

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF ADOPTING)	RESOLUTION NO. 95-2193 A
MINORITY BUSINESS ENTERPRISE,)	
WOMEN BUSINESS ENTERPRISE AND)	Introduced by Doug Butler,
DISADVANTAGED BUSINESS ENTERPRISE)	Director of Administrative Services
GOALS FOR FISCAL YEAR 1995-96)	and Scott Moss,
)	Risk & Contracts Manager

WHEREAS, Metro has implemented Minority Business Enterprise (MBE), Women Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE) programs, the purpose of which is to encourage participation of MBE's, WBE's and DBE's in Metro contracting activities; and

WHEREAS, Metro expresses a strong commitment to provide maximum purchasing and contracting opportunities to Minority, Women and Disadvantaged Businesses; and

WHEREAS, Section 2.04.145(a) of the Minority Business Enterprise Program, Section 2.04.245(a) of the Women Business Enterprise Program and Section 2.04.345(a) of the Disadvantaged Business Enterprise Program require that goals be set annually; and

WHEREAS, An analysis of MBE, WBE and DBE participation has been completed and Sections 2.04.145(b), 2.04.245(b) and 2.04.345(b) have been duly considered; now, therefore,

BE IT RESOLVED

That the Minority and Women Business Enterprise Program goals attached as Exhibit 1 are adopted for the period commencing July 1, 1995, through and including June 30, 1996, and that the Disadvantaged Business Program goals attached as Exhibit 1 are adopted for the period commencing October 1, 1995, through and including September 30, 1996.

ADOPTED by the Metro Council this 21 day of Sept., 1995.



J. Ruth McFarland, Presiding Officer

CHANGES TO STAFF REPORT & EXHIBITS

- ◆ Staff Report, Page Two, Last Paragraph Added "**Metro Auditor**"
- ◆ Exhibit 1, Page Six, in "Proposed Goal" column Changed column heading "**FY 1994-95**" to "**FY 1995-96**"

STAFF REPORT

FOR THE PURPOSE OF ADOPTING MINORITY BUSINESS ENTERPRISE, WOMEN BUSINESS ENTERPRISE AND DISADVANTAGED BUSINESS ENTERPRISE GOALS FOR FISCAL YEAR 1995-96

Date: July 27, 1995

Presented by: Scott Moss

PROPOSED ACTION

Adoption of Resolution No. 95-2193, to establish annual goals for Metro to contract with MBE, WBE, and DBE businesses.

FACTUAL BACKGROUND AND ANALYSIS

Metro Code sections 2.04.145, 2.04.245, and 2.04.345 require the Council to establish annual minority business enterprise (MBE), women business enterprise (WBE), and disadvantaged business enterprise (DBE) goals. The Council has continually expressed its desire that Metro departments seek opportunities to do business with MBE, WBE and DBE businesses. To this end, the Metro Council annually establishes goals to benchmark the success of contracting with MBE's, WBE's, and DBE's. The Executive Office, through the Administrative Services Department, is dedicated to promote the goals of the Council and improve the participation of MBE's, WBE's and DBE's.

DISCUSSION

Current Activities:

The Administrative Services Department has made this program a top priority. The attached report details the efforts made to improve participation of minority, women-owned, and disadvantaged business enterprise programs. In brief, activities included the following:

- Two qualified Metro staff have been given direct responsibility to assure compliance, perform outreach activities, and teach Metro departments about the importance and ease of working with MBE's, WBE's and DBE's. Kathy Newton is responsible for women-owned business enterprises and qualified rehabilitation facilities, and Berthe' Carroll is responsible for minority and disadvantaged-owned businesses.
- One MBE and one WBE must be contacted for every purchase over \$500 and for personal services over \$2,500.

- Two outreach programs are held each year to inform minority and women-owned businesses about doing business with Metro.
- A comprehensive list of Metro projects is compiled and distributed to MBE and WBE firms to advise them of the type of contracts anticipated for the current fiscal year.
- Information is provided to individuals on the certification process, technical assistance and business development resources.
- Metro contracted with Talbot, Korvola and Warwick to address and recommend improvements to the MBE and WBE programs. The consultant's recommendations are being implemented.
- Metro is participating in the regional disparity study to determine how to solicit more MBE and WBE involvement.
- Mandatory pre-bid meetings are required for all major construction projects to introduce sub-contractors to prime contractors. The prime contractors must contact those in attendance.

Proposed Future Activities:

Despite efforts outlined above, Metro falls short of meeting the goals established by the Council. Therefore, additional outreach efforts are needed. Proposed future activities include:

- Teach departments about contracting and the importance of contacting minority and women-owned business. A contracting guide has been developed and will be provided to departments.
- Promote two "regional outreach meetings" in cooperation with the City of Portland and Multnomah County. The first meeting is set for August 17, 1995.
- Provide simple standard contracts for projects under \$10,000.00.
- It is proposed that the Administrative Services Department handle all advertising to assure appropriate outreach activities are performed.
- Initiate discussion for an advisory committee made up of minority and women owned business owners and Metro departments representatives.
- Implement an enhanced database of certified MBE and WBE vendors to improve utilization.
- Provide quarterly reports on MBE/WBE participation to the Council, Executive Officer, *Metro Auditor* and Departments.

GOALS

A resolution is required for the setting of annual goals for the MBE, WBE and DBE programs in accordance with Metro Code.

Exhibit 1, attached, describes in detail the utilization for FY 1994-95.

The proposed annual goal for the FY 1995-6 Disadvantaged Business Enterprise program is 12 percent.

The proposed goals for the FY 1995-96 Minority Business Enterprise and Women Business Enterprise programs are shown in the following table:

Contract Category	No. of Contracts	Total	<u>Proposed Goals</u>	
			MBE%	WBE%
Personal Services	62	\$6,394,068	7	9
Labor & Material	29	\$4,838,735	5	6
Construction	8	\$1,701,000	6	12
Procurement	9	\$1,055,886	2	3

BUDGET IMPACT

No budget impact is anticipated.

EXECUTIVE OFFICER RECOMMENDATION

The Executive Officer recommends approval of Resolution No. 95-2193.

**MBE/WBE Performance Report
Contracts Division
FY 1994-1995**

I. BACKGROUND

Metro's present Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) programs for locally funded contracts were adopted in 1993. The primary focus of Metro's MBE and WBE programs is proactive outreach and documented good faith compliance. The Risk & Contract Management Division is, by Metro Code 2.04, responsible for the promotion, implementation, and administration of Metro's special programs for MBE, WBE, Disadvantaged Business Enterprise (DBE) and Qualified Rehabilitation Facilities (QRF) outreach and utilization.

II. CONTRACT AWARD SUMMARY

431 contracts were awarded from July 1, 1994 through June 5, 1995, totaling \$16,386,482.85 (see Table A). 171 were exempt from MBE/WBE solicitation. The categories of exempt contracts include: Revenue, Intergovernmental Agreements (IGAs); Sole Source, awards to Qualified Rehabilitation Facilities (QRFs), Grants, and other miscellaneous contracts (sponsorships, temporary employees, past employees). Exempted contracts represented 28% of the total contracts awarded for a total of \$4,537,320.23.

III. MBE/WBE UTILIZATION SUMMARY

260 contracts solicited MBE/WBE bids/proposals, totaling \$11,849,162.62. Eight (8) of those contracts were awarded to MBEs and twenty (20) to WBEs, as follows:

MBEs:

Kurahashi & Associates - \$14,804
Data Processing Resources Inc. - \$26,650 (2)
S. Brooks and Associates - \$38,000 (2)
Northwest Geotech Inc. - \$996
Thermal Mechanical - \$19,608 (2)

Total MBE Award: \$100,058

WBEs:

Jeanne Galick Graphic Design - \$9,500
SRI/Shapiro - \$2,500
Andrea Bainbridge Design - \$2,000
Palermi and Associates - \$12,900 (3)
Watermark Press - \$7,500
Steinberger & Associates - \$22,200 (2)
Becker Projects - \$7,000
New Dimensions Landscaping - \$15,889
Wildcat Mt. Sandblasting - \$17,760
Wild Rose Design - \$4,500 (2)
Moore Commercial Interiors - \$2,821
Rose City Electric Co. Inc. - \$3,297
Rose City Resource Group - \$2,000 (2)
Diane Martin - \$10,145
Coates Advertising, Inc. - \$32,000

Total WBE Award: \$152,012

MBE utilization for all contracts awarded was .84%. WBE utilization for all contracts awarded was 1.28%.

**TABLE "A"
CONTRACT SUMMARY**

	CATEGORY	# of CONTRACTS	TOTALS
TOTAL CONTRACTS AWARDED	All	431	\$16,386,482.85
<i>Contracts Awarded - Exempt from MBE/WBE Solicitation:</i>			
	Revenue	37	\$1,493,806.98
	IGAs	69	\$1,960,439.15
	Sole Source	19	\$282,501.60
	QRFs	8	\$328,324.96
	Grants	32	\$460,997.54
	Other	6	\$11,250.00
TOTAL:		171	\$4,537,320.23
<i>Contracts Awarded - MBE/WBE Solicitation:</i>			
	Personal Services	164	\$1,980,112.24
	Labor & Materials	62	\$572,834.38
	Procurement	29	\$2,220,576.00
	Construction	5	\$7,075,640.00
TOTAL		260	\$11,849,162.62

**TABLE "B"
UTILIZATION SUMMARY by CONTRACT CATEGORY**

CATEGORY	TOTAL	MBEs	FY 94-95 Goals	Actual FY 94-95 Utilization	WBEs	FY 94-95 Goals	Actual FY 94-95 Utilization
Personal Services	\$1,980,112	\$80,450	10%	4.6%	\$139,270*	5%	7%
Labor & Materials	\$572,834	\$19,608	5%	3.4%	\$23,878	5%	4.2%
Construction	\$7,075,640	\$310,000*	6%	4.4%	\$785,889*	3%	11%
Procurement	\$2,860,276*	\$74,550*	2%	2.6%	\$31,583*	3%	1%

*This includes Subcontracts and Purchase Orders awarded to MBEs/WBEs (see Tables C and D for Construction Subcontracts and Purchase Order breakdowns).

The following is a breakdown of the MBE/WBE utilization, as illustrated in Table B.

- ◆ **Personal Services:** 164 Personal Services contracts were awarded from July 1, 1994, through June 5, 1995. The dollar amount of those contracts totaled \$1,980,112.24. Of the 164 contracts awarded, six (6) were awarded to MBEs (\$80,450 total) and fifteen (15) to WBEs (\$104,745 total).

In addition, six (6) subcontracts were awarded to WBEs for personal services. The total WBE subcontracts awarded was \$34,525. This increased the WBE utilization for Personal Services contracts to \$139,270.

- ◆ **Labor & Materials:** 62 Labor & Materials contracts were awarded from July 1, 1994, through June 5, 1995. The dollar amount of those contracts totaled \$572,834.38. Of the 62 contracts awarded, two (2) were awarded to MBEs (\$19,608 total) and three (3) to WBEs (\$23,878 total).
- ◆ **Procurement:** 29 Procurement contracts were awarded from July 1, 1994, through June 5, 1995. The dollar amount of those contracts totaled \$2,220,576.00. Of the 29 contracts awarded, one (1) was awarded to a WBE (\$7,500 total). There were no Procurement contracts awarded to MBEs for the reporting period.
- ◆ **Construction:** 5 Construction contracts were awarded from July 1, 1994, through June 5, 1995. The dollar amount of those contracts totaled \$7,075,640. Of the 5 contracts awarded, one (1) was awarded to a WBE (\$15,889 total). There were no Construction contracts awarded to MBEs for the reporting period.

In addition, a total of six (6) subcontracts were awarded to MBEs/WBEs. The total dollar amount of subcontracts awarded to MBEs/WBEs was \$1,080,000 (\$310,000 - MBE and \$770,000 - WBE). This increased the MBE/WBE utilization for construction contracts to \$1,095,889.

Below is a list of the prime contractors awarded construction contracts for the reporting period:

Sorenson Construction - \$15,171 - Contract #904095
Harvey W. Buche Ent. Inc. - \$22,960 - Contract #904212
Harvey W. Buche Ent. Inc. - \$13,000 - Contract #904213
L & H Grading - \$7,008,620 - Contract #904184
New Dimensions Landscaping - \$15,889 - Contract #904199

New Dimensions Landscaping was the single MBE/WBE awarded a construction contract (\$15,889) for the reporting period. This contract was for "Site Preparation and Construction of Home Compost Demo Site-Leach Botanical Gardens" solicited by the Solid Waste department.

Good Faith Efforts

Per Metro Code, Chapter 2.04.150, all construction contracts over \$50,000 require the prime contractor to adhere to "good faith" efforts at maximizing MBE/WBE opportunities. This requirement applies to the above contract #904184 - L & H Grading (\$7,008,620).

As a result of good faith efforts made by L & H Grading, the following contractors were awarded subcontracts under contract #904184 - Closure of Subarea 4 & 5:

MBEs:

Mike Shough Trucking - \$280,000
United Petroleum Co. - \$30,000

WBEs:

Don Hines Trucking - \$140,000
Daileys Trucking - \$280,000
Jack Eatch Construction Co. - \$140,000
C.W. McCallen Construction - \$210,000

L & H Grading successfully met all good faith requirements for maximizing MBE/WBE subcontracting opportunities. There is no record of additional subcontracts awarded by prime contractors for construction projects.

TABLE "C"
CONSTRUCTION SUBCONTRACT UTILIZATION SUMMARY

PRIME CONTRACTOR	TOTAL	MBE SUBS	%	WBE SUBS	%
L & H Grading	\$7,008,620	\$310,000	4.4	\$770,000	11

IV. MBE/WBE UTILIZATION FOR PURCHASE ORDERS OVER \$2,500

The Risk & Contract Management Division processes all purchase orders over \$2,500. For the reporting period, 227 purchase order requests were processed by the Division, totaling \$1,916,280.71. Of those, 64 were exempt from competitive bidding (sole source, State Price Agreement purchases), totaling \$1,276,580.56. This left a total of \$639,700.15 for MBE/WBE solicitation (33%).

As a result, fourteen (14) contracts were awarded to MBEs (\$74,550.78 total) and five (5) to WBEs (\$24,083.35 total). The total MBE/WBE utilization for purchase orders over \$2,500 was 15%.

TABLE "D"
MBE/WBE UTILIZATION - PURCHASE ORDERS OVER \$2,500

	TOTALS	MBEs	%	WBEs	%
All Purchase Orders	\$1,916,280.71				
Exempt Purchase Orders	1,276,580.56				
Open for Competitive Bidding/MBE & WBE Solicitation	\$ 639,700.15	\$74,550.78	11	\$24,083.35	4

V. FY 94-95 OUTREACH & OTHER ACTIVITIES

Outreach:

The MBE/WBE program requires that at least one (1) MBE and one (1) WBE firm be contacted to provide informal bids/proposals for each purchase of goods and routine services over \$500 and personal services over \$2,500. This program requirement is monitored by the Risk & Contract Management Division's MBE and WBE advocates.

The Risk & Contract Management Division, in cooperation with the City of Portland and Multnomah County, hosted two outreach meetings during the reporting period. The meetings were designed to inform minority and women-owned businesses on how to "do business with Metro/City/Multnomah County."

In an effort to enable MBE and WBE firms to prepare themselves adequately for contract opportunities, Metro/City/Multnomah County, cooperatively, developed and distributed comprehensive lists of upcoming projects. These lists were, in addition to being mailed out through periodic mailings, distributed at the outreach meetings mentioned above.

Information was provided to MBE and WBE firms on the State of Oregon's D/M/WBE certification process. As well, firms needing technical assistance were referred to various plan centers and business development centers. This information was, and will continue to be, promoted and made readily available to MBE and WBE firms.

Other Activities:

In January, 1994, the Metro Council adopted a Resolution to participate in a regional disparity study. Mason-Tillman and Associates are the consultants conducting the Disparity Study. The Study, at this time, is being conducted for the construction industry only. Metro's Risk & Contract Management Division has forwarded all information requested by Mason-Tillman and are awaiting an update meeting scheduled for the end of July, 1995.

In August of 1994, the Metro Council adopted Resolution No. 94-2005 to support the Risk & Contract Management Division's request to further proceed with the formulation of specific recommendations for improvement of the procurement/contracting process and a proactive MBE/WBE program. The adoption of that Resolution authorized the Executive Officer to execute a Personal Services contract for a consultant (awarded to Talbot, Korvola and Warwick) to assist in the development of a pragmatic Metro-wide action plan to contain operational costs, optimized Division services, and ensured MBE/WBE involvement and utilization.

VI. GOAL SETTING FOR FY 1995-96

There are a total of 108 projected contract opportunities for MBE/WBE firms for FY 95-96. The total dollar amount of those contracts is \$13,989,689. The following table illustrates those contract opportunities and proposed MBE/WBE goals for the new year.

TABLE "E"
1995-96 CONTRACT OPPORTUNITIES/PROPOSED GOALS

CATEGORY	NO. OF CONTRACTS	FY 94-95	TOTAL	FY 94-95	PROPOSED GOAL			
					MBE %	FY 95-96	WBE %	FY 95-96
Personal Service	62	98	\$6,394,068	7,186,000	7%	10%	5%	5%
Labor & Material	29	77	\$4,838,735	1,953,148	5%	5%	5%	5%
Construction	8	14	\$1,701,000	7,186,000	6%	6%	3%	3%
Procurement	9	16	\$1,055,886	2,442,828	2%	2%	3%	3%

Based on FY 1994-95 utilization, the Risk & Contract Management Division recommends retaining the FY 1994-95 adopted goals. However, the MBE goals for personal services will be decreased based on the actual utilization for that year. The Risk & Contract Management Division believes that, with the enhanced outreach efforts designed for the new year, the proposed MBE/WBE goals can be achieved and/or exceeded.

VII. PROPOSED OUTREACH & OTHER ACTIVITIES

Outreach:

The following are tools/enhancements to be utilized for FY 1995-96 to increase MBE/WBE participation:

1. Program contracting procedures will continue for contacting at least one (1) MBE and one (1) WBE firm to provide bids/proposals for each purchase of goods and routine services over \$500 and personal services over \$2,500. The Risk & Contract Management Division will monitor the agency's compliance with this procedure.
2. The Risk & Contract Management Division's MBE and WBE advocates have been working cooperatively with the City of Portland and Multnomah County to plan the year's first "Regional Outreach Meeting." A tentative date of August 17, 1995, has been set for this meeting. Two outreach meetings are proposed for FY 1995-96.
3. Counseling assistance will continue to be provided to MBE and WBE firms who show interest in providing goods and services to Metro. Firms needing additional technical assistance will continue to be referred to plan centers and business development centers.
4. The State of Oregon's MBE/WBE certification process will continue to be promoted by the Division's MBE and WBE advocates. The State recently achieved goals in decreasing the processing time for certification. The Risk & Contract Management Division believes this will increase MBE and WBE's interests in becoming certified. Metro's MBE/WBE program requires that all MBE and WBE firms referred be State certified.

As well, certification directories will continue to be distributed to all Metro departments.

5. Good faith efforts will continue to apply to construction contracts over \$50,000 in value and other contracts when specified by the Risk & Contract Manager. The Risk & Contract Management Division will continue to notify all potential MBE and WBE subcontractors identified from the State's certification list and attend prebid conferences when feasible.

Proposed Enhancements to the MBE and WBE programs:

1. The Risk & Contract Management Division recommends that all advertisements, for all Metro departments, for formal and informal solicitation of bids/proposals be placed by the Risk & Contract Management Division (funded by the initiating division). This will allow the Division immediate knowledge of upcoming contracts and will result in increased time for proactive outreach. This activity will contribute to meeting the proposed MBE/WBE goals for FY 95-96.
2. Initiate discussions to implement an advisory committee made up of minority and women-owned business owners and associations to review upcoming Metro projects to identify contracts with MBE and WBE contracting potential. If this proves to be a viable tool in increasing MBE/WBE participation, the Risk & Contract Management Division would recommend this be adopted as part of the MBE and WBE programs.
3. Implement an enhanced database of MBE and WBE vendors with enhanced tracking capabilities (number of times referred, number of times bid, specialized services offered, etc.).
4. Provide quarterly reports on MBE/WBE participation and program outreach to the Metro Council, Executive Office, Metro Auditor and Metro departments.

Other Activities:

1. The Risk & Contract Management Division will implement a Metro-wide "Contract Training Workshop" designed to inform/train all Metro divisions on the procurement process and the MBE and WBE program's relation to the process. The Risk & Contract Management Division is, as well, preparing a "Contract Procedures Manual" which will be a tool for the proposed training workshops.
2. The Risk & Contract Management Division will continue to be active in various MBE and WBE committees, and stay informed of changing local and federal affirmative-action policies. It is proposed that no changes occur to the current MBE and WBE programs as a result of the recent "Adarand" Supreme Court decision.
3. The successes and short-falls of the MBE and WBE programs will continue to be monitored by the Risk & Contract Management Division. Recommendations will be made accordingly to maintain maximum MBE/WBE participation.

Status of DBE FY 1995/96

Authority

Requirements of Title 49 Code of Federal Regulations Part 23, Subpart A, General, Subpart C, Department of Transportation Financial Assistance Programs, and Subpart D, Implementation of Section 105 (f) of the Surface Transportation Assistance Act of 1982.

Participation by DBE's during Previous Fiscal Year:

During FY 1994/95 a total of 4 federally assisted (FA) contracts were awarded with a value of \$600,890.00. Of the total contracts awarded, 4 Disadvantaged Business Enterprises (DBE) commitments were made on the contracts awarded. The total of all DBE commitments for the period was \$49,680.00, 8% of all contract amounts.

DBE firms awarded contracts were Dotten & Associates, C. Tolon Design Studio, Pacific Rim, and Pittman & Associates.

In February, 1994, a contract was awarded to NuStats Inc. for a travel behavior survey. This firm has since been certified as a DBE. The contract awarded to NuStats was for the amount of \$600,000. When we add this amount to our total contracts and DBE commitments, we achieve over 50% utilization.

Current OMWESB Certified M/W/DBE Directory:

As of July, 1995, a total of 909 firms were listed in the directory as certified DBE firms.

Projected Number of contracts to be awarded during FY 95/96:

During the fiscal year, Metro anticipates awarding 4 contracts in the amount of \$1,965,800.00.

FY 1995/96 Goals:

Metro intends to establish an overall goal of 12% for FY 1995/96. In comparison, City of Portland sets goals of 10% MBE and 5% WBE, Tri-Met's goal is 14% overall, and Port of Portland sets goals on a project-to-project basis depending on the number of DBE's available.

Specific Contract Goals:

The Risk and Contracts Management Division reviews and assigns goals to all federally funded contracts to maximize DBE contracting opportunities to participate in the performance of contracts. Procedures followed in assigning such goals include:

Reviewing bid/RFP documents for subcontracting potential;
Reviewing subcontractable items for availability and capability of DBE firms;
Applying applicable federal standards in 49 CFR;
In accordance with Metro code.

Qualified Rehabilitation Facilities Utilization FY 1994-1995

Program Background:

In 1977, Oregon passed a law allowing public agencies to directly negotiate with non-profit Qualified Rehabilitation Facilities (QRFs) to provide goods and services. Thereby creating a partnership that resulted in jobs, increased independence, and a greater self-worth for Oregon's citizens with disabilities. Use of goods and services provided by QRFs is strongly encouraged by the State and preempts the need for competitive bidding as an incentive for utilization.

Metro distributed a memo to department managers in August 1993 addressing the issue of QRF utilization. The memo specifically required the use of QRFs when they could "provide a product or service which satisfies the established specification(s)." Since issuance of that memo, utilization at Metro has risen dramatically.

Participation:

In the past two years, Metro has developed an active QRF program. Contracts, in addition to purchase orders, with QRF vendors are increasing and departments are satisfied with the service(s) provided.

The contracts vary in scope of work with the majority being for temporary clerical or labor support, however, there are exceptions. One such exception is a contract with St Vincent dePaul for a unique service -- *recovery of appliances at the transfer stations.*

Results:

We have identified below several contracts that the agency has established during the fiscal years 1993-94 and 1994-95. This illustrates that nearly every department has utilized the services of a QRF. If we were to include purchase orders, the list would be expanded to encompass these divisions/departments as well: Risk Management, Planning and Personnel.

As you will see, total expenditures since July 1, 1993 for QRFs utilized by Metro exceed **\$380,000.00!**

Vendor	Department	Description	Contract	Amount	Total
Goodwill Temporary	Solid Waste	Temp Secretary SJLF	903404	\$4,654	
	General Services	Temp Switchboard Relief	903966	\$10,500	\$15,154
Portland Habilitation	Solid Waste	Janitorial Services SJLF	903712	\$2,664	
	General Services	Janitorial Services	904140	\$170,272	\$172,936
St Vincent dePaul	Information Services	Temp Secretarial	903479	\$5,415	
	Information Services	Temp Secretarial	903791	\$9,709	
	Solid Waste		903841	\$4,800	
	MERC	Temp Labor	913929	\$30,000	
	Solid Waste		903983	\$2,400	
	General Services	Security Services	904141	\$98,249	
	Solid Waste	Recovery of Appliances	904087	\$35,000	
	Zoo	Temp Secretarial	904189	\$6,092	\$191,665
Port City Development	Zoo	Clean Zoo Vehicles	903490	\$5,040	\$5,040
					\$384,795

Summary:

Metro's utilization of QRFs is on the rise and continues to be a positive experience for all parties involved.

The areas in which QRFs can be of service to Metro are expanding above and beyond temporary support. The contract between St Vincent dePaul and the Solid Waste Department for the recovery of appliances clearly illustrates that. Who knows what product or service QRFs will be providing in the future!