



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: {{item.number}}

Agenda Date: June 28, 2022

In Control: Small Business Economic Development Advocacy (SBEDA) Committee Meeting

DEPARTMENT: Economic Development Department

DEPARTMENT HEAD: Brenda Hicks-Sorensen

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Update on the SBEDA Disparity Study.

SUMMARY:

Briefing on the current status of the Disparity Study, conducted by Colette Holt & Associates, to measure the City of San Antonio's utilization of small, minority and women-owned businesses (S/M/WBEs) on City contracts in relation to their marketplace availability to determine if disparities exist.

BACKGROUND INFORMATION:

In August 2021, City Council approved a professional services agreement with Colette Holt & Associates to perform a Disparity Study that will measure the City of San Antonio's utilization of small, minority, and women-owned businesses (S/M/WBEs) on City contracts in relation to their marketplace availability to determine if disparities exist.

ISSUE:

Since City Council approved a professional services agreement with Colette Holt & Associates to perform the Disparity Study, the following actions have occurred:

- A publicly facing website has been developed to inform the community about the Disparity Study and provide instructions on how businesses can participate.
- The City has compiled and sent various documents and datasets for review. These include the SBEDA Ordinance, Policies & Procedures, and associated forms such as SBEDA solicitation language, affirmative procurement initiatives, good faith efforts, and responsiveness compliance monitoring. The datasets included City contract and standalone purchase orders over \$50,000 between 2014 and 2020, as well as their associated SBEDA information.
- A Virtual Public Informational Webinar was conducted on January 24, 2022 to inform the community about the Disparity Study and provide instructions on how businesses can participate.
- Contractor data request letters have been developed and sent to vendors when additional information or clarity is needed for a specific City contract.
- Small business/stakeholder focus groups/interviews have been completed.
- Small business/stakeholder surveys have been released.

FISCAL IMPACT:

This item is for briefing purposes only.

ALTERNATIVES:

This item is for briefing purposes only.

RECOMMENDATION:

This item is for briefing purposes only.