WMBE Report for 2012
Office of Arts and Cultural Affairs

Introduction

Seattle's Office of Arts and Cultural Affairs (OACA) promotes the value of arts and culture in the communities throughout Seattle. The Office promotes Seattle as a cultural destination and invests in Seattle's arts and cultural sector to ensure the city has a wide range of high quality programs, exhibits and public art.

Department Representatives

Jane Morris (Finance & Administrative Manager) and Sheila Moss (Accounting Tech) are the Office's representatives for managing and reporting the department WMBE efforts.

2012 WMBE Use and Efforts:

Expectations and Education on WMBE Participation

- Sheila Moss will provide regular updates and reminders to staff regarding WMBE goals and opportunities for participation in contracting and vendor selection for goods and services.
- The Finance Manager and accounting staff review department purchases of goods and services to identify potentially missed opportunities and educate staff.

Efforts in Outreach:

The most extensive use of funds in OACA is for the purpose of providing support to artists, organizations, community groups, schools, and other non-profits. Very often, the funding and/or commissions that are awarded (through an extensive selection process) go to minority individuals or otherwise under-served populations. These expenditures are for artistic services and as such, are not included in the expenditures on the city's WMBE reports. Also, these individuals and organizations (often non-profits) are not WMBE registered, nor are they likely to apply for state certification as WMBEs. Because this is the reality of the situation, our extensive work to reach out to minority and underserved populations **is not captured in through WMBE reports**.

Utilization and Exceptions:

The department's discretionary purchase of goods and basic services is somewhat limited. OACA uses City blanket contracts for the lease of office equipment and to purchase office supplies, IT equipment/software, and other supplies/services for public events and selection panels which make up a significant portion of discretionary operating expenditures. The Finance Manager and administrative staff identify other blanket contracts available (e.g., printing services) to help OACA's staff make proactive and informed choices on vendor selection. The major portion of our direct voucher purchases are for materials for maintenance of permanently-sited works of art. These art supplies are specialized and not generally available though any known WMBE vendor.

Our total reported department expenditures of $167,955.59 include some contract payments that should not have been calculated into this total. The contract payments listed below are the only providers for their services, or specifically directed to receive funds from our office and should not be included in our totals.

- History Link for $12,500.00 (a non-profit, and specifically directed through Council action in the Adopted Budget),
- Western States Arts Federation for $11,500.00 (for custom software not available otherwise),
- Seattle King County Convention and Visitor's Bureau for $37,000 (a quasi-governmental agency),
- One Reel for $17,500 (dedicated provider for event services at Seattle Center for Mayor's Arts Awards)

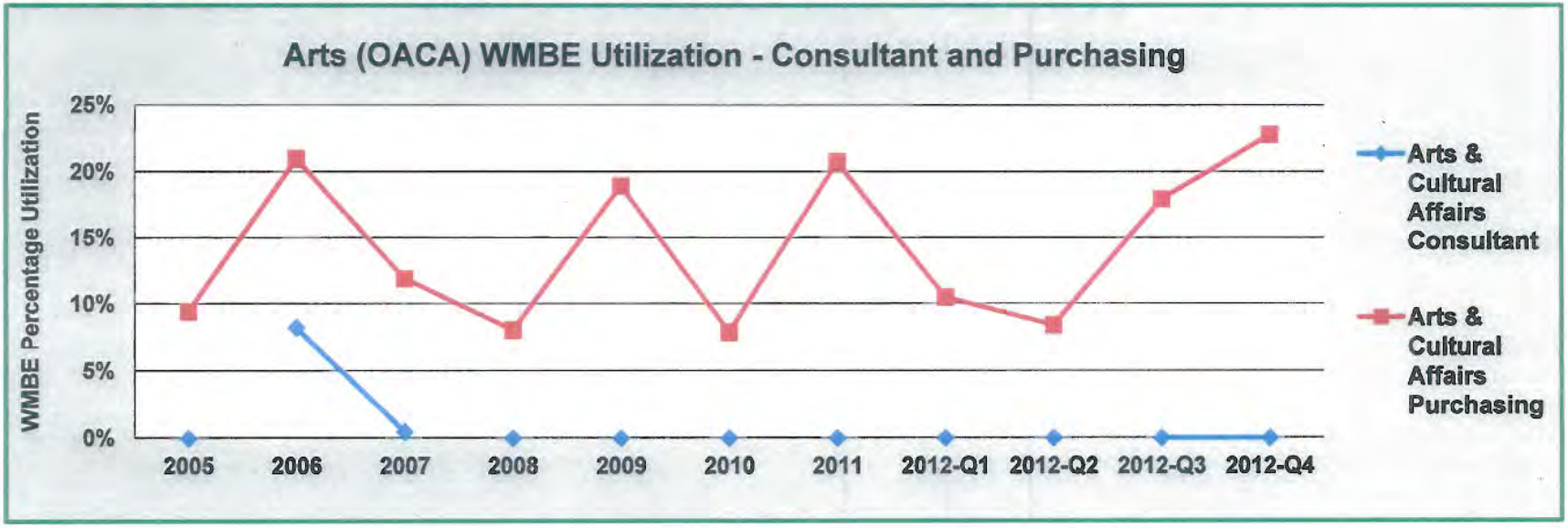
The table titled "2012 Summit Reported" shows expenditures and percentages for our department as shown on the Summit report. The second table titled "2012 Adjusted for Exceptions" shows our amended amounts when the contract payments shown above are taken into account.

	2012 Summit Reported		2012 Adjusted for Exceptions	
	Payments	WMBE %	Payments	WMBE %
Consultant Contract	$100,431.00	0.00%	$250.00	0.00%
Blanket Contract	$31,516.27	44.17%	$31,516.27	44.17%
Direct Voucher	$36,008.32	4.00%	$36,008.32	4.00%
Department Total	$167,955.59	9.15%	$67,745.90	22.68%

2013 Goals:

The department will continue to provide information, training, and reminders to staff regarding WMBE usage. We hope this will help staff identify any missed opportunities for WMBE participation, both in contracting and direct voucher purchases. However, since it is often the case that the department may not have more than one or two consultant contracts per year that can be considered for WMBE opportunities, it is unlikely that we can promise a higher percentage use in future. Additionally, we may also have contracts where funding is Council or Mayor-directed and cannot be considered for inclusion in the expenditures for contracting. Bottom line – **our 2013 goal for Consultant Contracts should continue to be 0%.** However, since almost all our supply and leased equipment purchases are done through Blanket contracts, this is also unlikely to affect future WMBE participation. With that in mind, I am using a three-year average of Blanket Contract and DV expenditures of approximately $57,000 and **projecting a WMBE goal of about 20%, which calculates to approximately $12,000 for 2013**.

Arts & Cultural Affairs						
	Consultant			Purchasing		
Year	Total	Percent	WMBE	Total	Percent	WMBE
2005	$ 30,339	0%	$ -	$ 125,895	9%	$ 11,847
2006	$ 60,872	8%	$ 5,000	$ 102,429	21%	$ 21,478
2007	$ 183,977	0%	$ 875	$ 200,366	12%	$ 23,826
2008	$ 216,633	0%	$ -	$ 319,311	8%	$ 25,602
2009	$ 100,319	0%	$ -	$ 118,889	19%	$ 22,515
2010	$ 74,728	0%	$ -	$ 76,529	8%	$ 6,002
2011	$ 23,000	0%	$ -	$ 62,781	21%	$ 13,008
2012-Q1	$ 40,591	0%	$ -	$ 12,060	10%	$ 1,263
2012-Q2	$ 51,431	0%	$ -	$ 29,572	8%	$ 2,478
2012-Q3	$ 56,931	0%	$ -	$ 47,730	18%	$ 8,564
2012-Q4	$ 100,431	0%	$ -	$ 67,525	23%	$ 15,361



1) 2012 year to date spend through 12/31/2012
2) Produced by PCSD/FAS on 1/2/2013
3) Source: Standard Summit Reports