

Supplier Diversity Council Meeting Notes

Monday, April 12, 2010

1:00 pm – 3:00pm

Attendees: Jay Burks, Dean Stotler, Cathy Imburgia, Pam Draper, Davonna Williams, Ken Anderson, Ron Tutundji, Ron Frazier, Clay Hammond, Cleon Cauley

Opening Remarks by Chair

- Review of EO 14
- What is its purpose and what was the SDC created to do
 - How do differentiate SDC from other small business agendas?
- Mission of the SDC
- Reviewed items D thru G in section 10 of EO 14 and discuss when/how the report to the governor should be submitted. SDC agreed that the full report will be submitted to the governor by 12/30/2010 and the any actions that can be done before 12/30/2010 will be taken and included in the report.

Government Support Services

- Central repository for all bid advertisements – bids.delaware.gov
- State spending accounting changes on 7/17
- Adding boilerplate language to contracts requesting subcontracting information
 - No timeframe was given
- Requiring contractors to submit two sets of proposals in accordance with No. 8 in Supplier Diversity Executive Order
 - One proposal without proprietary information (posting on web site). The second proposal for state internal records
 - No timeframe was given
- Developing a new “Selling to the State Guide”
 - This will be finalized and presented at the DEDO Diversity Summit 4.28.10
- Opportunity buy
- The ability to offer products and services for an previously awarded contract
- Researching implementing eProcurement system
 - 12-18 month timeframe
 - No second tier reporting functionality

Vendor Feedback

- How to reduce subjectivity in who decides what vendor receives best and final offer
- With improvements and efforts to aggregate contracts for professional services and supplies etc, will vendors be afforded the opportunity to provide feedback?
 - Top down implementation
- Contract transparency and the time challenge and resource commitment in submitting two proposals.
- What can we do now to increase supplier diversity?
- Soliciting feedback from council.

Disparity Study Questions

- Is it feasible to do a disparity study, what will it look like, why is it needed, what will be in it & who will pay for it?
- Is a study really necessary?

- Can the old study be reviewed by SDC?
- Why do business in Delaware?
- What are the current criteria?

Agency Liaisons

- Concern raised about accountability and metrics used by different departments.
- Who are the agency liaisons and what will be their role?

Data & Information

- Second Tier Information
 - How do we track? What do we track?
 - Requested Information v. Required Information
 - Can we request all subcontracting data for applicable contracts
 - Certified v. Self-Certified – why become Certified?
 - OMWBE will not be reporting SBA ccr.gov registered vendors in MWBE spend reporting
 - Suggest simplifying the current state spending chart
 - More accurate number of how much money from MWBE
 - How to identify firms that have not certified with OMWBE and worked with the state – Online W-9 <https://dew9.accounting.delaware.gov/accounting/w-9.nsf/w9!OpenForm>
 - How to identify businesses that are MWBEs in business license registration process
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ACTION

- ❖ Develop a Working Group and an Evaluation Group
- ❖ Subgroup #1 (C. Cauley, J. Burks, R. Tutudji, D. Williams, K. Anderson) to meet before full SDC meeting and bring info to next meeting – review old Disparity Study
- ❖ Schedule next SDC meeting for next month (SDC will meet once per month)
- ❖ Identify potential improvements in MWBE reporting methods
- ❖ Identify potential methods to record 2nd tier reporting