



PORTLAND PUBLIC SCHOOLS
OFFICE OF PURCHASING & CONTRACTING
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Date: September 25, 2020
To: Members of the Board of Education
From: Emily Courtnage, Director, Purchasing & Contracting
Subject: FY 2019-20 Equity in Public Purchasing and Contracting Update

The Board adopted the Equity in Public Purchasing and Contracting Policy, 8.50.095-P, on July 16, 2012. The Policy includes three distinct objectives:

1. **Business Equity:** Providing contracting opportunities to small businesses that have been historically under-utilized, including businesses owned by people of color and women.
2. **Contractor Workforce Equity:** Ensuring apprenticeship opportunities in the construction trades and promoting construction employment opportunities for people of color and women.
3. **Career Learning Equity:** Leveraging our contracting activities to provide career learning opportunities to PPS students.

I. Business Equity

1. Business Equity Goals and Requirements

The Business Equity Administrative Directive 8.50.096-AD was approved by the Superintendent on September 23, 2013. Key provisions of the Business Equity AD include:

- An aspirational goal of 18% for the participation of Minority-Owned Businesses (MBE), Women-Owned Businesses (WBE), Emerging Small Businesses (ESB), and/or Service-Disabled Veteran Businesses (SDV) (“Certified Businesses”)* in construction, architecture, engineering, and related services. This means that we want to see 18% or more of our construction, architecture, and engineering dollars going to Certified Businesses, whether they are prime contractors or subcontractors.
- Inclusion of Certified Business subcontractor utilization history and plans as part of the scored evaluation criteria in Requests for Proposals (RFPs), including those used to solicit our Construction Manager/ General Contractors (CMGCs) on our major modernization projects.
- For construction services between \$5,000 and \$100,000, the District must seek one or more of the required three quotes from Certified Businesses.

*A Certified Business is one certified as such by the State of Oregon Certification Office for Business Inclusion and Diversity (COBID); or is a Disadvantaged Businesses (DBE) certified by the states of Oregon, Washington, or California; or is MBE or WBE certified by the State of Washington.

2. Business Equity Outcomes:

Percentage of the District's spend on construction, architecture, engineering, and related services that went to Certified Businesses:

- **Fiscal Year 19-20: 12.6%** (equal to \$17,757,328)
- **Cumulative since 2013: 16.5%** (equal to \$108,164,138)

The FY 2019-20 Certified Business spend can be disaggregated in a number of ways:

- **Certification Type**
 - Minority-Owned Businesses: 6.2% (\$8,754,804)
 - Women-Owned Businesses: 3.7% (\$5,238,771)
 - Emerging Small Businesses: 2.7% (\$3,805,547)
- **Bond vs. Non-Bond Projects**
 - Bond Projects: 11.3% (\$14,420,649)
 - Non-Bond Projects: 25.1% (\$3,336,678)
- **Contract Type**
 - Construction: 10.7% (\$12,036,391)
 - Architecture, Engineering, and Related Services: 20.3% (\$5,720,937)
- **Procurement Method**
 - No Competition (direct negotiation, emergency, or exempt): 47.2% (\$2,851,955)
 - Competitive Low Bid (quotes or Invitation to Bid): 24.6% (\$4,200,525)
 - Competitive Evaluation (Request for Proposals): 9.1% (\$10,689,283)

3. Contractor Workforce Equity

1. Workforce Equity Goals and Requirements

The Contractor Workforce Equity Administrative Directive 8.50.097-AD was approved by the Superintendent on September 23, 2013. Key provisions of the Workforce Equity AD include:

- For construction contracts greater than \$200,000, the prime contractor and any subcontractor with a contract greater than \$100,000 must ensure that at least 20% of all labor hours in apprenticeable trades is performed by state-registered apprentices.
- Pursuant to an October 2019 amendment to the Administrative Directive, such contractors must strive to achieve an aspirational goal of a minimum of 25% minority and 14% female labor hours on each eligible project

2. Workforce Equity Outcomes

Apprentice Participation: Percentage of labor hours worked by state certified apprentices on eligible District construction projects:

- **Current projects: 24%**
- **Cumulative since 2014: 24%**

Workforce Diversity: Percentage of total labor hours (journey + apprentice) worked by minorities or women on eligible District construction projects:

- **Current projects:**
 - Minority hours: 30%
 - Female hours: 3%
- **Cumulative since 2014:**
 - Minority hours: 24%
 - Female hours: 4%

4. Career Learning Equity

1. Career Learning Requirements

The Career Learning Administrative Directive 8.50.098-AD (“Career Learning AD”) was approved by the Superintendent on October 23, 2013. Key provisions of the Career Learning AD provide:

- Construction, architecture, engineering, and related services contracts \$100,000 or greater require District contractors to register on the District’s approved Career Learning database tool (currently PPS Partner Connect, managed by the College and Career Readiness department) and offer to provide two or more career learning opportunities to District students.
- Career learning opportunities include guest speakers, worksite visits, job shadows, informational interviews, career fairs, mock interviews, externships, and project-based learning activities.

2. Career Learning Outcomes

Since the implementation of the PPS Partner Connect tool in April 2018, 74 unique contractors registered to provide career learning activities to PPS students. These contractors represent 99 separate construction, architecture, engineering, and related services contracts.