

City of Jacksonville, Florida

Office of Economic Development

Jacksonville Small &
Emerging Business
Office

1st Quarter Report
for FY 13-14

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RFP / BID Opportunities Reviewed

The Jacksonville Small & Emerging Business (JSEB) Office reviewed a total of 104 professional service and construction / related projects for JSEB goal setting for the 1st quarter of FY 13-14. Forty-seven (47) projects were construction and related projects. Fifty-seven (57) were professional services (RFPs), contracts and amendments reviewed for participation.

Professional Services

Month	# of Professional Service Projects Reviewed	# of Projects Set-Aside	# of Projects w/Participation Goals	Set-Aside Percentage	Participation Percentage
October	18	0	2	0.0%	7.0%
November	14	0	1		
December	25	0	1		
Sub-Total	57	0	4		

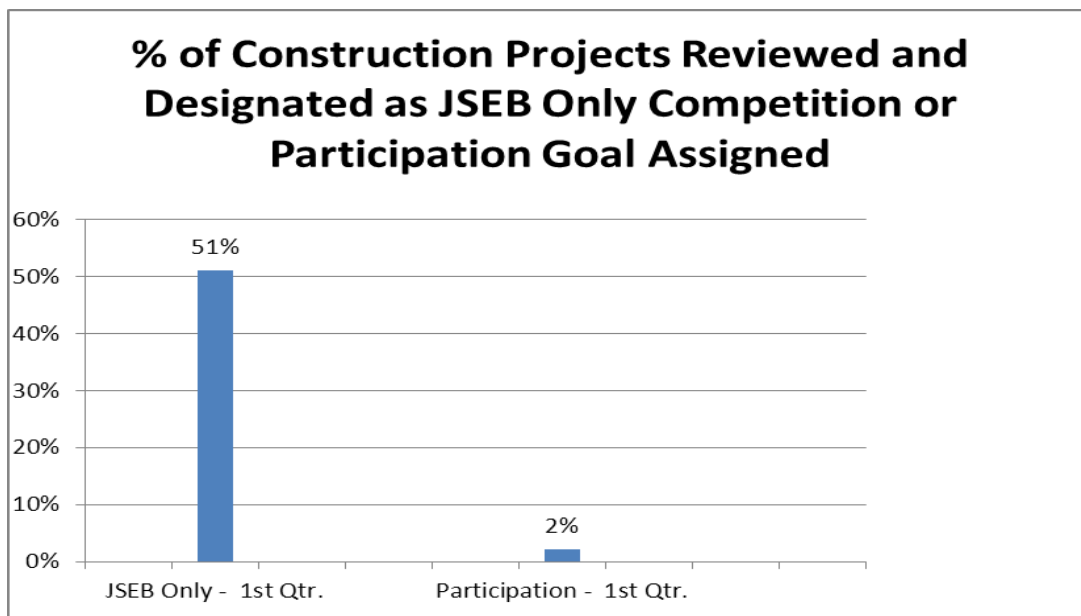
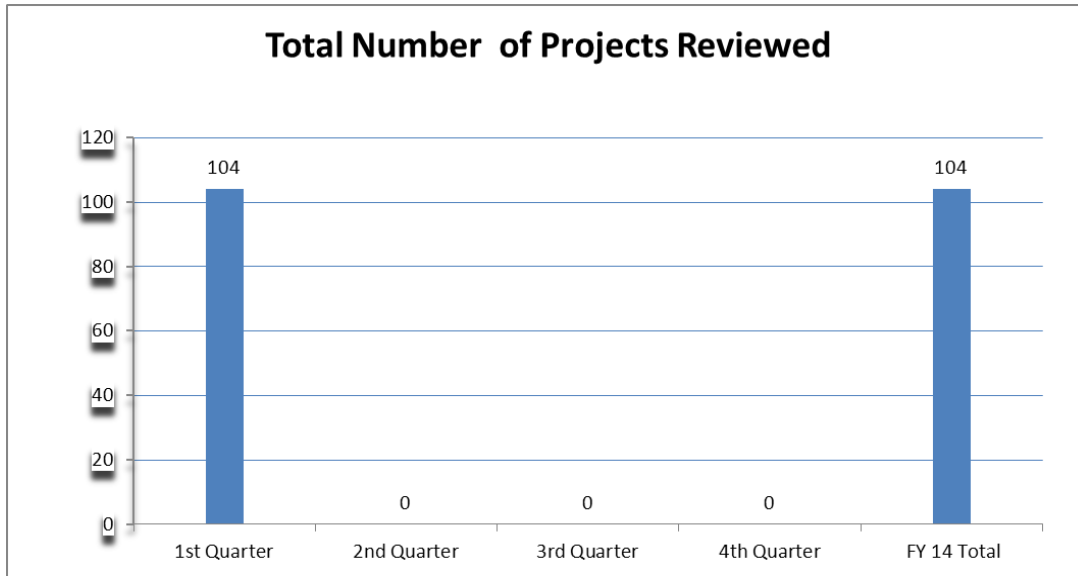
No professional service projects were able to be set-aside, but 7% of the professional service projects reviewed had goals assigned to them during the 1st quarter.

Construction and Related Projects

Month	# of Construction / Related Projects Reviewed	# of Projects Set-Aside	# of Projects w/Participation Goals	Set-Aside Percentage	Participation Percentage
October	12	5	1	51.1%	2.1%
November	22	13	0		
December	13	6	0		
Sub-Total	47	24	1		

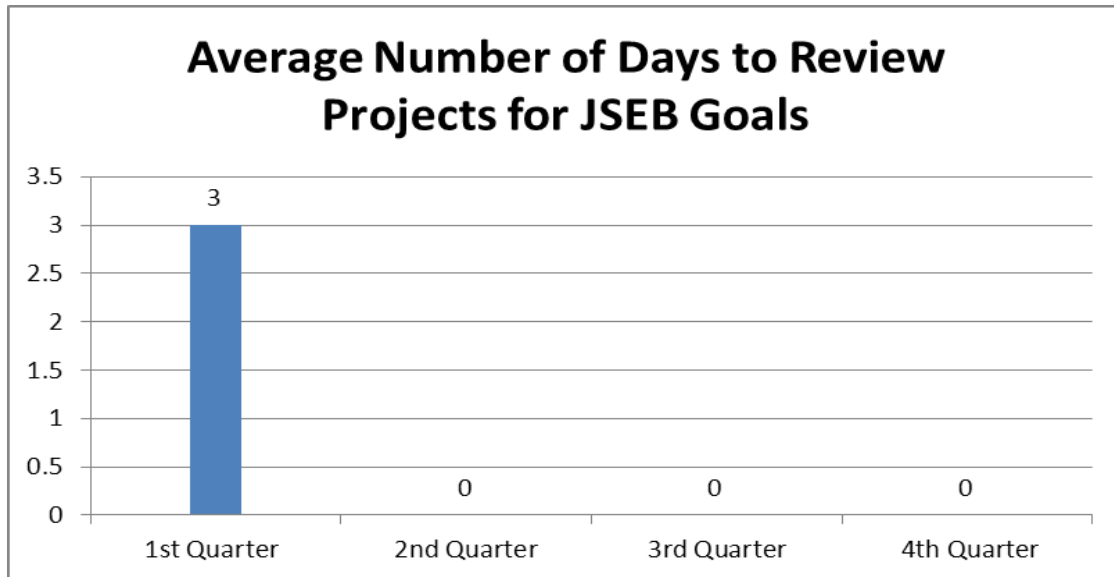
Fifty-one percent (51%) of construction & related projects reviewed for bidding during the 1st quarter were projects set-aside for “JSEB Only” competition. The JSEB Office was only able to assign one project a participation goal, but will continue to aggressively review all opportunities. The total number of projects assigned “JSEB only” or Participation “Goals” for the 1st quarter was 25, equating to 53.2% of all construction bids reviewed for bidding opportunities.

All projects reviewed during the 1st quarter were not necessarily awarded during the same time period. Many projects are initially reviewed, but awarded later during the year depending on the complexity of the project.



The estimated dollar amount for projects reviewed for “JSEB Only” competition (prime contracts) was \$1,514,986. There were no dollars assigned for “JSEB Participation”. The total estimated amount reviewed for JSEB goal participation for the 1st quarter was \$1,514,986.

The JSEB Office average # of days to review contracts for participation for the first quarter was three (3) days.

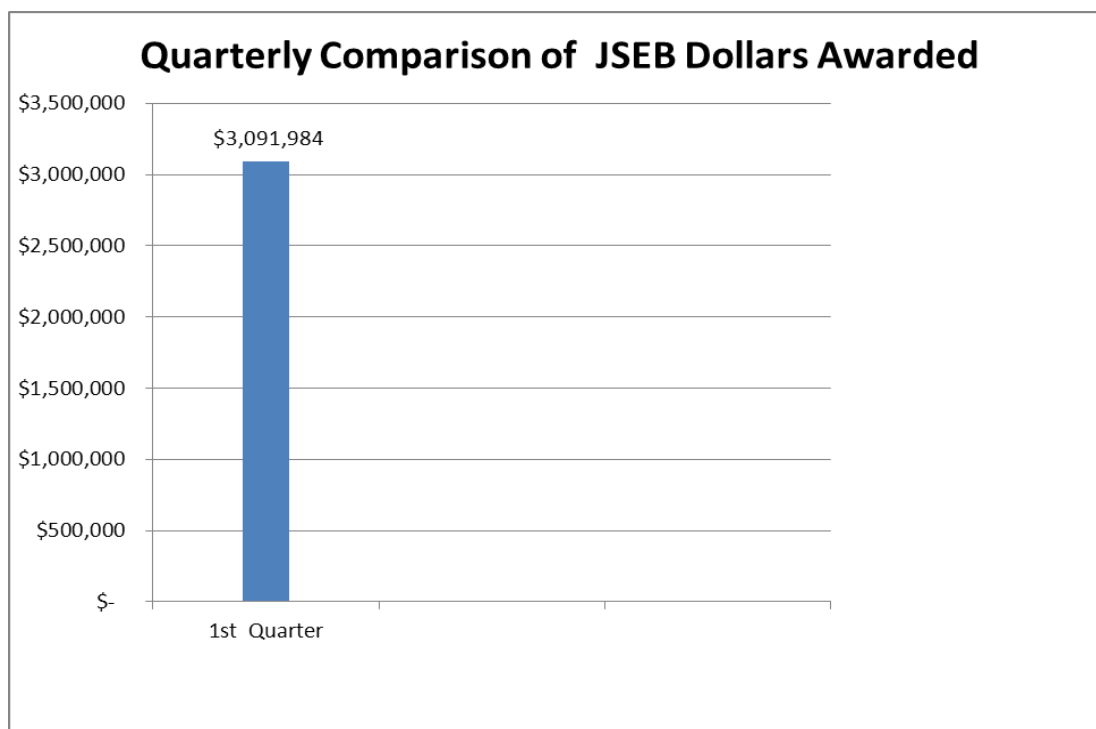


Contract Dollars Awarded to JSEBs

The total contract dollars that JSEBs were eligible to bid on, awarded by the City of Jacksonville for construction, construction related, contractual services, or contractual supply contracts in the first quarter was \$15,880,440.

The dollar amount awarded through “JSEB Only” competition or prime contracts for the fourth quarter was \$1,927,838 and the dollar amount awarded through “JSEB Participation” or sub-contracts was \$314,146, also three projects for \$850,000 that was advertised with “encouragement” language was awarded to JSEB vendors, which brings the total amount to \$3,091,984 awarded to JSEB vendors.

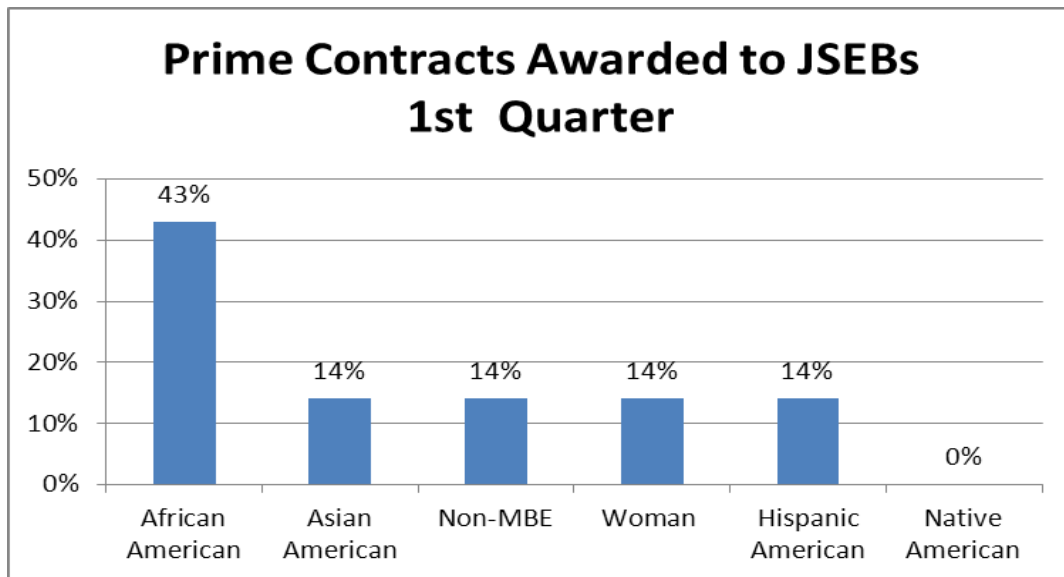
Nine formal projects for professional services were awarded city-wide; no dollars were awarded for professional services to JSEB vendors during the first quarter.



A total of 14 prime contracts were awarded to 13 different JSEB vendors. The percentages of contracts awarded by ethnic category follow:

1st Quarter

Sub-Contractor Ethnic Category	Percentage of Prime Contracts Awarded to JSEBs	# of Contracts Awarded	Total Dollar Amount Awarded
African American	43%	6	\$ 1,597,500
Asian American	14%	2	\$ 481,410
Non-MBE	14%	2	\$ 281,000
Woman-Owned	14%	2	\$ 261,540
Hispanic American	14%	2	\$ 156,388
Native American	0%	0	\$ -
Total		14	\$ 2,777,838



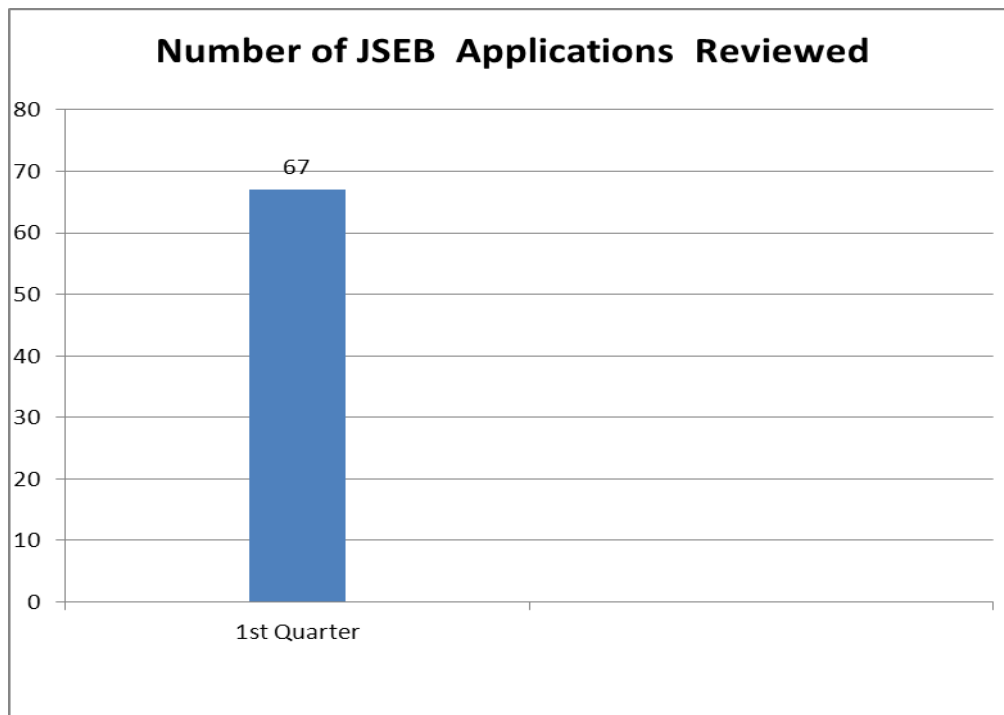
Applications & Requests Reviewed

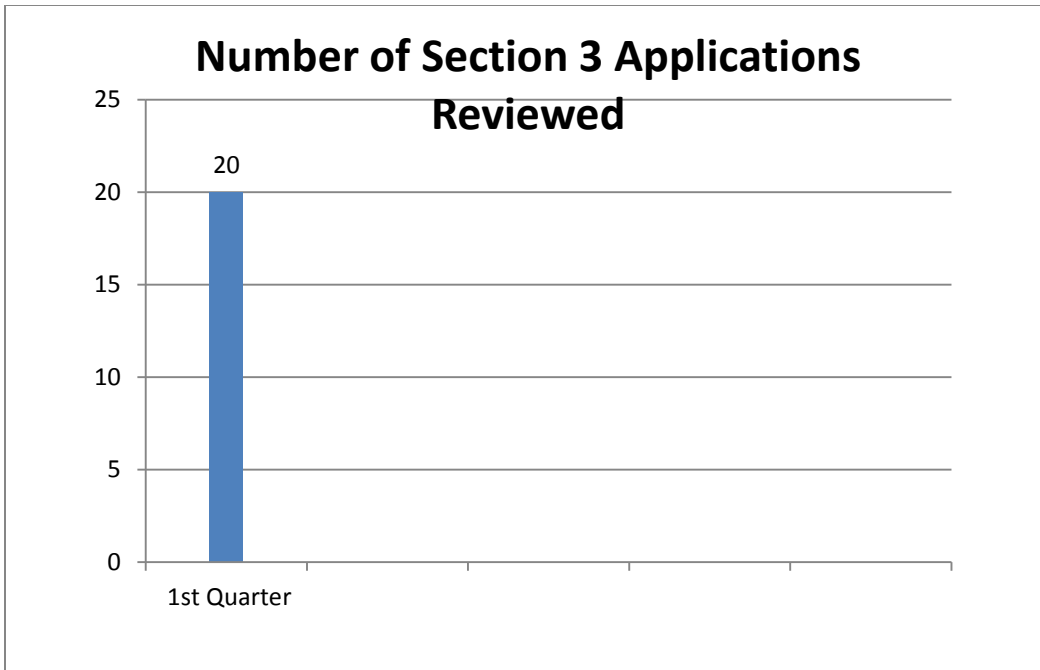
The JSEB Office reviewed a total of 67 JSEB applications and 16, Section-3 applications for the first quarter for a total of 83.

The application breakdown is as follows:

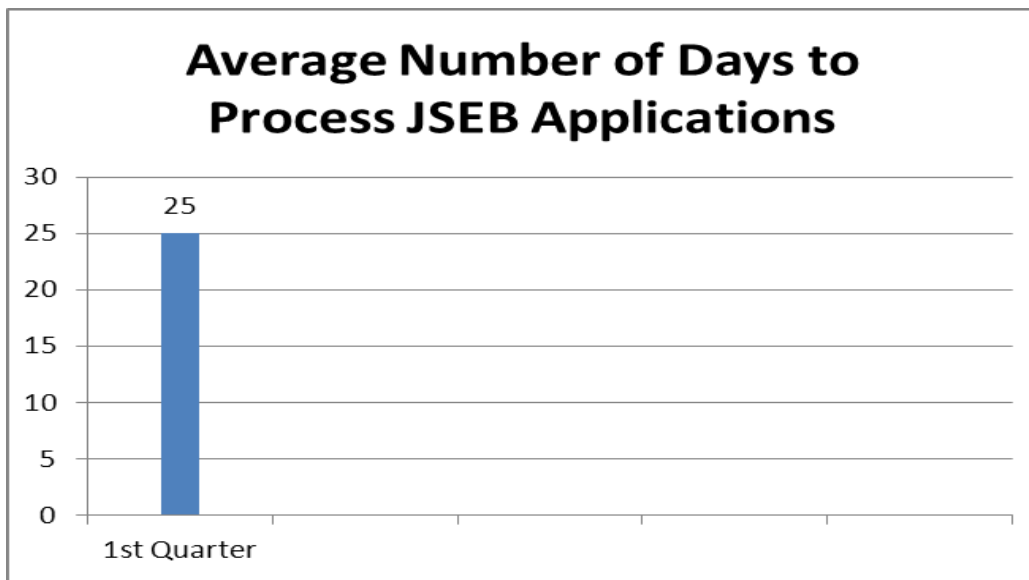
- (1) New applications – 20
- (2) Re-certifications – 47
- (3) New Section-3 Applications – 16

Two (2) requests for additional commodity codes to be added to business certifications were reviewed.





1. Average # of days to process JSEB applications for the 1st quarter – 25

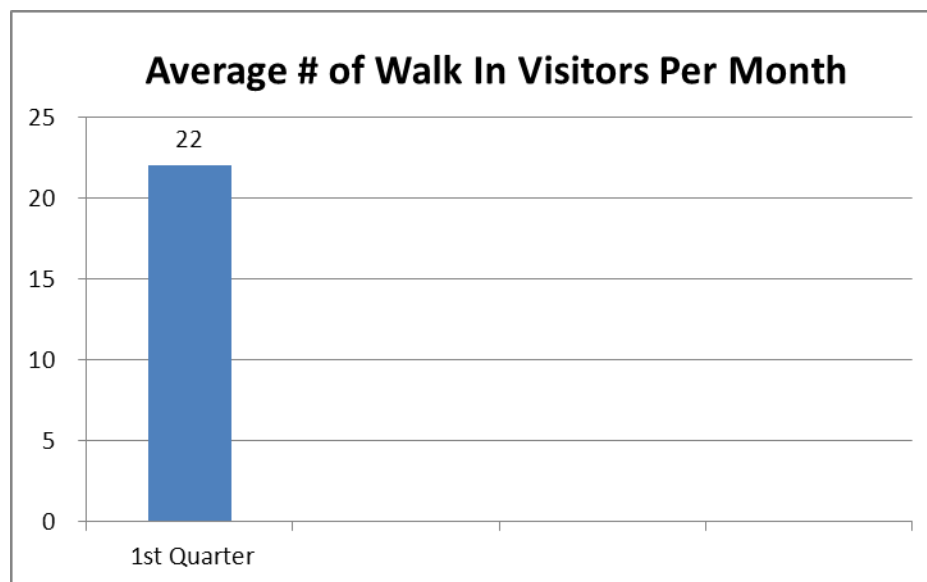


JSEB Office Monthly Business Assistance

The JSEB Office provided business assistance to a total of 74 customers in person and through C.A.R.E for the first quarter of FY14.

JSEB VISITORS:

The JSEB Office provided business assistance to a total of 65 scheduled & unscheduled walk-in visitors who came to the office to inquire about the JSEB Program, Section 3 certification, bidding or other needed assistance. An average of twenty-two (22) customers per month visited the JSEB Office for business assistance during the first quarter of FY14.



JSEB PHONE INQUIRES:

The JSEB Office received nine (9) customer service inquiries issued through the Citizen Active Response Effort (C.A.R.E.) system during the fourth quarter of FY14.

Graduation

No JSEB's graduated from the small business program during the 1st quarter.

Note:

In accordance with Section 126.615 of the City's Procurement Code - Continuing obligations of JSEBs and MBEs and graduation:

A firm, or qualifying individuals, who have participated in the JSEB program for a total of 15 years shall graduate from the Program, or if their networth has exceeded \$605,000, or if their averaged annual gross sales receipts immediately preceding three (3) period exceed \$6,000,000.

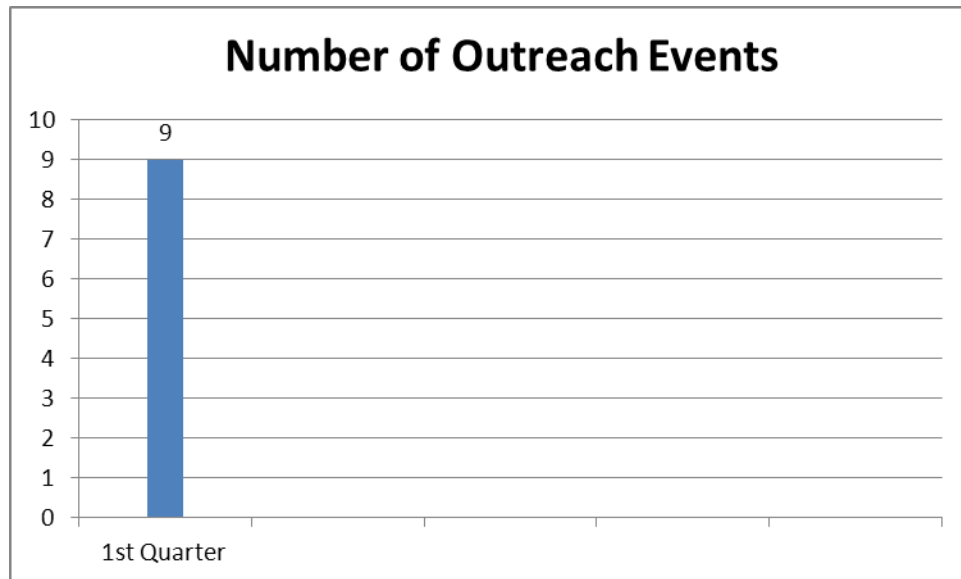
Outreach Events

The JSEB Office participated in nine (9) outreach events during the 1st quarter, they are as follows:

- Small Business Administration – Small Business Emerging Leaders Workshop
- JSEB New Vendor Orientation (3 meetings)
- State Farm - Securing Small Business Insurance
- Wells Fargo Financial Planning Workshop
- “First Thursday” Jacksonville Business Meeting (2 meetings)
- Meet and Greet with Hunt + Elkins Construction Companies (Everbank Project)

Performance Measures:

1. # of outreach events – 9



To date the JSEB Office participated in nine outreach events during FY 14.

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