AGENDA

- Introduction of the Four Certifications
- Certifications Defined
- What's In It for Me?
- Program Criteria
- Certification Process

Certification 101

Minority Business Enterprise (MBE)

Encouraging Diversity, Growth, and Equity (EDGE)

Women Business Enterprise (WBE)

Veteran-Friendly Business Enterprise (VBE)

Ohio | Department of Administrative Services

Certifications Defined

"What are the State of Ohio's business certification programs?"

Veteran-Friendly Business Enterprise (VBE)

The State of Ohio's VBE program establishes procedures for applying a preference to the bids or proposals for state contracts.

The program is an ethnicity-and-gender neutral program that provides price preference or proposal bonus points to certified companies who compete to contract with the state to supply the goods or services it needs, including eligible construction services.

R.C. Code 9.318

Website: das.ohio.gov/vbe

Ohio | Department of Administrative Services

VBE Overview

Invitation to Bid

Prices on bids submitted by certified VBEs to exceed those prices on bids submitted by businesses not certified as a VBE by up to five percent and still be eligible for winning the award; and

- DAS/OPS: Wayne McCulty
  - Phone: 1-614-466-7066
  - Email: wayne.mcculty@das.ohio.gov

Request for Proposal

Scores on proposals submitted by veteran-friendly businesses to be up to five percent (of the available points) lower than the proposal scores submitted by businesses not certified as a VBE and still be eligible for winning the award.

- ODOT: David Walker
  - Phone: 1-614-644-0301
  - Email: david.walker@dot.ohio.gov

Minority Business Enterprise (MBE)

The State of Ohio's MBE program establishes a 15 percent set-aside procurement goal for state agencies, boards and commissions in awarding contracts to certified MBE businesses.

The MBE program is an ethnicity-based program designed to assist minority businesses in obtaining state government contracts for goods and services.

R.C. Codes 123.151 and 125.081 Website: mbe.ohio.gov

Encouraging Diversity, Growth and Equity (EDGE)

The State of Ohio's EDGE program establishes an annual procurement goal (currently set at five percent) for state agencies, boards, and commissions, as well as guidelines for state universities in awarding contracts to certified EDGE businesses.

The EDGE program is an ethnicity-and-gender neutral program designed to assist socially and economically disadvantaged businesses in obtaining state government contracts in the following areas: construction, architecture and engineering; professional services; goods and services; and information technology services.

R.C. Codes 123.152 Website: edge.ohio.gov

Ohio Department of Administrative Services

Women-Owned Business Enterprise (WBE)

NEW: The State of Ohio's WBE program is designed to assist women-owned businesses in obtaining government contracts.

Additionally, the program provides certified companies an opportunity to receive reciprocal certification with other states with whom the State of Ohio enters reciprocity agreements.

WBE Application Link:
https://das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/women-business-enterprise-WBE-program

Program Benefits

"Why should I get certified?"

Contract Assistance

- Opportunity to compete in sheltered bidding process for goods and services(for MBE) and be eligible for subcontracting opportunities (EDGE) exclusive to certified businesses
- Listed in statewide searchable databases of certified companies, which is useful for marketing in public and private sectors

Financial and Bonding Assistance

Through the Ohio Development Services Agency (DSA):

- Exclusive access to certain loan and bond programs, which can provide access to capital and bonding for firms that many not qualify for traditional lending or bonding (MBE)
- Access to certain business development programs (MBE and EDGE)

Non-Government Opportunities

- Certification can be used to market your business to non-governmental entities who also have supplier diversity programs.
- Also, consider marketing to your certified peers. Are there MBE-, EDGE, or VBE-certified businesses who could use your services?

Program Criteria

"Would I be eligible for MBE or EDGE certification?"

VBE Eligibility

1. At least fifty-one percent of the business is owned by veterans or persons on active service;
2. At least fifty-one percent of the board of directors are veterans or persons on active service;

3. Business is certified by U.S. Dept. of Vet Affairs as Service-Disabled Vet.-Owned Small Business or Vet.-Owned Small Business & owners meets the definition of veteran; or
4. At least ten percent of the business employees are veterans or on active service.

Only *one* out of the four must be met.

General Program Eligibility

MBE and EDGE Requirements

- Full-time Ohio resident
- For-profit and in business one year
- Possess requisite knowledge of the business and industry
- Have day-to-day control and demonstrate capability and/or expertise
- Possession of all licenses

MBE Eligibility

Owned and controlled by a U.S. citizen and Ohio resident who belongs to one or more of the following minority groups:

- African Americans or Blacks
  - All persons having origins in any of the black racial groups of Africa.
- American Indian
  - All persons who maintain culture and have origins in a federally recognized Indian tribe as listed in the current “Federal Register Notice of Indian Entities Recognized and Eligible to Receive Services” from the U.S. Bureau of Indian Affairs.
- Asians
  - All persons having origins in any of the original people of the Far East, including China, Japan and Southeast Asia. India has been included in the definition of “Asian.” Subsequent to that, Pakistan was included because the country came about as a division from India.
- Hispanics or Latinos
  - All persons of Spanish or Portuguese culture with origins in Mexico, South or Central America or the Caribbean Islands, regardless of race.

EDGE Eligibility

Owned and controlled by a U.S. citizen and Ohio resident who is both socially *and* economically disadvantaged.

- Social disadvantage
  - Ethnicity
  - Female gender
  - Chronic, physical or mental disability
  - Business owner's long-term residence in an environment isolated from the mainstream of American society
- Economic disadvantage
  - Personal net worth of less than $750,000 at time of application & life of the program; and
  - Fair market value of all assets less than $4 million

WBE Eligibility

An WBE certified business must be owned and controlled by a woman who is a U.S. citizen and has an established residency in the state of Ohio or a reciprocal state (if certified pursuant to section 123.154(D) of the Revised Code). In addition, the following criteria must be met:

The business must have been

- In business for at least one year prior to applying; and
- Be at least 51 percent women-owned; and

The business owner must

- Possess requisite knowledge of the business and industry in which she is applying;
- Have day-to-day control over the business, exercising final authority over all aspects of daily operations, including but not limited to, operations, financial and business management, human resources and policy decisions; and
- Possess all licenses and permits required by law to perform the scope of work within classifications requested.

Benefits of WBE Certification

Benefits of WBE Certification

Ohio WBE-certified program participants are eligible for contract assistance, management, and technical assistance.

Reciprocal State Certification

•Ability to utilize Ohio WBE-certification to apply for certification with reciprocal states, doing business in those states as a WBE-certified business

Eligibility for Open-Market Contracts

•Certified businesses are listed in a searchable database (located in Quick Links)

Management and Technical Assistance

•Access to Minority Business Assistance Centers and Procurement Technical Assistance Centers, which assist business with identifying federal, state and local contracting and subcontracting opportunities

•Access to free accounting assistance, structuring internal accounting systems, auditing management records, business plan development, technical advisory services, marketing plans and evaluation of company operations/management processes

•Access to business development organizations that facilitate training, strategic management, networking and mentoring opportunities with major corporations

Certification Process

“What happens after I submit my application?

Certification Processes

There are three certification options that a company can choose from, based on its needs.

The two most commonly used are

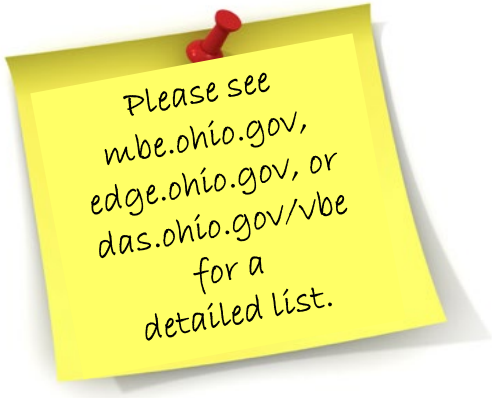
- Standard
- Fast-Track

In a Buckeye nutshell…

- EOD reviews the application and supporting documentation for completeness and begins the audit process
  - Validation of application information
  - Ownership and control
- EOD completes an onsite interview and additional documentation may be requested
- EOD analyzes documentation and the information gathered during the interview; and makes a determination as to approval or disapproval
- EOD notifies client as to determination and next steps

Standard Certification Process

Documents Required



For all MBE and EDGE applicants

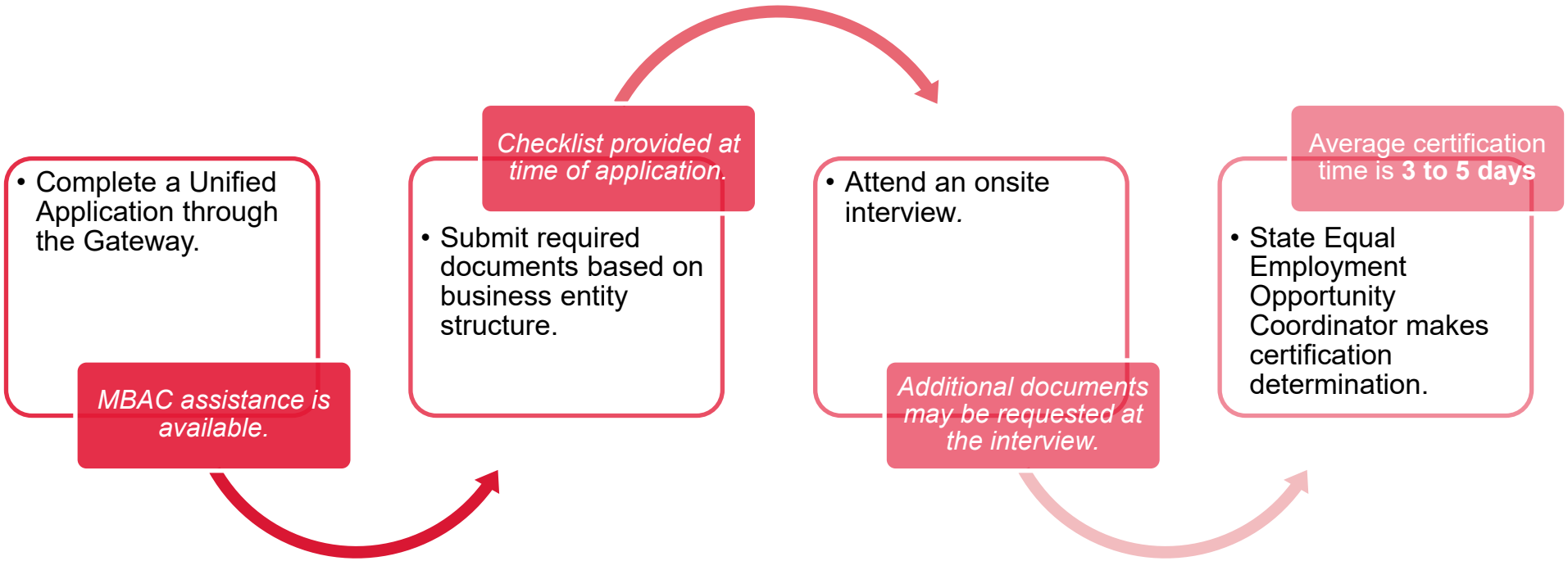
1. Proof of U.S. citizenship
2. Proof of Ohio residency
3. Proof of ethnicity (MBE)
4. Proof of social or economically disadvantaged group (EDGE)
5. Proof of veteran status (VBE)
6. Resume
7. Registered trade name or fictitious name (Ohio Secretary of State)
8. Federal and State tax returns

Certification Processes

The “fast track” certification process is available, upon request from a Minority Business Assistance Center (MBAC), when:

- an applicant desires to submit a bid or proposal in response to a procurement solicitation and certification is a requirement to be responsive; or
- has a pending Minority Business Development Division (MBDD) financing or bonding application where certification is a requirement.

“Fast-Track” Certification Process



Ohio | Department of Administrative Services

Expedited Certification Process

If certified by one of the entities below, as well as meeting all requirements listed in Chapter 123:2-15 of the Ohio Administrative Code, a business may apply for expedited certification:

- City of Canton MBE Program
- City of Cincinnati Business Enterprise Program
- City of Cleveland MBE Program
- City of Columbus MBE Certification
- City of Dayton Procurement Enhancement Program (PEP) (Minority Business Enterprise portion of the PEP program only)
- City of Springfield MBE Program
- City of Toledo MBE Program
- Cuyahoga County Small Business Enterprise (SBE) Program (MBE portion of the SBE program only)
- Ohio Minority Supplier Development Council
- Ohio Turnpike Commission MBE Program

Ohio | Department of Administrative Services

We
can
help

For more information

Website:
www.das.ohio.gov/eod;
www.mbe.ohio.gov;
www.edge.ohio.gov; or
www.das.ohio.gov/vbe

Contact us:
Deborah Davis, Regional Director
Cincinnati Minority Business Assistance Center
African American Chamber of Commerce
2303 Gilbert Ave.
Deborah@african-americanchamber.com
513-475-7151

Show Me The

Although not part of this training…

The following information about identifying procurement opportunities, best practices for approaching agency procurement staff, and important registration steps can prove helpful both before and after certification.

Ohio | Department of Administrative Services

Identifying Procurement Opportunities

How to Utilize Agency Projection Plans

Ohio | Department of Administrative Services

Government Procurement:
"How do I sell to the State?"

Now What?

Two commonly used sites to identify state procurement opportunities are:

- DAS Office of Procurement Services
- DAS Equal Opportunity Division

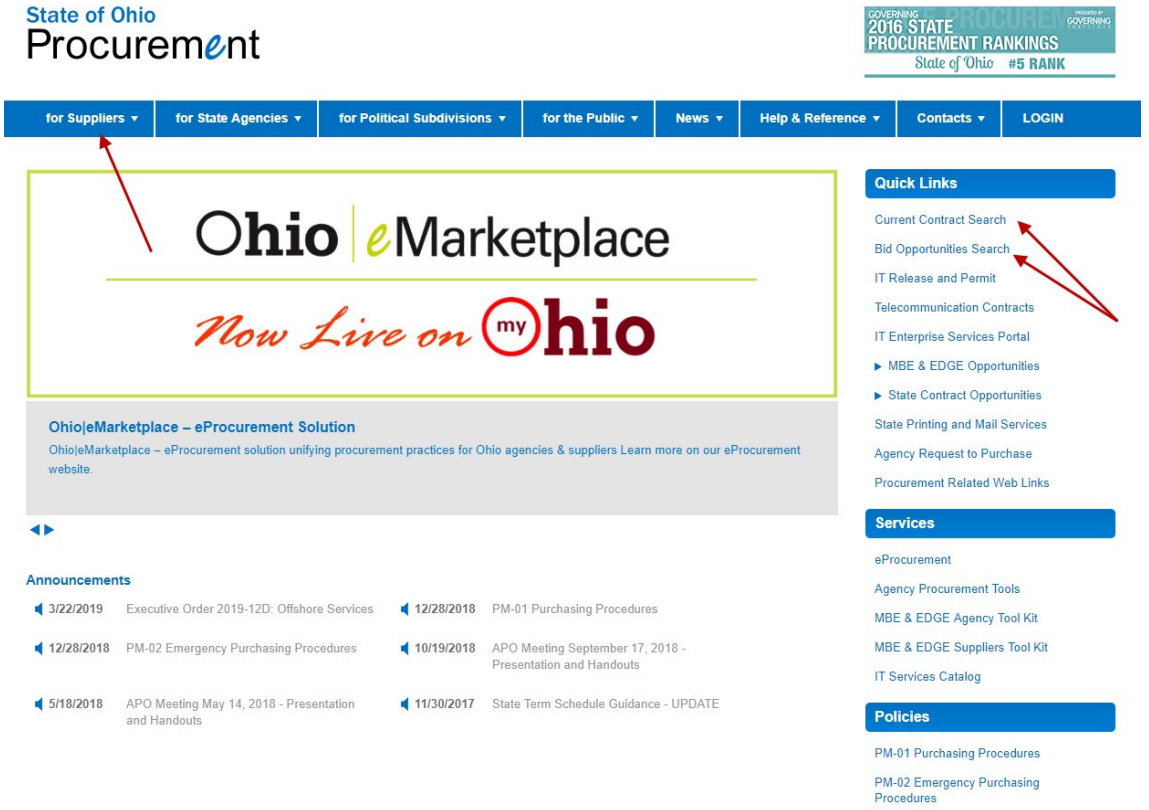
For construction companies, also be aware of:

- Ohio Facilities Construction Commission
- Ohio Department of Transportation

Office of Procurement Services

URL: procure.ohio.gov

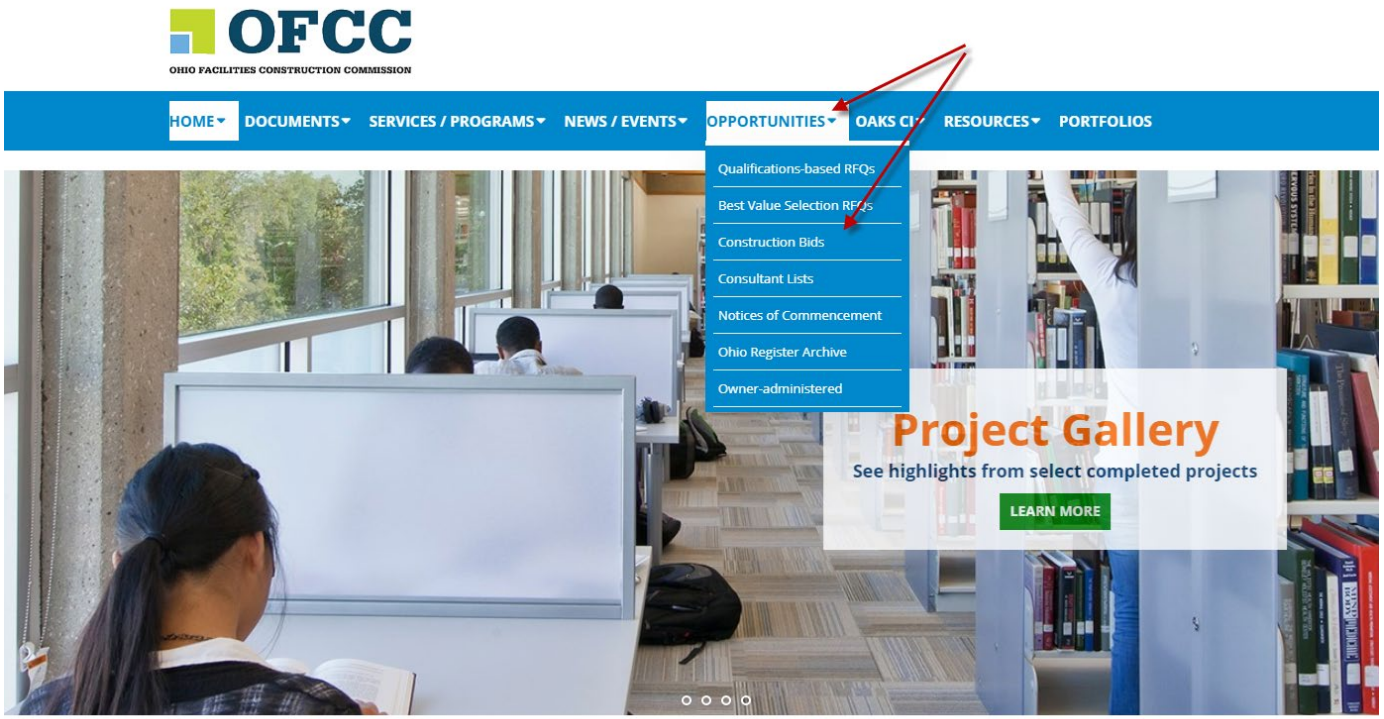
- Register with Office of Shared Services (OSS) to receive bid notifications
- Review current contracts
- Review bid opportunities



Ohio Facilities Construction Commission

URL:
ofcc.ohio.gov

- Sign up for RFQ and/or Construction Bidding e-mail notifications
- Receive notices of Pre-Bid Meetings

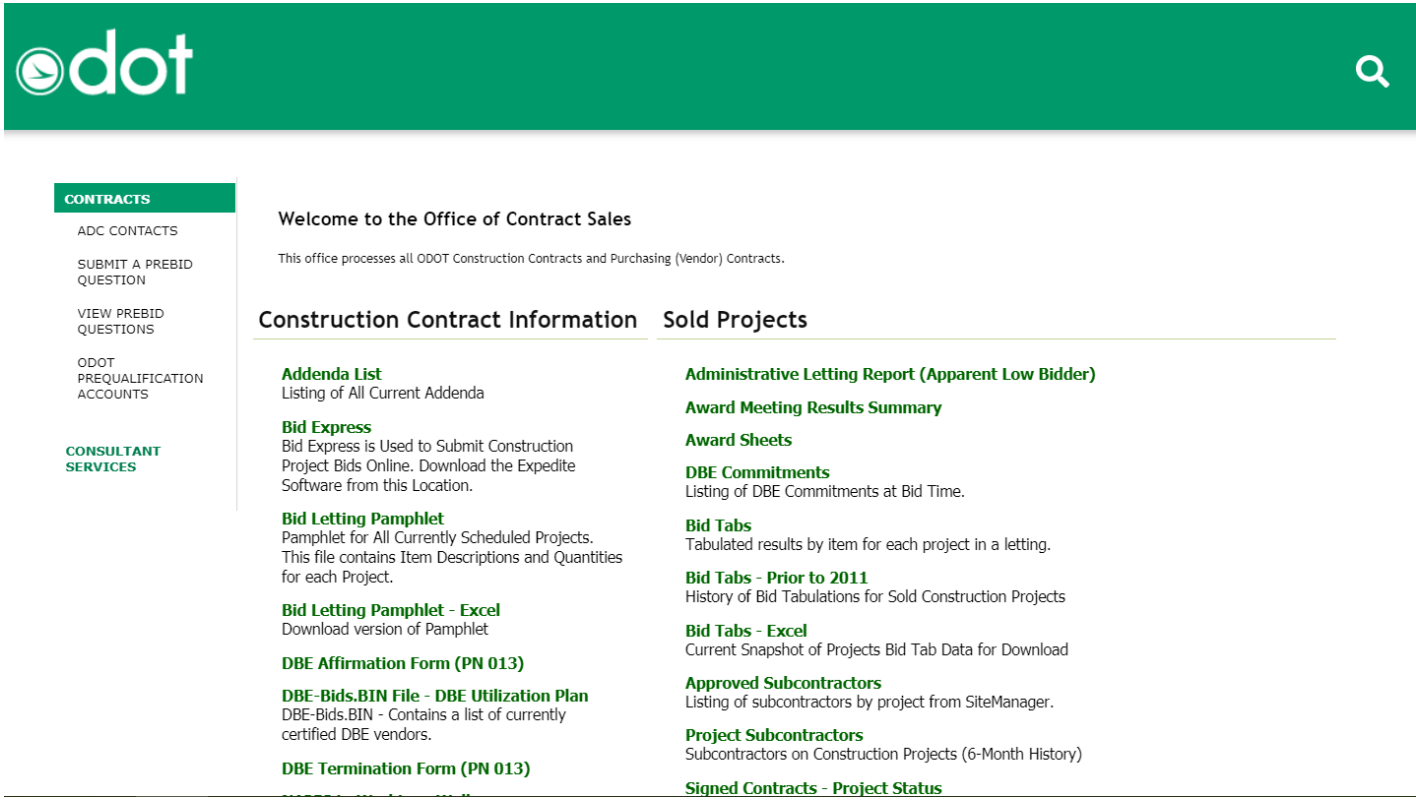


Guiding capital construction projects for state agencies, state-supported universities and community colleges, including Ohio's comprehensive public K-12 school construction and renovation program.

Ohio Department of Transportation

Construction
URL:
http://www.dot.state.oh.us/Divisions/ContractAdmin/Contracts/Pages/default.aspx

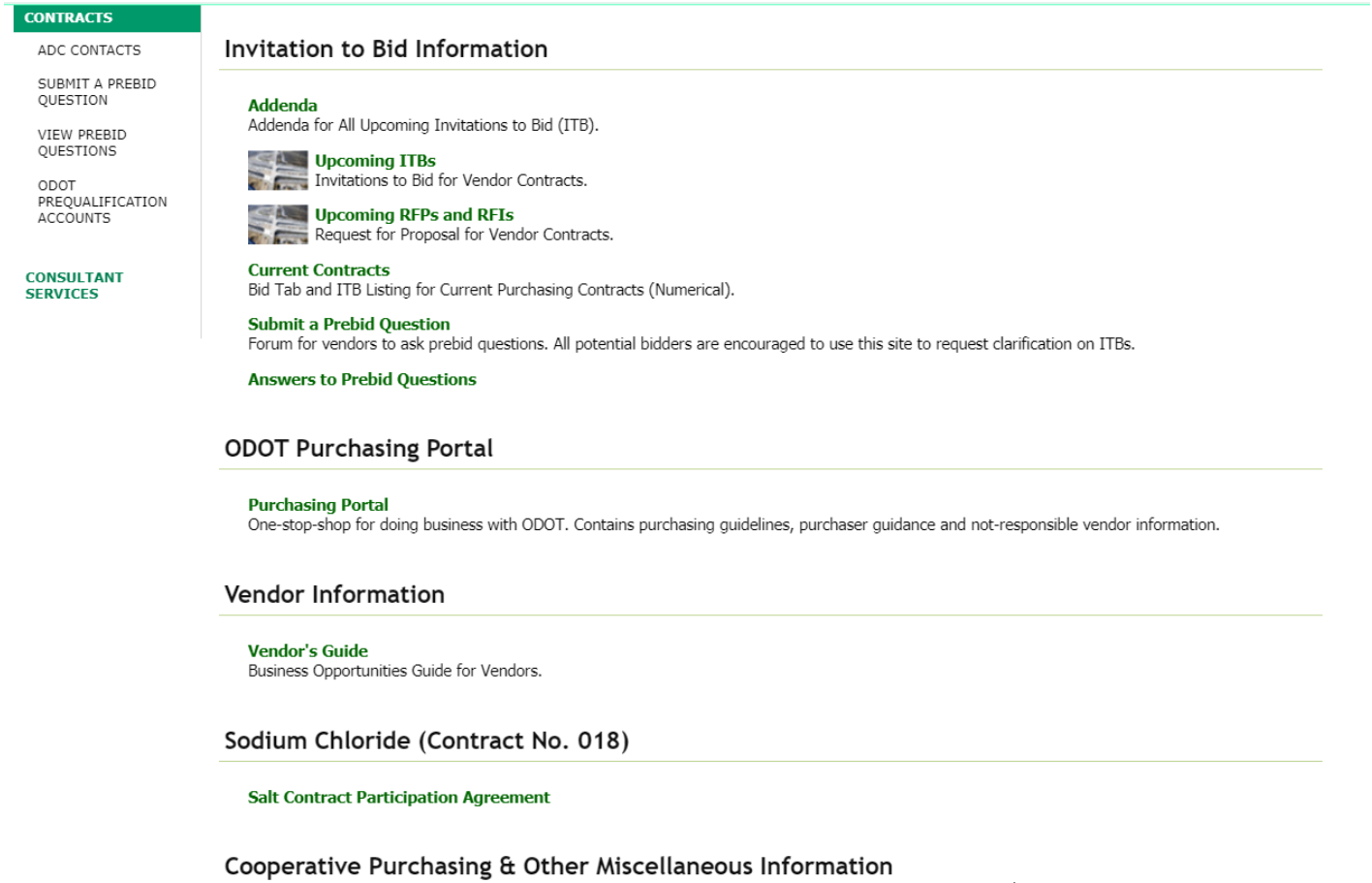
- Upcoming projects
- Prebid meetings
- Bidding documents
- and more



Ohio Department of Transportation

Procurement
URL:
http://www.dot.state.oh.us/Divisions/ContractAdmin/Contracts/Pages/Purchase.aspx

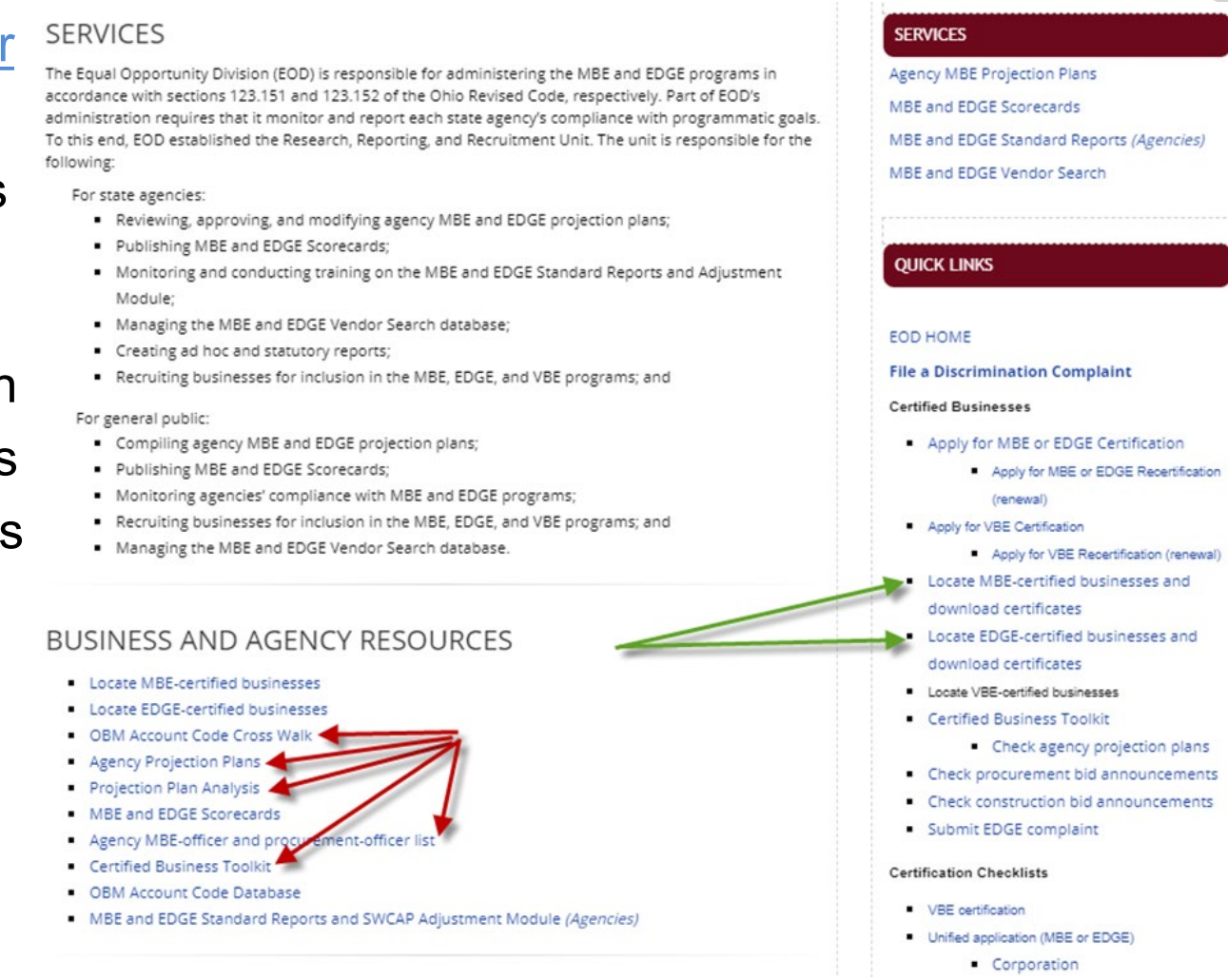
- Prebid questions
- Upcoming ITBs
- Upcoming RFPs and RFIs
- and more



Equal Opportunity Division

URL: das.ohio.gov/eod/rrr

- Review UNSPS Codes (procurement codes)
- Verify scope of work and contact information
- Annual projection plans
- Projection plan analysis
- Agency procurement contacts



SERVICES

The Equal Opportunity Division (EOD) is responsible for administering the MBE and EDGE programs in accordance with sections 123.151 and 123.152 of the Ohio Revised Code, respectively. Part of EOD's administration requires that it monitor and report each state agency's compliance with programmatic goals. To this end, EOD established the Research, Reporting, and Recruitment Unit. The unit is responsible for the following:

For state agencies:

- Reviewing, approving, and modifying agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring and conducting training on the MBE and EDGE Standard Reports and Adjustment Module;
- Managing the MBE and EDGE Vendor Search database;
- Creating ad hoc and statutory reports;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and

For general public:

- Compiling agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring agencies' compliance with MBE and EDGE programs;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and
- Managing the MBE and EDGE Vendor Search database.

BUSINESS AND AGENCY RESOURCES

- Locate MBE-certified businesses
- Locate EDGE-certified businesses
- OBM Account Code Cross Walk
- Agency Projection Plans
- Projection Plan Analysis
- MBE and EDGE Scorecards
- Agency MBE-officer and procurement-officer list
- Certified Business Toolkit
- OBM Account Code Database
- MBE and EDGE Standard Reports and SWCAP Adjustment Module *(Agencies)*

SERVICES

- Agency MBE Projection Plans
- MBE and EDGE Scorecards
- MBE and EDGE Standard Reports *(Agencies)*
- MBE and EDGE Vendor Search

QUICK LINKS

- EOD HOME
- **File a Discrimination Complaint**

Certified Businesses

- Apply for MBE or EDGE Certification
  - Apply for MBE or EDGE Recertification (renewal)
- Apply for VBE Certification
  - Apply for VBE Recertification (renewal)
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
  - Check agency projection plans
- Check procurement bid announcements
- Check construction bid announcements
- Submit EDGE complaint

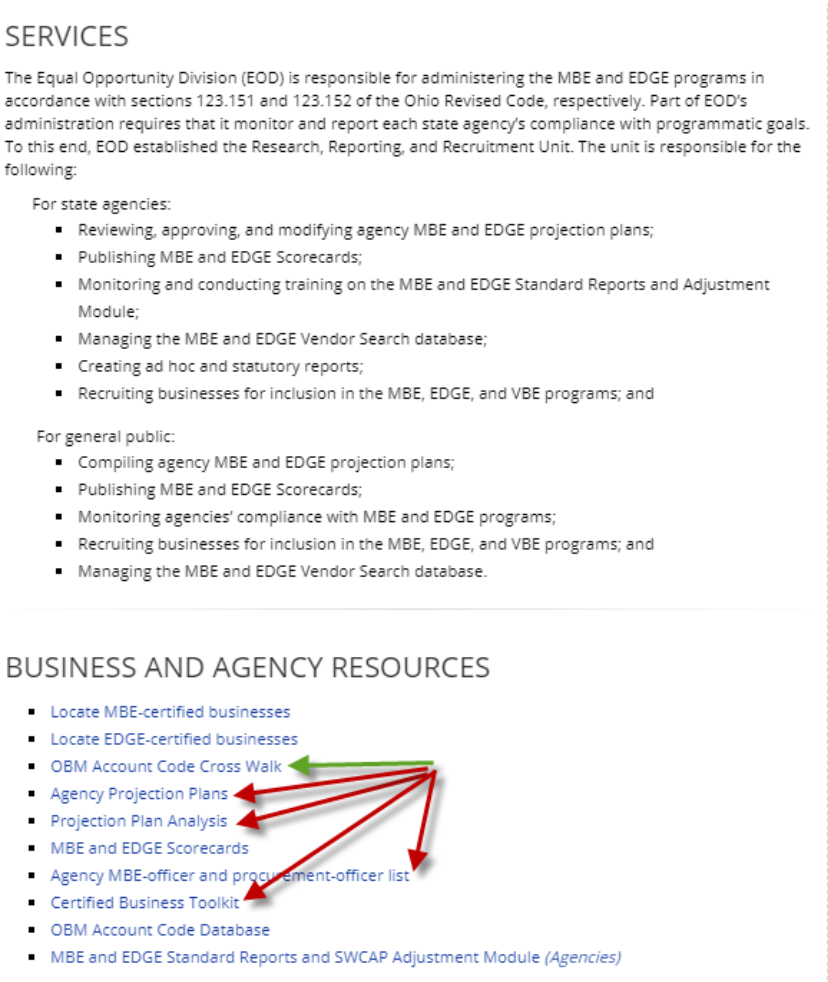
Certification Checklists

- VBE certification
- Unified application (MBE or EDGE)
  - Corporation

Now what?

URL:
das.ohio.gov/eod/rrr

- OBM Account Code Cross Walk
- This will allow you to identify what account code your UNSPSC matches to, or rather, how an agency might code their purchase in that commodity.



SERVICES

The Equal Opportunity Division (EOD) is responsible for administering the MBE and EDGE programs in accordance with sections 123.151 and 123.152 of the Ohio Revised Code, respectively. Part of EOD's administration requires that it monitor and report each state agency's compliance with programmatic goals. To this end, EOD established the Research, Reporting, and Recruitment Unit. The unit is responsible for the following:

For state agencies:

- Reviewing, approving, and modifying agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring and conducting training on the MBE and EDGE Standard Reports and Adjustment Module;
- Managing the MBE and EDGE Vendor Search database;
- Creating ad hoc and statutory reports;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and

For general public:

- Compiling agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring agencies' compliance with MBE and EDGE programs;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and
- Managing the MBE and EDGE Vendor Search database.

BUSINESS AND AGENCY RESOURCES

- Locate MBE-certified businesses
- Locate EDGE-certified businesses
- OBM Account Code Cross Walk
- Agency Projection Plans
- Projection Plan Analysis
- MBE and EDGE Scorecards
- Agency MBE-officer and procurement-officer list
- Certified Business Toolkit
- OBM Account Code Database
- MBE and EDGE Standard Reports and SWCAP Adjustment Module *(Agencies)*

SERVICES

- Agency MBE Projection Plans
- MBE and EDGE Scorecards
- MBE and EDGE Standard Reports *(Agencies)*
- MBE and EDGE Vendor Search

QUICK LINKS

- EOD HOME
- **File a Discrimination Complaint**

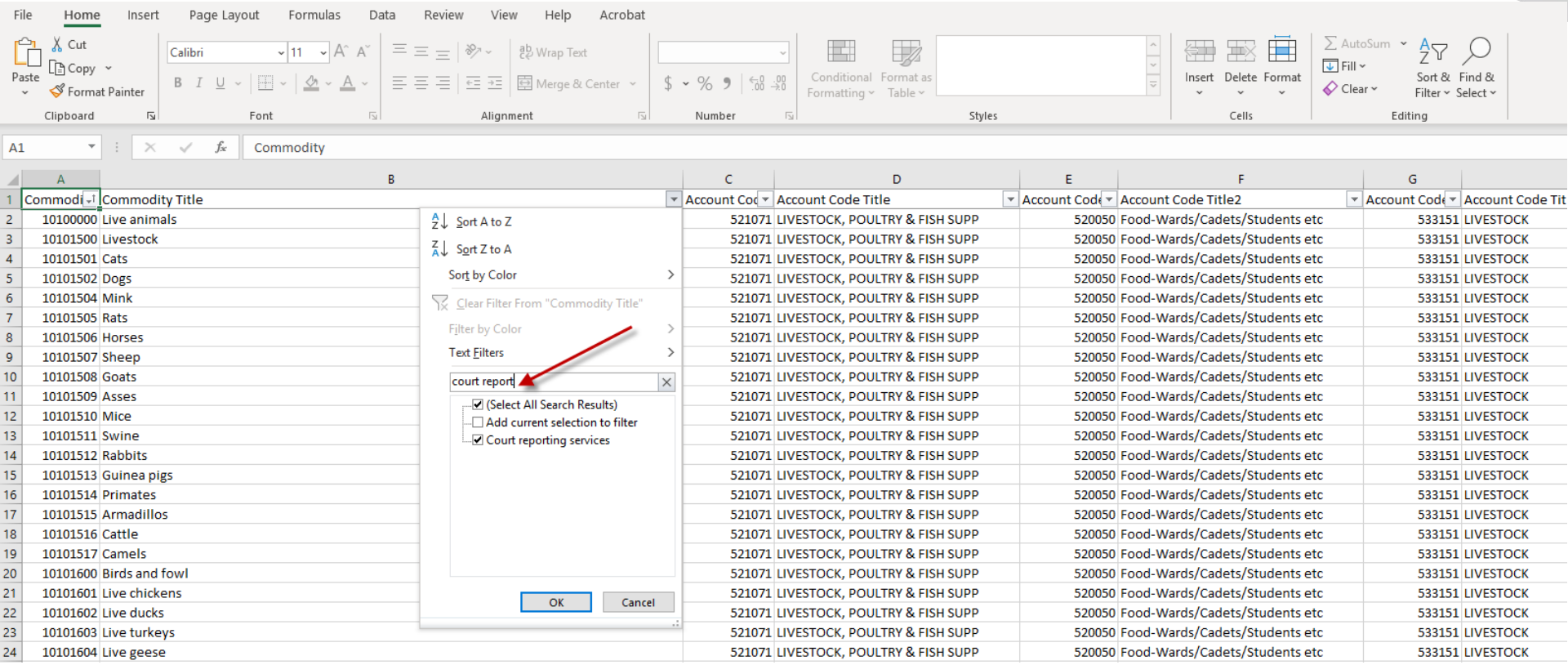
Certified Businesses

- Apply for MBE or EDGE Certification
  - Apply for MBE or EDGE Recertification (renewal)
- Apply for VBE Certification
  - Apply for VBE Recertification (renewal)
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
  - Check agency projection plans
- Check procurement bid announcements
- Check construction bid announcements
- Submit EDGE complaint

Certification Checklists

- VBE certification
- Unified application (MBE or EDGE)

Example: Court Reporter



Commodi	Commodity Title	Account Cod	Account Code Title	Account Code	Account Code Title2	Account Code	Account Code Tit
10100000	Live animals	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101500	Livestock	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101501	Cats	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101502	Dogs	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101504	Mink	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101505	Rats	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101506	Horses	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101507	Sheep	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101508	Goats	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101509	Asses	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101510	Mice	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101511	Swine	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101512	Rabbits	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101513	Guinea pigs	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101514	Primates	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101515	Armadillos	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101516	Cattle	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101517	Camels	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101600	Birds and fowl	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101601	Live chickens	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101602	Live ducks	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101603	Live turkeys	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK
10101604	Live geese	521071	LIVESTOCK, POULTRY & FISH SUPP	520050	Food-Wards/Cadets/Students etc	533151	LIVESTOCK

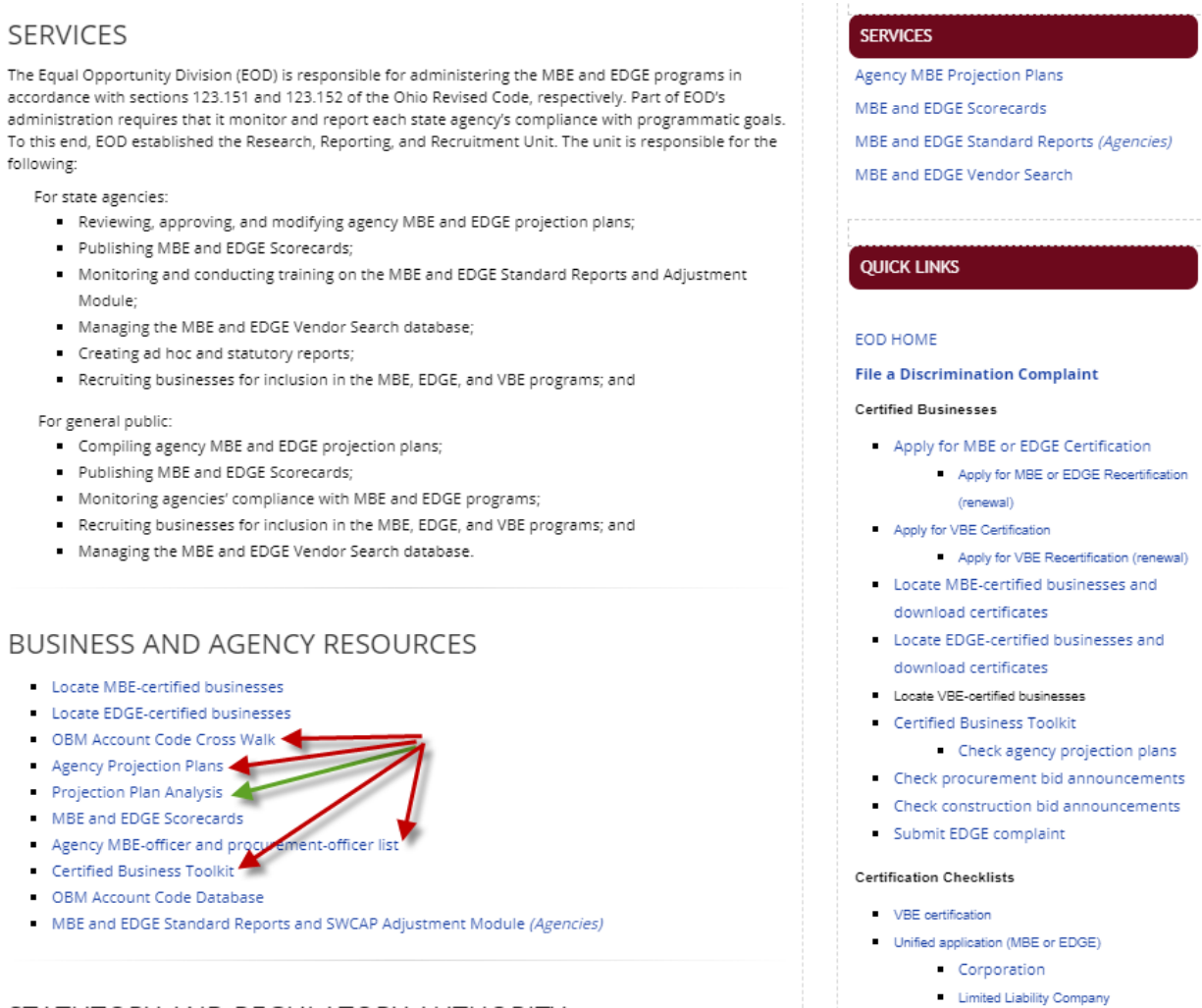
Example: Court Reporter

A	B	C	D	E	F	G	H
Commodi	Commodity Title	Account Coc	Account Code Title	Account Code	Account Code Title2	Account Code	Account Code Title3
82111603	Court reporting services	510050	ADMINISTRATIVE AND MGMT SERV	510052	Legal Services avail for bid	510060	State Planned Training / E

Using the Projection Plan Analysis

URL:
das.ohio.gov/eod/rrr

- Once you have the account codes, you want to see which agencies plan to spend in those areas.
- Review the Projection Plan Analysis to identify those opportunities.



SERVICES

The Equal Opportunity Division (EOD) is responsible for administering the MBE and EDGE programs in accordance with sections 123.151 and 123.152 of the Ohio Revised Code, respectively. Part of EOD's administration requires that it monitor and report each state agency's compliance with programmatic goals. To this end, EOD established the Research, Reporting, and Recruitment Unit. The unit is responsible for the following:

For state agencies:

- Reviewing, approving, and modifying agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring and conducting training on the MBE and EDGE Standard Reports and Adjustment Module;
- Managing the MBE and EDGE Vendor Search database;
- Creating ad hoc and statutory reports;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and

For general public:

- Compiling agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring agencies' compliance with MBE and EDGE programs;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and
- Managing the MBE and EDGE Vendor Search database.

BUSINESS AND AGENCY RESOURCES

- Locate MBE-certified businesses
- Locate EDGE-certified businesses
- OBM Account Code Cross Walk
- Agency Projection Plans
- Projection Plan Analysis
- MBE and EDGE Scorecards
- Agency MBE-officer and procurement-officer list
- Certified Business Toolkit
- OBM Account Code Database
- MBE and EDGE Standard Reports and SWCAP Adjustment Module *(Agencies)*

SERVICES

- Agency MBE Projection Plans
- MBE and EDGE Scorecards
- MBE and EDGE Standard Reports *(Agencies)*
- MBE and EDGE Vendor Search

QUICK LINKS

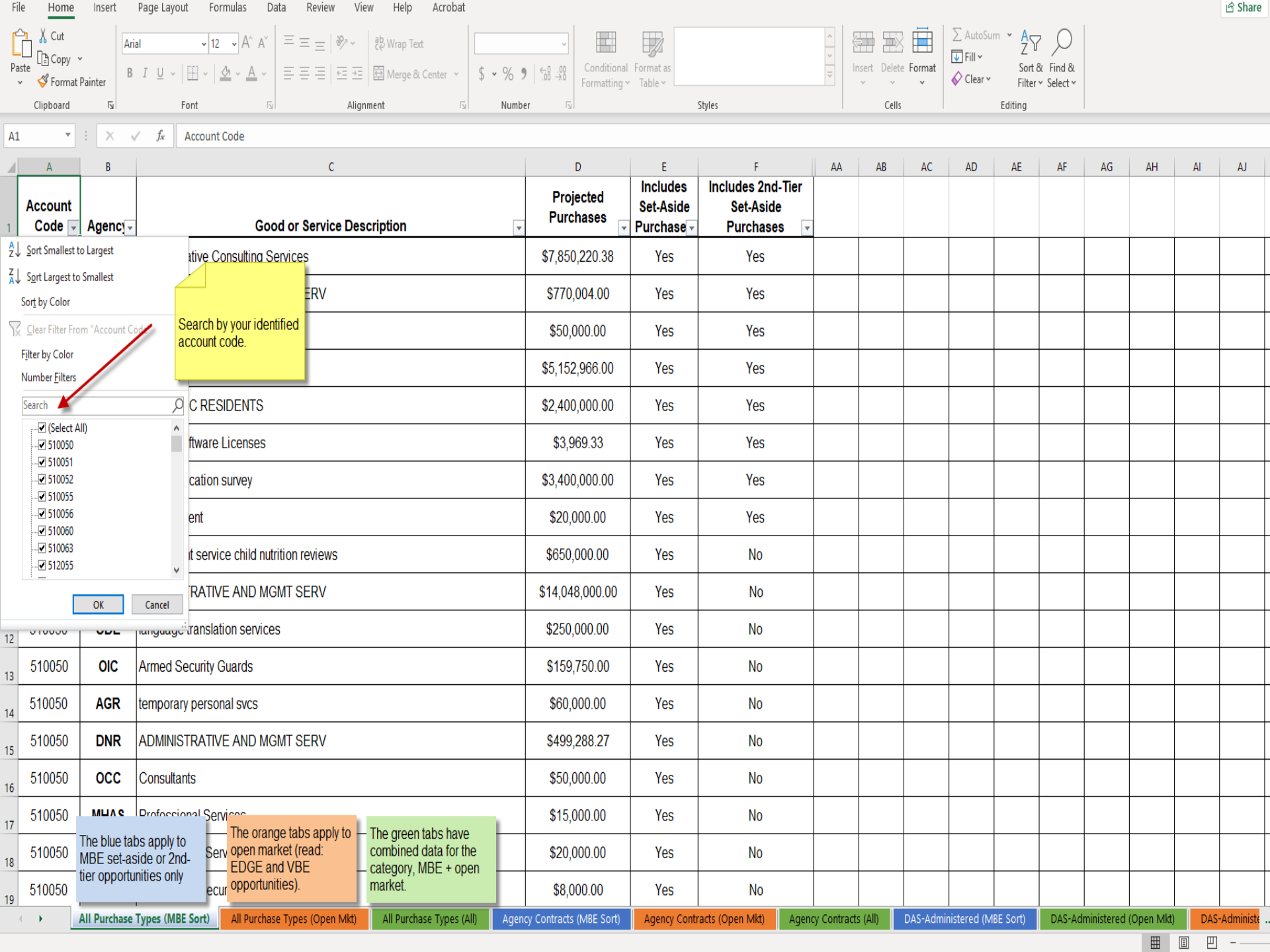
- EOD HOME
- **File a Discrimination Complaint**

Certified Businesses

- Apply for MBE or EDGE Certification
  - Apply for MBE or EDGE Recertification (renewal)
- Apply for VBE Certification
  - Apply for VBE Recertification (renewal)
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
  - Check agency projection plans
- Check procurement bid announcements
- Check construction bid announcements
- Submit EDGE complaint

Certification Checklists

- VBE certification
- Unified application (MBE or EDGE)
  - Corporation
  - Limited Liability Company


File Home Insert Page Layout Formulas Data Review View Help Acrobat
Share
Cut
Copy
Format Painter
Paste
Arial
12
Wrap Text
Merge & Center
Conditional Formatting
Format as Table
Insert
Delete
Format
AutoSum
Fill
Clear
Sort & Filter
Find & Select
Clipboard
Font
Alignment
Number
Styles
Cells
Editing
A1
Account Code
Account Code
Agency
Good or Service Description
Projected Purchases
Includes Set-Aside Purchase
Includes 2nd-Tier Set-Aside Purchases
Sort Smallest to Largest
Sort Largest to Smallest
Sort by Color
Clear Filter From "Account Code"
Filter by Color
Number Filters
Search
(Select All)
510050
510051
510052
510055
510056
510060
510063
512055
OK
Cancel
Search by your identified account code.
ative Consulting Services
$7,850,220.38
Yes
Yes
ERV
$770,004.00
Yes
Yes
$50,000.00
Yes
Yes
$5,152,966.00
Yes
Yes
C RESIDENTS
$2,400,000.00
Yes
Yes
ftware Licenses
$3,969.33
Yes
Yes
cation survey
$3,400,000.00
Yes
Yes
ent
$20,000.00
Yes
Yes
t service child nutrition reviews
$650,000.00
Yes
No
RATIVE AND MGMT SERV
$14,048,000.00
Yes
No
translation services
$250,000.00
Yes
No
510050 OIC Armed Security Guards $159,750.00 Yes No
510050 AGR temporary personal svcs $60,000.00 Yes No
510050 DNR ADMINISTRATIVE AND MGMT SERV $499,288.27 Yes No
510050 OCC Consultants $50,000.00 Yes No
510050 MHAS Professional Services $15,000.00 Yes No
510050 Serv $20,000.00 Yes No
510050 ecur $8,000.00 Yes No
The blue tabs apply to MBE set-aside or 2nd-tier opportunities only
The orange tabs apply to open market (read: EDGE and VBE opportunities).
The green tabs have combined data for the category, MBE + open market.
All Purchase Types (MBE Sort)
All Purchase Types (Open Mkt)
All Purchase Types (All)
Agency Contracts (MBE Sort)
Agency Contracts (Open Mkt)
Agency Contracts (All)
DAS-Administered (MBE Sort)
DAS-Administered (Open Mkt)
DAS-Administe

Example: Court Reporter

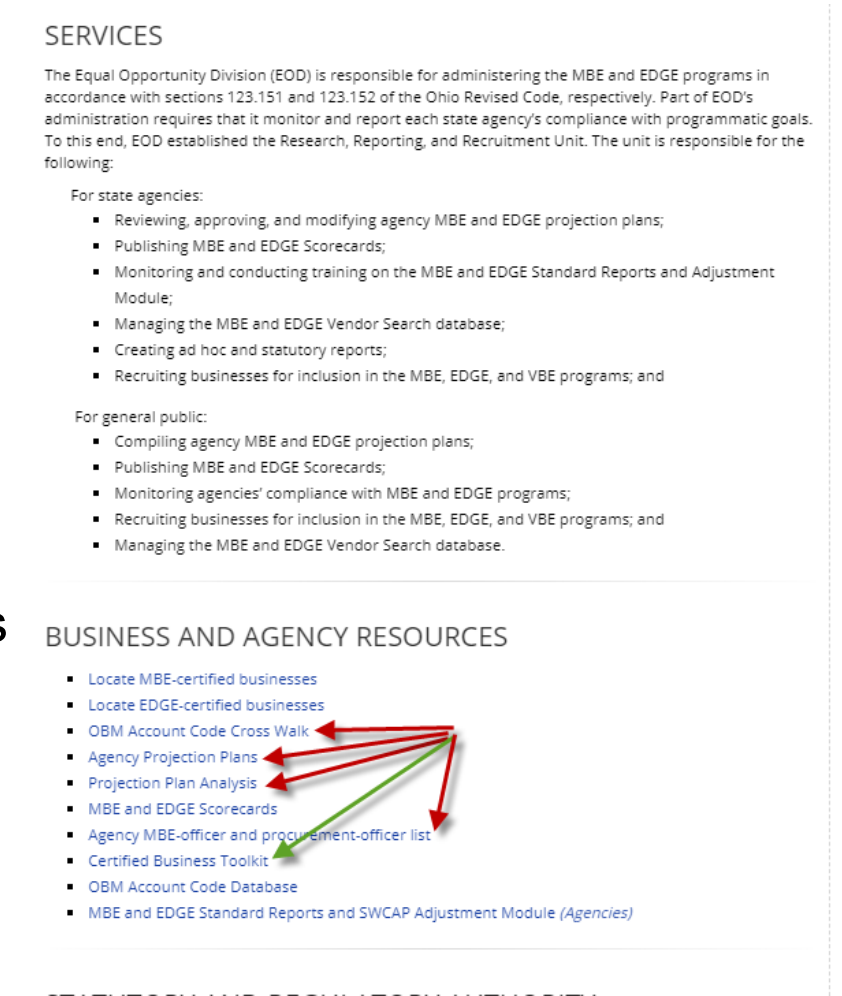
	A	B	C	D	E	F
1	Account Code	Agency	Good or Service Description	Projected Purchases	Includes Set-Aside Purchase	Includes 2nd-Tier Set-Aside Purchases
23	510052	MCD	Hearing Examiners	$108,000.00	Yes	No
24	510052	MHAS	Transcription Services	$29,500.00	Yes	No
25	510052	NUR	Court Reporters & Hearing Officers	$172,000.00	Yes	No
26	510052	JFS	Court Reporter for OUIO	$10,000.00	Yes	No
27	510052	DEN	Dentist- Expert/Hearing Officers/Court Rep	$30,000.00	Yes	No
28	510052	DODD	COURT REPORTING / HEARNING EXAMINERS	$75,000.00	Yes	No
29	510052	PYT	Court Reporter	$5,000.00	Yes	No
30	510052	ENG	Court Reporter	$2,000.00	Yes	No
31	510052	ACC	Court Reporter for Board Meetings - Transcripts	$1,500.00	Yes	No
32	510052	DOT	Legal Services avail for bid	$29,000.00	Yes	No
33	510052	AGE	Hearing officers	$25,000.00	Yes	No

These would be the agencies you would want to focus your efforts on for outreach related to MBE set-aside.

Contacts

URL: das.ohio.gov/eod/rrr

- Annual projection plans
- Projection plan analysis
- Agency procurement contacts
    - Available on the Certified Business Toolkit



SERVICES

The Equal Opportunity Division (EOD) is responsible for administering the MBE and EDGE programs in accordance with sections 123.151 and 123.152 of the Ohio Revised Code, respectively. Part of EOD's administration requires that it monitor and report each state agency's compliance with programmatic goals. To this end, EOD established the Research, Reporting, and Recruitment Unit. The unit is responsible for the following:

For state agencies:

- Reviewing, approving, and modifying agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring and conducting training on the MBE and EDGE Standard Reports and Adjustment Module;
- Managing the MBE and EDGE Vendor Search database;
- Creating ad hoc and statutory reports;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and

For general public:

- Compiling agency MBE and EDGE projection plans;
- Publishing MBE and EDGE Scorecards;
- Monitoring agencies' compliance with MBE and EDGE programs;
- Recruiting businesses for inclusion in the MBE, EDGE, and VBE programs; and
- Managing the MBE and EDGE Vendor Search database.

BUSINESS AND AGENCY RESOURCES

- Locate MBE-certified businesses
- Locate EDGE-certified businesses
- OBM Account Code Cross Walk
- Agency Projection Plans
- Projection Plan Analysis
- MBE and EDGE Scorecards
- Agency MBE-officer and procurement-officer list
- Certified Business Toolkit
- OBM Account Code Database
- MBE and EDGE Standard Reports and SWCAP Adjustment Module *(Agencies)*

SERVICES

- Agency MBE Projection Plans
- MBE and EDGE Scorecards
- MBE and EDGE Standard Reports *(Agencies)*
- MBE and EDGE Vendor Search

QUICK LINKS

- EOD HOME
- **File a Discrimination Complaint**

Certified Businesses

- Apply for MBE or EDGE Certification
    - Apply for MBE or EDGE Recertification (renewal)
- Apply for VBE Certification
    - Apply for VBE Recertification (renewal)
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
    - Check agency projection plans
- Check procurement bid announcements
- Check construction bid announcements
- Submit EDGE complaint

Certification Checklists

- VBE certification
- Unified application (MBE or EDGE)
    - Corporation
    - Limited Liability Company

Who are you going to call?

- Lead with services; how business can help the agency meet their agency mission
- Lead with a capability statement
- Coincidentally, *happen* to be a certified business who can help agency meet procurement goals

Outreach Events

Agency MBE Projection Plans

Agency MBE/EDGE Contacts

Use the list of MBE/EDGE EEO Officers that have been identified by each agency to monitor and ensure MBE/EDGE spending.

CLICK THE IMAGE ABOVE TO DOWNLOAD THE CONTACT LIST IN EXCEL.

DAS Office of Procurement Services

Contracting Opportunities

Ohio Business and Career Expo

Available Business Assistance

SERVICES

Affirmative Action and Equal Employment Opportunity

Business Certification and Compliance

Research, Reporting and Recruitment

Dr. Martin Luther King, Jr. Holiday Commission

QUICK LINKS

EOD HOME

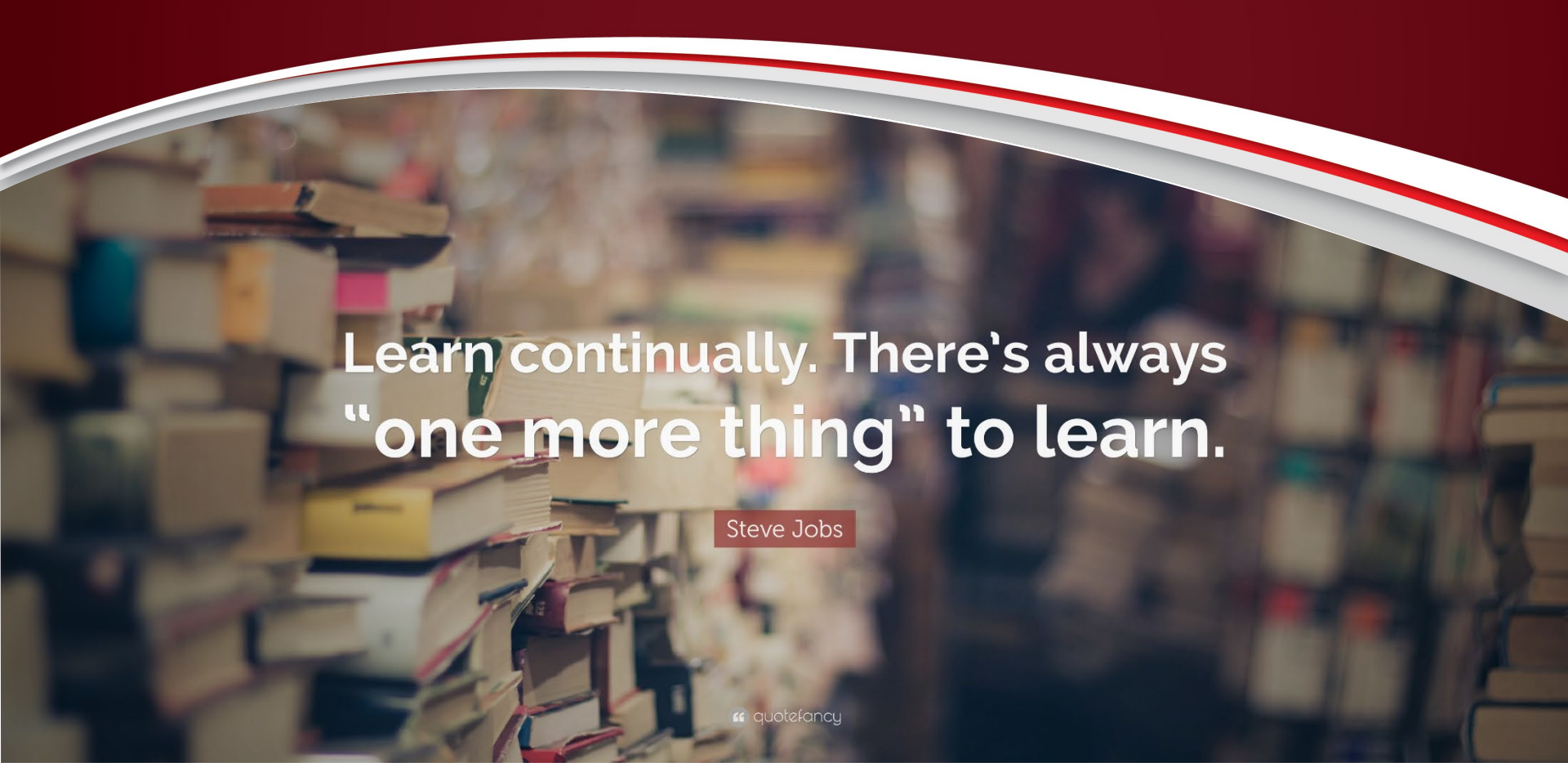
File a Discrimination Complaint

Certified Businesses

- Apply for MBE or EDGE Certification
  - Apply for MBE or EDGE Recertification (renewal)
- Apply for VBE Certification
  - Apply for VBE Recertification (renewal)
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
  - Check agency projection plans
- Check procurement bid announcements

Final Thoughts

- Register with Office of Budget and Management's Office of Shared Services
  - Doing so adds you to the state's accounting system so that when you are awarded a bid, *it is that much easier for you to be paid*.
  - URL: www.supplier.ohio.gov
- Register for Office of Procurement Services' new Ohio|Buys eProcurement system, an online shopping platform for State users to purchase goods and services provided by supplier partners
  - Doing so will position your company to bid on "quick quote" opportunities direct from the initial early adopting agencies.
  - URL: www.das.ohio.gov/OhioBuys



- In anticipation of contract/bid award, consider reviewing affirmative action guidelines and having the following certificates already in place:
  - Goods and services: Affirmative Action Program Verification (AAPV)
  - URL: https://das.ohio.gov/Divisions/Equal-Opportunity/Construction-Compliance/Affirmative-Action-Program-Verification
  - Construction industry: Certificate of Compliance (COC)
  - URL: https://das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Certificate-of-Compliance

We
can
help

For more information

Website:
www.das.ohio.gov/eod;
www.mbe.ohio.gov;
www.edge.ohio.gov; or
www.das.ohio.gov/vbe

Contact us:
Research, Reporting and Recruitment Unit
4200 Surface Road
Columbus, OH 43228
Phone: 614-466-8380
Email: das-eod.research@das.ohio.gov

Ohio | Department of Administrative Services