



State of Delaware, Department of Technology and
Information

Supplier Diversity Action Plan

Version 1.0
August 1, 2016

Supplier Diversity Action Plan

Goal

The goal is to maximize contracting opportunities for minorities, women, veteran, individuals with disabilities owned businesses, and the businesses eligible for the Small Business Focus Program (SBF) as well as increase the transparency for subcontracting opportunities.

The Department of Technology and Information (DTI) is committed, to the maximum extent possible, to support the statewide goals for supplier diversity. We will make every effort to provide equal access to procurement opportunities for all suppliers through outreach, education and process improvements where applicable.

A. **Recruitment & Identification of Minority, Women, Veteran, Individuals with Disabilities owned businesses & SBF Small Businesses**

To support the Office of Supplier Diversity (OSD), DTI will:

- o Continue to co-sponsor the vendor IT staff augmentation open-enrollment contracting opportunity;
- o Review OSD certified and self-certified ccr.gov vendors direct spend with OSD;
- o Continue to encourage applicable vendors to certify with OSD; and
- o Submit to OSD information on certified OSD vendors that submitted responses for requests for proposals.

B. **Internal & External Supplier Diversity Outreach**

On an ongoing basis, DTI will:

- o Continue to support the Government Support Services contract delegation process;
- o Continue to participate in community and State sponsored events, such as the Governor's Entrepreneurial Conference and DEDO Diversity Summit;
- o Provide links to Delaware's Procurement Portal on the DTI Vendor Information web page;
- o Disseminate communication developed by OSD for state supplier initiatives; and
- o Continue to educate agency managers and staff on opportunities to increase supplier diversity.

C. Supplier Diversity Successes & Opportunities

In an effort to improve supplier diversity and maximize access for minority, women, veteran, service disabled veteran, and individuals with disabilities owned businesses as well as small businesses, DTI will:

- o Report successes and opportunities for improvement to OSD;
- o Provide feedback to OSD on proposal submission best practices;
- o Work with OSD to identify and address potential barriers to new vendors soliciting business;
- o Increase visibility by identifying OSD certified vendors on all authorized vendor listings used for outreach and education;
- o Maximize vendor access opportunities by continuing to encourage vendors to register for contract notification services on the Delaware Information Subscription Service website; and
- o Ensure maximum access to the Department's solicitations by posting all requests for proposals (RFP) and requests for information (RFI) on the central Bid Solicitation Directory website.

Assessment Period

The Supplier Diversity Action Plan will be assessed on an annual basis.
