

# Colorado Convention Center Supplier Diversity Program

Colorado Convention Center | Legends Global recognizes the importance of the success of Minority Owned ("MBE") and Women Owned ("WBE") Business Enterprises to the economies of the state, city and communities it serves, as well as the corporation itself. We are committed to pursuing business relationships with M/WBE firms and using innovative approaches designed to continually improve business opportunities at the Colorado Convention Center.

Colorado Convention Center | Legends Global uses its good faith efforts to apply an annual percentage goal to MWBE participation in the total cost of performing its obligations. Colorado Convention Center | Legends Global meets this goal by one or a combination of the following:

- ✓ Direct spend with certified MBE and WBE's
- ✓ Subcontracting the purchase of materials and supplies used in the performance of a contract to certified MBE and/or WBE suppliers
- ✓ Subcontracting a portion of the services for a contract to certified MBE and/or WBE contractors

We are committed to the inclusion of minorities and women in our overall procurement and contracting processes. We will focus our efforts on the following core pillars: Outreach, Spend and Compliance.

## OUTREACH

Outreach is the first, and most integral, segment in the Supplier Diversity Program. It is within this phase which we analyze spend, immerse ourselves into the community through various outreach events in an effort to increase our MBE and WBE database, and network with certifying and assist agencies. The following actions are taken in order to ensure our outreach efforts are successful:

- ✓ Assuring that M/WBE's are informed of Colorado Convention Center | Legends Global contract opportunities
- ✓ Assisting potential M/WBE's by acting as a liaison between the vendors and certifying agencies
- ✓ Providing M/WBE directories to interested Prime Contractors
- ✓ Providing training and assistance to Colorado Convention Center | Legends Global staff on Program objectives and requirements
- ✓ Analyzing individual spend and conducting exhaustive research to ensure overall M/WBE efforts
- ✓ Continue to seek M/WBE contacts through successful networking opportunities such as:
  - Conduct annually a Supplier Diversity Fair for the Colorado Convention Center and other business partners, to serve as a direct channel of communication between facility management and diverse businesses.
  - Participating in various outreach events
  - Developing and maintaining relationships with local certifying agencies. Colorado Convention Center | Legends Global recognizes the following agencies certifications: SDMWBE firms certified with the City and County of Denver

- Pursue, develop and maintain relationships with other assist agencies (i.e. African American Contractors Association, Hispanic American Construction Industry Association, U.S. Small Business Administration, Asian American Small Business Association, etc.)

## SPEND

The second pillar in the Supplier Diversity Program requires us to utilize the research and networking that we obtained through our outreach efforts to:

- ✓ Work with User Departments to identify and establish feasible contract specific goals
- ✓ Identify opportunities to increase Minority and Women Business Enterprise participation and improve our overall performance
- ✓ Make an effort to make more direct awards to Minority and/or Women Business Enterprise
- ✓ Evaluate overall and departmental progress towards meeting Program Goals
- ✓ Monitoring and reporting our progress (within operating expenses, operating capital expenses and bond capital expenses) towards achieving the M/WBE goals, with a strong emphasis on continually increasing participation
- ✓ Monitor and report on exempt vs. non-exempt spend through the B2Gnow system as determined by the Division of Small Business Opportunity (DSBO) ordinance.
- ✓ Provide vendor and contract analysis based on spend

## COMPLIANCE

The third, and final, pillar to the Supplier Diversity Program is monitoring and enforcing compliance. Colorado Convention Center | Legends Global makes a concerted effort to ensure that prime contractors are utilizing their proposed subcontractors to the fullest extent, per their contractual requirements. In order to successfully implement compliance tracking, Colorado Convention Center | Legends Global conducts the following measures:

- ✓ Monitor contracts to ensure compliance with contractual commitments and Program objectives
- ✓ Ensure all payment information is submitted and entered into the compliance monitoring system on a monthly basis
- ✓ Audit all payments made to Prime and Sub Contractors
- ✓ Review and facilitate any issues concerning contracts

The Colorado Convention Center | Legends Global Purchasing & Supplier Diversity Department is a partner with the local business community and seeks to obtain goods, services and consultants that ensure the seamless operation of the Convention Center. For more information, please contact us at [procurement@denverconvention.com](mailto:procurement@denverconvention.com)

The Colorado Convention Center regularly issues request for proposals (RFPs) and Bids. Purchases or services that exceed \$25,000 will be listed, as needed, please visit <https://denverconvention.com/about-us/doing-business-with-ccc> to learn of further opportunities that are currently available.