

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
JUNE 2, 2026, AGENDA**

Subject: Small and Local Business Enterprise Program Implementation Contract with BBC Submitted By: Finance Department	Action Required: Ordinance ✓ Resolution	Approved By: Delphone Hubbard City Manager
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SYNOPSIS	A resolution to authorize the City Manager to enter into a contract with Browne Bortz & Coddington Inc., d/b/a BBC Research & Consulting Inc., for the development, implementation, and staff training for a Small and Local Business Enterprise Program.
FISCAL IMPACT	The total amount is not to exceed \$89,999.00. Funding for this contract will come from funds remaining in the Disparity Study Special Project Fund Account No. 108129-S10C518.
RECOMMENDATION	Adopt the Resolution.
BACKGROUND	The City of Little Rock's Disparity study was completed in 2025 which included a variety of recommendations on methods for the City to improve its procurement and contracting processes. One of the recommendations was to establish a small and local business enterprise program to encourage the utilization of small and local businesses within the City's contracting and procurement process. Following the issuance of Request for Supplier Qualifications No. 224322: Small and Local Enterprise Program on February 27, 2026, and evaluation of the 6 responsive submissions by the selection committee, it was determined that BBC Research & Consulting Inc. BBC Research & Consulting Inc., was the most qualified firm to provide program development services to City staff for implementation of the new Small Business program.