

**Procurement Reports
District Five Board of Trustees
Monday August 28, 2023**

Our Procurement Code requires the District to provide the Board of Trustees with certain reports annually. At the August 28, 2023 meeting, we will brief and update on the following:

- **Sole source procurements**
 - **Emergency procurements**
 - **Minority business activity**
 - **Procurement audit**
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PROCUREMENT CODE DEFINITIONS

SOLE SOURCE PROCUREMENTS (*Greater than \$2,500.00*) ARE ALLOWABLE WHEN:

- the compatibility of equipment, accessories, or replacement parts is of paramount consideration;
- a unique item is needed for trial use, or testing;
- where the item is one of a kind.

EMERGENCY PROCUREMENTS (*Greater than \$2,500.00*) ARE ALLOWABLE WHEN:

- there is an immediate threat to public health or welfare;
- there is an immediate threat to the safety of people or property;
- there could be an adverse effect on normal day-to-day operations.

MINORITY BUSINESS ENTERPRISE UTILIZATION PLAN

The South Carolina Consolidated Procurement Code requires a Minority Business Enterprise Utilization Plan. This plan is designed to ensure that minority businesses are offered equal opportunity to fully participate in the overall procurement process of the District.

The term “minority business” is defined as a business holding a Certificate of Eligibility* issued by the South Carolina Office of Small and Minority Business Assistance (OSMBA). This certification can be issued to a business that is at least 51% owned by one or more citizens who are determined to be socially and economically disadvantaged.

*Only 717 businesses are certified across the State. The certification process is time intensive and many businesses that would qualify simply choose not to go through the application process. For those businesses that are successful in certification, most are only able to provide goods/services to their local area. Due to the difficulty of achieving certification, the District also tracks all businesses who are minority businesses, not just certified through the SC OSMBA.

GOAL - Our Minority Business Enterprise Plan states that we will strive to spend at least 10% of our controllable* procurements with minority-owned firms.

*Controllable procurements are purchases that the District has discretion in the selection of the vendor. Examples of non-controllable procurements are: Utilities, Debt Services, Payments to government/school districts, employee benefits/insurance, vendors under contract for the year, sole source acquisitions, etc.

SOLE SOURCE & EMERGENCY PROCUREMENT REPORT - 2022-2023

SOLE SOURCE				
<u>Date</u>	<u>PO Number</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>
7/5/2022	134220	Honeywell	\$128,801.00	Building Automation Services District Wid
7/18/2022	134436	Peggs Recreation	\$16,090.87	Reidville Relocation of Playground
9/19/2022	135159	Peggs Recreation	\$4,237.80	Playground Alterations for ADA - Lyman and River Ridge
9/20/2022	135160	Ecoroq/Anamac	\$6,560.00	Refrigeration Humidity Control
10/10/2022	135327	Ablenet	\$11,589.17	Custom Kits - Assistive Technology for Special Services
10/12/2022	135361	Mobile Communications	\$27,585.67	Bus Cameras and GPS Units to match fleet
11/4/2022	135540	Honeywell	\$37,912.00	Duncan Elementary HVAC Equipment
11/29/2022	135654	Sphero	\$13,071.88	Robot Class Kits
1/23/2023	136015	CC Imex	\$3,399.00	Electrophoresis Class Sets
2/22/2023	136264	Primex Wireless	\$6,926.46	FCMS Clock Repair

EMERGENCY				
<u>Date</u>	<u>PO Number</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>
9/20/2022	135171	ADW	\$7,340.00	Lift pump station at Maintenance
9/20/2022	135168	Simmons Septic	\$3,025.00	Septic pump at Maintenance
12/21/2022	135812	McCarter Mechanical	\$132,110.00	MTCC Boiler Replacement
1/3/2023	135844	ADW	\$13,469.00	BFA Gym Water Line Break
1/3/2023	135843	ADW	\$6,987.00	BHS Sewage Backup
3/9/2023	136384	ADW	\$7,869.00	BHS ROTC Sewage Repair
5/16/2023	136928	ADW	\$6,818.00	BHS Football Field Bathroom

4/11/2023	136624	Jennings Dill	\$10,201.00	Beech Gas Leak
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MINORITY BUSINESS REPORT - 2022-2023

Total District Five Expenses:	\$138,385,219.39
Contracts*, Sole Source, Reimbursements, Payments to Other Agencies.:	\$129,423,039.65
Total Controllable Dollars	8,962,179.74
Procurements involving all known Minority Owned Companies:	\$ 1,209,870.09
Procurements involving OSMBA Certified Companies:	\$ 406,135.17
13.5% of total eligible procurements involved minority-owned businesses	

Bid Data

Solicitations Issued: 29	Total Bid Responses Received: 99
Solicitations Cancelled: 2	Bid Responses from Minority Companies: 9
Total Solicitations: 27	

Construction Contracts MBE:

Total amount expended to Construction Companies:	\$109,433,690.24
McKnight Construction:	\$15,302,617.31 (13%)
Total amount of funds Construction Companies expended to Minority Firms -	\$41,321,168.02 (37%)

HISTORY

<u>YEAR</u>	<u>SPENDING</u>	<u>PERCENTAGE</u>
2021-2022	\$774,559	7.1%
2020-2021	\$519,641	6.1%
2019-2020	\$676,343	4.5%
2018-2019	\$558,223	2.5%
2017-2018	\$357,907	9.5%