

EOD Announces Enhanced MBE/EDGE REPORTS

Dear EEO Officers:

The DAS Equal Opportunity Division (EOD) is pleased to announce the availability of enhanced MBE/EDGE (effective 05/23/2012) reports in the Business Intelligence data warehouse. The Equal Opportunity Division has partnered with the BI Team to create a set of MBE/EDGE reports that make information more accessible and promote uniform, statewide standards for MBE/EDGE reporting.

There are currently six standard MBE/EDGE reports in the BI environment. They can be accessed here or by logging into BI and navigating to: Public Folders > OAKS Reporting Folders > OAKS Standard Reports > MBE/EDGE

1. EOD 0001 - Vendor Utilization Analysis Report

The Vendor Utilization Analysis Report provides EOD and state agencies the flexibility to view detail General Ledger Account expenditure information by Agency, Vendor, Account Class, Gender/Race, Agency and Gender, Department, Fund and Account. Users are able to view/print/export MBE/EDGE totals by General Ledger Account Codes and Department ID for state agencies by specific departments based on the prompt information chosen. The report contains net expenditure information for a selected time period.

2. EOD 0002 - EDGE Contract Type

The EDGE Contract Type Report provides EOD and state agencies the flexibility to view detail information on contract data entered into the Contract Tracking System (CTS). This report allows the user to configure seven different reporting outcomes based on selection criteria selected by the user.

3. EOD 0003 - EDGE Subcontractor Payments

The EDGE Subcontractor Payments Report provides EOD and state agencies the flexibility to view detail information on EDGE subcontractor data entered into the Contract Tracking System (CTS). This report allows the user to configure four different reporting outcomes based on selection criteria selected by the user.

4. EOD 0004 - EDGE Contract/Project Waiver Report

The EDGE Contract/Project Waiver Report provides EOD and state agencies the flexibility to view detail information on projects issued to an EDGE subcontractor waiver entered into the Contract Tracking System (CTS). This report allows the user to configure four different reporting outcomes based on selection criteria selected by the user.

5. EOD 0005 - MBE/EDGE Flag - Adjustment Audit Report

The MBE/EDGE Flag – Adjustment Audit Report provides EOD the flexibility to view detail information on adjustment information submitted by state agencies or EOD. This report modifies the EOD monthly and quarterly MBE/EDGE Expenditure reports.

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6. EOD 0006 - Voucher Identified as Flagged Non-Certified MBE/EDGE Report

The Voucher Identified as Flagged Non-Certified MBE/EDGE Report provides EOD and state agencies the flexibility to view detail information on vouchers that currently are not flagged as certified in the system. This capability allows the user to identify vouchers that are eligible to have their MBE or EDGE flag changed in the MBE/EDGE Adjustments module in EPM, to correct errors not correctable in OAKS.

These reports allow flexibility in querying and analyzing MBE/EDGE activity while reflecting the policies set by the Equal Opportunity Division. We recognize that many state agencies have developed their own reports for MBE/EDGE expenditures. However, the Equal Opportunity Division recommends that state agencies use these standard reports for state MBE/EDGE reporting purposes, as they reflect the most current EOD policies.

It is important to note a few key differences between the updated MBE/EDGE reports in the BI environment and some of the legacy reports in OAKS Financials, such as 106/S02R.

1. In EOD-0001, vendor certification, and thus participation credit, is based upon the vendor being certified on the date of either the voucher accounting date or PO date. If they vendor was certified on either of these dates, then the voucher will receive participation credit in EOD-0001 if the MBE flag on the voucher/PCard is blank or 'N'.
2. Participation credit will not be given for PCard vouchers because these transactions have no vendor ID associated and thus certification cannot be determined. Similarly, eligibility of PCard vouchers is based solely off the account configuration. Again, since there is no vendor ID associated with PCard transactions, no transactions can be deemed MBE/EDGE ineligible based off the vendor being excluded because the vendor cannot be fully determined. This is standard policy but this is added as reminder for how PCard transactions are handled.
3. In EOD-0001, EDGE participation credit will be given for Construction Service account purchases where the MBE flag on the voucher/PCard is 'M','N', or blank and the vendor is certified both MBE and EDGE. Usually, when a vendor is certified both MBE and EDGE, the participation credit goes to MBE. However, since Construction Services are not part of MBE, EDGE participation credit is given on those purchases on EOD-0001 (including when the MBE flag is M).
4. Accounts are excluded from EOD-0001 based upon the current configuration of the account. Accounts which appear on the report are currently not EOD Exempt. This is standard policy but is just a reminder that the configuration of the account in FIN determines whether that account is reportable and thus shows up on the report.

This report logic is in line with current EOD policies and standards and, as such, EOD recommends that state agencies refer to these reports as the authoritative source for state MBE/EDGE reporting.

If you have any questions or comments regarding these reports and/or MBE/EDGE policies, please contact Todd McGonigle at Todd.McGonigle@das.state.oh.us .

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