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SMALL BUSINESS ENTERPRISE  
**RESOURCE GUIDE**  
— 2019 —

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## **MSD SBE PROGRAM**

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Hamilton County and the City of Cincinnati are committed to increasing opportunities for small businesses to enhance and grow the Greater Cincinnati economy.

The primary objective of the Small Business Enterprise (SBE) Program administered by MSD is to promote equal business opportunity for small businesses and ensure non-discrimination in the award and administration of MSD contracts/procurements.

## **SBE RESOURCE GUIDE**

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The MSD SBE Resource Guide was first created by the MSD Office of Workforce and Business Development in 2015. The guide provides information on local, state and federal resources available to help businesses in Greater Cincinnati and Hamilton County develop, grow and thrive.

The guide also includes information on obtaining small-, minority-, and women-owned business certifications and a list of places to search for contracting opportunities.

## **CONTACT**

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### **Small Business Enterprise (SBE) Program**

1600 Gest Street  
Cincinnati, Ohio 45204  
(513) 244-1300  
[msd.sbe@cincinnati-oh.gov](mailto:msd.sbe@cincinnati-oh.gov)

### **Amanda Gray**

SBE Program Manager

### **Diana Christy**

Interim Director

# Local Business Resources

**Metropolitan Sewer District of Greater Cincinnati** **513.244.1300**  
**Office of Workforce and Business Development**

1035 Woodrow Street  
Cincinnati, OH 45204

**Website:** [www.msdc.org](http://www.msdc.org)

**Email:** [msdsbe@cincinnati-oh.gov](mailto:msdsbe@cincinnati-oh.gov)

MSD's Office of Workforce and Business Development administers MSD's Small Business Enterprise Program which is a race and gender neutral inclusion program. One of the eligibility requirements is that the business concern must meet the 'small' size standards as identified by the U.S. Small Business Administration. MSD is not a certifying agency, but it accepts certifications from its approved certifying agencies. The Office of Workforce and Business Development provides business advocacy, networking opportunities, business assistance, education and capacity building services.

**City of Cincinnati Department of Economic Inclusion** **513.352.3144**

805 Central Avenue, Suite 610  
Cincinnati, OH 45202

**Website:** [www.cincinnati-oh.gov/inclusion](http://www.cincinnati-oh.gov/inclusion)

**Email:** [DEI@cincinnati-oh.gov](mailto:DEI@cincinnati-oh.gov)

The Department of Economic Inclusion administers the economic inclusion efforts for the City of Cincinnati. In addition to administering the City's Minority, Women and Small Business inclusion programs, the agency also administers workforce programs such as prevailing wage, living wage and EEO requirements on construction contracts.

**Hamilton County Office of Economic Inclusion** **513.946.4428**

138 East Court Street, Room 603  
Cincinnati, OH 45202

**Website:** [www.hamiltoncountyohio.gov/government/departments/economic\\_inclusion](http://www.hamiltoncountyohio.gov/government/departments/economic_inclusion)

**Email:** [robert.bell@hamilton-co.org](mailto:robert.bell@hamilton-co.org)

The Hamilton County office of Economic Inclusion promotes inclusion in County procurement and County employment practices. The office of Economic Inclusion works to ensure that the millions of dollars spent by departments provides greater contracting opportunities for small businesses and jobs for individuals to reduce poverty, unemployment, under-employment and joblessness.

**Access Business Development & Finance, Inc.** **513.777.2225**

8922 Beckett Road  
West Chester Township, OH 45069

**Website:** [www.accessbdf.com](http://www.accessbdf.com)



**Email:** [andy@accessbdf.com](mailto:andy@accessbdf.com) or [bob@accessbdf.com](mailto:bob@accessbdf.com)

Access Business Development & Finance, Inc. guides growing small businesses on their journey of expansion and development. Access Business Development & Finance, Inc. provides financial and technical resources for businesses in the areas of financial brokerage and placement of conventional loans.

**African American Chamber**

**513.751.9900**

2945 Gilbert Avenue  
Cincinnati, Ohio 45206

**Website:** [www.african-americanchamber.com](http://www.african-americanchamber.com)

**Email:** [info@african-americanchamber.com](mailto:info@african-americanchamber.com)

The chamber is the leading business advocate for the African American Community. The chamber works to create new market opportunities by providing education, access to capital and resources for economic revitalization of the African American Business Community.

**Allied Construction Industries**

**513.221.8020**

3 Kovach Drive  
Cincinnati, OH 45215

**Website:** [www.aci-construction.org](http://www.aci-construction.org)

**Email:** [aci@aci-construction.org](mailto:aci@aci-construction.org)

Cincinnati Construction Technical Support Center Program is a program to assist minority-and women-owned businesses to develop and accelerate their business growth as well as to increase the diversity of ownership in the construction community.

**American Small Business Centers**

**513.805.5504**

7100 Dixie Highway  
Fairfield, OH 45014

**Website:** [www.americansmallbusinesscenters.com](http://www.americansmallbusinesscenters.com)

The American Small Business Centers provide coaching, training, counseling, matchmaking services, etc. to small businesses. The services assist in starting, sustaining and growing small businesses.

**Associated Builders and Contractors, Inc. Ohio Valley Chapter**

**1.800.686.6440**

33 Greenwood Lane  
Springboro, OH 45066

**Website:** [www.americansmallbusinesscenters.com](http://www.americansmallbusinesscenters.com)

Associated Builders and Contractors (ABC) is a national construction industry trade association representing nearly 21,000 members. Founded on the merit shop philosophy, ABC help members develop people, win work and deliver that work safely, ethically, profitably and for the betterment of the communities in which ABC and its members work. ABC provides networking



opportunities with construction industry executives, CEOs and other contractors, discount programs, group health insurance, access to HR and legal professionals, and training programs.

**Cincinnati USA Regional Chamber**

**513.579.3100**

3 E. 4<sup>th</sup> Street  
Cincinnati, Ohio 45202

**Website:** [www.cincinnati-chamber.com](http://www.cincinnati-chamber.com)

**Email:** [info@cincinnati-chamber.com](mailto:info@cincinnati-chamber.com)

The Chamber provides numerous services, including business retention and attraction, programs and events, member benefits to improve members' bottom line, solutions to members' workforce challenges, government advocacy, and more to create and sustain a positive business climate for our community, including demonstrating a commitment to small business assistance and economic inclusion.

**Department of Community & Economic Development**

**513.352.6146**

**Website:** [www.cincinnati-oh.gov](http://www.cincinnati-oh.gov)

**Email:** [communitydevelopment@cincinnati-oh.gov](mailto:communitydevelopment@cincinnati-oh.gov)

The Business Development Division provides resources for/to the following: starting/expanding businesses, business owners, commercial developers and neighborhood business districts.

**Greater Cincinnati Chinese Chamber of Commerce**

**513-562-8451**

3 E. 4<sup>th</sup> Street  
Cincinnati, Ohio 45202

**Website:** [www.china-midwest.com](http://www.china-midwest.com)

The Greater Cincinnati Chinese Chamber of Commerce builds bridges between the regional business community and Chinese businesses and individuals, at the local and international level, through education, promotion of business opportunities and resources, and the facilitation of business connections and dialogue.

**Greater Cincinnati Microenterprise Initiative**

**513.569.4816**

1740 Langdon Farm Road, Suite 378  
Cincinnati, Ohio 45237

**Website:** [www.gcmi.org/](http://www.gcmi.org/)

**Email:** [GCMIweb@gcmi.org](mailto:GCMIweb@gcmi.org)

GCMI provides entrepreneurial education, coaching, development and funding to help entrepreneurs start or expand a small business. GCMI helps companies develop a business plan, provides information on small business lending, offers one-on-one technical assistance, and access to other small business resources.

**Greater Cincinnati Redevelopment Authority**

**513.621.3000**

3 East Fourth Street, Suite 300  
Cincinnati, Ohio 45202

**Website:** [www.cincinnatiport.org](http://www.cincinnatiport.org)

The Greater Cincinnati Redevelopment Authority - an Ohio Port Authority, is an economic development agency that initiates projects to improve property value and promote job creation throughout Hamilton County. The Greater Cincinnati Redevelopment Authority offers partnerships, programs, and services to small businesses, large-scale developers, homebuyers, and neighborhood advocates.

**Hamilton County Development Company, Inc.**

**513.631.8292**

1776 Mentor Avenue  
Cincinnati, Ohio 45212-3554

**Website:** [www.hcdc.com](http://www.hcdc.com)

HCDC is a full-service economic development agency having a public purpose to retain and create jobs, and improve the local economy. Three program areas provide a one-stop shop for business financing, community economic development, and assistance for entrepreneurs; a high loan volume SBA Certified Development Company; a large urban/county Economic Development Office; and an award-winning business incubation program.

**Business Loans**

SBA 504 and Ohio 166  
Andrew Young, Vice President  
513.458.2216

**Business Incubator**

Hamilton County Business Center  
Pant Longo, Director  
513.458.2211

**The Hauser Group**

**513.745.9200**

5905 E. Galbraith Road, Suite 9000  
Cincinnati, Ohio 45236-2296

**Website:** [www.thehausergroup.com](http://www.thehausergroup.com)

**Email:** [info@thehausergroup.com](mailto:info@thehausergroup.com)

The Hauser Group is a US-focused financial services firm offering private equity investments, commercial insurance brokerage services and third party corporate solutions. The Hauser Group's belief in an alignment of interests and (creating) a shared vision with clients leads to success. Management Liability and Surety Department is responsible for the review, analysis and placement of all management liability coverage, including D&O, EPLI, Fiduciary and Crime. Additionally, it oversees the placement and execution of all surety bond business.

**Hispanic Chamber**

**513-979-6999**

2637 Erie Avenue, Suite 206  
Cincinnati, Ohio 45208

**Website:** [www.hispanicchambercincinnati.com](http://www.hispanicchambercincinnati.com)

**Email:** [office@hispanicchambercincinnati.com](mailto:office@hispanicchambercincinnati.com)

The Hispanic Chamber promotes the continued growth and development of the Hispanic/Latino business community in the Tri-State area. The Chamber works closely with for-profit and nonprofit area businesses as well as the local and state Chambers of Commerce and the U.S. Hispanic Chamber of Commerce. The Chamber is a link and forum within the national network of Hispanics business associations and firms, working to expand business opportunities; to encourage mutually beneficial ties with the public and private sectors; to serve as an active and visible advocate in the Hispanic business arena; and to actively promote trade business community and our Latin American counterparts.

### **Indian Chamber of Commerce**

**Website:** [www.indianchambercincinnati.org](http://www.indianchambercincinnati.org)

The Indian Chamber of Commerce fosters opportunities and provides benefits and advocate cooperation between Indian and American professionals, entrepreneurs and companies.

### **Internal Revenue Service**

**513.263.3333**

550 Main Street, Cincinnati, OH 45202

**Website:** [www.irs.gov](http://www.irs.gov)

The Internal Revenue Service is the nation's tax collection agency and administers the Internal Revenue Code enacted by Congress. IRS provides information regarding Starting, Operating and Closing a business, Employer I.D. Numbers, and Taxes.

### **Ohio University PTAC at Cincinnati**

**513.351.0851**

1776 Mentor Avenue, Suite 240

Cincinnati, Ohio 45212

**Website:** [www.ptac.ohio.edu](http://www.ptac.ohio.edu)

**Email:** [chappelh@ohio.edu](mailto:chappelh@ohio.edu)

PTAC assists Ohio small businesses in selling goods and services to local, state, and federal government. Each center provides marketing, one-on-one training, seminars, direct counseling, and bid preparation. Services are provided at no cost to Ohio businesses.

### **Minority Business Assistance Center (MBAC) Cincinnati**

**513.751.9900**

2945 Gilbert Avenue

Cincinnati, Ohio 45206

**Website:** [www.mbaccincy.com](http://www.mbaccincy.com)

**Email:** [info@african-americanchamber.com](mailto:info@african-americanchamber.com)

The Minority Business Assistance Centers (MBACs) provide MBE and EDGE entrepreneurs with management, technical, financial and contract procurement assistance in addition to loan and bond packaging services. These services are available without cost to businesses located throughout Ohio and serve the needs of Ohio's small, minority and disadvantaged businesses. Hosted by the African American Chamber.



**MORTAR****513.888.GROW**

1329 Vine Street  
Cincinnati, Ohio 45202

**Website:** [www.wearemortar.com](http://www.wearemortar.com)

**Email:** [info@african-americanchamber.com](mailto:info@african-americanchamber.com)

MORTAR is a resource hub for urban entrepreneurs across Cincinnati. MORTAR program participants receive access to on-site legal support, business support and brand development strategies, one-on-one mentorship supplied by SCORE, and an opportunity to pitch their ideas in front of potential investors, community leaders and customers.

**National Association of Surety Bond Producers (NASBP)****859.578.8800**

300 Buttermilk Pike, Suite 330  
P.O. Box 17416  
Ft. Mitchell, Kentucky 41017

**Website:** [www.nasbp.org/home](http://www.nasbp.org/home)

NASBP is the association of and resource for surety bond producers and allied professionals. NASBP producers specialize in providing surety bonds for construction contracts and other purposes to companies and individuals needing the assurance offered by surety bonds. NASBP producers engage in contract and commercial surety production throughout the United States, Puerto Rico, Guam, and a number of countries. NASBP serves a membership with personnel of over 5,000 surety agents and brokers. Member services range from risk management, business and commercial property insurance, to employee benefits programs and professional healthcare liability.

Current local surety bond producers include:

- Arthur J. Gallagher & Co.: 513.977.3100 or [www.aig.com](http://www.aig.com)
- USI Insurance Services: 513.333.2076 or [www.usi.com](http://www.usi.com)
- USI Midwest: 513.852.6300 or [www.usi.com](http://www.usi.com)
- AssuredPartners: 513.333.0700 or [www.assuredpartners.com](http://www.assuredpartners.com)

**Northern Kentucky Chamber of Commerce****859.578.8800**

300 Buttermilk Pike, Suite 330  
P.O. Box 17416  
Ft. Mitchell, Kentucky 41017

**Website:** [www.nkychamber.com](http://www.nkychamber.com)

The Northern Kentucky Chamber of Commerce provides resources in support of small business growth from start-up stage to company maturity. In addition, the NKY Chamber has developed programs aiming to enhance opportunities to develop qualified new business, build referral networks, and implement innovative strategies to improve the bottom line.

**Northern Kentucky University Small Business Development Center** **859.448.8801**  
305 Johns Hill Road  
P.O. Box 17416  
Highland Heights, KY 41099  
**Website:** [www.ksbdc.org/highland-heights](http://www.ksbdc.org/highland-heights)

The Northern Kentucky University SBDC provides one-on-one consultations at no cost to existing and potential entrepreneurs in Northern Kentucky. The NKU SBDC also meets the educational needs of the local small business community by offering a variety of low cost training programs taught by industry experts and qualified SBDC Consultants.

**The Office of Dusty Rhodes, Hamilton County Auditor** **513.946.4106**  
Licenses Division  
138 East Court Street, Room 501  
Cincinnati, Ohio 45202-1226  
**Website:** <http://www.hamiltoncountyauditor.org/vendors.asp>

Vendor's License for an Ohio business serves several purposes. First it gives notice to the local County Auditor and the Ohio Department of Taxation that a new business has been created. Second, it authorizes a business to make taxable sales and collect sales tax. It does not give a company or person an exemption from paying sales tax. Obtaining a vendor's license solely to avoid paying sales tax is a fraudulent act and a violation of Ohio law. In addition, a vendor's license helps the consumer understand more about the business with which they are dealing. The fee is \$25.00. The fee for a Transient License is \$25.00.

**OKI Regional Council of Governments** **513.621.6300**  
720 East Pete Rose Way, Suite 420  
**Website:** [www.oki.org/](http://www.oki.org/)  
Email: [info@oki.org](mailto:info@oki.org)

OKI's primary mission has been transportation, but it is not confined to just highways and pavement. OKI is a council of local governments, business organizations and community groups committed to developing collaborative strategies to improve the quality of life and the economic vitality of the region. Together, OKI works to solve interstate dilemmas, create far-reaching development plans, break through political bureaucracy, provide services to the public and advocate for federal funding. OKI has final authority over all federal dollars spent on transportation in the region.

**The Public Library of Cincinnati and Hamilton County Information and Reference Department** **513.369.6900**  
800 Vine Street  
Cincinnati, Ohio 45202-2009  
**Website:** [www.cincinnati.library.org](http://www.cincinnati.library.org)  
A wealth of government and business information is available at the Public Library and through its websites.

**Regional Economic Development Initiative (REDI) Cincinnati****513.562.8474****Website:** [www.redicincinnati.com](http://www.redicincinnati.com)**Email:** [info@REDICincinnati.com](mailto:info@REDICincinnati.com)

REDI serves the three-state, 15-county region in creating jobs by attracting businesses to our region. REDI supplies resources to startups and existing businesses to assist them with growth and sustainability.

**Service Corps of Retired Executives (SCORE)****513.684.2812**

525 Vine Street, Room 1030

Cincinnati, Ohio 45202-5208

**Website:** [www.greatercincinnati.score.org](http://www.greatercincinnati.score.org)**Email:** [help@score.org](mailto:help@score.org)

SCORE provides professional guidance and information to all to maximize the success of America's existing and emerging small businesses. SCORE Counselors and representatives from the local business community conduct a variety of regularly scheduled, low-cost educational seminars that provide valuable information and techniques necessary for establishing and managing a successful small business.

**Smart Money Community Services****513.241.7266**

800 Bank Street

Cincinnati, Ohio 45214

**Website:** [www.smart-money.org](http://www.smart-money.org)**Email:** [info@citylinkcenter.org](mailto:info@citylinkcenter.org)

Smart Money Community Services provides underserved individuals in Over-the-Rhine and other Cincinnati Communities with comprehensive, affordable financial services and economic education programs that empower them to become more secure and financially independent. Good financial training for individual purposes can also be utilized by small business owners.

**TechSolve****513.948.2000**

6705 Steger Drive

Cincinnati, Ohio 45237

**Website:** [www.techsolve.org](http://www.techsolve.org)

TechSolve helps clients identify and implement process changes and growth solutions that yield the best results for today's challenges and tomorrow's opportunities. TechSolve helps small to mid-sized companies implement business-building process improvement solutions that deliver measurable, top-line and bottom-line results.



# State and Federal Business Resources

## 1<sup>st</sup> Stop Business Connection

**Website:** [www.business.ohio.gov/starting](http://www.business.ohio.gov/starting)

The 1<sup>st</sup> Stop Business Connection is an online toolbox of start-up information provided in conjunction with Ohio Business Gateway and Small Business Development Centers. The basic start-up kit includes information on starting a business, funding opportunities and an industry-specific checklist. The program also includes a hotline where users can ask business questions and request a hard copy of the customized business kits for more than 270 different business types. Kits are available via direct download, email and U.S. mail.

## Grants.gov

800.518.4726

**Website:** [www.grants.gov](http://www.grants.gov)

**Email:** [support@grants.gov](mailto:support@grants.gov)

Grants.gov is a resource for companies interested in seeking government funds to support ideas and projects to provide public services and stimulate the economy. Grants.gov includes a database of available grants and tips on how to navigate through the three main phases of a grant – pre-award, award and post award.

## Minority Business Assistance Centers (MBAC)

614.728.0088

77 South High St., 28<sup>th</sup> Floor  
Columbus, OH 43215

**Website:** [www.development.ohio.gov/bs/bs\\_mbac.htm](http://www.development.ohio.gov/bs/bs_mbac.htm)

**Email:** [Monica.Womack@development.ohio.gov](mailto:Monica.Womack@development.ohio.gov)

The Ohio Development Services Agency (ODSA) Minority Business Development Division (MBDD) supports the growth and sustainability of small, minority-owned, and disadvantaged businesses in Ohio. The 14 centers throughout Ohio provide businesses with resources that include technical and professional assistance, access to capital, surety bonding, and connection to business opportunities. Other minority services or programs offered through the Ohio Development Services Agency include: Ohio Minority Business Bonding Program, Ohio Minority Business Direct Loan Program, The Collateral Enhance Program, the Ohio Capital Access Program, the Minority Business Advisory Council and the Minority Development Financing Advisory Board.

## Ohio Business Gateway

**Website:** [www.business.ohio.gov](http://www.business.ohio.gov)

The Ohio Business Gateway is resource for those looking to start, manage or grow a business.

**Ohio Department of Commerce****614.466.3636**77 South High Street, 20<sup>th</sup> Floor  
Columbus, OH 43215**Website:** [www.com.ohio.gov](http://www.com.ohio.gov)

The Ohio Department of Commerce is the State's chief regulatory agency. The department issues licenses, permits, registration and certifications each year in various professions, industries and commercial enterprises. The eight operating divisions of the department enforces a variety of regulations that apply to: bedding and upholstered furniture boilers, cemeteries, check cashing services, construction compliance, credit service organizations, elevators, financial institutions, fireworks, insurance premium finance companies, labor laws, liquor control mortgage brokers and loan officers, pawnbrokers, precious metals dealers, pressure piping, real estate, real estate appraisers, second mortgage businesses, securities, small loan businesses, steam engineers, unclaimed funds, underground storage tanks, video service franchising and worker safety.

**Ohio Department of Taxation****888.405.4039**4485 Northland Ridge Boulevard  
Columbus, OH 43229**Website:** [www.tax.ohio.gov](http://www.tax.ohio.gov)

The primary function of the Ohio Department of Taxation is the collection and administration of state and local taxes, and the oversight of real property tax. The department also distributes revenue to local governments, libraries and school districts.

**Ohio Development Services Agency (DAS)****800.848.1300**77 South High Street, 29<sup>th</sup> Floor  
Columbus, OH 43215**Southwest Regional Office****513.852.2840**1 West Fourth Street, Suite 425  
Cincinnati, OH 45202**Website:** [www.development.ohio.gov/#](http://www.development.ohio.gov/#)

The Ohio Development Services Agency (DAS) is the ombudsman on everything business in Ohio. It consists of many agencies that provide services, programs, funding, certification, and other resources for small business concerns. Information on how to start a business, available grants, small business loans, and other financing tools can be acquired through the Ohio DAS.

**Ohio Secretary of State****614.466.3910 or 877.767.3453**180 East Broad St., 16<sup>th</sup> Floor  
Columbus, OH 43215-3726**Website:** [www.sos.state.oh.us](http://www.sos.state.oh.us)Email: [busserv@ohiosecretaryofstate.gov](mailto:busserv@ohiosecretaryofstate.gov)

The Secretary of State Businesses Services Division receives and approves articles of incorporation for Ohio corporations and grants licenses to out-of-state corporations seeking to

do business in Ohio. Limited partnerships and limited liability companies also file with the Secretary of State's office. The Corporation's Section of the Business Services Division also approves amendments to filed documents, mergers; consolidations and dissolutions, and registers trademarks, trade names, service marks and fictitious names. The section approves and keeps a registry of business names, names and addresses of statutory agents, incorporators' names, corporations' charter numbers, dates of incorporation, and the number of authorized shares per corporation. Copies of corporate documents for existing businesses may be purchased by calling 614.466.2585. Additionally, a free copy of the Guide to Organizing a Business in Ohio, Legal Handbook for Nonprofit Organizations, or the Guide to Registering Your Trademark or Service Mark in Ohio, may be requested by calling 614.466.3910 or by email at [prequest@sos.state.oh.us](mailto:prequest@sos.state.oh.us).

**Ohio Treasurer of State**  
**30 E. Broad Street, 9<sup>th</sup> Floor**  
**Columbus, OH 43215**

**614.466.2160 or 800.228.1102**

**Website:** [www.tos.ohio.gov](http://www.tos.ohio.gov) and [www.ohiotreasurer.gov/Economic\\_Development](http://www.ohiotreasurer.gov/Economic_Development)

The Ohio Treasurer's Office of Economic Development offers two the financing programs, GrowNow and ReEnergize Ohio. The programs enable small business owners to receive up to a 3% interest rate reduction on new or existing small business loans for two years with option of renewal, or four years.

**Procurement Technical Assistance Centers**

**614.644.1637**

77 South High Street, P.O. Box 1001  
Columbus, OH 43216

**Website:** [www.development.ohio.gov/bs/bs\\_ptac.htm](http://www.development.ohio.gov/bs/bs_ptac.htm)

**Email:** [OhioPTAC@development.ohio.gov](mailto:OhioPTAC@development.ohio.gov) or [Sharon.Smith@development.ohio.gov](mailto:Sharon.Smith@development.ohio.gov)

The Procurement Technical Assistance Centers assist small businesses in competing in the public market with an interest in contracting with local, state and federal governments. Information on procurement forecasts, marketing tips and tools, such as GSA & State Term Schedules are provided. PTAC is a national program and for Ohio, the Ohio Development Services Agency hosts the program.

**Small Business Development Centers of Ohio (SBDC)**

**614.466.2711**

**Website:** [www.clients.ohiosbdc.ohio.gov](http://www.clients.ohiosbdc.ohio.gov)

The Ohio Small Business Development Centers (SBDC) provide business counseling and assistance to individuals who are either starting or growing their business. Each center is staffed with highly-trained, Certified Business Advisors® (CBA) to help small businesses and entrepreneurs with development and growth to increase sales and create jobs in their local communities. Services include cash flow analysis, strategic business planning, one-on-one business counseling, identifying sources of capital, and workshops and training programs. Southwestern Ohio SBDCs are located in Cincinnati, Hamilton, Lebanon, and Middletown.



**U.S. Small Business Administration****513.684.2814**

525 Vine Street, Suite 1030

Cincinnati, Ohio 45202

**Website:** [www.sba.gov](http://www.sba.gov)

The U.S. Small Business Administration (SBA) is as an independent agency of the federal government to aid, counsel, assist and protect the interests of small business concerns, to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation. The SBA helps Americans start, build and grow businesses.

**How can I get a Small Business Administration (SBA) loan?**

The U.S. Small Business Administration (SBA) programs are designed to encourage commercial lenders to make loans directly to business owners and entrepreneurs. The SBA does not make direct loans. Contact your local Ohio Small Business Development Center (SBDC) for assistance.

# Certifying Agencies

## City of Cincinnati Department of Economic Inclusion

513.352.3144

805 Central Avenue, Suite 610

Cincinnati, OH 45202

**Website:** [www.cincinnati-oh.gov/inclusion](http://www.cincinnati-oh.gov/inclusion)

**Email:** [DEI@cincinnati-oh.gov](mailto:DEI@cincinnati-oh.gov)

The Department of Economic Inclusion (DEI) administers the economic inclusion efforts for the City of Cincinnati. DEI administers three business enterprise programs with a total of five (5) certification types. The goal of these programs is to expand opportunities for small, minority-owned, and women-owned businesses as both subcontractors and prime contractors on City projects. In addition, DEI administers workforce programs such as prevailing wage, living wage and EEO requirements on construction contracts.

Available certifications:

- Emerging Local Business Enterprise (ELBE)
- Minority Business Enterprise (MBE)
- Small Business Enterprise (SBE)
- Small Local Business Enterprise (SLBE)
- Women Business Enterprise (WBE)

Certification information and criteria can be found by visiting: [www.cincinnati-oh.gov/inclusion/registration-certification/business-enterprise-certification/](http://www.cincinnati-oh.gov/inclusion/registration-certification/business-enterprise-certification/)

## City of Dayton Procurement Enhancement Program

937.333.1413

371 West Second Street, Suite 100

Dayton, OH 45402

**Website:** [www.daytonhrc.org/business-technical-assistance/certification/procurement-enhancement-program/](http://www.daytonhrc.org/business-technical-assistance/certification/procurement-enhancement-program/)

The Procurement Enhancement Program (PEP) establishes aspirational goals to overcome barriers identified for minority-owned, woman-owned, small and local companies. The City establishes aspirational and annual diversity goals that are placed on construction and goods and services bids. Minority-owned, women-owned and small disadvantaged businesses can certify with the City's PEP program to assist the City with accomplishing the goals. When the City seeks diversity in the procurement process, PEP certified companies are contacted by the city or contractors interested in bidding.

Available certifications:

- Dayton Local Small Business Enterprise (DLSB)
- Minority Business Enterprise (MBE)
- Small Business Enterprise (SBE)
- Women Business Enterprise (WBE)

**Ohio Department of Transportation  
Office of Small & Disadvantaged Business Enterprise**

**614.466.3957**

1980 West Broad Street  
Columbus, Ohio 43223

**Website:** [www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/default.aspx](http://www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/default.aspx)

**Email:** [DOT.SDBE@dot.ohio.gov](mailto:DOT.SDBE@dot.ohio.gov)

The Ohio Department of Transportation (ODOT) is the organization in charge of developing and maintaining all state and federal roadways in the state of Ohio with exception of the Ohio Turnpike. ODOT has broken up the state of Ohio into 12 districts in order to facilitate regional development. Each district is responsible for managing the planning and construction of the regions state and federal highways.

Available certifications:

- Disadvantaged Business Enterprise (DBE):  
[www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/DBE.aspx](http://www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/DBE.aspx)
- Small Business Enterprise (SBE):  
[www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/SBE.aspx](http://www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/SBE.aspx)

**Ohio Minority Supplier Development Council (OMSDC)**

**614.225.6959**

100 E. Broad Street, Suite 2460  
Columbus, OH 43215

**Website:** [www.ohiomsc.org](http://www.ohiomsc.org)

The Ohio Minority Supplier Development Council (OMSDC) is one of 23 affiliates of the National Minority Supplier Development Council (NMSDC), a nonprofit corporate membership organization that advances business opportunities for its certified Asian, Black, Hispanic and Native American business enterprises and connects them to its corporate members.

Available certification:

- Minority Business Enterprise (MBE): [www.ohiomsc.org/certification-process](http://www.ohiomsc.org/certification-process)

**Ohio River Valley Women's Business Council (ORV~WBC)**

**513.487.1155**

3458 Reading Road  
Cincinnati, OH 45229

**Website:** [www.orvwbc.org](http://www.orvwbc.org)

The ORV~WBC is an organization for women business owners interested in promoting, developing and maintaining business relationships with other women business owners, major corporations and governmental agencies. ORV~WBC is one of 14 regional partner organizations of the Women's National Business Enterprise Council (WBENC). Major corporations and government agencies utilize the WBENC organization as a clearinghouse for women suppliers seeking procurement opportunities.

Available certification:

- Women Business Enterprise (WBE)

**State of Ohio Department of Administrative Services (DAS)  
Equal Opportunity Division**

**614.466.8380**

4200 Surface Road  
Columbus, Ohio 43228

**Website:** [www.das.ohio.gov/eod/](http://www.das.ohio.gov/eod/)

**Email:** [das-eod@das.ohio.gov](mailto:das-eod@das.ohio.gov)

The State of Ohio Department of Administrative Services Equal Opportunity Division ensures equal opportunity to and fair treatment in government contracting and state employment. The Division strives to achieve its mission by implementing and enforcing the state's affirmative action and equal employment opportunity policies, and implementing and monitoring the state's procurement preference programs for minority-owned, women-owned, and socially and economically disadvantaged businesses.

Available certifications:

- Minority Business Enterprise (MBE): [www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Minority-Business-Enterprise-MBE-Program](http://www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Minority-Business-Enterprise-MBE-Program)
- Encouraging Diversity, Grown and Equity (EDGE): [www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Encouraging-Diversity-Growth-and-Equity-EDGE-Program](http://www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Encouraging-Diversity-Growth-and-Equity-EDGE-Program)
- Veteran-Friendly Business Enterprise (VBE): [www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Veteran-Friendly-Business-Enterprise-VBE-Program](http://www.das.ohio.gov/Divisions/Equal-Opportunity/Business-Certification/Veteran-Friendly-Business-Enterprise-VBE-Program)

**U.S. Small Business Administration (SBA)  
Cincinnati Branch Office**

**513.684.2814**

525 Vine Street, Suite 1030  
Cincinnati, OH 45202

**Website:** [www.sba.gov/offices/district/oh/columbus](http://www.sba.gov/offices/district/oh/columbus) or [www.certify.sba.gov](http://www.certify.sba.gov)

Available certifications and programs:

- 8(a) Business Development: [www.sba.gov/federal-contracting/contracting-assistance-programs/8a-business-development-program](http://www.sba.gov/federal-contracting/contracting-assistance-programs/8a-business-development-program)
- Economically Disadvantaged Women-Owned Small Business (EDWOSB)
- Historically Underutilized Business Zones (HUBZone)
- Women-Owned Small Business (WOSB)
- All Small Mentor-Protégé

# Contracting Opportunities

## **Cincinnati Metropolitan Housing Authority (CMHA)**

**513.721.4580**

Two Centennial Plaza  
805 Central Avenue, Suite 234  
Cincinnati, OH 45202

**Website:** [www.cintimha.com/business-opportunities](http://www.cintimha.com/business-opportunities)

Visit CMHA's website to register your company to receive notice of upcoming opportunities, find resources, solicitations, information on economic inclusion, and related events.

## **Cincinnati Public Schools**

**513.363.0460 or 513.363.0457**

2651 Burnet Avenue  
Cincinnati, Ohio 45219-2551

**Website:** [www.cps-k12.org/about-cps/doing-business-with-cps](http://www.cps-k12.org/about-cps/doing-business-with-cps)

**Email:** [purchasing@cps-k12.org](mailto:purchasing@cps-k12.org)

The Small Business Administration (SBA) size and revenue standards are used as the criteria for registration. You may "self" certify your business concerns if you do not have business certificates by using the SBA size and revenue standards. CPS' Supplier Diversity considers "Social and Economic Disadvantage" to be certain groups including women, Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian-Pacific Americans, or other minorities found to be disadvantaged by the U.S.

## **City of Cincinnati Purchasing Division**

**513.352.3209**

Two Centennial Plaza  
805 Central Avenue, Suite 234  
Cincinnati, OH 45202

**Website:** [www.cincinnati-oh.gov/purchasing](http://www.cincinnati-oh.gov/purchasing)

**Email:** [citypurchasing@cincinnati-oh.gov](mailto:citypurchasing@cincinnati-oh.gov)

Vendors that want to do business with the City of Cincinnati should register online with the Vendor Self-Service System (VSS). Vendors registered in VSS will receive notice of contracting opportunities based on the commodity categories in which they are registered. All vendors must be registered before doing business with the City. There is no cost for vendor registration. To register, visit: [www.vss.cincinnati-oh.gov/webapp/VSSPROD/AltSelfService](http://www.vss.cincinnati-oh.gov/webapp/VSSPROD/AltSelfService)

Open Data Cincinnati provides information on current and future business opportunities with the City of Cincinnati, including Invitations to Bid, Requests for Qualifications, and Request for Proposals for all City departments, including the Metropolitan Sewer District. Historical data set of business opportunities, bid tabulations, and contract awards can also be found on Open Data Cincinnati. To view contracting opportunities on Open Data Cincinnati, visit: [www.cincinnati-oh.gov/purchasing/business-opportunities-with-the-city](http://www.cincinnati-oh.gov/purchasing/business-opportunities-with-the-city)

**Hamilton County Purchasing Department****513.946.4347**

138 East Court Street, Room 507

Cincinnati, OH 45202

**Website:** [www.hamilton-co.org/purchasing](http://www.hamilton-co.org/purchasing)

The Purchasing Department is responsible for competitive purchasing in Hamilton County, with the exception of the Public Library, Drake Center Inc., the Park District and the Engineers capital projects.

Hamilton County uses BidSync to post, distribute and then to receive electronic responses to County's solicitations. Register as a prospective supplier to obtain information on open solicitations from Hamilton County. To register with BidSync, visit: [www.prod.bidsync.com](http://www.prod.bidsync.com). Vendors may also complete a vendor registration form found on the Purchasing Department's webpage.

**Metro****513.621.9450**

602 Main Street, Suite 1100

Cincinnati, OH 45202

**Website:** [www.go-metro.com/about-metro/about2/doingbusiness/doingbusinesswithmetro/current-bid-opportunities](http://www.go-metro.com/about-metro/about2/doingbusiness/doingbusinesswithmetro/current-bid-opportunities)

Metro's Procurement Department has partnered with Public Purchase, a web based e-Procurement service designed to connect vendors in all business sectors to contracting opportunities at public agencies. Metro uses this service to announce and distribute purchasing solicitations, issue applicable amendments, and receive electronic submissions.

Vendors who wish to participate in Metro contracting opportunities must register with Public Purchase to receive automatic notifications when solicitations are published and to submit proposals of interest. To register with Public Purchase, visit: [www.publicpurchase.com/gems/sorta.oh/buyer/public/home](http://www.publicpurchase.com/gems/sorta.oh/buyer/public/home)

**Ohio Department of Transportation (ODOT) Contract Sales****Website:** [www.dot.state.oh.us/Divisions/ContractAdmin/Pages/default](http://www.dot.state.oh.us/Divisions/ContractAdmin/Pages/default)

ODOT Contract Sales processes all ODOT construction contracts, purchasing (vendor) contracts, Small and Disadvantaged Business Enterprise applications, and outdoor advertising permits. The ODOT Contract Sales webpage provides information on prequalifying for construction work, planholders lists and ODOT quote opportunities for non-contract goods and services purchases.

**State of Ohio Procurement**

4200 Surface Road

Columbus, OH 43228

**Website:** [www.procure.ohio.gov/proc/index](http://www.procure.ohio.gov/proc/index)

State of Ohio Procurement provides a database of current awarded contracts, bid opportunities and information on how to register for bid notifications with the State of Ohio.