



**Minneapolis Civil Rights Department
Contract Compliance Division**

**Presentation for Transportation & Public
Works Committee**

March 21, 2006

Minority & Female Workforce

139.50. Provisions required in contracts with city.

(a) Unless exempted by the director, all City of Minneapolis contracting agencies shall include in every city contract the following provisions, specifically or by reference:

(4) The contractor will comply with all provisions of Title 7 of the Minneapolis Code of Ordinances, and with all rules and regulations issued by the director or the commission.

Minority & Female Workforce

RULE II: RECORDKEEPING, REPORTS AND OTHER REQUIRED INFORMATION

For the purpose of aiding the Director in determining contractor or subcontractor's compliance with the Ordinance:

Each prospective contractor and proposed subcontractor shall, within three (3) work days of notification of prime candidacy for the proposed contract or subcontract in excess of \$50,000.00 have available for inspection by the Director or Director's designee:

1. A current written affirmative action plan/program;
2. Company wide work force tabulation showing the total number of Employees, including minorities, women and disabled persons by job title within each major occupational category at the present time and for the year prior.
3. Documents showing the total work force intended to be hired or allocated to such contract work including a projection of minority, female and disabled persons, their utilization in each job title, job grouping and major occupational category. The documents must include goals and timetables set to correct underutilization as well. The document is required to cover a 24-month period immediately following or during the contract period



Percentage of Women and Minorities employed as Refuse & Recyclable Collectors per 2000 Census =

	Minority %	Female %
Hennepin	33.5	18.1
7 County	21.2	13.0
Minneapolis Worksite	34.9	25.5

(Work in Minneapolis – may live in other areas)

Small & Underutilized Business Program (SUBP)

423.40. Applicability and enforcement.

This ordinance applies to any construction contract or development project, or any part of combination thereof, in excess of one hundred thousand dollars (\$100,000.00) in a twelve (12) month period, and any contract for the provision of **goods and services in excess of fifty thousand dollars (\$50,000.00)** in a twelve (12) month period. Any bid, as to which there is or has been a material lack of compliance with the requirements of this ordinance, shall be deemed to be an unresponsive bid, and such lack of compliance shall be a sufficient basis for the rejection of that bid by the manager of the Small and Underutilized Business Enterprise Program. Every contract covered by this ordinance shall include provisions which:

(1) obligate the prime contractor, developer, or other contractor or vendor to fully comply with the applicable outreach requirements imposed by the manager of the Small and Underutilized Business Enterprise Program;

Each contract will be analyzed by the manager on a project by project basis and such levels of participation shall be adjusted as deemed necessary. The desired levels of participation of eligible businesses shall be established and adjusted based on the availability of qualified and eligible businesses. In determining such levels of participation, the manager, or the manager's designee, shall take into account and remove from consideration those part of each contractor which cannot be performed or supplied by qualified and eligible businesses. The manager shall establish reasonable participation levels for eligible business, which may include separate goals for SBEs, WBEs and MBEs.

Small & Underutilized Business Program (SUBP) (Cont.)

Per US Census – 1997 Economic Census Minority and Women Owned
Businesses, Minneapolis / St. Paul Metropolitan Statistical Area

SIC Major Group Code 42 Transportation, Communications, etc.
(Including 4212 Rubbish Haulers)

Minneapolis / St. Paul Metropolitan Statistical Area =

Minority	Female
6.7%	13.6%

Note: Currently (1)MBE and (2)WBE's certified as Rubbish Haulers in
Minneapolis Cert Directory