBE/WBE participation on Professional Services Contracts

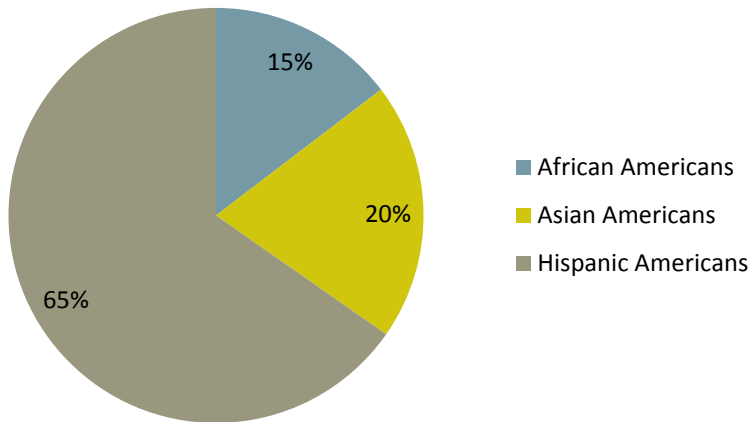
36% MBE/WBE participation on Construction Projects

35% MBE/WBE participation on Goods and Services Contracts

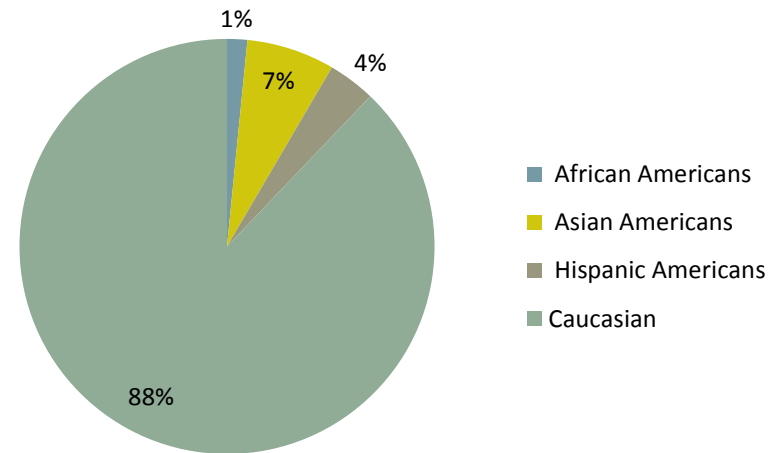
Forest Preserve District of Cook County Government MBE/WBE Payments by Ethnicity (Actuals)*

Contract Type	Minority Business Enterprise (MBE) Dollars			Women Business Enterprise (WBE) Dollars			
	African Americans	Asian Americans	Hispanic Americans	African Americans	Asian Americans	Hispanic Americans	Caucasian
Goods and Services	\$479,404.72	\$363,287.79	\$4,028,192.73	\$2,057.36	\$0	\$54,917.50	\$858,375.05
Construction	\$579,042.53	\$843,146.63	\$194,790.93	\$9,918.04	\$0	\$17,114.19	\$234,117.47
Professional Services	\$392,929.49	\$784,191.33	\$2,253,697.19	\$21,634.88	\$146,665.41	\$6,832.07	\$784,874.57
Total	\$1,451,376.74	\$1,990,625.75	\$6,476,680.85	\$33,610.28	\$146,665.41	\$78,863.76	\$1,877,367.09

MBE Participation* by Ethnicity



WBE Participation* by Ethnicity



*Participation is based on payments reported by vendors (Primes and Subcontractors)

Chicago Zoological Society

The Chicago Zoological Society (the "Society") maintains and operates the Brookfield Zoo (the "Zoo") on land owned by the Forest Preserve District of Cook County (the District). The District provided capital funding to the Zoo through the issuance of Series 2012C Bond. This report summarizes the Zoo's MBE/WBE compliance for the commitment and expenditure of those capital funds.

On June 6, 2012, the Board of Commissioners for the District passed an ordinance authorizing the issuance and sale of General Obligation Unlimited Tax Bond Series 2012C (the "2012C Bonds"). At the time it was contemplated that a portion of the 2012C Bonds would be shared with the Zoo and used by the Zoo to make various capital improvements.

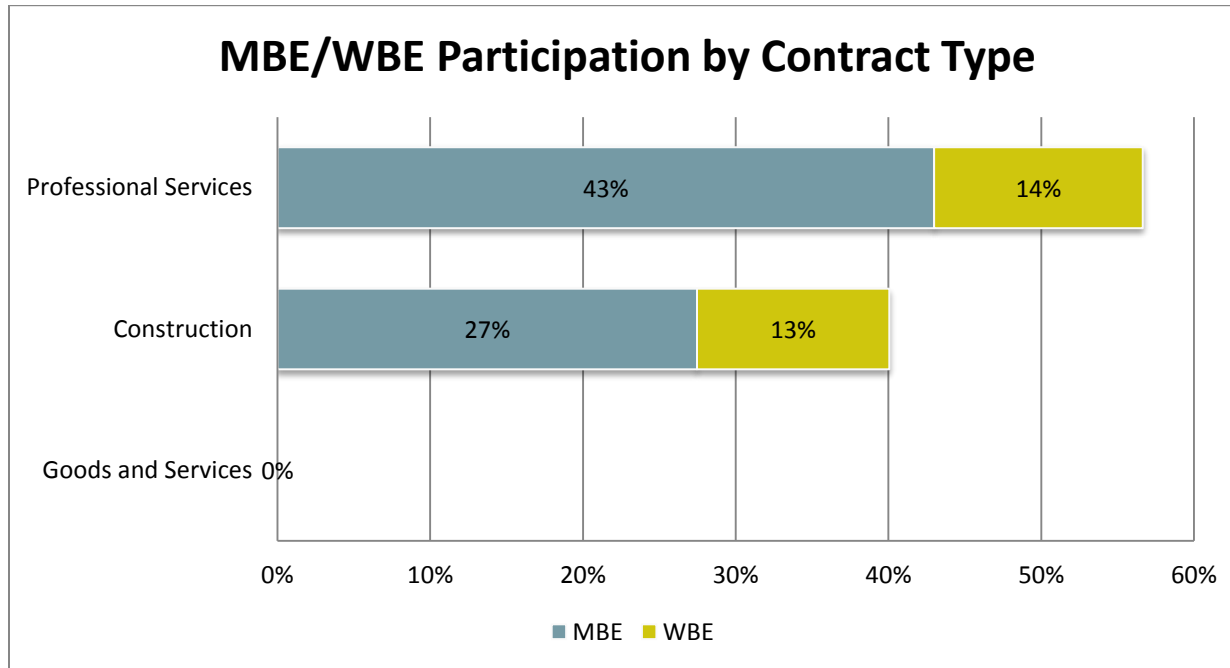
The proposed Bond Proceeds Sharing Agreement, which includes a commitment by the Zoo to utilize share of the proceeds from the 2012C Bonds in a manner consistent with the plan adopted by the District to address the underutilization of minority- and women-owned business enterprises with respect to purchasing and contracting opportunities, is intended to memorialize the terms of the arrangement by and between the Zoo and the District with respect to the aforementioned bond proceeds. The Board of Commissioners for the District approved the Bond Proceeds Sharing Agreement with the Zoo on October 3, 2012.

This section includes contract awarded from the 2012C Bonds by the Zoo from October 2012 until FY2015 and actual payments made to minority and women owned businesses. Actual payment amounts are based on data reported by vendors (Primes and Subcontractors).

Chicago Zoological Society (ZOO) FY 2015 Contract Payment Summary (Actuals)*

	<i>MBE Award</i>	<i>WBE Award</i>	<i>Non-MBE/WBE Award Amount</i>	<i>Total Contract Awarded</i>
Goods and Services	\$0	\$0	\$11,990	\$11,990
Construction	\$2,250,251.28	\$1,030,706	\$4,910,221	\$8,191,178
Professional Services	\$382,181.00	\$121,511	\$385,356	\$889,048
Total	\$2,632,432.28	\$1,152,217	\$5,307,567	\$9,092,216

**Participation is based on payments reported by vendors (Primes and Subcontractors;) the contracts for which payments are made in FY2015 include contracts awarded in previous years as well as a portion of those awarded during FY2015*



Overall, in FY 2015 Zoo awarded*:

57% MBE/WBE participation on Professional Contracts

40% MBE/WBE participation on Construction

0% MBE/WBE participation on Goods and Services

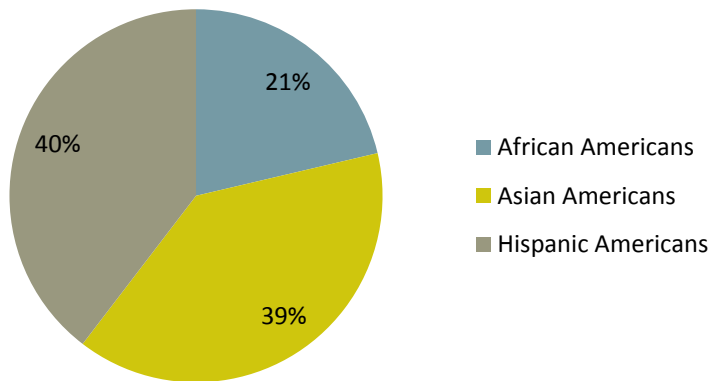
Chicago Zoological Society (ZOO)

MBE/WBE FY 2015 Payments by Ethnicity (Actuals)*

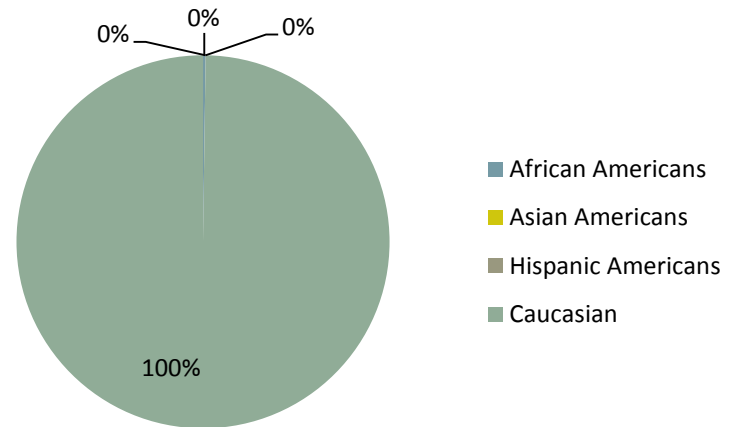
Contract Type	Minority Business Enterprise (MBE) Dollars			Women Business Enterprise (WBE) Dollars			
	African Americans	Asian Americans	Hispanic Americans	African Americans	Asian Americans	Hispanic Americans	Caucasian
Goods and Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$560,394	\$970,178	\$719,679	\$2,575	\$0	\$0	\$1,028,131
Professional Services	\$0	\$61,240	\$320,941	\$0	\$0	\$0	\$121,511
Total	\$560,394	\$1,031,418	\$1,040,620	\$2,575	\$0	\$0	\$1,149,642

*Participation is based on payments reported by vendors (Primes and Subcontractors)

MBE Participation by Ethnicity



WBE Participation* by Ethnicity



2015 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 FY2015:

The District sponsored the following events:

- Forest Preserve District of Cook County Landscaping Forum
- Vendor Fair jointly with Cook County and Cook County Health and Hospital System
- Surety Bonding Education Forum

The District attended the following outreach events:

- 2015 City of Chicago Construction Summit
- Chicago Park District Vendor Fair
- Cook County and City of Chicago Vendor Fair
- University of Illinois Construction Summit
- 2015 Construction Summit – City of Chicago (South Shore Cultural Center)
- HACIA Awards Banquet – Black and White Affair (Chicago Hilton)
- US Minority Contractors Monthly Meeting
- Project Awareness 2015 (Chicago State University – Jacoby Dickens Building)
- Chicago Business Opportunity Fair (CBOF)
- Cook County Contracting Opportunity Fair / FPDCC/ CBG/CZS
- City of Chicago - 5th Annual Vendor Fair
- 2105 Illinois Hispanic Chamber of Commerce - Business Expo
- 29th Women’s Business Development Center Entrepreneurial Women’s Conference
- Metropolitan Water Reclamation District Diversity Fair
- Cook County Contracting Opportunity Fair / FPDCC/ CBG/CZS
- 47th Annual Chicago Minority Supplier Development Council - Chicago Business Opportunity Fair

A Glance Ahead...

- The District goal in 2016 is to implement its acquired online MWBE online monitoring solution to streamline the MBE/WBE participation reporting and monitoring process. This web-based system will capture payment data on contracts and allows for a more efficient process to capture, 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 beginning in FY 2016 and beyond.
- The office of Contract compliance will be hosting workshops targeted for landscaping and related fields business owners and entrepreneurs. The main objective of this event 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. The Department of Resource Management will be collaborating by informing participants of the District's requirements and best practices. Businesses will be invited to participate with the assistance of the various Chicagoland Assist agencies.
- Since 2014 the District enhanced its website by including the Chicago Botanic Garden (CBG) and the Chicago Zoological Society (CZS) contract opportunities contract solicitations. The District will continue to improve the website by posting awarded procurement agreements. Adding the CGG and CZS solicitations has provided 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.
- 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.
- We will be working on advertising traditionally challenging solicitations via statewide newspapers and publications with the collaboration of the Purchasing Agent. 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.
- The District has taken great strides in introducing a new M/WBE ordinance based upon recommendations stemming from the 2015 FPDCC Disparity Study, making our M/WBE program an effective, enforceable, and legally defensible race and gender based program for years to

come, implementing best-industry standards and practices in the administration and management of it.

- The District continues to attend outreach events and provide potential vendors with the District current contract opportunities. In addition to attending various outreach events throughout the District, we continue to collaborate with Cook County, Chicago Botanic Garden, Chicago Zoological Society and the City of Chicago to host informational business workshops and conferences.

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. Ultimately the greater participation of MBE/WBEs will economically impact our local community by creating jobs and stimulate growth in the regional economy.



**TONI PRECKWINKLE
PRESIDENT**

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

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Chairman, Contract Compliance Committee**

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