

FY22 Budget Process

City Council Information Request

Department: Office of Economic Development (OED)

GENERAL INFORMATION:

1. Summary Budget for FY22 - *See Separate Attachment (Appendix A)*
2. Detail on “Other” or “Misc” Line Items (53900, 54900, & 55900)

BUDGET NARRATIVE:

3. Three Largest Budget Reductions from FY21 in dollars and %
 4. Three Largest Budget Increases from FY21 in dollars and %
 5. Detail on Other Significant Budget Expansions or Reductions
 6. Any New Responsibilities Assigned to Department in the Last Two Years
 7. Any Responsibilities Transferred Out of Department in Last Two Years
 8. Actual YTD FY21 Spending - *See Separate Attachment (Appendix B)*
 9. Any Savings Realized by Department in FY21
 - 10a. Any Changes to External Funds
 - 10b. Federal funds related to COVID in FY21 and FY22
 11. List of 5 Major Accomplishments in FY21 – *See Separate Attachment (Appendix C)*
 12. Chief FY22 Goals, Ongoing and New Initiatives – *See Separate Attachment (Appendix D)*
 13. Multi-year Projects or Investments, Discuss FY21 Ramp-up or Wind-down in Spending, and Future Year Plan
 14. Any Expanded Budget Authority Not Granted, But Plan to Resubmit in Future
 15. Departmental Financial and Personnel Resources Devoted to Language Access
- Office of Economic Development - FY22 Recommended Budget

PERSONNEL INFORMATION:

- 16. Five Year Analysis of Full Time Employees (FTEs)
- 17. Breakdown of Employees on Leave
- 18. Five Year Analysis of the Total Number of Positions
- 19. A. Breakdown of Employees by Race and Gender
 B. Breakdown of Top 10 Wage Earners by Race and Gender
- 20. Breakdown of Employees with Language Competency Other Than English
- 21. Five Year Analysis of Overtime
- 22. Amount and Justification of Any Stipends
- 23. Any Hiring Challenges Experienced This Year

CONTRACTS - See Separate Attachment (Appendix E)

- 24. Overview of Current Contracts
- 25. Breakdown of Contracts
- 26. Any Barriers to Contractor Diversity in Department Contracts
- 27. Narrative on Contracts Over \$100,000

PERFORMANCE MEASURES

REVOLVING FUNDS - See Separate Attachment (Appendix F)

2) Detail on "Other" and "Misc" Line Items

Account	Account Descr	Amount	Details
53900	Misc Supplies and Materials	1,430	Face masks, sanitizer,
54900	Other Current Charges	54,513	Memberships, subscriptions, water bottles, records storage, rental items
55900	Misc Equipment	4,200	Computer equipment

3) Three Largest Budget Reductions from FY21

	Account	Account Description	Amount	% Change	Explanation
1.	52600	Repairs Buildings & Structures	(23,061)	-100%	Charges moved to PMD as part of a central reform
2.	51000	Permanent Employees	(7,549)	-0.22%	Reduction based on vacancies
3.	52100	Communications	(2,964)	-23.2%	Based on FY21 projection

4) Three Largest Budget Increases from FY21

	Account	Account Description	Amount	% Change	Explanation
1.	52900	Contracted Services	1,100,794	38%	Hard Hit Industries Job Training Investment
2.	54900	Other Current Charges	26,358	48%	Virtual outreach software
3.	52800	Transportation of Persons	3,822	40%	Main Streets Virtual Conference

5) Other Significant Budget Expansions or Reductions - N/A

6) Any New Responsibilities Assigned to Department in the Last Two Years -

OED is pursuing investments, operational, and programmatic enhancements to fulfill the Mayor's order to support equitable procurement processes. The department also continues to oversee the emergence of the City's cannabis industry.

7) Any Responsibilities Transferred Out of Department in Last Two Years - N/A

8) Actual YTD FY21 Spending - *See Separate Attachment (Appendix B)*

9) FY21 Savings Realized by Department - N/A

10a) Changes to External Funds - No major changes to external funds

10b) Federal Funds related to COVID in FY21 and FY22

The Office of Economic Development was allocated \$17 million from the CARES-CRF funding for various small business programs to support hard hit businesses during the COVID-19 emergency.

11) List of 5 Major Accomplishments - FY21 – See Separate Attachment (Appendix C)

12) Chief FY22 Goals, Ongoing and New Initiatives – See Separate Attachment (Appendix D)

13) Multi-year Projects or Investments, Discuss FY21 Ramp-up or Wind-down in Spending, and Future Year Plan - OED has utilized new funding streams, including CARES Act funds, reallocated BPD overtime spending, and the initial seeding of the Cannabis Equity Fund to begin several multi-year projects, including the All Inclusive Boston campaign, cannabis technical assistance and grant funding initiatives, and several business relief and reopening funds.

14) Any Expanded Budget Authority Not Granted, But Plan to Resubmit in Future

While additional resources can always be put to good use, the department understands the necessity of doing more with less in difficult fiscal times.

15) Departmental Financial and Personnel Resources Devoted to Language Access

FY21 Language Communications Access (LCA) Allocation (in ONS Budget) - \$11,000

Other Financial and Personnel Resources - OED has a liaison that works directly with ONS

16) Five Year Analysis of Full-Time Equivalents as of January 1

	FY18	FY19	FY20	FY21	FY22 Projected
Operating FTEs	24.2	26	25	24.4	24.4
External FTEs	19.2	20.9	21.9	21.9	23.8
Total FTEs	43.3	46.9	46.9	46.3	48.2

17) Breakdown of Instances of Employees on Leave

Leave Type	FY20	FY21 (Through March)
FMLA	2	-
Paid Administrative Leave	-	-
Unpaid Leave	-	-

18) Five Year Analysis of the Total Number of Positions

	FY18 Adopted	FY19 Adopted	FY20 Adopted	FY21 Adopted	FY22 Recommended
Total Full-Time Positions Operating (Permanent)	24	26	29	27	33
Total Full-Time Positions External (Permanent)	19.2	20.9	21.9	21.9	23.8
Total Part-Time Positions (Permanent)	-	-	-	-	-
Total Employment Agreements	-	-	-	-	-

19A) Breakdown of Employees by Race and Gender

Active Employees as of April 1, 2021

	Female	Male	Total	% of Total
Asian	2	-	2	5%
Black	10	9	19	46%
Hispanic	3	4	7	17%
White	8	5	13	32%
Total	23	18	41	100%
% of Total	56%	44%	100%	

19B) Breakdown of Top Ten Dept Salaries by Race and Gender

Active Employees as of April 1, 2021

	Female	Male	Total	% of Total
Asian	1	-	1	10%
Black	2	3	5	50%
Hispanic	2	-	2	20%
White	1	1	2	20%
Total	6	4	10	100%
% of Total	60%	40%	100	

20) Employee Counts with Language Competency in the Volunteer Pool

Language	# of employees
Cabo Verdean Creole	1
Somali	1
Spanish	3
Vietnamese	1

21) Five Year Overtime History - N/A

22) Amount and Justification of Any Stipends - N/A

23) Any Hiring Challenges Experienced This Year - N/A

24, 25, 26, 27) Breakdown of contracts, contracts over \$100k - *See Separate Attachment (Appendix E)*

Performance Measures

Measure	FY19 Actual	FY20 Actual	FY21 Proj	FY22 Target	Comments on Targets	Trend Narrative
% of work hours performed by Boston residents	31%	21%	27%	51%	BRJP ordinance requirement	The department continues to enforce the BRJP ordinance to reach
% of work hours performed by people of color	50%	37%	39%	40%	BRJP ordinance requirement	The department continues to enforce the BRJP ordinance to reach
% of work hours performed by women	5%	7%	7%	12%	BRJP ordinance requirement	The department continues to enforce the BRJP ordinance to reach
# of businesses assisted	5,112	3,577	3,500	1,250	Based on post-covid conditions	COVID increased the number of small businesses needing assistance in FY20
# of projects completed	85	146	100	120	Based on post-covid conditions	FY21 projects were delayed due to covid

Performance Measures

Measure	FY19 Actual	FY20 Actual	FY21 Proj	FY22 Target	Comments on Targets	Trend Narrative
Funds leveraged - private dollars invested	1,441,187	643,857	100,000	150,000	Based on economic market conditions	FY20 impacted by COVID
% Main Streets storefronts occupied	95%	92%	95%	92%	Based on current trend	FY20 impacted by COVID
# of new businesses open as a result of Small Business Assistance	116	24	25	25	Based on current trend	Due to COVID the number of new businesses opening has dipped since FY19
# of M/WBE firms certified	32	15	18	35	Based on current trend	Certifications processes dipped because of shift to virtual programming.

Performance Measures

Measure	FY19 Actual	FY20 Actual	FY21 Proj	FY22 Target	Comments on Targets	Trend Narrative
# of jobs created through Small Business Programs	540	166	150	150	Based on current trend	Jobs created has been impact by COVID
City of Boston money spent with MWBE contracts	-	51,611,091	TBR	TBR	New performance metric	Mayoral executive order establishing goals for MWBE
# of MWBE companies with City of Boston Contracts	-	187	TBR	TBR	New performance metric	Mayoral executive order establishing goals for MWBE
# of VBE firms recognized	1	1	2	2	Based on current trend	Has remained steady
# of WBE firms certified	15	16	28	25	Based on current trend	Has remained steady
# of MBE firms certified	16	22	29	25	Based on current trend	Has remained steady

Revolving Fund(s) - N/A

Department History

Personnel Services	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
51000 Permanent Employees	2,566,251	2,696,152	3,465,628	3,458,079	-7,549
51100 Emergency Employees	0	2,925	16,516	16,516	0
51200 Overtime	0	0	0	0	0
51600 Unemployment Compensation	0	706	0	0	0
51700 Workers' Compensation	0	0	36,015	36,015	0
Total Personnel Services	2,566,251	2,699,783	3,518,159	3,510,610	-7,549
Contractual Services	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
52100 Communications	10,323	10,949	15,714	12,750	-2,964
52200 Utilities	0	0	0	0	0
52400 Snow Removal	0	0	0	0	0
52500 Garbage/Waste Removal	0	0	0	0	0
52600 Repairs Buildings & Structures	21,677	18,530	23,061	0	-23,061
52700 Repairs & Service of Equipment	4,628	373	9,400	10,400	1,000
52800 Transportation of Persons	26,877	28,415	5,790	9,612	3,822
52900 Contracted Services	760,839	596,698	1,770,880	2,871,674	1,100,794
Total Contractual Services	824,344	654,965	1,824,845	2,904,436	1,079,591
Supplies & Materials	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
53000 Auto Energy Supplies	0	0	0	0	0
53200 Food Supplies	14,878	8,693	13,685	13,685	0
53400 Custodial Supplies	0	0	0	0	0
53500 Med, Dental, & Hosp Supply	0	0	0	0	0
53600 Office Supplies and Materials	11,798	21,652	10,000	10,000	0
53700 Clothing Allowance	2,800	2,575	3,125	3,625	500
53800 Educational Supplies & Mat	0	0	0	0	0
53900 Misc Supplies & Materials	0	1,200	1,430	1,430	0
Total Supplies & Materials	29,476	34,120	28,240	28,740	500
Current Chgs & Oblig	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
54300 Workers' Comp Medical	4,431	4,684	0	0	0
54400 Legal Liabilities	0	0	0	0	0
54500 Aid To Veterans	0	0	0	0	0
54600 Current Charges H&I	0	0	0	0	0
54700 Indemnification	0	0	0	0	0
54800 Reserve Account	0	0	0	0	0
54900 Other Current Charges	36,070	40,632	28,155	54,513	26,358
Total Current Chgs & Oblig	40,501	45,316	28,155	54,513	26,358
Equipment	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
55000 Automotive Equipment	0	0	0	0	0
55400 Lease/Purchase	0	0	0	0	0
55600 Office Furniture & Equipment	12,426	17,955	0	0	0
55900 Misc Equipment	33,341	11,286	4,200	4,200	0
Total Equipment	45,767	29,241	4,200	4,200	0
Other	FY19 Expenditure	FY20 Expenditure	FY21 Appropriation	FY22 Recommended	Inc/Dec 21 vs 22
56200 Special Appropriation	0	0	0	0	0
57200 Structures & Improvements	0	0	0	0	0
58000 Land & Non-Structure	0	0	0	0	0
Total Other	0	0	0	0	0
Grand Total	3,506,339	3,463,425	5,403,599	6,502,499	1,098,900

Appendix B

City of Boston
Summarized Appropriations by Department
Budget Year 2021
as of March 13, 2021

Func Descr	Dept	Descr	Acct Descr	Bdgtd	Encumb	Expend	Avail
100 General Fund	182000	Office of Economic De	51000 Permanent Employees	3,465,629.00	0	1,490,201.74	1,975,427.26
100 General Fund	182000	Office of Economic De	51100 Emergency Employees	16,516.00	0	0	16,516.00
100 General Fund	182000	Office of Economic De	51700 Workers Compensation	36,015.00	0	0	36,015.00
100 General Fund	182000	Office of Economic De	52100 Telecommunications	15,714.00	0	12,011.67	3,702.33
100 General Fund	182000	Office of Economic De	52600 Repairs/Maintenance	23,061.00	0	0	23,061.00
100 General Fund	182000	Office of Economic De	52700 Repair/Service Equip	9,400.00	3,000.00	100.63	6,299.37
100 General Fund	182000	Office of Economic De	52800 Transportation/Travel	5,790.00	6,152.56	-282.58	-79.98
100 General Fund	182000	Office of Economic De	52900 Contracted Services	1,744,880.00	244,292.94	244,719.39	1,255,867.67
100 General Fund	182000	Office of Economic De	53200 Food	13,685.00	13,685.00	0	0
100 General Fund	182000	Office of Economic De	53600 Office Supplies	10,000.00	0	1,856.12	8,143.88
100 General Fund	182000	Office of Economic De	53700 Clothing Allowance	3,125.00	0	2,299.96	825.04
100 General Fund	182000	Office of Economic De	53900 Misc Supplies/Materia	1,430.00	0	0	1,430.00
100 General Fund	182000	Office of Economic De	54900 Current Charges	28,155.00	0	12,658.50	15,496.50
100 General Fund	182000	Office of Economic De	55900 Equipment	30,200.00	0	22,012.16	8,187.84
Economic Development Total				5,403,600.00	267,130.50	1,785,577.59	3,350,891.91



Office of Economic Development

- Major accomplishments for FY21 (please provide in a succinct, bulleted format)
 - To promote equity in City contracting, established a new Equitable Procurement process that includes affirmative marketing of all procurement opportunities, incorporates planning for diversifying spend during the budget process, and training for all City buyers and procurement personnel. Also completed the City’s first **disparity study** in 18 years. Based on the findings from the disparity study, OED led the development of the citywide goal to spend 25% of all discretionary contracting dollars on minority- and woman-owned businesses.
 - This overall goal, along with the process for developing contract-specific goals, was enshrined in “**An Executive Order Establishing Equitable Procurement Goals in Support of Minority and Woman-Owned Businesses,**” signed on February 18, 2021.
 - Established the **Supplier Diversity Program** with a \$2 Million investment in staff capacity as well as resources to directly support women and minority-owned businesses.
 - To help businesses recover from the impacts of COVID-19, OED launched five relief funds that **granted more than \$17 million to more than 3,700 businesses** across the city. These include:
 - **Small Business Relief Fund**, aimed at helping small businesses most impacted by COVID-19. This fund distributed more than \$6.6 million to more than 1850 small businesses.
 - **Reopen Boston Fund**, aimed at helping small businesses where a majority of clients work in close proximity to clients and each other put in place the necessary public health guidance requirements to safely reopen. This fund distributed more than \$3.08 million to more than 1300 small businesses.
 - **Certified Business Relief Fund**, aimed at providing direct grants to certified women- and minority-owned businesses impacted by COVID-19. This fund distributed nearly \$2.5 million to 137 businesses.
 - **Commercial Rental Relief Fund**, aimed at providing direct rental relief to business owners to ensure they could remain open through and beyond the pandemic. This fund distributed more than \$3.9 million to

more than 350 businesses.

- **Restaurant Relief Fund**, aimed at support restaurant owners to retain or rehire their employees or other foodservice employees who have lost employment or been underemployed due to COVID-19. This fund distributed more than \$500,000 to more than 38 businesses.
 - Launched the **B-Local** app, which rewards residents and visitors for shopping at Boston's local businesses. Since launch, the program has recruited 252 participating businesses, and more than 3,800 registered users.
 - Released a request for proposals to provide **technical assistance support to certified cannabis equity applicants**. Technical assistance providers will provide high quality one-on-one assistance to designated businesses and also provide group workshops and coaching sessions to existing or aspiring business owners. To further this work, OED also hired a full-time **Cannabis Industry Manager** to work directly with cannabis applicants to guide equity applicants through the certification process and to match their needs with technical assistance providers.
 - Launched the **All Inclusive Boston campaign**, an initiative to showcase Boston's diverse tourism assets, across all Boston neighborhoods, as part of an equitable recovery initiative to provide a needed boost to Boston's tourism and hospitality sector and reimagine how Boston is perceived locally and across the globe.
 - Working with our partner, Dudley Neighbors Inc, the land trust arm of DSNI, **issued the first of three RFP's** seeking proposals for affordable commercial space and affordable housing in the Upham's Corner Arts & Innovation District at the Community Building located on Columbia Road.
 - Concluded a five month project in partnership with the Massachusetts Department of Unemployment Assistance (DUA) to recruit **131 City of Boston employees** as volunteers to assist DUA by processing **over 117,000 unemployment claims** (April - October 2020).
- Chief FY22 goals and new initiatives (please provide in a succinct, bulleted format)
 - Release a findings report from the **Reimagine Boston Main Streets** initiative and begin implementing recommendations. This initiative, launched in November 2020, is designed to strengthen the future of the Boston Main Streets program through a deep and comprehensive analysis of the program's existing systems and resources, uses, and gaps that impact local economic growth.
 - Launch the **Cannabis Boston Equity Fund**, the financial assistance arm of the City's cannabis equity program. The fund will offer financing for a wide range

of purposes including working capital, startup costs, build out, equipment purchases, and rent. Coupled with the technical assistance providers who will soon be on board and the hiring of the Cannabis Industry Manager, OED will be able to provide equity applicants with a full suite of services to help them through the application process.

- **Continue to engage and support Boston's businesses** through reopening and recovery from the COVID-19 pandemic. This will include continuing the successful small business calls and technical assistance support. Additionally, OED will begin planning for how to use incoming federal recovery funds and reallocated general fund dollars to support an equitable economic recovery. Early ideas include developing a job training program in industries particularly hard hit by COVID, and using small business funds to continue support in areas such as commercial rent relief.:
- **Release the final two RFP's in Upham's Corner Arts & Innovation District-** in partnership with BPDA, BPL, DND and our community partners DSNI. One RFP will seek a new operator for the City-owned Strand Theatre, combined with a new branch library, and affordable commercial/housing space above. The other RFP will include parking and affordable commercial space that supports the Arts and Innovation district.
- Continue to work with neighborhood business organizations around **Business Improvement District** formation. Potentially launch the Newmarket BID in FY22, and provide support and tools (mapping, data, and strategic advice) to the Back Bay Association's efforts to form a BID.
- Build out the newly-established Citywide **Supplier Diversity Program** to reach our 25% M/WBE spending goal by applying race and gender goals to relevant City contracts and ensuring compliance, working with departments to forecast opportunities, building the capacity of local diverse businesses, and tracking and reporting our process.

Appendix E

Appendix E 24) OED contracts

Vendor Name	Contract Description	Begin Dt	Expire Dt	Max Amt	Vendor City
Rubinoff Derek Architecct	Arch & Design Svcs - FY 20-21	12/1/2019	6/30/2021	410,000	West Roxbury
Fyfe Design, Inc.	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Cambridge
Yellow Inc.	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Boston
Lindsay Hill Design, LLC	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Charlestown
Richwood Associates LLC d/b/a AnaDesign	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	West Roxbury
Sherwood, Catherine	Arch Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Dedham
Goodgood, LLC	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Melrose
UX Architecture Studio LLC	Arch & Design Svcs - FY 20-21	12/1/2019	6/30/2021	410,000	Watertown
Over, Under	Arch & Design Svcs - FY 20-21	12/1/2019	6/30/2021	410,000	Boston
marlo marketing communications inc.	Arch & Design Svcs - FY20-21	12/1/2019	6/30/2021	410,000	Boston
Eileen Riestra	Arch & Design Svcs - FY 20-21	12/1/2019	6/30/2021	410,000	Boston
Main Streets, Allston Village	Boston Main Streets - FY 21	7/1/2020	6/30/2021	75,000	Allston
Greater Grove Hall Main Streets	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Boston
Bowdoin/Geneva Main Street Inc.	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Boston
Greater Ashmont Main Street, Inc	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Dorchester
Field Corner Main Street	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Dorchester
Chinatown Main Street, Inc.	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Boston
Dudley Square Main Street Revitalization	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Roxbury
Hyde/Jackson Square Main Street Program	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Jamaica Plain
Centre/South Main Street	Boston Main Streets program	7/1/2020	6/30/2021	75,000	Jamaica Plain
East Boston Gateway, Inc	Boston Main Streets program	7/1/2020	6/30/2021	75,000	East Boston
Main Streets, Allston Village	Boston Main Streets program	7/1/2020	6/30/2021	75,000	Allston
Roslindale Village Main Street Inc	Boston Main Streets program	7/1/2020	6/30/2021	75,000	Roslindale
Egleston Square Main Street, Inc.	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Roxbury
Mission Hill Main Streets, Inc.	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Boston
Upham's Corner Main Street Inc.	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Dorchester
Brighton Main Streets	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Brighton
Washington Gateway Main Street, Inc.	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Boston
West Roxbury Main Streets Inc.	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	West Roxbury
Mattapan Square Main Streets, Inc.	Bostron Main Streets Program	7/1/2020	6/30/2021	75,000	Mattapan
Hyde Park Main Streets	Boston Main Streets Prog.	7/1/2020	6/30/2021	75,000	Hyde Park

Four Corners Main Street, Inc.	Boston Main Streets Program	7/1/2020	6/30/2021	75,000	Dorchester
Upham's Corner Main Street Inc.	Boston Main Streets	7/1/2020	6/30/2021	75,000	Dorchester
Strategy Matters, LLC	Re-Imagining Boston's Main Str	8/18/2020	12/31/2021	274,000	Dorchester
Colette Phillips Communications, Inc.	Visit Boston	10/23/2020	6/30/2021	2,497,056	Charlestown
Vanasse & Associates, Inc	Emerging Industries Traffic St	1/28/2021	6/28/2021	13,000	Andover
Colu Technologies (US) Inc.	Shop Local Business Engagement	1/28/2021	6/30/2021	45,000	New York
Ohia Advisors, LLC	Tech Asst Small businesses	12/15/2020	6/30/2023	780,000	Boston
Eileen Riestra	Tech Asst Small Bus in Boston	12/15/2020	6/30/2023	780,000	Boston
Venture Cafe Foundation Inc	Tech Asst Small Bus in Boston	12/15/2020	6/30/2023	780,000	Cambridge
Interise, Inc.	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Rovel Partners	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Local Enterprise Assistance Fund, Inc	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Archipelago Strategies Group Inc	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Daily General Counsel, PLLC	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Brookline
Codman Square Neighborhood Develop. Corp	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Dorchester
Strategic Marketing Consulting LLC	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Sudbury
Arts & Business Council of Gr Boston Inc	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Jackman Professional Accounting Inc	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Hyde Park
Revby LLC	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
Uncut Lab LLC	Tech Asst Small Bus. in Boston	2/15/2021	6/30/2023	780,000	West Roxbury
CommonWealth Kitchen, Inc.	Tech Asst Small Bus. in Boston	2/15/2021	6/30/2023	780,000	Dorchester
Overture Partners, LLC	Salesforce Administrator	3/1/2021	6/30/2021	50,000	Newton
The Compliance Mentor Group	Tech Asst Small Bus in Boston	2/15/2021	6/30/2023	780,000	Jamiaca Plain
Mainvest, Inc.	Tech Asst Small Bus. in Boston	2/15/2021	6/30/2023	780,000	Salem
IncluDe Innovation	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	Boston
In Order Business Development Services	Tech Asst Small Bus. in Boston	12/15/2021	6/30/2023	780,000	Boston
Browne, Bortz & Coddington, Inc.	Supplier Diversity Program Con	4/16/2021	4/15/2022	89,900	Denver

Appendix E 25) OED Certified Contracts

Vendor Name	Contract Description	Begin Dt	Expire Dt	Max Amt	Minority	Women	Minority a	Small Business	Local Small Business	Veterans	Service Disabled Veterans	Vendor City
Codman Square Neighborhood Develop. Corp	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000	MBE				SLBE			Dorchester
Daily General Counsel, PLLC	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000		WBE						Brookline
Strategic Marketing Consulting LLC	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000		WBE		SBE				Sudbury
Archipelago Strategies Group Inc	Tech Asst Small Bus. in Boston	12/15/2020	6/30/2023	780,000				MWBE	SLBE			Boston
Over, Under	Arch & Design Svcs - FY 20-21	12/1/2019	6/30/2021	410,000					SLBE			Boston

Appendix E 26) Any Barriers to Contract Diversity

The department remains committed to following all applicable procurement laws, while working internally to identify diverse vendors.

Appendix E 24) OED contracts > \$100K

Vendor Name	Begin Dt	Expire Dt	Max Amt	Narrative Section	Contract Description
Colette Phillips Communications, Inc.	10/23/2020	6/30/2021	2,497,056		Visit Boston
Ohia Advisors, LLC	12/15/2020	6/30/2023	780,000		Tech Asst Small businesses
Eileen Riestra	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus in Boston
Venture Cafe Foundation Inc	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus in Boston
Interise, Inc.	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Rovel Partners	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Local Enterprise Assistance Fund, Inc	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Archipelago Strategies Group Inc	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Daily General Counsel, PLLC	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Codman Square Neighborhood Develop. Corp	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Strategic Marketing Consulting LLC	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Arts & Business Council of Gr Boston Inc	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Jackman Professional Accounting Inc	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Revby LLC	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Uncut Lab LLC	2/15/2021	6/30/2023	780,000		Tech Asst Small Bus. in Boston
CommonWealth Kitchen, Inc.	2/15/2021	6/30/2023	780,000		Tech Asst Small Bus. in Boston
The Compliance Mentor Group	2/15/2021	6/30/2023	780,000		Tech Asst Small Bus in Boston
Mainvest, Inc.	2/15/2021	6/30/2023	780,000		Tech Asst Small Bus. in Boston
IncluDe Innovation	12/15/2020	6/30/2023	780,000		Tech Asst Small Bus. in Boston
In Order Business Development Services	12/15/2021	6/30/2023	780,000		Tech Asst Small Bus. in Boston
Rubinoff Derek Architecct	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY 20-21
Fyfe Design, Inc.	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
Yellow Inc.	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
Lindsay Hill Design, LLC	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
Richwood Associates LLC d/b/a AnaDesign	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
Sherwood, Catherine	12/1/2019	6/30/2021	410,000		Arch Design Svcs - FY20-21
Goodgood, LLC	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
UX Architecture Studio LLC	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY 20-21
Over, Under	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY 20-21
marlo marketing communications inc.	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY20-21
Eileen Riestra	12/1/2019	6/30/2021	410,000		Arch & Design Svcs - FY 20-21
Strategy Matters, LLC	8/18/2020	12/31/2021	274,000		Re-Imagining Boston's Main Str