

County of Contra Costa
OFFICE OF THE COUNTY ADMINISTRATOR
MEMORANDUM

DATE: May 13, 2013

TO: Internal Operations Committee
Supervisor Karen Mitchoff, Chair
Supervisor Candace Andersen

FROM: Vicky Mead, Senior Management Analyst, CAO *VM*

THROUGH: Antoine Wilson, Equal Employment Opportunity Officer *AW*

SUBJECT: Small Business Enterprise & Outreach Program Semi-Annual Report
For the period July 1 through December 31, 2012

RECOMMENDATION:

ACCEPT this Semi-Annual SBE and Outreach Programs Report, reflecting departmental program data for the period July 1 through December 31, 2012.

BACKGROUND:

County departments prepare and submit statistical data concerning the "Small Business Enterprise" (SBE) program semi-annually (twice/year). The program consists of identifying the proportion (i.e. percentage) of each department's "total" contracting activity (where all contracts less than \$100,000 are included) that is awarded to certified small business enterprises. Departmental liaisons first identify the total number and dollar amount of all transactions that are less than the program threshold¹ (separated by type into personal services, construction, and purchasing transactions) that the department has entered into, amended, or renewed in the reporting period; they then identify the number

¹ The percentage of contracts awarded to SBEs is calculated as a percentage of all contracts that fall within the 'program threshold.' During 2011, the threshold included all construction and services contracts less than \$50,000, and all purchasing transactions less than \$25,000. For 2012 the threshold has been raised to \$100,000.

and dollar amount of personal services, construction, and purchasing transactions that were awarded to Small Business Enterprise (SBE) firms.

In addition to the individual department data, the Purchasing Division of the General Services Department reports outreach data for many small departments and for commodities less than \$10,000. These statistics reflect outreach to small, women, minority-owned, local, disadvantaged and/or other business enterprises for smaller transactions coordinated through Purchasing's "electronic outreach" program.

By comparing the total number and total dollar amount of transactions that were *awarded to the different types of firms* to (dividing by) the number and total amount of contracts that *were under the \$100,000 program threshold*, the percent share of all transactions (both number and dollar amounts) that have been awarded to SBE firms has been quantified.²

Transactions falling within the threshold are considered to reflect the optimal opportunities for outreach to and economic participation by small, local, minority, women's, veterans, or disabled business enterprises. For the current reporting period the threshold amounts have been: transactions of \$100,000 or less for personal services and purchasing transactions, and \$100,000 or less for construction-related contracts.

In September 2012, the County retained a new Equal Employment Opportunity Officer, Mr. Antoine Wilson, who will provide long-term oversight and direction for this program. Mr. Wilson has reviewed this report but has not participated directly in its preparation. Mr. Wilson has discussed with CAO and Human Resources the possibility of conducting additional training in SBE requirements and procedures for SBE departmental coordinators during 2012 or 2012, which will provide an opportunity also to receive feedback and suggestions from the coordinators about potential program improvements. This process is anticipated to introduce improvements and efficiencies in data collection and reporting and to produce more reliable and useful data.

Results for the Period July 1 to December 31, 2012

Business Enterprise Participation Rates

Tables 1-3 attached to this report present statistics showing the proportion of professional and personal services (Table 1), purchasing (Table 2), and construction (Table 3) contractual awards that were transacted through Small Business Enterprises, *taking as a base* all transactions less than \$100,000 in each category.

² Departments maintain data on Local Business Enterprise (LBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Disabled Veteran Business Enterprise (DVBE), and/or Disadvantaged Business Enterprise (DBE) firms but the recent focus in reporting has been on the rates of participation of local small businesses in the County's contracting opportunities.

The data reflect that County Departments have made significant efforts to support the County's Small Business Enterprise (SBE) goals and Outreach Program target of achieving 50 percent participation by SBE firms among the transactions under the threshold.

The total activity County-wide in this period for all three categories together (i.e. the sum of the data in the three separate tables) is as follows:

County-Wide Summary Data
SBE Awards (Dollar and Amount), July – Dec, 2012

Type of Contract/Award	SBE	Total	Pct.	SBE	Total	Pct.
Personal Services (Table 1)	\$ 16,907,095	\$ 24,322,236	70%	595	825	72%
Purchasing (Table 2)	\$ 829,336	\$ 2,572,282	32%	214	911	23%
Construction (Table 3)	\$ -	\$ 28,500	0%	0	1	0%
Grand Total	\$ 17,736,431	\$ 26,923,018	66%	809	1,737	47%

As previously noted, the details of individual departments' performance appear in Tables 1-3 which are attached to this report. In addition, a separate presentation (Table 5) focuses on each department's success in reaching its performance goal of awarding at least 50 percent of its contracting opportunities to SBEs by revealing "yes" or "no" whether the percentage of awards to SBEs exceeded 50 percent of the total.

Highlights of these data include:

Small Business Enterprise Program

- **Professional/Personal Services (Table 1)** - Approximately **\$16.9 million** was awarded to SBEs through personal or professional services contracts, representing **70 percent** of total contract dollars for such services of approximately **\$24.3 million** (however not all data are complete). **Six** departments reported that they met or exceeded the 50% SBE contracting goal for this period, based on dollar amounts. **Seven** departments reported that they met or exceeded the 50% SBE contracting goal for this period, based on the number of contracts awarded to SBEs as a proportion of all awards within the threshold.
- **Purchasing (Table 2)** – A total of **\$829,336** was reported as awarded to SBE firms, or **32 percent** of all purchasing transactions under the threshold, which totaled **\$2,572,282**. **Five** departments reported that they met or exceeded the 50% SBE contracting goal for this period, based on dollar amounts. **Two** departments reported that they met or exceeded the 50% SBE contracting goal for this period based on the number of contracts awarded to SBEs as a proportion of all awards within the threshold. Four departments did not report any Purchasing activity that they conducted independently.

(Additional purchasing transactions, undertaken separately by the General Services Department, appear in **Table 6**.)

- **Construction (Table 3)** – Most departments did not report any construction activity of less than \$100,000 falling within SBE program thresholds. Animal Services reported construction activity of \$28,500 that was not transacted with a SBE.

Department Outreach (Table 4)

Table 4 presents data reported by departments concerning their ***outreach activities*** to specific business enterprises. For the different types of contracts awarded, departments have documented the number of outreach opportunities made with specific types of firms. The departments track and report on outreach activities describing the extent to which information about business opportunities has been distributed to small, local, minority, women’s, veterans, or disabled business enterprises that were conducted by departments in this period. **Table 4** summarizes the data reported by departments concerning outreach ***to the different types of business enterprises*** in the reporting period.

Purchasing Outreach

In addition to departmental outreach, the Purchasing Division of the General Services Department provides purchasing services and significant “electronic outreach” to the different business enterprises. **Table 6** presents the results of the Purchasing Division’s “E-outreach” program to the different business enterprises in this period.

Outreach Program (Table 4)

Table 4 presents the results of specific outreach activities directed to all of the different types of business enterprises under the County’s Outreach Program.

Amended and Renewed Contracts

The County continues to monitor the number of amended and renewed contracts in each SBE and Outreach Program reporting period. The emphasis is on evaluating the number of amended and renewed contracts that fall within the SBE and Outreach Program thresholds and to encourage departments to outreach every three years for all such contracts. Data have been submitted by individual departments about contracts renewed (Appendix 1) and amended (Appendix 2) in the period although the data is not summarized for this report. The County’s Equal Employment Opportunity Officer will collaborate with departments to strengthen SBE outreach and outreach to other business

Table 1 - Professional and personal services contracts awarded to SBEs, July-Dec. 2012

Data reported for July 1 - Dec 31, 2012

Agency	Dollar Value of SBE Awards			Number of Awards to SBEs		
	Dollar Amount of Contracts Awarded to Small Business Enterprises in this period:	Total Dollar Amount of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent of dollars)	No. of Contracts awarded to Small Business Enterprises in this period:	Total No. of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent)
Personal Services Contracts						
Animal Services	\$ 44,378	\$ 195,726	23%	4	31	13%
Auditor Controller	60,000	60,000	100%	1	NA	
CCTV (CAO)	3960	23,984	17%	5	22	23%
Clerk Recorder- Gen Svc Division	89,739	205,047	44%	29	52	56%
Conservation & Development (DCD)	189,355	288,456	66%	6	8	75%
County Administrator's Office (CAO)	0	280,245	0%	5	22	23%
County Counsel	10,939	NA		35	NA	
Dept. of Child Support Services (DCCSS)	161,326	NA	NA	11	NA	
Dept. of Info Technology (DoIT)	0	75,000	0%	0	1	0%
District Attorney	6049	62,692	10%	5	NA	
EHSD	120,047	213,714	56%	7	11	64%
Health Svcs. Dept. (HSD) sum of entries	7,972,472	11,133,096	72%	246	354	69%
Health Services Summary Report (Table 1)	7,758,264	10,583,264	73%	215	283	76%
Human Resources	89,344	120,683	74%	6	8	75%
Probation	57,000	289,975	20%	1	9	11%
Public Works	226,269	660,354	34%	8	19	42%
Risk Management	117,952	NA		11	NA	?
Sheriff's Office	0	130,000	0%	0	5	0%
Treasurer-Tax Collector	0	0		0	0	
Veterans' Services Office	0	0		0	0	
Total Personal Services Contracts and Awards	\$16,907,095	\$24,322,236	70%	595	825	72%

Table 2 - Purchasing activity contracted with SBEs, June -Dec. 2012

Data reported for July 1 - Dec.31, 2012

Agency	Dollar Value of SBE Awards			Number of Awards to SBEs		
	Dollar Amount of Contracts Awarded to Small Business Enterprises in this period:	Total Dollar Amount of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent of dollars)	No. of Contracts awarded to Small Business Enterprises in this period:	Total No. of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent)
Purchasing Contracts						
Animal Services Dept.	\$ 11,128	\$ 284,331	4%	7	41	17%
Auditor Controller	4,941	5,395	92%	5		
Clerk Recorder	21,902	114,198	19%	13	65	20%
Conservation & Development (DCD)	21,925	35,178	62%	8	13	62%
CCTV (CAO)	0	25,941	0%			
County Administrator's Office (CAO)	0	2,417	0%	0	13	0%
County Counsel	4,695	NA		13	NA	
Dept. of Child Support Services (DCSS)	0	11,897	0%	0	25	0%
Dept. of Info Technology (DoIT)	229,968	287,941	80%	19	30	63%
District Attorney	15,536			>5		
EHSD	29,248	54,779	53%	20	85	24%
Health Svcs. Dept. (HSD)	332,385	1,262,943	26%	95	379	25%
Human Resources	1,318	1,318	100%	13	NA	
Probation	10,889	199,431	5%	7	37	19%
Public Works	73,852	196,535	38%	5	20	25%
Risk Management (CAO)	2,500	43,810	6%	NA	NA	
Sheriff's Office	67,907	46,168	?	5	203	2%
Treasurer-Tax Collector	0	0		0	0	
Veterans' Services Office	1,142	NA	?	4	NA	?
Total Purchasing Contracts and Awards	\$ 829,336	\$ 2,572,282	32%	214	911	23%

Table 3 - Construction contracts awarded to SBEs, July -Dec. 2012

Agency	Dollar Value of SBE Awards			Number of Awards to SBEs		
	Dollar Amount of Contracts Awarded to Small Business Enterprises in this period:	Total Dollar Amount of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent of dollars)	No. of Contracts awarded to Small Business Enterprises in this period:	Total No. of Contracts Under \$100,000 awarded in this period:	SBE participation rate (percent)
Construction Contracts						
Animal Services	0	28,500		0	1	0%
Total	\$0	\$28,500				

TABLE 4 - OUTREACH

Categories	Number of all awards under \$100,000	Total Dollar Amount of all awards under \$100,000	No. of Outreach Contacts	*A business may be counted in more than one category									
				mbe	wbe	sbe	lbe	dvbe	dbbe (optional)	Fed SBE (optional)			

Professional/Personal Svcs.														
Animal Services	5	\$ 57,700	4											
Clerk Recorder - Gen Svcs. Division			2											
Clerk Recorder - Elections Division			2											
Conservation & Development (DCD)	8	\$ 288,456	18											
Dept. Child Support Services			4											
Employment & Human Services (EHSI)	7	\$ 120,047	11											
Health Services Dept. (HSD)	381	\$ 60,400,434	488											
Public Works	28	\$ 3,698,603	1068											
Risk Management (CAO)		\$ 204,088												

Construction														
Public Works	13	\$ 2,544,553	1737											
Animal Services	1	\$ 28,500	NA											

Commodities (Departments only)**														
Conservation & Development (DCD)	13		35,178	21										

** For commodities under \$10K for use by depts other than Purchasing (GSD)

No data to report:
 Auditor Controller
 County Administrator's Office
 CCTV
 District Attorney
 Human Resources
 Probation
 Treasurer-Tax Collector

Table 5: Pct. SBE Awards by Dept.

Agency	Number of Purchasing Awards			Did SBEs exceed 50 pct?	Number of personal services awards			Did SBEs exceed 50 pct?
	to SBEs	Total under \$100K	SBE participation rate (percent)		to SBEs	Total under \$100K	SBE participation rate (percent)	
Animal Services Dept.	7	41	17%	no	6	31	19%	no
Auditor Controller	5			no	6	NA		no
cctv				no	0	22	0%	no
Clerk Recorder	13	65	20%	no	42			no
Conservation & Development (DCD)	8	13	62%	yes	14	8	175%	yes
County Administrator's Office (CAO)	0	13	0%	no	5	22	23%	no
County Counsel	NA	NA						no
Dépt. of Child Support Services (DCSS)	0	25	0%	no	20	NA		no
Dept. of Info Technology (DoIT)	19	30	63%	yes	20	1	2000%	yes
District Attorney	>5			no	23	NA		no
EHSD	20	85	24%	no	27	11	245%	yes
Health Svcs. Dept. (HSD)	95	379	25%	no	341	283	120%	yes
Probation	7	37	19%	no	15	8	188%	yes
Public Works	5	20	25%	no	8	9	89%	yes
Risk Management (CAO)	NA	NA		no	13	19	68%	yes
Sheriff's Office	5	203	2%	no	13	NA		no
Treasurer-Tax Collector	0	0		no	12	5	240%	yes
Veterans' Services Office	4	NA	?	yes	0	0		no

Table 6
COUNTY OUTREACH REPORT JUNE-JANUARY 2012

Solicitations conducted through the County's E-Outreach Program resulted in responses from the following Business Enterprises.

Commodity Classification Code	Dollars	Total Vendor Responses	MBEs	WBEs	County /State SBEs	LBEs	DVBEs	DBEs	Fed SBEs
AUTOMOTIVE VEHICLES, TRANSPORTATION EQUIPMENT #071	\$8,473,191.31	87	8	6	65	1	5	2	0
BUILDING MAINTENANCE & REPAIR #910	\$47,759.05	421	42	23	266	11	49	30	0
CONSTRUCTION & REPAIR #913	\$63,828.00	124	6	12	76	4	18	10	0
COMPUTER HARDWARE & SERVICES #204	\$69,468.20	351	30	25	212	5	65	24	0
MISCELLANEOUS SERVICES #961-#962	\$193,000.00	117	9	10	64	0	21	13	0
OFFICE SERVICES, PRINTING #725	\$33,381.20	122	12	4	76	1	20	7	0
TOTALS	\$8,876,627.76	1,222	107	80	761	22	166	86	0

Solicitations conducted through the County's E-Outreach Program resulted in notifications to the following Business Enterprises.

NOTIFICATION COUNT	Total Vendors Notified
Represents the number and classification of vendors invited to participate in solicitations.	117,721

- MBE - MINORITY BUSINESS ENTERPRISE
- WBE - WOMEN'S BUSINESS ENTERPRISE
- SBE - SMALL BUSINESS ENTERPRISE
- LBE - LOCAL BUSINESS ENTERPRISE
- DVBE - DISABLED VETERAN BUSINESS ENTERPRISE
- DBE - DISADVANTAGED BUSINESS ENTERPRISE
- FED SBE - FEDERAL SMALL BUSINESS ENTERPRISE

**Appendix I: SBE and Outreach for Contracts
Renewed by Departments, July - December 2012**

Department	SBE	Outreach	Name Contractor-Vendor Name	Type of Contract	1 yr term	2 yr term	3 yr term	Initiation Date	Current Exp Date	Date of last outreach	# of renewals	Reason for RENEWAL
Animal Services	X	X	Pinole Pet Hospital	personal services		X		9/1/2010	8/31/2014		2	emergency vet care
Animal Services	X	X	HLP, Inc.	personal services	X			NA	8/31/2013		15	operating system
Auditor Controller			no data to report									
CCTV			Synergy Broadcast Systems	Warranty Renewal	X			1/2/2003	9/18/2013	3/1/1999	4	This is a service level agreement that can only be acquired through the manufacturer.
CCTV			Alpha Video	Warranty Renewal				7/1/2006	9/30/2013	7/1/2006	6	Outlet Support and Maintenance Renewal - Specialized program for CCTV
Clerk Recorder			no data to report									
DCSS	X		R-Computer F43358	Computer Equip	X			7/20/2012	7/19/2013		0	Cur: B27164 WSCA contract & under OCC BID #0907-00A.
DCSS	X		R-Computer F38072 (CO-2)	Computer Equip	X			8/1/2009	7/31/2012		2	Additional computer purchase as needed
DCSS	X		R-Computer F43579	Computer Equip	X			6/15/2012	6/14/2013		0	Maint. & support for HP 5500G-E/24 port switches
DCSS	X		Allied Network Solutions F43600	Licence Renewal	X			9/1/2012	8/31/2013		0	Symantec Backup Exec 2012 License Renewal
DCSS	?		Compucom P43665	Equipment	N/A			7/19/2012	N/A		0	Purchase of equipment
DCSS	X		Nor. Cal. Paper Recyclers F43732	Shredding Svcs	X			8/1/2012	7/31/2013		0	Onsite-Mobile hard drive shredder requested
DCSS	X		R-Computer F43751	Computer Equip	X			8/1/2012	7/1/2013		0	Replaces F43751 Addl. computer purch. as needed
DCSS	X		UPS Protection Inc. P43953	Equipment	?			8/5/2012	N/A		0	Purchase of equipment
DCSS	?		Aspect Software P44152	Software Maintenance	N/A			9/20/2012	N/A		0	maintenance of dept phone system
DCSS	?		Freedom Hygiene F43141	Cleaning Maint.	N/A			3/28/2012	12/21/2012		0	Extension of terms until 12/31/12
DCSS	X		Mizico Furniture Inc.P44119	Furniture Maintenance	N/A			9/20/2012	N/A		0	Reupholster existing County Chairs & other projects.
DCSS	X		Calserve CA9312-09	Professional Svcs	X			10/1/2006	9/30/2013		6	best price for this specialized service
DCSS	X		J Snell & Co F44361	Equip Maintenance	X			10/1/2012	10/10/2013		6	maintenance renewal with SBE
DCSS	X		Avidex F44362	Equip Maintenance	X			10/1/2012	9/30/2013		0	maintenance renewal a/v equip-Rolfs F44362 2007-12
DCSS	X		One Touch Global Tech.F44414	Software Maintenance	X			10/1/2012	9/30/2013		0	maintenance renewal needed - Rolfs F38368 2005-12

**Appendix I: SBE and Outreach for Contracts
Renewed by Departments, July - December 2012**

Department	SBE	Outreach	Name Contractor-Vendor Name	Type of Contract	1 Yr term	2 Yr term	3 Yr term	Initiation Date	Current Exp Date	Date of last outreach	# of renewals	Reason for RENEWAL
DCCS	X		Jobview FA4866	Job Kiosk Service	X			11/10/2012	11/9/2013		0	Job Kiosk svc for customers - Rptcs F99745 2009-12
DCCS	?		Aspect Software FA5119	Software Maintenance	X			11/26/2012	11/25/2013		0	maintenance of dept phone system (June 2003?)
DCCS	X		Angus-Hammer, Inc. FA4570	On-site services	N/A			9/20/2012	12/31/2012		0	an additional 24 hours needed to complete project
District Attorney			no data to report									
EHSD	X		Jerry Gomez	Head Start Consultant				4/1/2011	1/31/2013	1/1/2011	3	Specialized Consultant Services
EHSD	X		Mark Lane	Grievance Hearings	X			7/1/2010	6/30/2013	5/1/2010	2	Cost effective; Service Performance
EHSD	X		Patricia Brown	HICAP Consultant	X			7/1/2011	6/30/2013	5/1/2011	1	Specialized Services; Medicare Counseling
EHSD	X		Nancy Ewing	Adult Support Service	X			6/1/2010	6/30/2013	5/1/2010	2	Ongoing Services to Aging Adult population
EHSD	X		Susan Cooke	Training Consultant	X			1/1/2012	12/31/2013	1/1/2011	2	Cost effective; Continued services
EHSD	X		Jerry Lew & Associates	Mentor Program	X			7/1/2011	12/31/2013	12/1/2010	2	Cost effective; Service performance
EHSD	X		Maxwell and Associates	Affirmative Action Management Consultant	X			5/1/2009	4/1/2013	4/1/2009	3	Cost effective; Service Performance; Specialized Serv
EHSD	X		Kathleen Robinson	Management Consultant	X			4/1/2010	6/30/2013	2/1/2010	2	Cost effective; Specialized service requirements
EHSD	X		David Barkan Consulting Group	Team Facilitation	X			12/1/2010	12/1/2012	11/1/2009	2	Continual/Valuable Service Performance
EHSD	X		Dian Whaley	Medicare Consultant	X			7/1/2010	6/30/2013	5/1/2010	2	Cost effective; Service Performance
EHSD	X		Judy Ventling	Health Services	X			7/1/2011	12/1/2013	6/1/2011	1	Specialized Services
EHSD	X		John Gunnarson	Training Consultant	X			1/1/2011	12/1/2013	11/1/2010	1	Cost effective; Continued services
Health Services			see attached special report									
Human Resources												
Probation												
Treasurer-Tax Collector												
County Administrator's Office												

Appendix II: SBE and Outreach for Contracts Amended by Departments,
July - December 2012

Department	SBE	Office of	Vendor/Contractor Name	Type of Contract	1 yr term	2 yr term	3 yr term	Start Date	End Date	Number of amendments	Reason for Extension
Animal Services	X		Taylor Houseman	personal services	X			9/11/2008	3/31/2013	1	Increase purchase order
Auditor Controller			none to report								
Clerk Recorder-			SOE Software Corpor	Software Maintenance		X		8/21/2007	8/21/2014		extend software maintenance of clarity suite web information and ENR (election night reporting) 1 management system Add one additional CastNet training labor day. Increase P.O. 1 by \$1,500.00 for this expense. Increased contract amount from 1 \$32,900 to \$41,764.00
CCTV			Alpha Video	Training Services		X		8/6/2012	8/5/2013		Increase contract amount by \$20,000 & exp. Date to 6/30/13 Increase purchase amount by 1 \$1,000 & exp. Date to 7/16/12
Conservation & Development (DCD)	X		Dave Dunn Company	Contractor		X		3/15/2012	12/31/2012		Increase contract amount from 1 \$32,900 to \$41,764.00
Conservation & Development (DCD)			TruePoint Solutions, I	Contractor		X		4/9/2012	6/30/2013		Increase contract amount by 1 \$20,000 & exp. Date to 6/30/13 Increase purchase amount by 1 \$1,000 & exp. Date to 7/16/12
DCSS	X		Sam Clar Office	Purchase Order		X		3/13/2012	7/16/2012		Increase purchase amount by 1 \$1,000 & exp. Date to 7/16/12
DCSS	?		Freedom Hygiene F&E	Cleaning Maint.		N/A		3/28/2012	12/21/2021		1 Extension of terms until 12/31/12
District Attorney	X		Angus-Hamer, Inc.	On-site services		N/A		9/20/2012	12/31/2012		1 an additional 24 hours needed to complete project
EHSD	X		none to report								
Health Services Dept.			John Gunnarson	Training Consultant		X		1/1/2011	12/1/2013		1 Increase in Funding: Additional Services
Human Resources			see special report								
Probation			none to report								
Public Works	X		none to report								
Public Works	X		Graham Contractors	construction				8/20/2012	thru completion		2 new scope on file
Public Works	X		Bruce Carone Grading	construction				11/14/2012	thru completion		2 new scope on file
Public Works	X		ETIC Inc	construction				11/14/2012	thru completion		3 new scope on file
Public Works	X		Robert A. Bothman	construction				7/20/2009	thru completion		10 new scope on file
Public Works	X		Destination Anywhere	construction				11/16/2011	6/17/2014		1 new scope on file
Public Works	X		Valley Slurry Seal Co.	construction				11/16/2011	thru completion		3 new scope on file
Public Works	X		O. C Jones & Sons, Inc	construction				11/14/2012	thru completion		2 new scope on file
Public Works	X		Nichols Consulting	En Real Property				10/12/2010	11/30/2012		1 on file
Treasurer-Tax Collector			none to report								
County Administrator's Office											