



# MWBE Program Annual Report FY2021-2022

**MWBE**  
Minority and Women-Owned  
Business Enterprise







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The City of Raleigh is the second fastest growing large metropolis in the United States and continues to receive national recognition for its high quality of life, work, play, and business ownership opportunities. In planning for equitable economic growth, inclusion, and development, the City of Raleigh's Minority and Women-Owned Business Enterprise (MWBE) Program strives to connect underrepresented businesses with opportunities, resources, and technical assistance.

Coming up on its 30th Anniversary, the program is now a part of the Department of Equity and Inclusion (DEI). Being part of a department that focuses on leveling the playing field was an essential shift to elevate its programming and visibility. The DEI's focus is to embed equity within our organization and the communities we serve and aligns perfectly with the mission of the MWBE Program.

The program strives for minority and women-owned businesses to perform at least 15% of all City-sponsored construction and repair contracting opportunities of \$300,000 and above. The City's MWBE program supports continuing education, certification, and outreach. In 2022, the City of Raleigh kicked off its first disparity study to identify a baseline in terms of underrepresented groups related to MWBE participation for construction projects, professional services, and other services. During FY21-22, six months of the study phase was completed. Recommendations from the study will provide the necessary next steps to move the needle forward in creating a more equitable and inclusive Raleigh for all!

This report describes the City of Raleigh's efforts to ensure minority and women-owned businesses have greater access to public contracting opportunities, and summarizes program activity, prime contract, and subcontract utilization data for certified Minority and Women-Owned Businesses.

Dr. Aretina Hamilton  
Director, Department of Equity & Inclusion



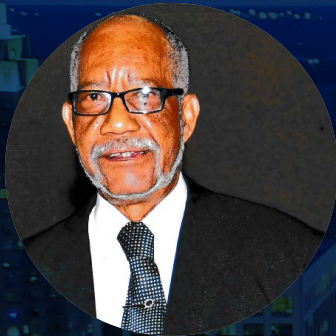
# Testimonial: Wallace Mechanical Supply Inc

Wallace Mechanical Supply, Inc. is an independent minority owned and operated company based in Cheraw, SC.

*"We have proudly been in business for 37 years and are still growing. Companies buy from us because we have a large stock room and provide excellent customer service.*

*We have been awarded subcontracts for projects previously and look forward to continuing to partner with the City of Raleigh.*

*We encourage other minority businesses to become certified and register as a vendor with the City of Raleigh."*



**Mr. Wallace Funderburk**  
**Wallace Mechanical Supply Inc.**  
**Serving Customers Since 1985**

# Get Connected

## City of Raleigh MWBE Program

[raleighnc.gov](http://raleighnc.gov)

**Search: Minority**

## Doing Business with The City

Raleigh Supplier Connect

[raleighnc.gov](http://raleighnc.gov)

**Search: City Business**

MYRALEIGH Subscription

[raleighnc.gov](http://raleighnc.gov)

**Search: Subscriptions**

## Economic Development Small Business Support

[raleighnc.gov/economic-development](http://raleighnc.gov/economic-development)

## MWBE Certification

NC Department of Administration (HUB)

[ncadmin.nc.gov/businesses/hub](http://ncadmin.nc.gov/businesses/hub)

NC Department of Transportation (DBE)

[connect.ncdot.gov/business/Pages/default.aspx](http://connect.ncdot.gov/business/Pages/default.aspx)

# Stay Connected



@RaleighGov



@RaleighGov



@CityofRaleigh

# Our Mission & Strategic Plan

The Minority and Women-Owned Business Enterprise (MWBE) Program advocates actions, which increase opportunities for historically underutilized businesses and promotes diversity and inclusion in City of Raleigh contracting.

The City of Raleigh's MWBE Program works to facilitate increased education and outreach to minority businesses. The strategic plan for the program includes internal and external priorities that aim to fulfill the mission through engagement, education, and compliance.



## Engagement



## Education



## Compliance





## Looking Back at FY21-22

### Monthly MWBE Work Group Meetings

This internal work group consists of staff across various City of Raleigh departments. The work group focuses on collecting data in a standardized manner, simplifying current processes, and implementing new processes.



8 Meetings

### Construction Bid Meetings

MWBE Program staff maintains positive working relationships with all City departments and work collectively to promote the program at pre-bid, bid opening, and pre-construction meetings. In compliance with COVID-19 restrictions the majority of FY 21-22 meetings were attended virtually, however when permitted MWBE staff attended sessions in person.



70 Meetings

### Project Management Trainings

Through regularly scheduled trainings, MWBE Program staff and City project managers work diligently to ensure best practices in MWBE processes and reporting procedures.



01.26.22 03.30.22  
65 Attendees 57 Attendees

9.3% increase in project manager attendance when compared to FY20-21



5 EVENTS

## Outreach & Community Engagement

During the year, the MWBE Program staff actively engaged the MWBE business community through outreach events, educational workshops, statewide and local conferences, referrals, and one-on-one counseling sessions.

MWBE Program staff members served on boards, volunteered on committees, and engaged with community organizations to add a business perspective on diversity and inclusion. Some of the organizations engaged this year include:

- American Contract Compliance Association
- Diversity, Equity, and Inclusivity Alliance (Raleigh Chamber of Commerce)
- Hispanic Contractors Association of the Carolinas (HCAC)
- North Carolina Hispanic Chamber of Commerce
- North Carolina MWBE Coordinator's Network (NCCN)
- North Carolina State Office of Historically Underutilized Businesses (HUB)
- North Carolina Department of Transportation's Disadvantage Business Enterprise (DBE)
- North Carolina Association of Governmental Purchasing (NCGAP)
- Procurement Technical Assistance Center
- The Women's Business Center of North Carolina
- United Minority Contractors of North Carolina (UMCNC)

The MWBE staff participated in both in-person and virtual external outreach and community engagement events in FY21-22.

### **PROSPERA Economic Injury Disaster Loan (EIDL) Seminar**

The November 2021 event provided information on disaster loans available for economic damages due to COVID-19. MWBE staff provided information on the City of Raleigh's MWBE Program, how to do business with the City of Raleigh, and the benefits of becoming NCHUB and NCDOT Certified. In efforts to ensure inclusivity, the information was also provided in Spanish.

### **NC Association of Governmental Purchasing (NCAGP) Conference**

MWBE Program staff attended the 66th Annual NCAGP Conference in March 2022. NCAGP supports public procurement professionals in North Carolina through a variety of educational and networking programs and opportunities.

During this event, City of Raleigh MWBE staff led a session and presented information on Supplier Diversity & Inclusion.





## Neighborhood Enrichment Presentations

In April 2022, the City of Raleigh hosted a Virtual Neighborhood Enrichment Event.

MWBE staff presented at 2 sessions, educating Raleigh communities about the MWBE Program, its benefits, and supportive resources for underutilized and disadvantaged business enterprises.

## The Women's Business Center of North Carolina

With a mission to promote economic self-sufficiency for all women in North Carolina through entrepreneurship, the Women's Business Center of North Carolina hosted the 2022 Moving Forward With Purpose & Taking Hold of the Future Conference.

The event featured an exhibitor hall, which showcased several women and minority-owned businesses and offered educational sessions, networking opportunities, NC State business resources, and business acceleration tools. MWBE Program staff engaged over 20 business representatives, and provided program information and materials to several other booth visitors.

## Raleigh's Hispanic & Immigrants Affairs Board

The free and public event was hosted by the Hispanic and Immigrant Affairs Board and took place in June 2022. Panel presentations were presented in both English and Spanish and offered Interpreting services as well.

During this event, MWBE staff had the great pleasure of presenting MWBE Program information and materials, as well as community resources available to assist with business start-up.





## HUB/DBE Certification Information Sessions

In collaboration with the NC Department of Administration and the NC Department of Transportation, MWBE Program staff facilitated free public monthly information sessions to educate businesses on NC Department of Transportation Disadvantaged Business Enterprise (DBE) and NC Office of Historically Underutilized Businesses (HUB) Certifications.

Our partners presented the benefits and processes of their respective certification programs, while the MWBE team concentrated on the City of Raleigh's MWBE program elements and how to become registered suppliers with the City. Additionally, information was shared on how all partners work collaboratively to advocate for certification and minority business success.



*For FY21–22,  
8 Certification Information Sessions were conducted with  
25–30 minority business owners attending each session.*





# Education



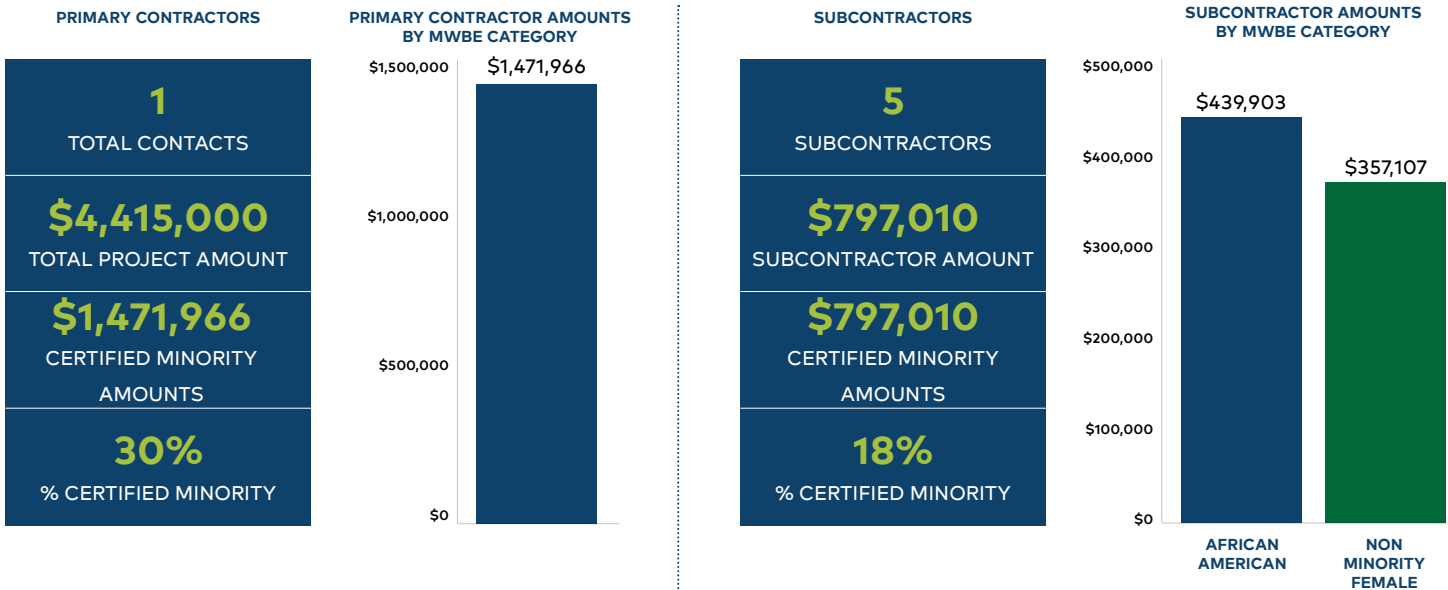


# FY21-22 Project Spotlight:



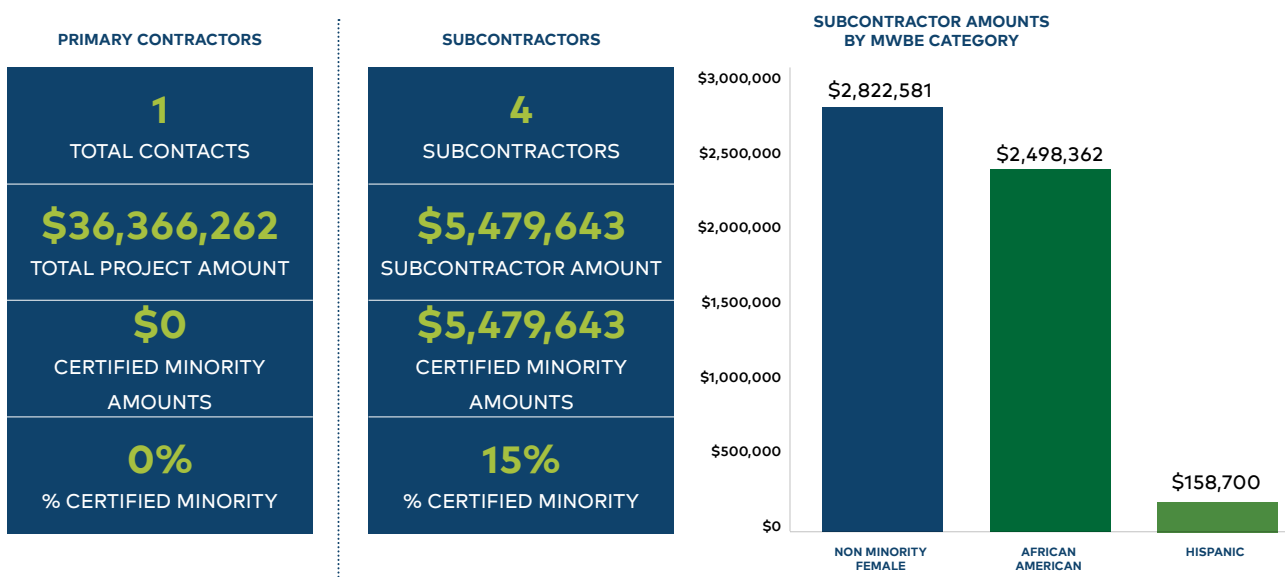
## Engineering Services: Baileywick Park Construction

5 Certified MWBE Subcontractors performed on this project representing **\$797,010** in subcontract amounts.



## Raleigh Water: Upper Walnut Creek Inceptor

4 Certified MWBE Subcontractors performed on this project representing **\$5,479,643** in subcontract amounts.











## Construction & Repair Projects \$300k and Above

### DATA COLLECTION

The MWBE team tracks utilization and operational data, which helps improve outreach efforts, assess program effectiveness, and helps identify opportunities for improvement. Ultimately, data collection informs best practices, which allows the team to become more strategic in its future planning efforts, more intentional in connecting businesses to opportunities, and helps to identify and bridge gaps in utilization.

Table 1 illustrates some of the operational data that the MWBE team has collected over the past 3 years. It is important to note that this data only highlights construction contracting of \$300,000 or above. Table 2 illustrates categorized MWBE participation as defined by the NC Department of Administration's Historically Underutilized Businesses Office. The data breakdown displays the differences in MWBE prime contracting and subcontracting.

Considering projects of \$300,000 or more, 107 projects were monitored and reviewed, averaging \$178,247,967 over the past three years. Total spent with MWBE firms, for this period, averaged \$28,325,922.

Over the past year, COVID-19's residual impacts proved to be challenging for the Construction and Repair industry and continue to remain evident and prevalent. Despite material supply chain disruptions, labor shortages and project delays, the MWBE team continued outreach efforts focused on educational trainings and certification information sessions.







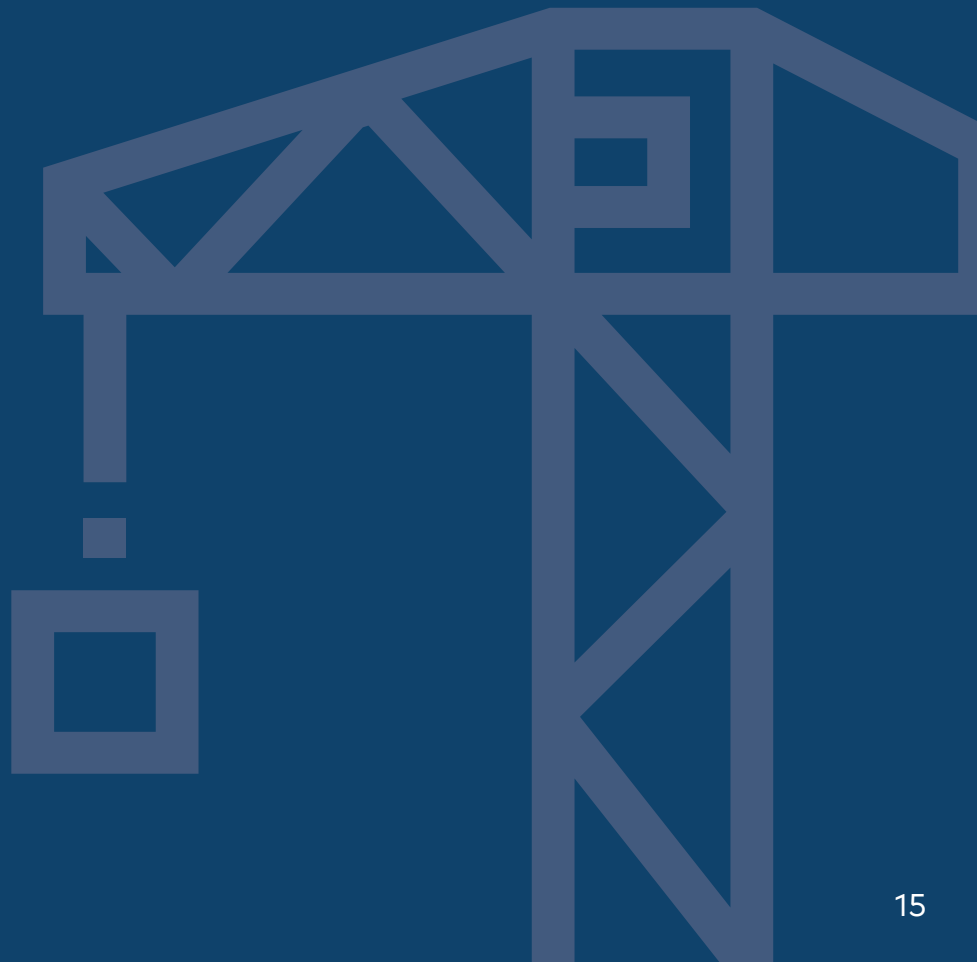
## Construction Contract Data & MWBE Utilization (%/\$)

Table 1

<i>Fiscal Year</i>	<i>Construction Projects \$300,000+</i>	<i>Total Amount Contracted</i>	<i>Total MWBE Prime (\$)</i>	<i>Total MWBE Subs (\$)</i>	<i>Total MWBE Prime &amp; Subs (\$)</i>	<i>Total MWBE Utilization (%) Prime/Subs</i>	<i>Total MWBE Utilization (%) Subs</i>
19-20	33	\$150,596,261.83	\$4,681,447.64	\$19,688,467.60	\$24,369,915.24	16.18%	13.07%
20-21	35	\$202,137,597.81	\$14,952,223.26	\$22,525,194.20	\$37,477,417.46	18.54%	11.14%
21-22	39	\$205,472,913.40	\$7,308,176.46	\$14,295,605.04	\$21,603,781.50	10.51%	6.96%

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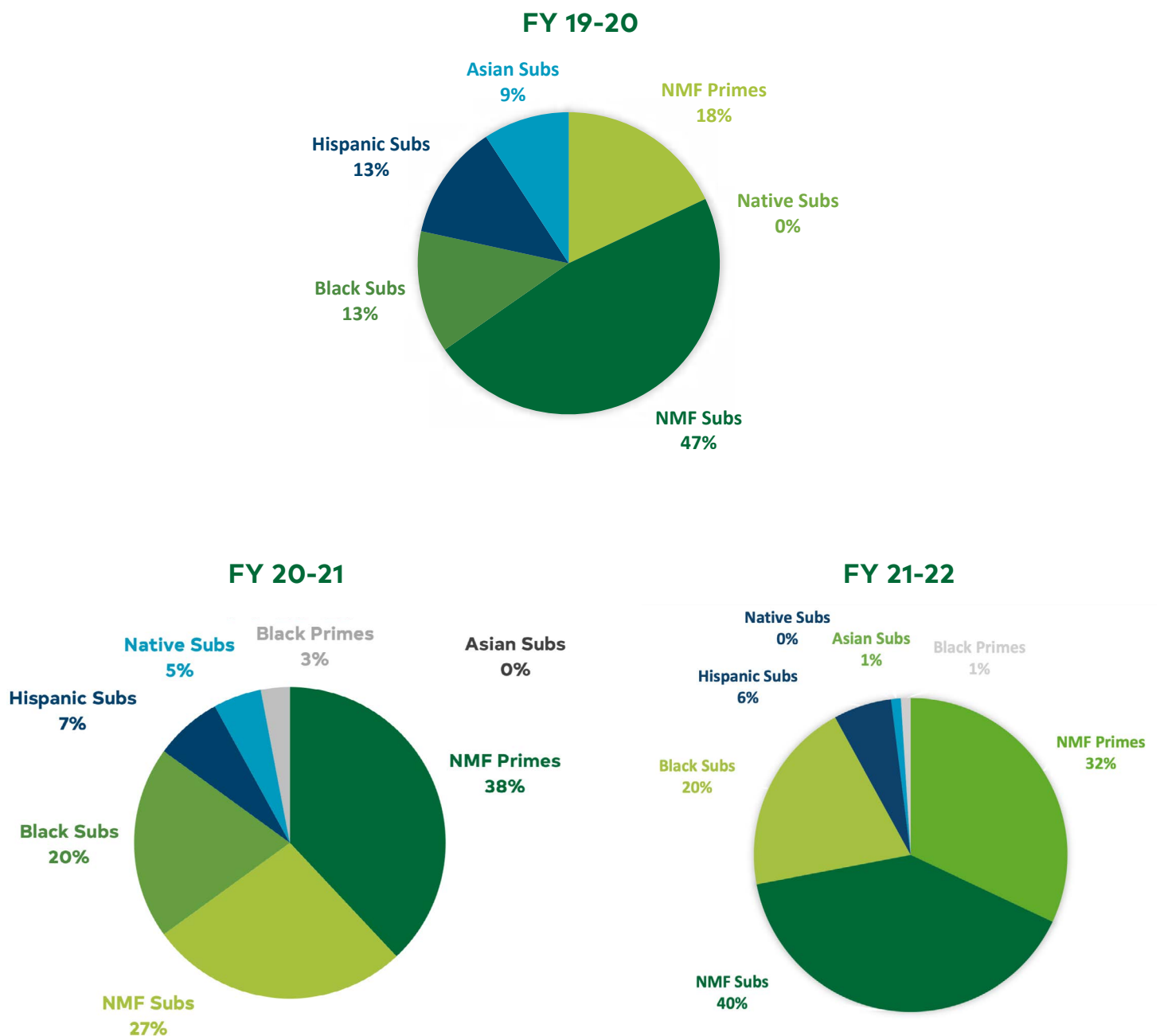
**CONSTRUCTION  
PROJECTS  
\$300,000+  
FY21-22**





## MWBE Participation by Category

Table 2



(\*NMF - NON MINORITY FEMALE)

# FY21-22 Accomplishments & Successes



## **PowerBI**

Used the retroactive data entry to inform the disparity study

## **PEOPLESOFT SUPPLIER CONTRACT MODULE**

Enhanced data tracking

## **Strategic Plan**

Leveraged business needs assessment survey to look for ways to increase MWBE program services

## **MWBE Website**

Updates to internal and external facing web pages to enhance usability

## **MWBE**

### **Flow Chart**

Created MWBE reporting process flow chart as a desk aid for project management staff

## **Updated**

### **Marketing Material**

Increased program visibility by updating rack cards (in both English and Spanish) and updated pop-up banners with DEI information

## **HUBSCO**

The MWBE team provided internal training to City staff

COR complied with minority business participation reporting requirements on building projects for all 4 quarters and exceeded the State's 10% goal

\*HUBSCO is an on-line reporting system developed by the NC HUB Office.



# Acknowledgements

## Thank You to Our Internal Partners

CITY ATTORNEY'S OFFICE

COMMUNICATIONS

DIVISION OF COMMUNITY & SMALL BUSINESS DEVELOPMENT

ENGINEERING SERVICES

PARKS, RECREATION AND CULTURAL RESOURCES

RALEIGH CONVENTION CENTER

RALEIGH WATER DEPARTMENT

TRANSPORTATION DEPARTMENT



## External Partners







## MWBE

Minority and Women-Owned  
Business Enterprise



Raleigh

[raleighnc.gov](http://raleighnc.gov)