



**District of Columbia Agencies' Compliance with
Fiscal Year 2015 Small Business Enterprise
Expenditure Goals**

March 31, 2016

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A Report by the Office of the District of Columbia Auditor
Kathleen Patterson, District of Columbia Auditor

The Honorable Phil Mendelson, Chairman
Council of the District of Columbia
1350 Pennsylvania Avenue, NW, Suite 504
Washington, D.C. 20004

Letter Report: District of Columbia Agencies' Compliance with Fiscal Year 2015 Small Business Enterprise Expenditure Goals

Dear Chairman Mendelson:

The Office of the District of Columbia Auditor (ODCA) examined and assessed District of Columbia government agencies' compliance with fiscal year (FY) 2015 Small Business Enterprise (SBE) expenditure goals (October 1, 2014 through September 30, 2015).¹

Objectives, Scope and Methodology

The objectives of this examination were to determine whether:

1. District agencies met the required goal of procuring 50 percent of their expendable budgets with SBEs in FY 2015;² and
2. District agencies complied with SBE goal establishment and expenditure reporting requirements.³

The examination covered the period October 1, 2014 through September 30, 2015. We did not conduct the examination as an audit as defined by the Government Accountability Office's Government Auditing Standards.

In conducting this examination, we reviewed 82 agencies, offices or programs⁴ that the Department of Small and Local Business Development (DSLBD) determined were required to (1) procure 50 percent of their expendable budget for goods and services from SBEs each fiscal year and (2) submit quarterly SBE expenditure reports as well as an annual report to DSLBD and ODCA. We reviewed appropriated budgets, expendable budgets, and reported SBE goals for each agency. We also verified vendors in DSLBD's CBE Online System and reviewed DSLBD's QuickBase data tracking system.

For 76 of the 82 agencies, we reviewed SBE expenditures using the District's System of Accounting and Reporting (SOAR) and the Office of Contracting and Procurement's Purchase Card (P-Card) data. Six of the 82 agencies do not record expenditures in SOAR, using financial systems independent of SOAR to record their expenditures. As a result, no quarterly expenditures could be retrieved from SOAR for these six agencies. Therefore, we were not able to independently verify the submitted expenditure data for the following agencies.

¹ See D.C. Official Code § 2-218.41.

² Ibid.

³ See D.C. Official Code §2-218.53(a) and (b).

⁴ DSLBD QuickBase Data Tracking System as of March 8, 2016

1. Events DC
2. Housing Finance Agency
3. Not-for-Profit Hospital Corporation (United Medical Center)
4. D.C. Public Charter School Board
5. D.C. Retirement Board
6. The University of the District of Columbia

For the agencies that submitted required quarterly reports, we verified that the submitted expenditures were spent with certified SBEs at the time of the expenditure.

Background

The Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005 (the Act), as amended, states that “it shall be the goal and responsibility of the Department [of Small and Local Business Development] to stimulate and foster the economic growth and development of businesses based in the District of Columbia, particularly certified business enterprises, with the intended goals of:

- (A) Stimulating and expanding the local tax base of the District of Columbia;
- (B) Increasing the number of viable employment opportunities for District residents; and
- (C) Extending economic prosperity to local business owners, their employees, and the communities they serve.”

The Act tasked DSLBD with providing “advocacy, business development programs, and technical assistance offerings” that will “maximize opportunities for certified business enterprises to participate in:

- (A) The District's contracting and procurement process;
- (B) The District's economic development activities; and
- (C) Federal and private sector business opportunities.”⁵

The Act also established the following categories of businesses: Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran-Owned Business Enterprises (VOBs).⁶

The Act required each District agency to contract 50 percent of the dollar volume of its goods and services with SBEs each fiscal year.⁷ Additionally, it required agencies to submit quarterly SBE expenditure reports to DSLBD and ODCA.⁸ The Act contained no expenditure requirements related to LBEs, DBEs, DZEs, ROBs, LRBs, LMEs, or VOBs.

To establish FY 2015 SBE goals, DSLBD required each agency to access QuickBase, DSLBD’s electronic database containing all budget, SBE goal, and agency-reported SBE expenditure data. DSLBD asked each agency to document, as an exclusion in QuickBase, the items in their appropriated budget that the agency could not reasonably be expected to obtain from SBEs. Upon DSLBD’s approval, the QuickBase system subtracted the exclusions from the agency’s appropriated budget to determine the agency’s expendable budget. To determine the SBE goal, the QuickBase system multiplied the expendable budget by 50 percent.

⁵ See D.C. Official Code §2-218.13(a).

⁶ See D.C. Official Code §2-218.31 et seq.

⁷ See D.C. Official Code § 2-218.41.

⁸ See D.C. Official Code §2-218.53(a) and (b).

Results of the Auditor's Examination

According to DSLBD's QuickBase database as of March 8, 2016, the 82 agencies we assessed had a total FY 2015 reported appropriated budget of \$10,929,002,160 and a total reported expendable budget for goods and services of \$662,711,648. Based on the expendable budget of \$662,711,648 the FY 2015 SBE expenditure goal for the 82 agencies was \$331,355,824.⁹

The 82 agencies' FY 2015 reported appropriated budgets, expendable budgets and reported SBE goals are listed in Appendix I.

FY 2014 Expenditure Results

We found that the 82 agencies, as a whole, spent a total of \$183,870,694 with SBEs in FY 2015 or 55 percent toward the \$331,355,824 total FY 2015 SBE expenditure goal for all of the 82 agencies. The FY 2015 SBE expenditures for each of the 82 agencies are listed in Appendix I.

Total FY 2015 expenditures of the 82 agencies on Local Business Enterprises, Small Business Enterprises, Disadvantaged Business Enterprises, Local Business Enterprises with Principle Offices Located in an Enterprise Zone, Resident-Owned Businesses, Longtime Resident Businesses, Local Manufacturing Enterprises, and Veteran Owned Businesses are presented in Appendix II.

⁹ This report reflects all changes to appropriated and expendable budgets, as well as SBE expenditure goals, as of March 8, 2016.

Many District Agencies Submitted Inaccurate SBE Expenditure Reports

Both ODCA and DSLBD track agency SBE expenditures throughout the fiscal year. ODCA reviews SBE expenditures using the District's System of Accounting and Reporting (SOAR) and the Office of Contracting and Procurement's Purchase Card (P-Card) data. In contrast, DSLBD relies solely on self-reported data by agencies. We found significant overstatements and understatements of expenditure totals that District agencies entered into DSLBD's QuickBase database as compared to expenditure totals that we verified through SOAR and P-Card data.

For example, the following two agencies understated their SBE expenditures.

Agency	Reported by Agency	Spent (per SOAR)	Difference
Department of Public Works	\$5,918,195	\$6,878,558	(\$960,363)
Office of the State Superintendent of Education	\$1,160,176	\$4,868,208	(\$3,708,032)

We also found that agencies overstated their expenditures by significant amounts. For example, the following agencies overstated their SBE expenditures by more than eight million dollars each.

Agency	Reported by Agency	Spent (per SOAR)	Difference
DC Public Schools	\$17,036,432	\$8,244,347	\$8,792,085
Department of Transportation	\$26,428,259	\$1,818,803	\$24,609,456

Our full analysis of the differences between reported expenditures and amounts spent with SBEs, based on the 76 agencies for which a comparison is possible, is listed in Appendix III.¹⁰

The cause of discrepancies between SBE expenditures reported by agencies and actual SBE expenditures may be that: (1) agencies reported contract awards rather than actual FY expenditures; (2) agencies reported dollars appropriated in previous years but expended in the following reporting quarter or year; (3) some Agency Compliance Officers, who were responsible for compiling and submitting SBE expenditure reports, did not know how to locate the correct SBE financial data; or (4) some Agency Compliance Officers did not receive the SBE financial data from their Agency Fiscal Officer in a timely manner.

As a result of the failure of agencies to correctly track and submit accurate quarterly SBE expenditure data, DSLBD has not obtained the necessary information to assess agency goal attainment and to identify agencies that need assistance in procuring goods and services from SBEs. DSLBD's lack of

¹⁰ Six of the 82 agencies required by DSLBD to report SBE expenditures do not record expenditures in SOAR, using financial systems independent of SOAR to record their expenditures. As a result, no quarterly expenditures could be retrieved from SOAR for these six agencies. Therefore, we were not able to independently verify the submitted expenditure data submitted by these six agencies.

accurate SBE expenditure information may ultimately result in a loss of procurement opportunities for SBEs. Additionally, the failure of agencies to accurately track SBE quarterly expenditures prevents agency procurement officials from making necessary spending adjustments during the year to meet agency annual SBE goals.

To address the issue of the submission of inaccurate agency SBE expenditure reports, we again offer the following recommendation:

1. The DSLBD Director should begin calculating agency SBE expenditure totals using SOAR and P-Card data, rather than relying solely on agency submissions. DSLBD should report to the Council Committee on Business, Consumer, and Regulatory Affairs on the progress of implementation within 90 days of this report.

DSLBD's Goal-Setting Process Is Improving

As previously stated, to establish FY 2015 SBE goals, DSLBD required each agency to access QuickBase, DSLBD's electronic database containing all budget, SBE goal, and agency-reported SBE expenditure data. DSLBD asked each agency to document, as an exclusion in QuickBase, the items in their appropriated budget that the agency could not reasonably be expected to obtain from SBEs. Upon DSLBD's approval, the QuickBase system subtracted the exclusions from the agency's appropriated budget to determine the agency's expendable budget. To determine the SBE goal, the QuickBase system multiplied the expendable budget by 50 percent.

We found that several agencies exceeded their FY 2015 SBE goal by excessively large amounts. The excessive amount by which some agencies exceeded their SBE goals raises questions about the validity of the declared expendable budgets of certain agencies. We found that 12 agencies achieved over 200 percent of their SBE goal, with some agencies meeting or exceeding their goal within the 1st quarter of the fiscal year. This is a recurring issue that we have addressed in previous reports. This recurring finding indicates that there may be an ongoing issue with DSLBD's goal setting process. We will continue to monitor DSLBD's goal setting process in FY 2016.

We also found that DSLBD made changes to the District's FY 2015 SBE expenditure goal throughout the fiscal year. During the 4th quarter, DSLBD approved the reduction of the District's SBE expenditure goal from \$363,067,701, as noted in ODCA's analysis of the District's SBE Expenditures for the 3rd quarter, to the final total of \$331,355,824. The amount of change to the District's expenditure goals in FY 2015 was significantly less than ODCA noted in FY 2014. The District appears to be improving its ability to more realistically set each agency's SBE expenditure goal.

To address the issue of the excessive amount by which some agencies exceed their SBE goals and changes to expenditure goals made after the fiscal year has already began, we offer the following recommendation:

2. Within 30 days of the release of this report, DSLBD should review all FY 2016 SBE expenditure goals to ensure that they are realistic.

Three District Agencies Did Not Submit Expenditure Data for At Least Three of Four Quarters in FY 2015

According to DSLBD's QuickBase database, three agencies did not submit the required quarterly expenditure report for at least three of four quarters in FY 2015, the Office of Advisory Neighborhood Commissions, the Office of the Deputy Mayor for Public Safety and Justice and the Not-for-Profit Hospital Corporation (United Medical Center). Because we obtain agency expenditures directly from SOAR and P-Card data, the lack of an agency-submitted expenditure report did not prevent us from listing expenditure totals for either the Office of Advisory Neighborhood Commissions or the Office of the Deputy Mayor for Public Safety and Justice.

We found, however, that the Not-For-Profit Hospital Corporation (United Medical Center) does not report expenditures through SOAR. This leaves the complete expenditures toward their SBE expenditure goal of \$56,000,000 unexamined by either the Auditor or DSLBD, for three of four quarters in FY 2015. As a result, there is an incomplete presentation of the District's overall SBE goal attainment.

To address issues pertaining to the Not-For-Profit Hospital Corporation (United Medical Center) which did not submit all required FY 2015 expenditure reports and do not record expenditures in SOAR, we offer the following recommendation:

3. Within 30 days of the release of this report, DSLBD should review the status of the Not-For-Profit Hospital to determine the best method for accurately capturing their expenditures.

Procurement Supplemental Information Analysis

D.C. Official Code required each District agency to submit the following procurement supplemental information with their FY 2015 SBE expenditure report:

1. A description of the activities the agency engaged in to achieve their FY 2015 SBE expenditure goal; and
2. A description of any changes the agency intends to make during FY 2015 to achieve their SBE expenditure goal.¹¹

Of the 82 agencies, 36 entered complete procurement supplemental information in QuickBase and 46 agencies did not submit the required procurement supplemental information in QuickBase¹².

There was a slight decrease in the number of agencies that submitted procurement supplemental information for FY 2015 over FY 2014.¹³ In FY 2014, 41 agencies submitted procurement supplemental information, compared with 36 agencies that submitted procurement supplemental information in FY 2015. The quality of the procurement supplemental information remained fairly consistent as compared to FY 2014. It was evident that many agencies took a proactive approach in developing strategies to track their SBE expenditures and assess the capabilities of potential SBEs.

Appendix IV summarizes (1) the supplemental procurement information from the 36 compliant agencies, and (2) our recommendation on whether the 41 agencies should meet with DSLBD to identify additional opportunities to spend funds with SBEs.

Appendix V lists the 46 agencies that did not submit the required supplemental procurement information.

¹¹ See D.C. Official Code §2-218.53(b).

¹² This report reflects all changes to procurement supplemental information as of March 20, 2016.

¹³ See ODCA Letter Report: District of Columbia Agencies' Compliance with Fiscal Year 2014 Small Business Enterprise Expenditure Goals, March 30, 2015.

Five Agencies Did Not Submit FY 2016 Procurement Plans

District of Columbia Municipal Regulations (DCMR) requires agencies to submit procurement plans to DSLBD one month prior to the beginning of each fiscal year.¹⁴

Of the 82 agencies, 77 agencies submitted a FY 2016 procurement plan and five agencies did not submit a FY 2016 procurement plan. The 77 agencies that submitted a procurement plan are listed in Appendix VI. The five agencies that did not submit a procurement plan are presented in Appendix VII.

To address the issue of agencies that do not submit procurement plans, we offer the following recommendation:

4. In accordance with DCMR requirements, the DSLBD Director should report agencies that do not submit procurement plans to the City Administrator within 30 days of the start of the fiscal year.¹⁵

¹⁴ See DCMR Title 27, Section 832.1

¹⁵ See DCMR Title 27, Section 832.2

Conclusion

Based on our examination, we found that 82 agencies collectively spent \$183,870,694 with SBEs in FY 2015 and achieved only 55 percent of the cumulative reported SBE goal of \$331,355,824. Of the 82 agencies, 32 agencies met or exceeded their FY 2015 expenditure goal, spending a combined total of \$77,656,329.

Although many agencies reached or exceeded their SBE expenditure goal, many agencies did not reach their SBE goal. In total, the District of Columbia fell over \$147 million short of the overall SBE expenditure goal of \$331,355,824.

We remain concerned that problems persist in DSLBD's goal-setting process and that some agencies continue to submit inaccurate SBE expenditure data. DSLBD has initiated improvements to the procedures used to establish District agency SBE goals and monitor agency compliance with SBE reporting requirements and goal attainment. We will continue to monitor DSLBD's efforts to ensure that agencies adopt realistic SBE expenditure goals, to establish a reasonable deadline for changes to SBE expenditure goals and to address the issue of inaccurate agency SBE expenditure reports.

Sincerely,



Kathleen Patterson
District of Columbia Auditor

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Appendices

Appendix I

FY 2015 Reported Appropriated Budgets, Reported Expendable Budgets, Reported SBE Goals, and SBE Expenditures

	Agency	Reported Appropriated Budget	Reported Expendable Budget	Reported SBE Goal	1 st Quarter SBE Expenditures	2 nd Quarter SBE Expenditures	3 rd Quarter SBE Expenditures	4 th Quarter SBE Expenditures	Total FY 2014 SBE Expenditures	% of SBE Goal Achieved
1	Administrative Hearings, Office of	\$10,404,000	\$603,907	\$301,954	\$54,940	\$26,480	\$62,495	\$115,778	\$259,693	86%
2	Advisory Neighborhood Commissions, Office of	\$924,000	\$7,288	\$3,644	\$0	\$0	\$0	\$0	\$0	0%
3	Aging, Office on	\$42,018,000	\$4,348,714	\$2,174,357	\$417,787	\$658,852	\$773,349	\$869,936	\$2,719,924	125%
4	Alcoholic Beverage Regulation Administration	\$7,446,000	\$453,962	\$226,981	\$2,188	\$45,896	\$29,976	\$102,853	\$180,913	80%
5	Arts and Humanities, Commission on	\$16,460,000	\$1,233,056	\$616,528	\$79,597	\$140,954	\$101,322	\$74,405	\$396,278	64%
6	Asian and Pacific Islander Affairs, Office on	\$1,175,559	\$216,032	\$108,016	\$771	\$5,744	\$4,061	\$74,103	\$84,679	78%
7	Attorney General for the District of Columbia, Office of the	\$109,631,000	\$3,126,418	\$1,563,209	\$57,931	\$102,396	\$94,685	\$262,958	\$517,970	33%
8	Auditor, Office of the D.C.	\$4,719,346	\$44,743	\$22,371	\$725	\$2,105	\$12,632	\$11,992	\$27,454	123%
9	Behavioral Health, Department of	\$231,857,257	\$15,999,214	\$7,999,607	\$1,018,198	\$1,866,523	\$2,164,873	\$2,743,051	\$7,792,645	97%
10	Cable Television, Office of	\$9,444,066	\$420,072	\$210,036	\$13,257	\$24,271	\$98,454	\$57,051	\$193,033	92%
11	Campaign Finance, Office of	\$2,798,000	\$62,711	\$31,355	\$929	\$3,335	\$678	\$0	\$4,942	16%

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12	Captive Insurance Agency	\$1,850,000	\$9,855	\$4,928	\$0	\$0	\$4,950	\$0	\$4,950	100%
13	Chief Financial Officer, Office of the	\$182,498,000	\$16,911,926	\$8,455,963	\$1,448,934	\$1,992,598	\$2,100,869	\$2,219,772	\$7,762,173	92%
14	Chief Medical Examiner, Office of the	\$9,519,000	\$611,924	\$305,962	\$36,808	\$119,403	\$37,519	\$169,592	\$363,322	119%
15	Chief Technology Officer, Office of the	\$124,723,000	\$48,401,067	\$24,200,534	\$1,203,615	\$2,818,905	\$1,938,756	\$4,508,202	\$10,469,478	43%
16	Child and Family Services Agency	\$246,266,239	\$1,404,958	\$702,479	\$177,153	\$860,730	\$596,598	\$792,545	\$2,427,026	345%
17	City Administrator, Office of the	\$4,052,886	\$97,000	\$48,500	\$8,389	\$10,628	\$4,737	\$14,403	\$38,157	79%
18	Consumer & Regulatory Affairs, Department of	\$52,263,000	\$15,621,474	\$7,810,737	\$518,854	\$1,639,326	\$2,260,821	\$2,351,169	\$6,770,170	87%
19	Contract Appeals Board	\$1,426,000	\$21,000	\$10,500	\$3,254	\$15,131	\$254	\$0	\$18,639	178%
20	Contracting and Procurement, Office of	\$18,145,000	\$210,000	\$105,000	\$54,834	\$116,512	\$87,501	\$234,660	\$493,507	470%
21	Corrections, Department of	\$154,279,000	\$19,520,864	\$9,760,432	\$873,092	\$881,781	\$918,937	\$1,268,228	\$3,942,038	40%
22	Disability Rights, Office of	\$1,650,000	\$63,406	\$31,703	\$1,697	\$99	\$1,100	\$2,197	\$5,093	16%
23	Disability Services, Department on	\$158,051,000	\$559,466	\$279,733	\$86,201	\$178,808	\$127,373	\$892,332	\$1,284,714	459%

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24	Education, Deputy Mayor for	\$6,917,000	\$379,587	\$189,793	\$0	\$19,915	\$26,663	\$75,797	\$122,375	64%
25	Elections, Board of	\$7,240,000	\$1,222,836	\$611,418	\$306,140	\$39,778	\$48,945	\$15,181	\$410,044	67%
26	Employee Appeals, Office of	\$1,570,000	\$1,568,430	\$784,215	\$8,698	\$16,131	\$6,471	\$4,910	\$36,210	5%
27	Employees' Compensation Fund	\$20,221,000	\$210,614	\$105,307	\$33,970	\$89,410	\$4,866	\$5,843	\$134,089	127%
28	Employment Services, Department of	\$156,174,000	\$8,740,104	\$4,370,052	\$97,482	\$185,300	\$365,971	\$1,112,665	\$1,761,418	40%
29	Environment, District Department of the	\$120,690,758	\$3,630,584	\$1,815,292	\$38,817	\$153,846	\$170,160	\$278,205	\$641,028	35%
30	Ethics and Government Accountability, D.C. Board of	\$1,498,000	\$22,447	\$11,224	\$1,626	\$388	\$24,808	\$0	\$26,822	239%
31	Events DC	\$146,577,200	\$43,583,403	\$21,791,702	\$1,195,523	\$705,748	\$4,195,027	\$0	\$6,096,298	28%
32	Finance and Resource Management, Office of	\$35,348,000	\$58,770	\$29,385	\$2,200	\$1,978	\$1,192	\$0	\$5,370	18%
33	Fire and Emergency Medical Services Department	\$227,999,000	\$5,431,300	\$2,715,650	\$112,351	\$420,034	\$591,121	\$204,960	\$1,328,466	49%
34	Forensic Sciences, Department of	\$15,763,000	\$1,389,493	\$694,747	\$12,234	\$27,490	\$83,123	\$197,131	\$319,978	46%

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35	General Services, Department of	\$456,810,000	\$152,748,295	\$76,374,148	\$1,358,190	\$3,108,726	\$4,018,870	\$12,700,056	\$21,185,842	28%
36	Health and Human Services, Deputy Mayor for	\$1,172,000	\$264,000	\$132,000	\$9,085	\$49,974	\$28,764	\$130,022	\$217,845	165%
37	Health Benefit Exchange Authority, D.C.	\$28,751,000	\$17,842,508	\$8,921,254	\$1,725,159	\$6,070,245	\$3,523,763	\$4,947,314	\$16,266,481	182%
38	Health Care Finance, Department of	\$2,954,677,000	\$24,842,665	\$12,421,333	\$1,050,721	\$2,315,944	\$1,771,262	\$3,576,725	\$8,714,652	70%
39	Health, Department of	\$269,404,000	\$9,813,876	\$4,906,938	\$509,746	\$1,766,419	\$2,643,194	\$4,521,004	\$9,440,363	192%
40	Homeland Security and Emergency Management Agency	\$114,895,000	\$6,008,684	\$3,004,342	\$189,945	\$323,808	\$412,331	\$437,873	\$1,363,957	45%
41	Housing Finance Agency	\$9,662,000	\$2,205,839	\$1,102,920	\$0	\$36,254	\$15,036	\$0	\$51,290	5%
42	Housing and Community Development, Department of	\$188,627,000	\$1,129,155	\$564,578	\$94,646	\$700,603	\$1,466,057	\$778,352	\$3,039,658	538%
43	Human Resources, D.C. Department of	\$13,077,000	\$3,866,591	\$1,933,296	\$54,087	\$156,706	\$70,395	\$132,850	\$414,038	21%
44	Human Rights, Office of	\$2,967,000	\$157,977	\$78,989	\$26,106	\$7,959	\$19,085	\$44,810	\$97,960	124%
45	Human Services, Department of	\$423,621,000	\$6,714,231	\$3,357,115	\$80,314	\$359,171	\$465,108	\$1,247,125	\$2,151,718	64%

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46	Inspector General, Office of the	\$16,920,000	\$312,133	\$156,067	\$30,313	\$27,216	\$48,099	\$217,476	\$323,104	207%
47	Insurance, Securities and Banking, Department of	\$22,118,000	\$329,843	\$164,922	\$6,013	\$33,726	\$23,088	\$33,791	\$96,618	59%
48	Latino Affairs, Office on	\$2,969,000	\$120,829	\$60,415	\$0	\$6,022	\$0	\$3,960	\$9,982	17%
49	Lottery & Charitable Games Control Board, D.C.	\$242,156,000	\$10,316,943	\$5,158,472	\$984,396	\$1,670,855	\$1,934,903	\$32,519	\$4,622,673	90%
50	Mayor, Executive Office of the	\$12,233,000	\$142,345	\$71,173	\$52,450	\$68,081	\$115,952	\$91,359	\$327,842	461%
51	Metropolitan Police Department	\$534,238,000	\$9,890,706	\$4,945,353	\$306,134	\$517,755	\$1,117,812	\$326,350	\$2,268,051	46%
52	Motion Picture and Television Development, Office of	\$3,699,820	\$107,625	\$53,813	\$2,684	\$17,718	\$0	\$14,909	\$35,311	66%
53	Motor Vehicles, Department of	\$45,672,000	\$2,110,923	\$1,055,461	\$70,123	\$170,188	\$273,171	\$725,853	\$1,239,335	117%
54	National Guard, D.C.	\$12,704,000	\$1,485,927	\$742,964	\$0	\$94,388	\$189,514	\$398,188	\$682,090	92%
55	Not-for-Profit Hospital Corporation (United Medical Center)	\$112,000,000	\$112,000,000	\$56,000,000	N/A	N/A	N/A	\$0	\$0	0%

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	Agency	Reported Appropriated Budget	Reported Expendable Budget	Reported SBE Goal	1 st Quarter SBE Expenditures	2 nd Quarter SBE Expenditures	3 rd Quarter SBE Expenditures	4 th Quarter SBE Expenditures	Total FY 2014 SBE Expenditures	% of SBE Goal Achieved
56	Parks and Recreation, Department of	\$86,517,000	\$3,960,113	\$1,980,057	\$30,975	\$56,526	\$263,125	\$540,095	\$890,721	45%
57	People's Counsel, Office of the	\$6,911,000	\$278,959	\$139,479	\$62,220	\$136,306	\$152,888	\$39,298	\$390,712	280%
58	Planning and Economic Development, Office of the Deputy Mayor for	\$98,846,000	\$1,792,297	\$896,149	\$84,547	\$114,204	\$1,802,049	\$603,638	\$2,604,438	291%
59	Planning, Office of	\$10,399,000	\$288,461	\$144,230	\$13,277	\$27,227	\$22,269	\$35,292	\$98,065	68%
60	Police Complaints, Office of	\$2,241,000	\$60,590	\$30,295	\$5,799	\$4,070	\$4,344	\$32,373	\$46,586	154%
61	Public Charter School Board, District of Columbia	\$6,741,000	\$296,202	\$148,101	\$22,957	\$42,642	\$24,236	\$0	\$89,835	61%
62	Public Employee Relations Board	\$1,228,000	\$19,000	\$9,500	\$434	\$5,067	\$4,384	\$20	\$9,905	104%
63	Public Library, District of Columbia	\$90,198,000	\$9,997,067	\$4,998,533	\$584,505	\$806,303	\$699,607	\$379,120	\$2,469,535	49%
64	Public Safety and Justice, Office of the Deputy Mayor for	\$28,290,000	\$166,366	\$83,183	\$10,775	\$11,635	\$4,547	\$8,552	\$35,509	43%
65	Public Schools, D.C.	\$1,300,566,000	\$17,729,870	\$8,864,935	\$1,541,446	\$1,723,651	\$1,788,737	\$3,190,513	\$8,244,347	93%
66	Public Service Commission	\$12,549,000	\$749,082	\$374,541	\$60,706	\$165,809	\$31,433	\$73,247	\$331,195	88%

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FY 2015 Reported Appropriated Budgets, Reported Expendable Budgets, Reported SBE Goals, and SBE Expenditures

	Agency	Reported Appropriated Budget	Reported Expendable Budget	Reported SBE Goal	1 st Quarter SBE Expenditures	2 nd Quarter SBE Expenditures	3 rd Quarter SBE Expenditures	4 th Quarter SBE Expenditures	Total FY 2014 SBE Expenditures	% of SBE Goal Achieved
67	Public Works, Department of	\$160,555,000	\$11,386,951	\$5,693,476	\$1,098,504	\$4,208,301	\$983,769	\$587,984	\$6,878,558	121%
68	Real Property Tax Appeals Commission	\$1,749,000	\$196,069	\$98,035	\$19,908	\$57,204	\$9,327	\$515	\$86,954	89%
69	Retirement Board, D.C.	\$30,338,000	\$409,972	\$204,986	\$225,927	\$31,629	\$0	\$0	\$257,556	126%
70	Risk Management, D.C. Office of	\$3,124,189	\$23,760	\$11,880	\$1,774	\$21,510	\$21,200	\$103,119	\$147,603	1242%
71	Secretary, Office of the	\$24,015,000	\$100,976	\$50,488	\$9,958	\$29,336	\$5,225	\$55,367	\$99,886	198%
72	Small and Local Business Development, Department of	\$9,800,112	\$305,267	\$152,633	\$9,582	\$19,591	\$48,277	\$50,204	\$127,654	84%
73	Special Education Transportation	\$109,525,000	\$3,572,608	\$1,786,304	\$1,997	\$144,880	\$459,188	\$146,257	\$752,322	42%
74	State Superintendent of Education, Office of the	\$443,270,000	\$1,509,561	\$754,781	\$823,409	\$756,691	\$1,135,570	\$2,152,538	\$4,868,208	645%
75	Taxicab Commission, D.C.	\$8,470,000	\$1,300,586	\$650,293	\$21,685	\$252,254	\$228,293	\$544,274	\$1,046,506	161%
76	Tenant Advocate, Office of the	\$2,392,000	\$4,586	\$2,293	\$0	\$15,464	\$9,448	\$0	\$24,912	1086%
77	Transportation, Department of	\$567,062,000	\$7,903,554	\$3,951,777	\$278,650	\$345,705	\$236,320	\$958,128	\$1,818,803	46%
78	Unified Communications, Office of	\$46,760,000	\$2,470,701	\$1,235,350	\$2,219	\$235,231	\$142,025	\$151,634	\$531,109	43%

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FY 2015 Reported Appropriated Budgets, Reported Expendable Budgets, Reported SBE Goals, and SBE Expenditures

	Agency	Reported Appropriated Budget	Reported Expendable Budget	Reported SBE Goal	1 st Quarter SBE Expenditures	2 nd Quarter SBE Expenditures	3 rd Quarter SBE Expenditures	4 th Quarter SBE Expenditures	Total FY 2014 SBE Expenditures	% of SBE Goal Achieved
79	University of the District of Columbia	\$168,055,000	\$35,806,584	\$17,903,292	\$1,794,531	\$16,233,729	\$2,161,245	\$520,029	\$20,709,534	116%
80	Veterans' Affairs, Office of	\$416,000	\$10,366	\$5,183	\$0	\$0	\$3,645	\$0	\$3,645	70%
81	Youth Rehabilitation Services, Department of	\$106,284,728	\$3,630,192	\$1,815,096	\$333,190	\$354,293	\$349,057	\$969,353	\$2,005,893	111%
82	Zoning, Office of	\$2,729,000	\$144,190	\$72,095	\$18,272	\$32,902	\$22,551	\$39,272	\$112,997	157%
	Total	\$10,929,002,160	\$662,711,648	\$331,355,824	\$21,475,554	\$56,504,413	\$45,689,450	\$60,201,277	\$183,870,694	55%

SOURCE: QuickBase, SOAR, P-Card, and CBE Online data as of March 8, 2016. All numbers are rounded to the nearest dollar.

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
1	Administrative Hearings, Office of	\$259,693	\$259,693	\$122,743	\$136,950	\$157,755	\$117,007	\$0	\$0
2	Advisory Neighborhood Commissions, Office of	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3	Aging, Office on	\$2,719,924	\$2,719,924	\$2,515,268	\$2,673,214	\$216,648	\$35,159	\$0	\$0
4	Alcoholic Beverage Regulation Administration	\$180,913	\$180,913	\$12,917	\$144,238	\$137,737	\$120,742	\$0	\$0
5	Arts and Humanities, Commission on	\$396,278	\$396,278	\$142,073	\$357,945	\$147,329	\$245,637	\$0	\$0
6	Asian and Pacific Islander Affairs, Office on	\$84,679	\$84,679	\$10,186	\$76,581	\$66,070	\$0	\$0	\$0
7	Attorney General for the District of Columbia, Office of the	\$517,970	\$517,970	\$144,819	\$267,375	\$140,093	\$302,556	\$0	\$43,035
8	Auditor, Office of the D.C.	\$27,454	\$27,454	\$13,908	\$25,707	\$6,089	\$6,877	\$0	\$1,034
9	Behavioral Health, Department of	\$7,792,645	\$7,792,645	\$2,083,603	\$2,597,210	\$1,145,305	\$1,734,800	\$0	\$120,510
10	Cable Television, Office of	\$193,033	\$193,033	\$191,423	\$190,063	\$151,099	\$0	\$0	\$0

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
11	Campaign Finance, Office of	\$4,942	\$4,942	\$4,942	\$4,942	\$4,942	\$0	\$0	\$0
12	Captive Insurance Agency	\$4,950	\$4,950	\$4,950	\$3,372	\$0	\$0	\$0	\$0
13	Chief Financial Officer, Office of the	\$7,872,636	\$7,762,173	\$3,625,742	\$4,317,048	\$2,073,149	\$644,460	\$0	\$64,704
14	Chief Medical Examiner, Office of the	\$369,432	\$363,322	\$255,400	\$247,255	\$158,778	\$190,319	\$0	\$25,692
15	Chief Technology Officer, Office of the	\$10,469,478	\$10,469,478	\$8,816,177	\$8,126,814	\$4,938,862	\$243,451	\$0	\$85,790
16	Child and Family Services Agency	\$2,427,026	\$2,427,026	\$1,505,268	\$1,838,801	\$1,618,716	\$143,467	\$0	\$69,801
17	City Administrator, Office of the	\$38,157	\$38,157	\$35,157	\$19,069	\$20,031	\$6,466	\$0	\$0
18	Consumer & Regulatory Affairs, Department of	\$6,770,170	\$6,770,170	\$3,055,895	\$1,998,978	\$2,957,967	\$1,616,333	\$0	\$0
19	Contract Appeals Board	\$18,639	\$18,639	\$18,554	\$18,639	\$18,639	\$0	\$0	\$0
20	Contracting and Procurement, Office of	\$493,507	\$493,507	\$327,268	\$325,658	\$240,042	\$271,950	\$0	\$0
21	Corrections, Department of	\$3,942,038	\$3,942,038	\$1,231,748	\$2,711,944	\$1,081,915	\$896,631	\$0	\$33,117
22	Disability Rights, Office of	\$5,093	\$5,093	\$99	\$1,074	\$975	\$0	\$0	\$0

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
23	Disability Services, Department on	\$1,289,714	\$1,284,714	\$724,507	\$968,579	\$816,779	\$407,549	\$0	\$159,915
24	Education, Deputy Mayor for	\$122,375	\$122,375	\$122,375	\$100,000	\$22,375	\$0	\$0	\$0
25	Elections, Board of	\$410,044	\$410,044	\$202,179	\$343,479	\$183,966	\$75,583	\$0	\$20,165
26	Employee Appeals, Office of	\$36,210	\$36,210	\$0	\$860	\$860	\$0	\$0	\$6,551
27	Employees' Compensation Fund	\$134,089	\$134,089	\$23,103	\$97,533	\$120,636	\$13,453	\$0	\$0
28	Employment Services, Department of	\$1,847,157	\$1,761,418	\$1,060,999	\$661,750	\$1,084,422	\$556,356	\$0	\$40,021
29	Environment, District Department of the	\$643,028	\$641,028	\$332,406	\$372,559	\$366,104	\$148,791	\$0	\$7,971
30	Ethics and Government Accountability, D.C. Board of	\$26,822	\$26,822	\$22,355	\$26,401	\$3,094	\$0	\$0	\$0
31	Events DC	\$6,305,001	\$6,096,298	\$2,268,880	\$4,539,206	\$684,555	\$1,233,703	\$0	\$1,183
32	Finance and Resource Management, Office of	\$5,370	\$5,370	\$5,370	\$5,370	\$5,370	\$0	\$0	\$0
33	Fire and Emergency Medical Services Department	\$1,389,933	\$1,328,466	\$745,220	\$1,149,369	\$371,636	\$839,549	\$0	\$0
34	Forensic Sciences, Department of	\$334,214	\$319,978	\$247,811	\$102,707	\$206,113	\$90,239	\$0	\$0

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
35	General Services, Department of	\$22,977,455	\$21,185,842	\$14,323,871	\$15,542,817	\$6,735,620	\$9,074,784	\$196,233	\$154,034
36	Health and Human Services, Deputy Mayor for	\$217,845	\$217,845	\$186,600	\$194,720	\$94,720	\$0	\$0	\$0
37	Health Benefit Exchange Authority, D.C.	\$16,266,481	\$16,266,481	\$16,127,970	\$6,746,832	\$11,114,605	\$162,914	\$0	\$0
38	Health Care Finance, Department of	\$8,714,652	\$8,714,652	\$6,286,154	\$7,853,766	\$1,989,898	\$1,739,884	\$0	\$0
39	Health, Department of	\$9,442,763	\$9,440,363	\$6,403,618	\$3,898,976	\$2,282,635	\$3,274,485	\$0	\$83,193
40	Homeland Security and Emergency Management Agency	\$1,363,957	\$1,363,957	\$1,044,641	\$1,258,907	\$1,228,183	\$135,774	\$1,547	\$73,525
41	Housing Finance Agency	\$51,290	\$51,290	\$0	\$28,955	\$28,955	\$42,074	\$0	\$0
42	Housing and Community Development, Department of	\$3,039,658	\$3,039,658	\$410,391	\$968,327	\$711,518	\$2,312,036	\$0	\$3,832
43	Human Resources, D.C. Department of	\$414,038	\$414,038	\$275,251	\$277,998	\$59,639	\$111,081	\$0	\$0
44	Human Rights, Office of	\$97,960	\$97,960	\$54,088	\$45,038	\$55,138	\$36,152	\$0	\$0
45	Human Services, Department of	\$2,151,718	\$2,151,718	\$1,672,866	\$1,285,139	\$1,437,237	\$434,769	\$0	\$51,223

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
46	Inspector General, Office of the	\$323,104	\$323,104	\$288,591	\$294,427	\$214,375	\$21,334	\$0	\$0
47	Insurance, Securities and Banking, Department of	\$96,618	\$96,618	\$95,431	\$42,474	\$85,952	\$3,190	\$0	\$0
48	Latino Affairs, Office on	\$9,982	\$9,982	\$9,022	\$6,022	\$6,022	\$0	\$0	\$0
49	Lottery & Charitable Games Control Board, D.C.	\$4,622,673	\$4,622,673	\$136,861	\$59,572	\$11,162	\$4,573,101	\$0	\$0
50	Mayor, Executive Office of the	\$327,842	\$327,842	\$270,174	\$47,948	\$124,874	\$16,333	\$0	\$27,500
51	Metropolitan Police Department	\$2,268,051	\$2,268,051	\$579,082	\$1,904,281	\$600,876	\$1,668,754	\$0	\$3,398
52	Motion Picture and Television Development, Office of	\$35,311	\$35,311	\$33,731	\$9,634	\$27,168	\$6,643	\$0	\$0
53	Motor Vehicles, Department of	\$1,239,335	\$1,239,335	\$395,552	\$187,760	\$532,527	\$298,713	\$0	\$682
54	National Guard, D.C.	\$682,090	\$682,090	\$314,151	\$443,135	\$143,236	\$217,807	\$0	\$0
55	Not-for-Profit Hospital Corporation (United Medical Center)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
56	Parks and Recreation, Department of	\$890,721	\$890,721	\$647,670	\$575,206	\$625,522	\$301,348	\$11,150	\$0
57	People's Counsel, Office of the	\$396,208	\$390,712	\$288,602	\$291,701	\$241,146	\$56,129	\$0	\$0
58	Planning and Economic Development, Office of the Deputy Mayor for	\$2,616,381	\$2,604,438	\$574,296	\$2,319,700	\$428,615	\$65,971	\$0	\$0
59	Planning, Office of	\$98,065	\$98,065	\$51,200	\$49,587	\$44,818	\$7,002	\$0	\$18,616
60	Police Complaints, Office of	\$47,386	\$46,586	\$36,858	\$4,586	\$3,627	\$2,199	\$0	\$0
61	Public Charter School Board, District of Columbia	\$89,835	\$89,835	\$5,395	\$0	\$0	\$54	\$0	\$0
62	Public Employee Relations Board	\$9,905	\$9,905	\$0	\$1,040	\$1,040	\$0	\$0	\$8,865
63	Public Library, District of Columbia	\$2,470,156	\$2,469,535	\$1,336,593	\$2,389,698	\$202,986	\$290,017	\$0	\$50,001
64	Public Safety and Justice, Office of the Deputy Mayor for	\$35,509	\$35,509	\$31,423	\$30,013	\$7,281	\$1,410	\$0	\$0
65	Public Schools, D.C.	\$8,472,086	\$8,244,347	\$5,054,229	\$6,214,795	\$3,838,083	\$2,834,484	\$0	\$964,977
66	Public Service Commission	\$331,195	\$331,195	\$132,065	\$315,402	\$92,488	\$114,570	\$0	\$0

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
67	Public Works, Department of	\$7,125,746	\$6,878,558	\$3,389,493	\$6,370,355	\$1,910,046	\$4,323,198	\$0	\$115,940
68	Real Property Tax Appeals Commission	\$86,954	\$86,954	\$84,676	\$79,368	\$86,954	\$0	\$0	\$0
69	Retirement Board, D.C.	\$257,556	\$257,556	\$221,944	\$194,651	\$62,905	\$23,907	\$0	\$11,705
70	Risk Management, D.C. Office of	\$147,603	\$147,603	\$147,603	\$106,581	\$82,955	\$41,507	\$0	\$0
71	Secretary, Office of the	\$99,886	\$99,886	\$78,836	\$32,361	\$31,096	\$16,708	\$0	\$0
72	Small and Local Business Development, Department of	\$127,654	\$127,654	\$38,408	\$90,223	\$102,993	\$25,000	\$0	\$0
73	Special Education Transportation	\$1,055,708	\$752,322	\$100,741	\$635,817	\$70,354	\$733,738	\$0	\$5,000
74	State Superintendent of Education, Office of the	\$4,868,208	\$4,868,208	\$4,338,547	\$842,436	\$3,756,282	\$539,302	\$0	\$0
75	Taxicab Commission, D.C.	\$1,046,506	\$1,046,506	\$659,964	\$693,836	\$202,474	\$195,158	\$0	\$0
76	Tenant Advocate, Office of the	\$24,912	\$24,912	\$0	\$24,912	\$0	\$24,912	\$0	\$0
77	Transportation, Department of	\$1,824,989	\$1,818,803	\$1,300,441	\$890,127	\$210,972	\$348,869	\$152,960	\$39,543

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FY 2015 Expenditures on Local Business Enterprises (LBEs), Small Business Enterprises (SBEs), Disadvantaged Business Enterprises (DBEs), Local Business Enterprises with Principle Offices Located in an Enterprise Zone (DZEs), Resident-Owned Businesses (ROBs), Longtime Resident Businesses (LRBs), Local Manufacturing Enterprises (LMEs), and Veteran Owned Businesses (VOBs)

	Agency	LBE	SBE	DBE	DZE	ROB	LRB	LME	VOB
78	Unified Communications, Office of	\$531,109	\$531,109	\$306,923	\$489,776	\$211,785	\$110,271	\$0	\$0
79	University of the District of Columbia	\$20,819,500	\$20,709,534	\$4,875,018	\$6,438,364	\$14,607,258	\$2,789,145	\$0	\$2,700,851
80	Veterans' Affairs, Office of	\$3,645	\$3,645	\$3,645	\$1,942	\$0	\$1,703	\$0	\$0
81	Youth Rehabilitation Services, Department of	\$2,005,893	\$2,005,893	\$1,493,191	\$1,450,831	\$653,133	\$427,571	\$0	\$1,280
82	Zoning, Office of	\$112,997	\$112,997	\$19,028	\$65,786	\$44,621	\$60,932	\$0	\$22,459
	Total	\$187,071,750	\$183,870,694	\$103,998,179	\$106,146,512	\$74,151,825	\$47,406,011	\$361,890	\$5,016,113

SOURCE: SOAR, P-Card, and CBE Online data as of March 8, 2016. All numbers are rounded to the nearest dollar.

Appendix III

FY 2015 Verified SBE Expenditures vs. Agency Self-Reported SBE Expenditures in DSLBD's QuickBase database, as of March 8, 2016

	Agency	Agency Self-Reported FY 2015 SBE Expenditures	Agency Self-Reported % of SBE Goal Achieved	Verified FY 2015 SBE Expenditures	Verified % of SBE Goal Achieved	Difference (Self-Reported Minus Verified)
1	Administrative Hearings, Office of	\$311,062	103%	\$259,693	86%	\$51,369
2	Advisory Neighborhood Commissions, Office of	\$0	0%	\$0	0%	\$0
3	Aging, Office on	\$2,489,055	114%	\$2,719,924	125%	(\$230,869)
4	Alcoholic Beverage Regulation Administration	\$281,027	124%	\$180,913	80%	\$100,114
5	Arts and Humanities, Commission on	\$457,554	74%	\$396,278	64%	\$61,276
6	Asian and Pacific Islander Affairs, Office on	\$116,359	108%	\$84,679	78%	\$31,680
7	Attorney General for the District of Columbia, Office of the	\$700,176	45%	\$517,970	33%	\$182,206
8	Auditor, Office of the D.C.	\$35,836	160%	\$27,454	123%	\$8,382
9	Behavioral Health, Department of	\$10,336,419	129%	\$7,792,645	97%	\$2,543,774
10	Cable Television, Office of	\$410,158	195%	\$193,033	92%	\$217,125
11	Campaign Finance, Office of	\$76,467	244%	\$4,942	16%	\$71,525
12	Captive Insurance Agency	\$4,949	100%	\$4,950	100%	(\$1)
13	Chief Financial Officer, Office of the	\$10,598,427	125%	\$7,762,173	92%	\$2,836,254
14	Chief Medical Examiner, Office of the	\$623,917	204%	\$363,322	119%	\$260,595
15	Chief Technology Officer, Office of the	\$16,807,198	69%	\$10,469,478	43%	\$6,337,720
16	Child and Family Services Agency	\$1,968,482	280%	\$2,427,026	345%	(\$458,544)
17	City Administrator, Office of the	\$30,693	63%	\$38,157	79%	(\$7,464)

Appendix III

FY 2015 Verified SBE Expenditures vs. Agency Self-Reported SBE Expenditures in DSLBD's QuickBase database, as of March 8, 2016

	Agency	Agency Self-Reported FY 2015 SBE Expenditures	Agency Self-Reported % of SBE Goal Achieved	Verified FY 2015 SBE Expenditures	Verified % of SBE Goal Achieved	Difference (Self-Reported Minus Verified)
18	Consumer & Regulatory Affairs, Department of	\$8,372,924	107%	\$6,770,170	87%	\$1,602,754
19	Contract Appeals Board	\$25,447	242%	\$18,639	178%	\$6,808
20	Contracting and Procurement, Office of	\$240,277	229%	\$493,507	470%	(\$253,230)
21	Corrections, Department of	\$4,509,064	46%	\$3,942,038	40%	\$567,026
22	Disability Rights, Office of	\$35,828	113%	\$5,093	16%	\$30,735
23	Disability Services, Department on	\$1,055,018	377%	\$1,284,714	459%	(\$229,696)
24	Education, Deputy Mayor for	\$135,146	71%	\$122,375	64%	\$12,771
25	Elections, Board of	\$706,618	116%	\$410,044	67%	\$296,574
26	Employee Appeals, Office of	\$934,960	119%	\$36,210	5%	\$898,750
27	Employees' Compensation Fund	\$120,636	115%	\$134,089	127%	(\$13,453)
28	Employment Services, Department of	\$1,203,659	28%	\$1,761,418	40%	(\$557,759)
29	Environment, District Department of the	\$1,143,225	63%	\$641,028	35%	\$502,197
30	Ethics and Government Accountability, D.C. Board of	\$39,173	349%	\$26,822	239%	\$12,351
31	Finance and Resource Management, Office of	\$26,503	90%	\$5,370	18%	\$21,133
32	Fire and Emergency Medical Services Department	\$2,264,526	83%	\$1,328,466	49%	\$936,060
33	Forensic Sciences, Department of	\$577,851	83%	\$319,978	46%	\$257,873
34	General Services, Department of	\$36,271,328	47%	\$21,185,842	28%	\$15,085,486

Appendix III

FY 2015 Verified SBE Expenditures vs. Agency Self-Reported SBE Expenditures in DSLBD's QuickBase database, as of March 8, 2016

	Agency	Agency Self-Reported FY 2015 SBE Expenditures	Agency Self-Reported % of SBE Goal Achieved	Verified FY 2015 SBE Expenditures	Verified % of SBE Goal Achieved	Difference (Self-Reported Minus Verified)
35	Health and Human Services, Deputy Mayor for	\$163,390	124%	\$217,845	165%	(\$54,455)
36	Health Benefit Exchange Authority, D.C.	\$23,078,745	259%	\$16,266,481	182%	\$6,812,264
37	Health Care Finance, Department of	\$12,636,371	102%	\$8,714,652	70%	\$3,921,719
38	Health, Department of	\$11,696,674	238%	\$9,440,363	192%	\$2,256,311
39	Homeland Security and Emergency Management Agency	\$994,015	33%	\$1,363,957	45%	(\$369,942)
40	Housing and Community Development, Department of	\$2,876,067	509%	\$3,039,658	538%	(\$163,591)
41	Human Resources, D.C. Department of	\$289,270	15%	\$414,038	21%	(\$124,768)
42	Human Rights, Office of	\$120,383	152%	\$97,960	124%	\$22,423
43	Human Services, Department of	\$5,294,521	158%	\$2,151,718	64%	\$3,142,803
44	Inspector General, Office of the	\$96,708	62%	\$323,104	207%	(\$226,396)
45	Insurance, Securities and Banking, Department of	\$306,861	186%	\$96,618	59%	\$210,243
46	Latino Affairs, Office on	\$56,875	94%	\$9,982	17%	\$46,893
47	Lottery & Charitable Games Control Board, D.C.	\$5,158,895	100%	\$4,622,673	90%	\$536,222
48	Mayor, Executive Office of the	\$152,713	215%	\$327,842	461%	(\$175,129)
49	Metropolitan Police Department	\$3,818,246	77%	\$2,268,051	46%	\$1,550,195

Appendix III

FY 2015 Verified SBE Expenditures vs. Agency Self-Reported SBE Expenditures in DSLBD's QuickBase database, as of March 8, 2016

	Agency	Agency Self-Reported FY 2015 SBE Expenditures	Agency Self-Reported % of SBE Goal Achieved	Verified FY 2015 SBE Expenditures	Verified % of SBE Goal Achieved	Difference (Self-Reported Minus Verified)
50	Motion Picture and Television Development, Office of	\$65,241	121%	\$35,311	66%	\$29,930
51	Motor Vehicles, Department of	\$1,506,842	143%	\$1,239,335	117%	\$267,507
52	National Guard, D.C.	\$1,956,345	263%	\$682,090	92%	\$1,274,255
53	Parks and Recreation, Department of	\$141,275	7%	\$890,721	45%	(\$749,446)
54	People's Counsel, Office of the	\$160,363	115%	\$390,712	280%	(\$230,349)
55	Planning and Economic Development, Office of the Deputy Mayor for	\$4,293,057	479%	\$2,604,438	291%	\$1,688,619
56	Planning, Office of	\$167,661	116%	\$98,065	68%	\$69,596
57	Police Complaints, Office of	\$61,409	203%	\$46,586	154%	\$14,823
58	Public Employee Relations Board	\$19,806	208%	\$9,905	104%	\$9,901
59	Public Library, District of Columbia	\$7,884,054	158%	\$2,469,535	49%	\$5,414,519
60	Public Safety and Justice, Office of the Deputy Mayor for	\$0	0%	\$35,509	43%	(\$35,509)
61	Public Schools, D.C.	\$17,036,432	192%	\$8,244,347	93%	\$8,792,085
62	Public Service Commission	\$729,496	195%	\$331,195	88%	\$398,301
63	Public Works, Department of	\$5,918,195	104%	\$6,878,558	121%	(\$960,363)
64	Real Property Tax Appeals Commission	\$115,497	118%	\$86,954	89%	\$28,543
65	Risk Management, D.C. Office of	\$132,070	1112%	\$147,603	1242%	(\$15,533)
66	Secretary, Office of the	\$58,578	116%	\$99,886	198%	(\$41,308)

Appendix III

FY 2015 Verified SBE Expenditures vs. Agency Self-Reported SBE Expenditures in DSLBD's QuickBase database, as of March 8, 2016

	Agency	Agency Self-Reported FY 2015 SBE Expenditures	Agency Self-Reported % of SBE Goal Achieved	Verified FY 2015 SBE Expenditures	Verified % of SBE Goal Achieved	Difference (Self-Reported Minus Verified)
67	Small and Local Business Development, Department of	\$47,001	31%	\$127,654	84%	(\$80,653)
68	Special Education Transportation	\$456,639	26%	\$752,322	42%	(\$295,683)
69	State Superintendent of Education, Office of the	\$1,160,176	154%	\$4,868,208	645%	(\$3,708,032)
70	Taxicab Commission, D.C.	\$707,174	109%	\$1,046,506	161%	(\$339,332)
71	Tenant Advocate, Office of the	\$16,980	741%	\$24,912	1086%	(\$7,932)
72	Transportation, Department of	\$26,428,259	669%	\$1,818,803	46%	\$24,609,456
73	Unified Communications, Office of	\$4,256,164	345%	\$531,109	43%	\$3,725,055
74	Veterans' Affairs, Office of	\$9,349	180%	\$3,645	70%	\$5,704
75	Youth Rehabilitation Services, Department of	\$4,537,474	250%	\$2,005,893	111%	\$2,531,581
76	Zoning, Office of	\$118,546	164%	\$112,997	157%	\$5,549
	Total	\$247,633,777		\$156,666,181		\$90,967,596

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
1	Aging, Office on	DCOA ensured that major contracts, services and goods were awarded to CBE contractors and vendors who were capable of fulfilling the contracts, by providing quality services and goods, at a fair market cost to the agency.	DCOA will continue to ensure that major contracts, services and goods are awarded to CBE contractors and vendors who are capable of fulfilling the contracts, by providing quality services and goods, at a fair market cost to the agency.	No
2	Alcoholic Beverage Regulation Administration	The Alcoholic Beverage Regulation Administration (ABRA) consistently strives to utilize CSBE businesses in our daily transactions as well as out larger procurement. ABRA has surpassed the CSBE goal for FY'15 and will look to continued success in FY 2016.	ABRA will continue to utilize as many CSBDE businesses as possible in order to exceed the goal again in FY 2016.	Yes
3	Arts and Humanities, Commission on	All contracts were processed through the Office of Contracts and Procurement and CBE contractors were requested for all procurements.	Our capital budget was moved to our local operating budget, which increased our expendable budget. Some of our contracts were for specialty services (e.g. art restoration). We did work with DSLBD to help us find a CBE to perform some of our specialty services, but we could not find a CBE to do the work.	Yes
4	Asian and Pacific Islander Affairs, Office on	MOAPIA purchased office supplies and services (printing, translation, interpretation, graphic design etc.) for its various outreach activities.	MOAPIA will create its internal CBE vendor list for regularly needed services.	Yes
5	Auditor, Office of the D.C.	The Office of the District of Columbia Auditor (ODCA) gives first priority to approved SBE and	The Office of the District of Columbia Auditor (ODCA) will continue to give preferences and	No

¹⁶ Supplementary information is presented as it was submitted to DSLBD with the exception of minor grammatical/spelling corrections made by ODCA.

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		CBE vendors when purchasing goods or acquiring services. If the ODCA finds that it can procure the same goods and services from both an approved SBE vendor, and a vendor that has not been approved as a CBE, the ODCA will select the CBE vendor for its needs.	priority to approved SBE and CBE vendors. The agency will utilize DSLBD's CBE data to recruit certified vendors who can provide services and goods that the agency needs.	
6	Captive Insurance Agency	<p>The Captive Insurance Agency (RJO), which is administered by the Office of Risk Management, has met its yearly set-aside expenditure goal for Certified Business Enterprises (CBE).</p> <p>The Captive Agency, also known as “the Captive,” is unique and distinct because of the nature of its programmed mission. In FY 15, the Captive provided medical malpractice insurance to qualified community health centers. The Captive successfully branched out into the area of procuring private insurance for the District’s buildings/properties. The budget for this agency is primarily used to support the payment of claims, legal services, and other services and charges associated with managing the captive fund.</p> <p>In FY 15, the Captive met its goal by using its government purchase card to acquire supplies from CBE businesses.</p>	For FY 16, we will continue to strive to make as many purchases as possible with CBE businesses outside of the contracts previously awarded to other vendors. The agency will likely procure additional services to assist in the proper management of the Captive.	No
7	Chief Financial Officer,	The OCFO is pleased to report CBE spending for	We will continue the above activities in FY 2016.	Yes

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
	Office of the	FY 2015 at 125% of the approved CSBE goal. We were able to do so through the determined efforts of our contracts staff and program liaisons. For all procurement requests valued at or below \$100,000, we used CBE vendors if at all possible. We also used CBE vendors on major contracts in both prime contractor and subcontractor roles. Although not reflected in these spending totals, we complied with the law regarding CBE subcontracting on major contracts and obtained subcontracting waivers only when necessary.	We will also continue with our outreach efforts to educate CBE vendor representatives on how to do business with the OCFO and to expand our internal customers' awareness of the CBE program. Finally, we will also continue our positive working relationship with the DSLBD. We support their new initiatives to help streamline the reporting process. Director Harvey and her team have been helpful to us and we look forward to continued partnership toward the goal of increased participation in the CBE program.	
8	Chief Medical Examiner, Office of the	The Office of the Chief Medical Examiner (OCME) worked very diligently this fiscal year to utilize the expertise of certified small business enterprises to supply goods and services that are vital to its mission. The task was and still is challenging because of the specialization of the agency's work. However, the OCME met its projected CBE goal.	The agency shall continue to work with its proprietary and specialized vendors to encourage them to register for certification. One of the agency's largest recurring expenses is with body transportation and public disposition. But for some reason that industry does not wish to continue participation in the CBE program, any assistance would be appreciated.	No
9	Child and Family Services Agency	In an effort to meet our FY-15 CSBE Goal, CFSA has made it a priority to seek out qualified CSBE's to perform services as required or to provide supplies as needed. Given the nature of the services provided to the families and children of the District, CFSA has taken every step necessary to work with our vending community to seek full participation in the CSBE program,	CFSA intends to continue seeking qualified CSBE's capable of providing us with the supplies and services we need.	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		which ultimately allowed us to the meet and exceed our required FY-15 goals.		
10	Contracting and Procurement, Office of	The Office of Contracting and Procurement aggressively followed best practices for CBE compliance reporting provided by DSLBD. Additionally, OCP has strengthened communication with our DSLBD compliance specialists to actively seek consultation on an as needed basis.	OCP will continue to follow best practices provided by DSLBD training summits to ensure accurate reporting is submitted in a timely manner.	No
11	Disability Services, Department on	DDS used OCP and Quickbase resources to identify CBE vendors for specific goods and services. Our contracting officer diligently assigned contracts and purchase orders to CBE vendors whenever possible. She challenged Pcard holders to justify the use of non-CBE vendors. We asked OCP to assist in identifying CBE vendors for specific goods and services and they responded.	Continue to use OCP and Quickbase resources to identify CBE vendors for specific goods and services. Continue to work closely with the Contracting officer to award CBE contracts. Use the Pcard monthly review team members as accountability partners for cardholders to use CBE vendors. The agency will continue to meet annual CBE goals.	No
12	Education, Deputy Mayor for	The Office of the Deputy Mayor for Education worked hard to meet the CBE Goal this year but unfortunately fell short by \$54,647.48. This is due to My School DC and the specialized services that they require that CBE's can't provide. Additionally, we also went with some outside vendors for items that CBE vendors were charging higher prices for.	The agency has already started working with the My School DC Team and OCP to find ways to utilize CBE vendors for lottery services.	Yes

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
13	Elections, Board of	<p>As an independent charter agency, the Board is charged with the enfranchisement of eligible residents, conducting elections, and assuring the integrity of the electoral process. We accomplish this, in part, by acquiring goods and services from certified small business enterprises where possible.</p> <p>Based upon the reports submitted to the D.C. Department of Small and Local Business Development (DSLBD), the Board met its projected expendable budget with certified small business enterprises during Fiscal Year 2015. Specifically, the Board actually spent funds in excess of the original allotment for the procurement of goods and services from small, certified local business enterprises, also known as "SBEs". The Board's Fiscal Year 2015 actual expendable budget for FY 2015 was \$1,222,836.00, and the agency's annual goal allocated for use with small certified business enterprises was \$611,418.00. The contracts awarded to SBEs totaled \$706,617.70. This represented a 115.5% percent increase in the amount of funds actually spent in Fiscal Year 2015 over the allocation goal.</p> <p>The increase in expenditures exceeded the projected goal because the goods and services acquired in 2015 were available through more</p>	<p>We will continue working with the CBE community and remain compliant with SBE expenditure goals.</p>	<p>No</p>

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	Agency	Activities the agency engaged in to achieve the FY 2015 SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		<p>SBE vendors that originally projected.</p> <p>The Board's appropriated funds were used to procure goods and services ranging from court reporting, Election Day supplies, print and communication solutions, IT, maintenance and repair services, printing and duplication services, as well as office supplies. These expenditures reflected the Board's commitment to SBE compliance whenever possible.</p>		
14	Employees' Compensation Fund	<p>The Employees' Compensation Fund (BGO), under the jurisdiction of the Office of Risk Management, has met its yearly set-aside expenditure goal for FY 2015.</p> <p>The Employees' Compensation Fund supports the cost of claims management handling for the Public Sector Workers' Compensation Program (PSWCP). The monies are used for paying indemnity benefits to PSWCP claimants. The fund also pays compensation to claimants when an award is made either by the program or an administrative law judge. Other expenses that are paid from the fund include: Additional Medical Examinations (AME), pharmaceutical vendors, diagnostic testing, transportation services, physical therapy providers, attending physicians, surgery centers, hospitals and investigative services. In addition, the funds pay</p>	<p>For FY16, the PSWCP will ensure that CBEs are considered first with regard to discretionary spending.</p>	<p>No</p>

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		<p>for the Third Party Administrator (TPA) contract to manage the day-to-day operations of the Program as well.</p> <p>This fund generally does not require spending outside of the realm of medical services, vocational rehabilitation, indemnity payments and other services for claimants as mentioned in the description of activities above.</p>		
15	Environment, District Department of the	<p>In Fiscal Year 2015, DOEE fell short of its approved spending goal for SBEs. Our staff worked with the agency’s compliance officer and DSLBD support services to identify CBEs for products and services. Some of the work performed by contractors for DOEE requires specialized skills that are not yet available locally. Despite our best efforts, DOEE missed its target CBE goal by 15%.</p>	<p>In FY 2016, DOEE will continue to work with DSLBD and the Office of Contracting and Procurement (OCP) to identify CBEs that can provide the specialized environmental goods and services needed.</p> <p>DOEE has developed a procurement projection plan for goods and services. We are also carefully monitoring agency spending to ensure that we remain on track. We will use this information to monitor progress and take proactive measures to meet our goal. If adjustments are needed; the Department will initiate an internal CBE percentage target for each of its programs. DOEE will also continue to work closely with the DSLBD and OCP to help ensure that we meet our year-end CBE compliance goal for FY 2016.</p>	Yes
16	Ethics and Government	The Board of Ethics and Government	In FY’16, BEGA will continue to work hard	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
	Accountability, D.C. Board of	Accountability exceeded its goal for FY 2015 as approved by DSLBD. The task was accomplished by researching the Certified Small Business Entity listing on DSLBD's website, and obtaining small businesses to provide goods and/or services to the District Government.	towards achieving even greater margins of CSBE compliance by seeking out more small businesses to provide goods and/or services to the District.	
17	Forensic Sciences, Department of	The Department of Forensic Sciences (DFS) spent 83.17% of its SBE goal with certified SBEs in FY15. DFS worked diligently with OCP to solicit procurements to DCSS vendors. We set up BPA's with CBE's in hopes of increasing the amount of business transacted with local vendors.	This year DFS intends to continue working to grow our relationships with DCSS and CBE vendors by looking to purchase all administrative office supplies from DCSS and CBE vendors. We will also be providing many opportunities for local vendors through the BPA solicitation process.	Yes
18	Health, Department of	In FY15 as in previous years, the DOH with the assistance of OCP selected CBEs to provide the goods and services needed to facilitate meeting the Department's program goals. The DOH procurement staff has been diligent in adhering to the laws and procedures that require priority selection of vendors from the DCSS and CBE registry. We also consistently emphasize to our program staff the importance of utilizing local businesses, as well as explaining the process so that they have a clear understanding of the purchasing process and requirements.	DOH does not plan to make any significant changes to our approach as the current methods are allowing the agency to meet and exceed our CBE goal for the past several years. For FY16, DOH will continue to work closely with OCP to engage in trainings and other opportunities that will assist this agency in meeting our CBE utilization targets. DOH staff will continue to make a conscientious effort to ensure that if at all possible, our purchase orders are awarded to CBE vendors, and that those awards are rotated among the CBE pool as often as practical. DOH will vigorously maintain our efforts to enlighten program offices on the importance of	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
			doing business with CBE vendors. OCP has educated program staff on how to use DSLBD’s website to conduct market research of available suppliers and will continue to provide them with information on CBE vendors that meet their particular requirements.	
19	Human Rights, Office of	Created Purchase Orders for the major routine operational support services i.e. office supplies, equipment maintenance services, moving services, Outreach support services, design and printing services.	Not Applicable. The DC Office of Human Rights has always exceeded its CBE goal.	No
20	Latino Affairs, Office on	In FY 2015, the Office on Latino Affairs (OLA) conducted business, whenever possible, with CBEs registered in the District of Columbia to secure goods and services to further the agency’s mission. This includes, but is not limited to, general office supplies, equipment, outreach materials and contractual services.	OLA’s expendable budget primarily funds office operations, contractual services and outreach activities. In fiscal year 2016, OLA will continue seeking additional CBE vendors to purchase office supplies and equipment; promotional and outreach materials, maintenance services, and professional contractual services.	Yes
21	Mayor, Executive Office of the	In an effort to attain the FY15 SBE set aside goal established for the Mayor's Office (AA0) the DSLBD staff and Mayor's Offices' reporting officer continued to stress the importance of adherence to the spending initiatives with its agencies and work to better identify a more accurate spending plan. Though difficult to do so with the nature of the types of procurement requests that arise in the EOM, the COS worked	The EOM will continue to encourage vendors who have provided a high level of service to us in the past, that are not certified, to seek assistance with DSLBD's office and determine if they are eligible to become an SBE. We have also continued to work closely with our fiscal managers to assure that we are made aware of any changes to the budget in real time which will allow the EOM to notify DSLBD. This will ensure	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		<p>internally with agencies to get as accurate an account of potential needs and allowances for those needs at the beginning of the year. This often poses difficulties when establishing our goal because of current and real time events in which funding is re allocated or re purposed to accommodate these events.</p> <p>Staff attended CBE trainings to ensure that we further our understanding of reporting guidelines and build a better line of communication between the purchasing agencies, our DSLBD Office liaison, and our fiscal managers in order to better consolidate our resources for a more accurate representation of FY15 spending.</p> <p>In addition, we have and will continue to seek out new opportunities for both reoccurring and new needs. We will continue to encourage vendors who have provided a high level of services to us in the past that are not certified, to seek assistance with DSLBD's Office and determine if they are eligible for becoming an SBE.</p>	<p>that adjustments can be made and that the integrity of the numbers is upheld on multiple internal and external reports at any given time.</p>	
22	People's Counsel, Office of the	This year the agency has increased usage of CBEs even more than last year.	The goal was exceeded.	No
23	Planning and Economic	This office heavily relied upon the DC Supply	This agency will continue to prioritize usage of	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
	Development, Office of the Deputy Mayor for	Schedule and the DSLBD CBE database in order to select the most appropriate Certified Business Enterprises to engage for goods and services. We also worked closely with our DSLBD representative to identify qualified CBE vendors.	CBE vendors and work closely with the Office of Small & Local Business Development. We will also continue to encourage vendors to become a certified business enterprise through DSLBD.	
24	Planning, Office of	In FY 2015, OP exceeded its CBE goal. OP reported expenditures with CBEs of \$167,661.38, vs. a CSBE goal of \$144,230.30. OP coordinates its procurement activity with its own Edward Giefer, who also serves as OP's liaison to DSLBD. Mr. Giefer works to ensure that procurements made via PASS and OCP, as well as those made via OP's purchase cards, give first consideration to District companies certified as small business enterprises. Mr. Giefer uses DSLBD's CBE Contractors searchable database to find and suggest to OP staff, CBE firms that can satisfy our agency's requirements.	OP plans to continue in FY 2016 to give first consideration to District companies certified as small business enterprises.	Yes
25	Police Complaints, Office of	Even as we met our FY 2015 goal, we always strive to use CBE vendors for office supplies and equipment whenever possible. However, we also attempt to use our budget wisely, so at times we may use a non CBE vendor that provides a better price. As a small agency, it continues to be a challenge to meet our CBE goal but every effort is made to do so. We continue to have a situation where the city doesn't have a CBE that meets our needs so even though it is a local	Even as we met our FY 2015 goal we always strive to use CBE vendors for office supplies and equipment whenever possible.	No

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		business it does not meet all the District of Columbia's standards for an LSBE and it is our largest NPS expenditure.		
26	Public Library, District of Columbia	Program staff directed and reminded quarterly to conscientiously use CBEs, particularly "SBEs" as a first source when contracting.	Scheduled training sessions to be held quarterly with program staff to remind them to use CBEs as a first source.	Yes
27	Public Schools, D.C.	The District of Columbia Public Schools (DCPS) achieved its CBE goal with a total CBE expenditure amount of \$17,036,432.43. On a percentage basis this represents 192% of the goal. During this period DCPS has demonstrated its commitment to maximizing business opportunities for CBEs. Working in tandem with DSLBD, District of Columbia Public Schools will continue to communicate to our school administrators the importance of utilizing local certified businesses.	For the past five years DCPS has exceeded its approved CBE goals, we plan to continue our review of procurement practices with the goal of developing strategic sourcing techniques to improve high volume low value purchases. Through the AMEX Buydown Program we engage our CBE vendors via purchases of educational, office and custodial supplies.	Yes
28	Public Service Commission	The Commission met its goals by using CBE companies in areas where services were required.	The Commission plans to do the same thing next year, but looking in other areas for CBEs.	Yes
29	Public Works, Department of	The Agency's goal has been met for FY15.	The Agency's goal has been met for FY15.	No
30	Real Property Tax Appeals Commission	The Real Property Tax Appeals Commission was diligent this year in spending its local dollars on purchases of supplies, courier service and	The agency anticipates meeting its goal in FY 2016.	Yes

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	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		equipment with certified businesses.		
31	Risk Management, D.C. Office of	<p>The Office of Risk Management (ORM) has met and exceeded its yearly set-aside expenditure goal for Certified Business Enterprise (CBE) for FY 2015.</p> <p>ORM has four separate budget agencies under its jurisdiction: Risk Management (RK0), the Public Sector Workers Compensation Program (BG0), the Settlement and Judgment Fund (ZH0), and the Captive Insurance Agency (RJ0). The Settlement and Judgment Fund (ZH0) does not operate in the discretionary spending process which is why it is not discussed below. The main operating budget for ORM day-to-day operations is Risk Management (RK0).</p> <p>The funds from RK0 are primarily used for personnel, overhead fixed costs, and professional services. The remainder of the funds are used for goods and services to support the daily operations of the agency, which provides ORM with more opportunities to do business with CBE vendors by using the agency purchase card or through purchase orders awarded by the Office of Contacts and Procurement.</p> <p>In FY 15, the former ORM Director put aside</p>	For FY 16, ORM will continue to strive to make as many purchases as possible with CBE businesses outside of the purchase order contracts previously awarded to other vendors.	No

Appendix IV

Procurement Supplemental Information Analysis

	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		<p>excluded funds with the intent to acquire a much needed Risk Management Information System to house agency claim data, incident reports, and other reporting matrix for each agency division. In June 2015, a new acting Director was appointed by the Mayor. After reviewing the requirements of the agency and other fact finding information, the new Director determined that the funding set aside was not sufficient to purchase the type of system ORM needed and the system could not be purchased by the end of FY 15. The excluded funds were reprogrammed and used to purchase needed goods and services for the agency such as vehicles for ORM safety inspectors, temp services to support vacant positions, IT equipment, and other mission critical expenditures. Though ORM had met its CBE goals for the year, the additional expenditures at the end of the third quarter and the remaining fourth quarter of FY 15 caused the agency to exceed the goal even further.</p> <p>In FY 15, ORM met its CBE goal by purchasing supplies and services for the day-to-day administrative functions of the agency.</p>		
32	Secretary, Office of the	The Office of the Secretary made a resolute effort to re-examine potential CBE candidates after noticing that there were missed	The agency will continue to seek out CBE vendors in areas where the money was not spent with them in FY15 in an effort to remain	No

Appendix IV

Procurement Supplemental Information Analysis

	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
		<p>opportunities to spend with these vendors in the previous fiscal year particularly in the specialty item orders that were made. Much of the agency purchasing goes to ceremonial items as well in which it was impressed upon staff that qualified SBE vendors should be sought out for these items on the DLSDBE database.</p> <p>The OS also made a concerted effort to identify equipment needs within their budget allocation at the start of the year that could be exempted in order to create a goal that was attainable.</p>	<p>compliant. We will also encourage potential CBE vendors to register online with the CBE office so will show up in database searches. The OS has already sent out SBE application forms and SBE info to potential vendors.</p>	
33	Small and Local Business Development, Department of	<p>We utilized the CBE database as well as the Local Business Development Team and made purchases with our Certified Business Enterprises.</p>	<p>Re-evaluate processes in which the agency's programs reach out to CBE firms, prior to procuring, and make it a standard operating procedure for divisions and programs to place a request with the division of Local Business Development to research firms. This process will allow DSLBD to proactively support CBEs on an ongoing basis. The Local Business Development team's members will provide a listing prior to division representatives beginning their procurement process. We will take a closer look at promoting grantee use of CBEs as well.</p>	N/A
34	Taxicab Commission, D.C.	<p>DC Taxicab Commission continues to ensure that Certified Business Enterprises (CBEs) are considered for procurement and has met 92.84% of its CBE goal for FY2015.</p>	<p>DC Taxicab Commission will continue to enforce participation in Certified Business Enterprises (CBEs).</p>	No

Appendix IV

Procurement Supplemental Information Analysis

	Agency	Activities the agency engaged in to achieve the FY 2015SBE expenditure goal ¹⁶	Changes the agency intends to make in FY 2016 to achieve the SBE expenditure goal	ODCA recommends that agency meet with DSLBD to identify additional SBE opportunities.
35	Unified Communications, Office of	With every purchase, particularly those within our span of control such as purchases the agency intends to make via credit card, the OUC gives first preference to the CBE community. With larger purchases, the agency defers to the Office of Contracting and Procurement with the understanding that CBEs receive preference points during the bid evaluation process.	The OUC achieved the goal this year. Nonetheless, the agency plans to continue to engage the CBE community to purchase goods and services whenever possible going forward.	Yes
36	Zoning, Office of	Whenever possible, OZ made every effort to spend all expendable dollars with CBEs before contracting with non-CBE entities. Please note that 94% (\$479,498) of all expenditures were spent with CBEs.	In FY 2016, OZ maintains its pledge to spend all expendable dollars with CBEs before contracting with non-CBE entities. However, as the award of contracts is not solely at the discretion of OZ, but primarily at the discretion of the Office of Contracting and Procurement, OZ can request contracts be awarded to CBEs, but ultimately the request may be denied. In an effort to ensure compliance this fiscal year, OZ has made a concerted effort to encourage non-CBE awardees to become CBE-certified.	No

Appendix V

Agencies That Did Not Submit Procurement Supplemental Information as of March 20, 2016

1. Administrative Hearings, Office of
2. Advisory Neighborhood Commissions, Office of
3. Attorney General for the District of Columbia, Office of the
4. Behavioral Health, Department of
5. Cable Television, Office of
6. Campaign Finance, Office of
7. Chief Technology Officer, Office of the
8. City Administrator, Office of the
9. Consumer & Regulatory Affairs, Department of
10. Contract Appeals Board
11. Corrections, Department of
12. Disability Rights, Office of
13. Employee Appeals, Office of
14. Employment Services, Department of
15. Events DC
16. Finance and Resource Management, Office of
17. Fire and Emergency Medical Services Department
18. General Services, Department of
19. Health and Human Services, Deputy Mayor for
20. Health Benefit Exchange Authority, D.C.
21. Health Care Finance, Department of
22. Homeland Security and Emergency Management Agency
23. Housing Finance Agency
24. Housing and Community Development, Department of

Appendix V

Agencies That Did Not Submit Procurement Supplemental Information as of March 20, 2016

25. Human Resources, D.C. Department of
26. Human Services, Department of
27. Inspector General, Office of the
28. Insurance, Securities and Banking, Department of
29. Lottery & Charitable Games Control Board, D.C.
30. Metropolitan Police Department
31. Motion Picture and Television Development, Office of
32. Motor Vehicles, Department of
33. National Guard, D.C.
34. Not-for-Profit Hospital Corporation (United Medical Center)
35. Parks and Recreation, Department of
36. Public Charter School Board, District of Columbia
37. Public Employee Relations Board
38. Public Safety and Justice, Office of the Deputy Mayor for
39. Retirement Board, D.C.
40. Special Education Transportation
41. State Superintendent of Education, Office of the
42. Tenant Advocate, Office of the
43. Transportation, Department of
44. University of the District of Columbia
45. Veterans' Affairs, Office of
46. Youth Rehabilitation Services, Department of

Appendix VI

Agencies That Submitted FY 2016 Procurement Plans as of March 20, 2016

1. Administrative Hearings, Office of
2. Advisory Neighborhood Commissions, Office of
3. Aging, Office on
4. Alcoholic Beverage Regulation Administration
5. Arts and Humanities, Commission on
6. Asian and Pacific Islander Affairs, Office on
7. Attorney General for the District of Columbia, Office of the
8. Auditor, Office of the D.C.
9. Cable Television, Office of
10. Campaign Finance, Office of
11. Captive Insurance Agency
12. Chief Financial Officer, Office of the
13. Chief Medical Examiner, Office of the
14. Chief Technology Officer, Office of the
15. Child and Family Services Agency
16. City Administrator, Office of the
17. Consumer & Regulatory Affairs, Department of
18. Contract Appeals Board
19. Contracting and Procurement, Office of
20. Corrections, Department of
21. Disability Rights, Office of
22. Disability Services, Department on
23. Elections, Board of
24. Employee Appeals, Office of

Appendix VI

Agencies That Submitted FY 2016 Procurement Plans as of March 20, 2016

25. Employees' Compensation Fund
26. Employment Services, Department of
27. Environment, District Department of the
28. Ethics and Government Accountability, D.C. Board of
29. Events DC
30. Fire and Emergency Medical Services Department
31. Forensic Sciences, Department of
32. General Services, Department of
33. Health Benefit Exchange Authority, D.C.
34. Health Care Finance, Department of
35. Health, Department of
36. Homeland Security and Emergency Management Agency
37. Housing Finance Agency
38. Housing and Community Development, Department of
39. Human Resources, D.C. Department of
40. Human Rights, Office of
41. Human Services, Department of
42. Inspector General, Office of the
43. Insurance, Securities and Banking, Department of
44. Latino Affairs, Office on
45. Lottery & Charitable Games Control Board, D.C.
46. Mayor, Executive Office of the
47. Metropolitan Police Department
48. Motion Picture and Television Development, Office of

Appendix VI

Agencies That Submitted FY 2016 Procurement Plans as of March 20, 2016

49. Motor Vehicles, Department of
50. National Guard, D.C.
51. Parks and Recreation, Department of
52. People's Counsel, Office of the
53. Planning and Economic Development, Office of the Deputy Mayor for
54. Planning, Office of
55. Police Complaints, Office of
56. Public Charter School Board, District of Columbia
57. Public Employee Relations Board
58. Public Library, District of Columbia
59. Public Safety and Justice, Office of the Deputy Mayor for
60. Public Schools, D.C.
61. Public Service Commission
62. Public Works, Department of
63. Real Property Tax Appeals Commission
64. Retirement Board, D.C.
65. Risk Management, D.C. Office of
66. Secretary, Office of the
67. Small and Local Business Development, Department of
68. Special Education Transportation
69. State Superintendent of Education, Office of the
70. Taxicab Commission, D.C.
71. Tenant Advocate, Office of the
72. Transportation, Department of

Appendix VI

Agencies That Submitted FY 2016 Procurement Plans as of March 20, 2016

73. Unified Communications, Office of
74. University of the District of Columbia
75. Veterans' Affairs, Office of
76. Youth Rehabilitation Services, Department of
77. Zoning, Office of

Appendix VII

Agencies That Did Not Submit FY 2016 Procurement Plans as of March 20, 2016

1. Behavioral Health, Department of
2. Education, Deputy Mayor for
3. Finance and Resource Management, Office of
4. Health and Human Services, Deputy Mayor for
5. Not-for-Profit Hospital Corporation (United Medical Center)