



# How Fragile is Your Supply Chain?

Inclusion & Diversity in the Supply Chain Process

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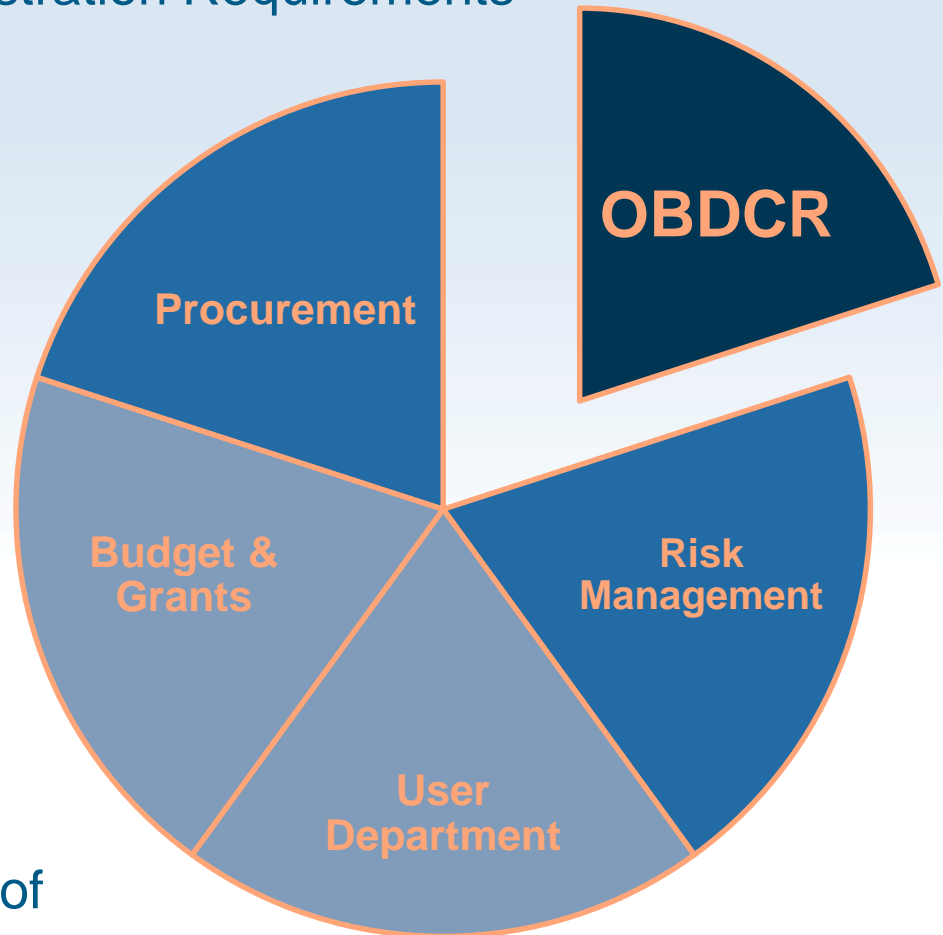
Metra's Office of Business Diversity & Community Affairs

# Disjoined Process

- Federal Transportation Administration Requirements
  - DBE Office reports to FTA

## DBE Office's Mission

- Remove barriers
- Create a level playing field
- Ensure there is inclusion throughout procurement process
- Assist in the development of DBEs and small businesses



## Issues with Process

**Workflow  
excluded the  
DBE Office**

**Limited access to  
information**

**DBE participation  
was not diverse or  
inclusive**

**Limited Staff**



**Working  
Together**

# Process of Inclusion

## Buy-in From Top Down

Board of Directors (BOD)

Procurement

Risk Department

CEO

Budget and Grants

User Department

## Results of Buy-in

- Commitment from BOD to support small business inclusion
- CEO enforcement of DBE program
- DBE is integral part of the procurement work flow
  - Review all procurements \$40k and above to identify subcontracting or prime opportunities for DBE or SBE participation
- Appropriate staff provided

# Staff Updates

## Identified staff and additional resources needed.

- **Contract Compliance**
  - Monitors contractors and subcontractors for compliance with federal regulations, and reviews invoices to ensure that accurate and timely payments are made to subcontractors.
- **Labor Compliance**
  - Monitors Davis-Bacon and Related Acts and Prevailing Wage requirements.
- **Certification**
  - Verifies eligible firms for Disadvantaged Business Enterprise (DBE) certification and Small Business Enterprise (SBE) verification. The most effective, efficient and timely certifying agency in the country.
- **Outreach**
  - Responsible for bringing awareness to the small business community about Metra's procurement process.
- **Community Relations**
  - Robust community relations program

# Procurement Process Changes

1

- All requisitions \$40,000 and above are reviewed by OBDCR

2

- OBDCR determines if a requisition merits a DBE goal or Small Business set-aside

3

- Realistic DBE goals are determined
- DBE goals are tied to current DBE vendors available and willing in the work specialty

4

- DBE goals are not set on every project

# Results

**Before**



**After**

