



SUPPLIER DIVERSITY PROGRAM

Fiscal Year 2009-2010

Small, Minority and Women Business
Participation Plan

SUPPLIER DIVERSITY PROGRAM

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I. Mission Statement

The University of South Florida continues to actively encourage vendor diversity in the purchasing of goods and services. The University has been and will continue to be active in the pursuit of purchasing opportunities for small, minority and women-owned businesses. With the Small, Minority and Women Business Participation Plan, the University will continue its strong commitment to our Supplier Diversity Program to serve the university and business community through educational and community outreach activities.

II. Supplier Diversity Program Manager

The University of South Florida Supplier Diversity Program is within Purchasing and Property Services which is within the Division of Campus Business Services. Tom DiBella, Director of Purchasing and Property Services is acting as the Supplier Diversity Program Manager which administers the Supplier Diversity Program and can be reached via e-mail at tdibella@admin.usf.edu or via phone at (813) 974-3305. USF is in the hiring process to fill the Supplier Diversity Manager vacancy. The Supplier Diversity Manager works closely with the University Purchasing Agents, Departmental Buyers, and Facilities, Planning & Construction Department (FPC).

The Supplier Diversity Program Manager is responsible for monitoring and implementing the Small, Minority, Service Disabled Veterans, and Women Business Participation Plan in the following ways:

1. The Supplier Diversity Manager performs Data Collection and Reporting Activities. Data Collection and reporting activities include, but are not limited to:
 - a. Preparing and monitoring the University's Small, Minority and Women Business Participation Plan.
 - b. Tracking progress of Participation Plan which includes the monitoring of expenditures with WMBE's including Service Disabled Veterans. Requests quarterly reports from Prime contractors on University construction projects to closely monitor subcontractor expenditures on a quarterly basis.
 - c. Monitoring and reporting the University's Small, Minority, Service Disabled Veterans, and Women Business Participation Plan expenditures quarterly to the Office of Supplier Diversity.
 - d. Preparing and reporting Certified and Non-Certified MBE Construction Subcontractors Participation Compliance Report Expenditures submitted by Prime Contractors to the Office of Supplier Diversity (OSD).

- e. Maintaining and updating the small, women, service disabled veterans, and minority business vendor files and databases.
 - f. Providing the Office of Supplier Diversity (OSD) Certified Minority Directory data on minority and women-owned businesses to the University of South Florida departments and prime contractors via the Supplier Diversity Program website.
 - g. Providing the Small Business Administration (SBA) Central Contractor Registration (CCR) Directory data on small, small certified disadvantaged businesses, certified HUB Zone Firms, certified 8A Program Participants, service disabled veterans, and women-owned businesses via the Supplier Diversity Program website.
2. Supplier Diversity Program Manager will conduct activities and help small, minority, service disabled veterans, and women-owned businesses in understanding University purchasing policies, and general business practices. Activities include:
- a. Participating in public speaking engagements before minority and women-owned business groups
 - b. Hosting of campus open house or FMSDC meeting designed to educate small, minority, service disabled veterans, and women-owned business owners on purchasing opportunities at the University of South Florida or FMSDC meeting location. Topics will address the following:
 - How to do Business with USF
 - How to complete bids and other bid requirements
 - Propose marketing techniques on the University of South Florida campus
 - How to read and interpret bid and construction documents
 - How to develop successful subcontractor/prime contractor relationships
 - c. Providing individual assistance to minority and women-owned business owners in assuring applicable certification(s) are obtained
 - d. Produce Supplier Diversity Program Brochure which provides information on "How To Do Business With the University of South Florida"
 - e. Attend pre-bid construction meetings to promote the participation of small, minority, service disabled veterans, and women-owned businesses among prime contractors and to inform small, minority and women-owned businesses of contracting opportunities.
 - f. Update and maintain (via Web page) a "Resource Guide of Department Buyers"

listing College and Department requisitioner (including address, phone, fax, e-mail, vendor contact requirements and a list of commodities and services purchased).

3. Marketing Minority and Women-owned Businesses

The Supplier Diversity Program Coordinator will be responsible for conducting activities designed to promote and introduce certified minority and women-owned businesses amongst departmental requisitioners and purchasing agents. Activities may include:

- Promoting the participation of small, minority, service disabled veterans, and women-owned businesses among University departments and prime contractors.
- Promoting availability of certified minority and women-owned businesses to departments through the Purchasing and Supplier Diversity Program web site

III. Supplier Diversity Program Objectives & Internal Implementation

The University has an existing Minority Business Enterprise Contracting Program (Supplier Diversity Program) in place aimed at promoting the participation of minority and women-owned business enterprises, including those certified by the Department of Management Services, Office of Supplier Diversity.

Supplier Diversity Program Objectives:

The Supplier Diversity Program objectives are as follows:

- Promote the participation of small, minority and women-owned businesses among University departments and prime contractors.
- Hosting campus open house or FMSDC meeting designed to assist and educate small, minority and women-owned business owners on purchasing opportunities and in doing business with the University of South Florida
- Actively represent the University of South Florida in the business community through involvement in small, minority and women business associations and organizations.
- Expand the University's certification sources to include other governmental entities and political sub-divisions in the state of Florida and the Federal government for small, minority and women-owned businesses.
- Actively encourage small, minority, service disabled veterans, and women-owned

businesses located in the State of Florida to become certified by the Office of Supplier Diversity (OSD).

- Provide assistance to small, minority, service disabled veterans, and women-owned businesses seeking minority business certifications to the University of South Florida Small Business Development Center for assistance with the State of Florida MBE Certifications & Federal Certifications.
- Provide assistance to vendors seeking minority business certifications by referring them to the Department of Management Services, Office of Supplier Diversity (OSD) to become state certified.
- Conduct one-on-one meetings on campus with small, minority and women-owned businesses to discuss "How to do business with USF" and provide them with key information that will assist them in marketing their products and services to the University.

Internal Implementation:

The University of South Florida Supplier Diversity Program will continue its internal implementation of the Small, Minority and Women Business Participation Plan in the following ways:

1. Conducting reviews all formal purchasing Bids/RFPs/ITN's prior to public solicitation, and supplements the purchasing agents' vendor lists with applicable minority and women-owned businesses
2. Meeting with various departments to enhance the utilization of small, minority and women-owned businesses.
3. Promote the availability of certified small, minority, service disabled veterans, and women-owned businesses to departments through the Purchasing web site and purchasing training classes
4. Promote the availability of certified small, minority, service disabled veterans, and women-owned businesses to Purchasing Agents by providing them information on minority and women businesses to share with the department buyers that they support
5. Hosting campus open house or FMSDC meeting designed to educate small, minority, service disabled veterans, and women-owned business owners on purchasing opportunities at the University of South Florida or FMSDC meeting location.
6. Performs vendor site visits to learn more about the qualifications and capabilities of small, minority and women-owned businesses and to explain the purchasing process

at the University of South Florida.

7. Maintain the University of South Florida Supplier Diversity Website which provides program, purchasing, payment and directory information to university departments and small, minority and women-owned businesses.

IV. Outreach Activities

The University of South Florida Supplier Diversity Program outreach activities are designed to promote the participation of small, minority and women-owned businesses by providing them with information regarding purchasing opportunities with the University. These outreach activities include:

1. Production and/or dissemination of publications/information to assist vendors in doing business with the University. Such information includes:
 - Supplier Diversity Web Page
 - Vendor Application Form
 - On-Line Vendor Resource Guide (listing of University's department contacts, solicitation information & guidelines)
 - Listing of University of South Florida Purchasing Agents
 - Listing of Department Contacts for Minor & Major Construction Services
 - Listing of Department Contacts for Information Technology Services
 - Listing of Department Contacts for University Communications & Marketing
 - Supplier Diversity Program brochure
 - On-Line Schedule of Bids, Request for Proposals and ITNs:
<http://usfweb2.usf.edu/purchasing/Purch2.htm>
2. Participation in small, minority and women-owned business trade shows, conferences and workshops throughout Florida. Such as the:
 - Florida Minority Supplier Development Council (FMSDC) - Annual Trade Fair & Conference and monthly chapter meetings
 - Department of Management Services – Office of Supplier Diversity (OSD), Annual Matchmaker Conference & Trade Show and other regional MatchMaker workshops held in the state.
 - University of South Florida Small Business Development Center (SBDC) - Annual Government Small Business Trade Conference
 - Minority Enterprise Development Week (MED Week) – Annual Business Matchmaker & Conference
 - NIGP Tampa Bay Area Chapter Annual Reverse Trade Show
 - NIGP Mid-Florida Chapter Annual Reverse Trade Show
3. Performs vendor site visits to learn more about the qualifications and capabilities of small, minority, service disabled veterans, and women-owned businesses and to explain the purchasing process at the University of South Florida.

4. University of South Florida Supplier Diversity Website provides program, purchasing, payment and directory information to university departments and small, minority, service disabled veterans, and women-owned businesses. The Web site contains:
 - Mission statement
 - Vendor Application Form
 - Link to schedule of Bids, RFPs and ITNs
 - Directory of Office of Supplier Diversity (OSD) State of Florida Certified Minority Businesses
 - How To Do Business with the University of South Florida Guide
 - Link to listing of Department Buyers via a Resource Guide
 - Listing of University purchasing agents and their procurement responsibilities
 - Listing of Construction Contacts
 - Listing of Upcoming Diversity Events
 - Supplier Diversity Program Web address: <http://usfweb2.usf.edu/supplierdiversity/>
5. Provide assistance to vendors seeking minority business certifications by referring them to the Department of Management Services, Office of Supplier Diversity (OSD) and the University of South Florida Small Business Development Center to become state certified.
6. Provide information to small, minority and women-owned businesses of purchasing opportunities through written communication, e-mail notification, telephone notification and the web page "Bids Currently Available".
7. Provide information to MBE organizations and agencies regarding Bids/RFPs/ITNs and Construction Opportunities to make available to small, minority and women-owned businesses. The following is a listing of organizations and agencies:
 - African American Chamber Of Commerce Of Central Florida
 - Black Women Business Owners, Executives & Entrepreneurs
 - Florida Black Chamber Of Commerce
 - Florida Minority Supplier Development Council (FMSDC)
 - Florida Minority Business Opportunity Center (FMBOC)
 - Florida Regional Minority Business Council
 - Florida SBDC Network – Procurement Technical Assistance Center Program (PTAC)
 - Hillsborough County Small Business Information Center
 - Hispanic Business Initiative Fund
 - Minority Chamber of Commerce – Greater Miami
 - Minority Business Enterprise Center
 - M/WBE Alliance Inc.
 - National Association Of Minority Contractors, Mid-Florida Chapter
 - National Association Of Women In Construction Of Tampa & Metro Orlando
 - Florida Department of Management Services, Office of Supplier Diversity (OSD)

- School District Of Hillsborough County Office Of Supplier Diversity
 - Tampa Bay Black Business Investment Corporation, Inc.
 - Tampa Bay Hispanic Chamber Of Commerce
 - Greater Brandon Chamber Of Commerce Minority Business Council
 - Greater Tampa Chamber of Commerce Minority Business Consortium
 - USF Small Business Development Center
 - United Indian Development Association (UIDA) Business Services
8. Support and participate in functions sponsored by small, minority and women business associations and organization such as the:
- State of Florida Department of Management Services, Office of Supplier Diversity (OSD)
 - Florida Minority Supplier Development Council (FMSDC)
 - University of South Florida Small Business Development Center
 - Greater Tampa Chamber of Commerce
 - Hispanic Business Initiative Fund
 - USF Diversity Network

Summary: Fiscal Year 2008-2009 - Outreach Activities

The following outreach activities listed below for Fiscal Year 2008-2009 include attendance and participation at Trade Conferences, Vendor Fairs, and Events. In addition, the outreach activities list attendance at meetings, Supplier Diversity Training, and vendor correspondence:

Trade Conferences:

- Florida Minority Supplier Development Council (FMSDC) – Annual Trade Fair and Conference
- Tampa Bay Minority Enterprise Development Week (MED Week) Conference
 - Business Matchmaker
 - Minority Business Bus Tour – Conducted on site visits to Minority Owned Businesses
- Department of Management Services – Office of Supplier Diversity (OSD), Matchmaker Conference & Trade Fair
- University of South Florida Small Business Development Center (SBDC) – Annual Government Small Business Trade Conference
 - USF conducted seminar/workshop at the conference on “How to do Business with USF” to assist and educate small, minority and women-owned business owners on purchasing opportunities and in doing business with the University of South Florida.

- USF hosted FMSDC Meeting on campus to assist and educate small, minority and women-owned business owners on purchasing opportunities and in doing business with the University of South Florida.
- NIGP Tampa Bay Area Chapter Annual Reverse Trade Show
- NIGP Mid-Florida Chapter Annual Reverse Trade Show

Events:

- USF Diversity Network - Annual Diversity Summit
- University of South Florida Small Business Development Center (SBDC) – Annual Government Small Business Trade Conference – Vendor Expo
- Minority Enterprise Development Week (MED Week) – Annual Business Matchmaker & Conference

Meetings, Training and Vendor Correspondence:

- Florida Minority Supplier Development Council (FMSDC) Monthly Chapter Meetings
- Greater Tampa Chamber of Commerce – Minority Business Consortium Monthly Meetings
- Attended six (6) Pre-Submittal Construction meetings hosted by the Facilities Planning & Construction Department
- USF Diversity Network monthly meetings
- Conducted one-on-one meetings with W/MBE vendors
- Conducted Supplier Diversity Training via USF Purchasing Training Classes
- Corresponded with W/MBE vendors regarding purchasing opportunities with USF

V. Educational Outreach Activities

The University of South Florida Supplier Diversity Program educational outreach activities are designed to educate small, minority and women-owned businesses by providing them

with information regarding the University's purchasing processes. These educational outreach activities include the following:

1. Provide information to small, minority and women-owned businesses of purchasing

opportunities through written communication, telephone notification and the web page "Bids Currently Available".

2. Supplier Diversity Program will host campus open house or FMSDC meeting designed to educate small, minority and women-owned business owners on purchasing opportunities at the University of South Florida
3. Supplier Diversity Program Coordinator reviews all formal purchasing Bids/RFPs/ITNs prior to public solicitation, and supplements the purchasing agents' vendor lists with applicable small, minority and women-owned businesses
4. Supplier Diversity Program Coordinator promotes the participation of small, minority and women-owned businesses among university departments to enhance the utilization of small, minority and women-owned businesses
5. Conduct one-on-one meetings on campus with small, minority and women-owned businesses to discuss "How to do business with USF" and provide them with key information that will assist them in marketing their products and services to the University.
6. Supplier Diversity Program Coordinator works closely with the University of South Florida Small Business Development Center (SBDC) which provides the following educational programs and services:

a. Entrepreneurial Programs

The SBDC conducts more than 300 entrepreneurial programs annually on topics and issues that are important to today's small-business owners. These low cost and no-cost workshops and seminars are taught by industry experts and SBDC professional counselors.

A detailed listing of SBDC programs may be viewed via their web site at:

<http://sbdc.usf.edu/calendar.asp>

b. The SBDC provides its clients with the following services:

- Free one-on-one business counseling
- Free entrepreneurial training workshops
- Low-cost entrepreneurial training seminars
- The Business Resource Center
- Custom corporate training

c. Assistance with Certifications:

The Small Business Development Center provides individual and group assistance to vendors seeking certification as small, minority and women-owned businesses.

7. Supplier Diversity Program Coordinator will conduct activities and help minority and women-owned businesses in understanding University purchasing policies, and general business practices. Activities include:
 - a. Participating in public speaking engagements before minority and women-owned business groups
 - b. Hosting of campus open house or FMSDC meeting designed to educate small, minority and women-owned business owners on purchasing opportunities at the University of South Florida or FMSDC meeting location. Topics will address the following:
 - How to do Business with USF
 - How to complete bids and other bid requirements
 - Propose marketing techniques on the University of South Florida campus
 - How to read and interpret bid and construction documents
 - How to develop successful subcontractor/prime contractor relationships
 - c. Providing individual assistance to minority and women-owned business owners in assuring applicable certification(s) are obtained
 - d. Produce Supplier Diversity Program Brochure which provides information on "How To Do Business With the University of South Florida"
 - e. Attend pre-bid construction meetings to promote the participation of small, minority and women-owned businesses among prime contractors and to inform small, minority and women-owned businesses of contracting opportunities.
 - f. Update and maintain (via Web page) a "Resource Guide of Department Buyers" listing College and Department requisitioner (including address, phone, fax, e-mail, vendor contact requirements and a list of commodities and services purchased).
8. Marketing Minority and Women-owned Businesses

The Supplier Diversity Program Coordinator will be responsible for conducting activities designed to promote and introduce certified minority and women-owned

businesses amongst departmental requisitioner and purchasing agents. Activities may include:

- Promoting the participation of small, minority and women-owned businesses

among University departments and prime contractors.

- Promoting availability of certified minority and women-owned businesses to departments through the Purchasing and Supplier Diversity Program web site
9. The University will accept vendor certifications of minority and women-owned businesses from other governmental entities and political sub-divisions of the state of Florida and the Federal government and encourage businesses located in the State of Florida to become certified by the Office of Supplier Diversity (OSD). The Federal certifications include the Small Business Administration (SBA) 8(a) Certified Program Participants, SBA Certified Small Disadvantaged Businesses and SBA Certified HUB Zone Businesses. Small, Veteran, and Women-Owned businesses are also included.

VI. Summary of Expenditures

The University's State Certified SWMBE Expenditures for FY 08/09 is \$10,073,779 which includes subcontractor dollars. This reflected a \$4,601,288 decrease over FY 07/08. However, the University increased its Non-State Certified SWMBE Expenditures for FY 08/09 to \$25,676,452 which includes subcontractor dollars. This reflected a \$18,153,780 increase over FY 07/08. The university plans to continue its commitment to increasing its SWMBE spend on a fiscal year basis contingent on budgetary appropriations.

The following charts provide data on Small, Minority and Women Business Enterprise expenditures for Fiscal Year 08-09 as follows: Chart I reflects data of Certified Minority & Women Business Enterprise (CMBE) expenditures within the four industries and Chart II reflects data of CMBE expenditures within two industries for Subcontractors. Chart III reflects data of Non-MBE, Non-CMBE, Non-Profit, & Other expenditures within the four industries and Chart IV reflects data of Non-CMBE expenditures within two industries for Subcontractors.

CHART I										
UNIVERSITY OF SOUTH FLORIDA										
SUMMARY OF CERTIFIED MINORITY BUSINESS EXPENDITURES - JULY 1, 2008 - JUNE 30, 2009										
FISCAL YEAR 08-09										
CATEGORY	MBE CODE	CONSTRUCTION		ARCH & ENG		COMMODITIES		SERVICES		TOTAL
		NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	DOLLARS
CMBE:										
AFRICAN-AMERICAN	MV-H		\$37,304.73		\$0.00		\$70,743.74		\$279,232.12	\$387,280.59
HISPANIC AMERICAN	MV-I		\$1,520,934.00		\$0.00		\$190,574.56		\$335,367.51	\$2,046,876.07
ASIAN-HAWAIIAN	M V-J		\$0.00		\$0.00		\$4,407.35		\$62,382.37	\$66,789.72
NATIVE AMERICAN	MV-K		\$0.00		\$0.00		\$0.00		\$841.50	\$841.50
AMERICAN WOMAN	MV-M		\$2,617,007.09		\$59,290.00		\$742,282.02		\$451,725.79	\$3,870,304.90
TOTAL CMBE:			\$4,175,245.82		\$59,290.00		\$1,008,007.67		\$1,129,549.30	\$6,372,092.80

CHART II										
UNIVERSITY OF SOUTH FLORIDA										
SUMMARY OF CERTIFIED MINORITY BUSINESS EXPENDITURES - JULY 1, 2008 - JUNE 30, 2009										
SUBCONTRACTORS										
FISCAL YEAR 08-09										
CATEGORY	MBE CODE	CONSTRUCTION		ARCH & ENG		COMMODITIES		SERVICES		TOTAL
		NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	DOLLARS
CMBE:										
AFRICAN-AMERICAN	MV-H		\$79,522.79							\$79,522.79
HISPANIC AMERICAN	MV-I		\$1,293,523.53		\$6,740.00				\$18,165.48	\$1,318,429.01
ASIAN-AMERICAN	MV-J		\$0.00		\$0.00					\$0.00
NATIVE AMERICAN	MV-K		\$0.00		\$0.00					\$0.00
AMERICAN WOMAN	MV-M		\$2,286,963.28		\$16,771.85					\$2,303,735.13
TOTAL CMBE:			\$3,660,009.60		\$23,511.85				\$18165.48	\$3,701,686.93

CHART III											
UNIVERSITY OF SOUTH FLORIDA											
SUMMARY OF NON-MBE, NON-CMBE, NON-PROFIT, & OTHER EXPENDITURES - JULY 1, 2008 - JUNE 30, 2009											
FISCAL YEAR 08-09											
CATEGORY	MBE CODE	CONSTRUCTION		ARCH & ENG		COMMODITIES		SERVICES		TOTAL	
		NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS
NON-MBE:											
NON-MINORITY	MV-A		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
SMALL BUS. ST.	MV-B		\$454,240.43		\$0.00		\$128,296.55		\$44,568.55		\$627,105.53
SMALL BUS. FED. NON-8A	MV-C		\$38,272.00		\$0.00		\$990,951.45		\$428,314.19		\$1,457,537.64
MBE. FED.	MV-D		\$0.00		\$0.00		\$184,450.34		\$56,147.28		\$240,597.62
SMALL BUS FED.(FED HUB ZONE FIRM)	MV-D1		\$0.00		\$0.00		\$993.10		\$0.00		\$993.10
GOV'T AGENCIES	MV-E		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
NON-PROFIT ORG.	MV-F		\$0.00		\$0.00		\$0.00		\$250.00		\$250.00
P.R.I.D.E.	MV-G		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
TOTAL NON-MBE:			\$492,512.43		\$0.00		\$1,304,691.44		\$529,280.02		\$2,326,483.89
NON-CMBE:											
AFRICAN-AMERICAN	MV-N		\$0.00		\$0.00		\$25,398.99		\$51,498.15		\$76,897.14
HISPANIC	MV-O		\$23,115.00		\$0.00		\$41,031.35		\$59,652.42		\$123,798.77
ASIAN-HAWAIIAN	MV-P		0.00		\$0.00		\$19,600.63		\$12,699.44		\$32,300.07
NATIVE AMERICAN	MV-Q		\$0.00		\$0.00		\$0.00		\$3,103.80		\$3,103.80
AMERICAN WOMAN	MV-R		\$23,635,424.08		\$0.00		\$307,864.36		\$721,047.78		\$24,664,336.22
TOTAL NON-CMBE:			\$23,658,539.08		\$0.00		\$393,895.33		\$848,001.59		\$24,900,436.00
NON PROFIT:											
NON-PROFIT, MINORITY BOARD	MV-S		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
NON-PROFIT, MINORITY EMPLOYEES	MV-T		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
NON-PROFIT, MINORITY COMMUNITY	MV-U		\$0.00		\$0.00		\$0.00		\$127,725.90		\$127,725.90
OTHER NON-PROFIT	MV-V		\$0.00		\$0.00		\$0.00		\$275.00		\$275.00
TOTAL NON PROFIT:			\$0.00		\$0.00		\$0.00		\$128,000.90		\$128,000.90
OTHER CATEGORY:											
VETERAN OWNED	MV-W		\$0.00		\$0.00		\$2,764.40		\$72,863.95		\$75,628.35
TOTAL OTHER CATEGORY:			\$0.00		\$0.00		\$2,764.40		\$72,863.95		\$75,628.35
GRAND TOTAL:			\$24,151,051.51		\$0.00		\$1,701,351.17		\$1,578,146.46		\$27,430,549.14

CHART IV											
UNIVERSITY OF SOUTH FLORIDA											
SUMMARY OF NON-CERTIFIED MINORITY BUSINESS EXPENDITURES - JULY 1, 2008 - JUNE 30, 2009											
SUBCONTRACTORS											
FISCAL YEAR 08-09											
CATEGORY	MBE CODE	CONSTRUCTION		ARCH & ENG		COMMODITIES		SERVICES		TOTAL	
		NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	DOLLARS	NO.	
NON-CMBE:											
AFRICAN-AMERICAN	MV-N		\$51,156.00		\$0.00		17,386.23				\$68,542.23
HISPANIC AMERICAN	MV-O		\$5,879.90		\$1580.00		1,299.88				\$8,759.78
ASIAN-AMERICAN	MV-P		\$411,054.99		\$0.00		20,959.48				\$432,014.47
NATIVE AMERICAN	MV-Q		\$0.00		\$0.00						\$0.00
AMERICAN WOMAN	MV-R		\$217,383.42		\$0.00		49,317.06				\$266,700.48
TOTAL NON-CMBE:			\$685,474.31		\$1580.00		88,962.65				\$776,016.96

VII. Capturing & Reporting Subcontractor Data

The Supplier Diversity Office works closely with the Facilities Planning & Construction Department to collect subcontractor data from the Prime Contractors on USF construction projects. Facilities Planning & Construction provides an annual listing of their Prime Contractors to the Supplier Diversity Office. Prime contractors are contacted and reminded to provide their quarterly reports on Subcontractor spend with State Certified and Non-Certified MBE's. The report requires that the Prime Contractor submit data for each project. Prime contractors ensure that they identify the name(s) of subcontractor(s); FEID #; MBE category; dollar amount paid; and the payment date on the report. A Subcontractor Report is provided to the State of Florida, Office of Supplier Diversity at the end of each fiscal year.

VIII. New Initiative/Internal Procedures that Enhance MWBE's

The Office of Supplier Diversity plans on instituting the following new initiatives for fiscal year 2009-2010:

- Quarterly Subcontractor reporting requirements
- Recognition of Diversity Efforts
 - Prime Contractors & MWBE's Subcontractors
 - University Departments
- Partnering with University Departments to host an annual USF Supplier Diversity Vendor Fair