CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

ONE PAGE SUMMARY

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Summary: An Ordinance Amending Chapter 84 of the Saint Paul Administrative Code

The proposed amendments to City of Saint Paul Administrative Code §84 are necessary to align the Vendor Outreach Program ("VOP") with other City of Saint Paul ("City") contract compliance requirements and codify established City VOP practices and policies.

Major Proposed Amendments Include:

1. **$50,000 Threshold:** Creating a $50,000 threshold for VOP applicability.
   a. Currently VOP has no dollar threshold.
   b. Aligns Ordinance with Affirmative Action Ordinance dollar threshold.

2. **Small Business Set-Aside Program:** Creating a "Small Business Set-Aside Program" for CERT certified businesses.
   a. This amendment will allow small businesses to still have opportunities for contracts under $50,000, when the City is contracting.
   b. Currently, most spend under $50,000 are made with vendors under a cooperative contract, some of which are already CERT certified.
   c. HREEO is actively working on increasing the number of CERT certified vendors in a number of areas, some of which include:
      i. Catering
      ii. Small construction
      iii. Auto parts/repair
   d. 150 CERT certified vendors have been approved and added to date this year.

3. **Including Clear Exemption:** Exemptions include:
   a. Scopes of work where no business opportunity exists.
   b. Highly specialized scopes of work where fewer than 5 businesses in the country provide such services.
   c. Contracts in direct conflict with the federal Disadvantaged Business Enterprise program.

4. **Good Faith Efforts-Consequences:** Consequences for failure to establish good faith efforts include:
   a. A penalty.
   b. Being deemed a non-responsible bidder and placed on a list of ineligible bidders for 1 year.