



**DELAWARE HEALTH
AND SOCIAL SERVICES**

DIVISION OF
MANAGEMENT SERVICES

Supplier Diversity Plan

FY 2011

DHSS will do the following to support supplier diversity in Delaware:

- A. Forecast under and over threshold contracting needs and provide information to OMWBE and the public.
 - 1) Identify under threshold contracting opportunities on a quarterly basis and publish via the internet and e-mail. Publishing will target MWBE vendors, but be available to all vendors
 - 2) Identify current contracting opportunities in the pipeline (forecasting) on a quarterly basis and identify relevant MWBE vendors that may be interested in providing upcoming needed services.
 - 3) Reduce State personnel unfamiliarity with new vendors to participate in under threshold spend opportunities (ongoing).
 - 4) Identify and encourage all applicable minority and/or women businesses to certify with the State Office of Minority and Women Business (ongoing).

- B. Engage in training, outreach and education including supplier development forums.
 - 1) City of Wilmington MegaBizFest- October 2010
 - 2) Agency-specific training needs assessment
 - 3) Additional outreach opportunity TBD
 - 4) Utilize the debriefing process and leverage this as an educational opportunity for MWBE vendors (already occurring).
 - 5) Communicate Agency wide the importance of supplier diversity (ongoing).

- C. Provide links to bids.delaware.gov and the OMWBE web site on respective agency web sites.

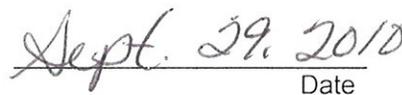
- D. Provide a supplier diversity activity timeline (see Attached)

- E. Begin to request subcontracting/2nd tier data on all State of Delaware contracts, specifically certified minority and/or women business enterprises. This also includes but is not limited to identifying any subcontracting/2nd tier information on pass thru monies and grant funding.

- F. Solicit one certified minority and women business enterprise from OMWBE directory for non advertised opportunity (If there is not a MWBE available complete the no find form).

Respectfully submitted,


Rita M. Landgraf
Secretary


Date

Attachment: Supplier Diversity Timeline