

HENNEPIN COUNTY

MINNESOTA

MEMO: Master Consulting Services Agreements Program Report

To: Board of Commissioners

From: Dan Nickols, Program Manager

Date: April 21, 2020

Re: First Quarter 2020 Program Report

Attached is the report for the Consulting Services Program through the first quarter of 2020.

Report highlights include:

- Total expenditures were \$1,425,382.
- Total dollars directed to Small Business Enterprises (SBE) were \$641,614 (45%).
- 270 firms have a master agreement in the program.
- 70 firms received work under the program; 38 SBE firms received work.

Firm Designation	Utilization Rate	Amount	%
Non- *SBE Expenditures	32 of 144 firms	\$783,768	55
SBE Expenditures	22 of 58 firms	\$300,185	21
SBE/*WBE Expenditures	9 of 39 firms	\$94,963	6.7
SBE/*MBE Expenditures	7 of 29 firms	\$246,466	17.3
Total SBE Expenditures	38 of 126 firms	\$641,614	45%
Total Program Expenditures	70 of 270 firms	\$1,425,382	100

*SBE: Small Business Enterprise, *WBE: Woman Business Enterprise, *MBE: Minority Business Enterprise





Consulting Services Program Report — First Quarter 2020

The Consulting Services Program allows consultants in various technical fields (e.g. architecture, engineering and other project-related consulting services) to be listed on a roster for providing professional services to county departments. Once listed on the roster, firms can be considered for work.

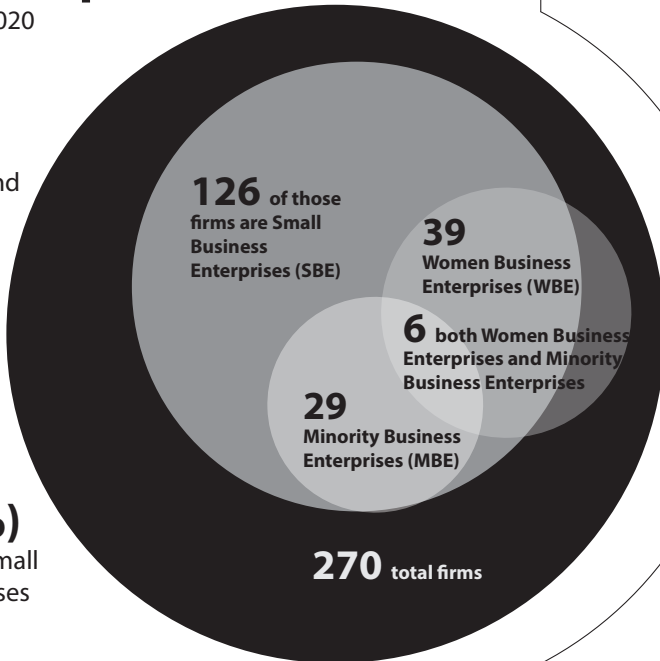
Program goals include creating a transparent process, improving competition by increasing the number of participating firms and encouraging greater use of Small Business Enterprise firms.

Firm participation

As of March 31, 2020

270 firms have participated in the program and signed a master agreement

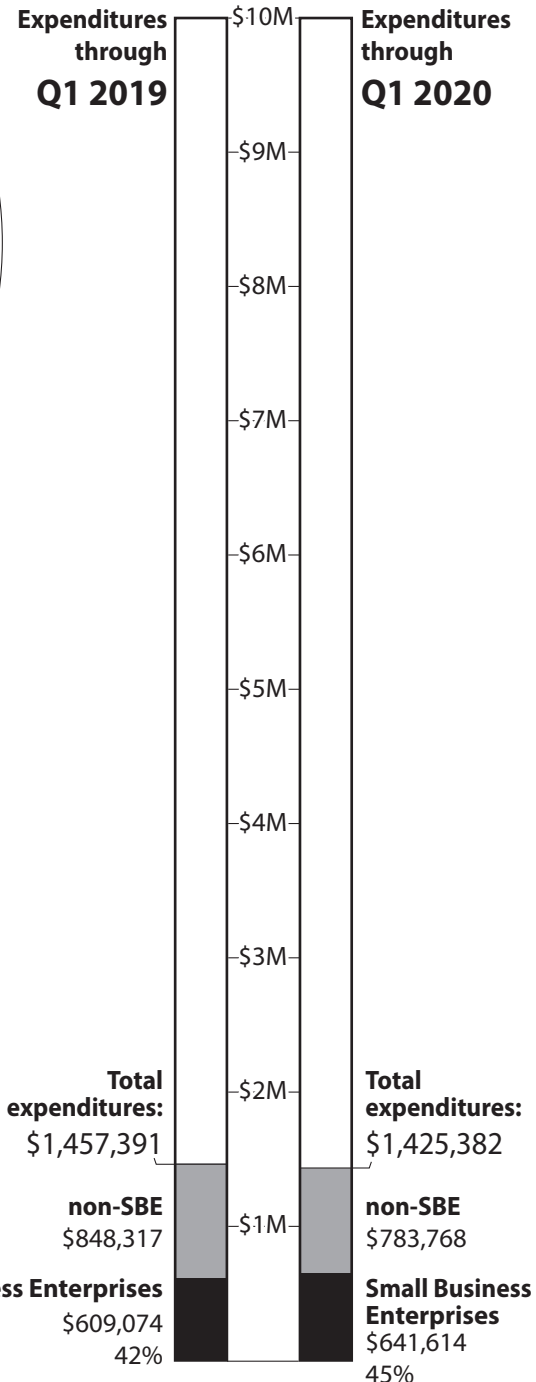
126 (47%) of the firms are Small Business Enterprises



Expenditures

January 1 to March 31, 2020

Program allows for \$10 million in expenditures per year (Board resolution 19-0445)



Program usage by work category and SBE utilization

Work category	Amount	SBE
Architecture and facility engineering	\$560,598	35%
Transportation	\$382,428	30%
Construction support	\$319,351	82%
Community engagement & development	\$78,681	70%
Environmental	\$77,333	21%
Energy	\$6,991	0%
Total	\$1,425,382	45%