

SIUE Purchasing Diversity Program

Traditional Outreach Initiatives

1. Participate in Minority Vendor Fairs – e.g., St. Louis Minority Business Development Council Matchmaker Conference, Hispanic Chamber of Commerce Business Opportunity Fair, University of Illinois Chicago Matchmaker Conference, Southern IL Procurement Technical Assistance Center (PTAC) Matchmaker Conference, NAEP Diversity Institute.
2. Charter Corporate Member of St. Louis Minority Business Development Council.
3. Conduct seminars/webinars on how to do business with SIUE.
4. Invite and assist minority vendors to gain certification with Illinois CMS BEP.
5. Attend CMS BEP training for state agencies and universities.
6. Encourage contractors to subcontract to and purchase supplies from diverse vendors.

Additional Outreach Initiatives—Recent Years

7. Hosted an SIUE Diverse Vendor Opportunity Fair on September 25, 2012. CMS representative attended to assist vendors with the certification process.
8. Hosted the 1st Illinois Higher Education Diverse Business Opportunity Fair (HEDBOF) October 15, 2014, co-sponsored with University of Illinois. Attended the HEDBOF at UIUC on July 21, 2015, and the HEDBOF at SIU Carbondale on October 27, 2015.
9. SIU chartered Diversity in Purchasing Committees on each campus—chaired by Vice Chancellor for Administration Neher at SIUE. Submitted report to the SIU President.
10. Designated diverse vendor coordinator — Starla Nixon. Starla is in contact with minority vendors and encourages departments to buy from them.
11. Added a minority certification section to the contract certification form required with every purchase order. Determine if minority firms are certified with BEP. If not, contact them and offer assistance to apply for certification.
12. Created brochure on how to do business with SIU and translated it to Spanish—sent to the St. Louis and Chicago Hispanic Chambers of Commerce.
13. Participated on panel discussion for the Women’s Yellow Pages Networking Meeting. Distributed Women’s Yellow Pages to all SIUE fiscal officers.
14. Network with other Minority Development Offices, including Procurement Technical Assistance Center (PTAC) of Illinois. Co-host webinars with PTAC.
15. Obtain lists of diverse vendors from several sources. Sent letters to hundreds of firms inviting them to join our bid list.
16. Invited the Executive Director of the Hispanic Chamber of Commerce, Karlos Ramirez, to campus to discuss network opportunities with several university departments. Joined the Hispanic Chamber of Commerce of Metropolitan St. Louis.
17. Attended the State Use Vendor Exhibition, spotlighting companies that employ individuals with disabilities.

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Additional Process Initiatives—Recent Years

18. For purchases from \$25,000 to the State Legal Bid Limit, departments must obtain three informal quotes, at least one of which must be from a diverse firm.
19. If department cannot locate a minority vendor, or the vendors decline to bid, Purchasing tries to solicit a minority quote.
20. Added links to the Purchasing web site to help departments locate minority firms: existing SIU minority vendors, Illinois CMS BEP, St. Louis Minority Business Development Council, the State of Missouri MBE/WBE Directory, the Federation of Women Contractors (FWC), Black Contractors United, and the Illinois State Black Chamber. Requested vendor directory links from Chicago Minority Business Development Council.
21. Updated the Prospective Vendors Web Pages to include additional information on how to do business with the University and become certified with the State of Illinois.
22. Send all formal bid announcements to 16 local Chambers of Commerce and St. Louis Minority Development Council.
23. Send formal bid announcements to known minority firms.
24. Participate in the IPHEC Diversity Working Group and the Higher Education BEP PAC Sub-Committee.
25. Conduct training with appropriate University staff members regarding minority purchasing requirements.
26. Recognized SIUE departments that purchased from diverse vendors by presenting them with a framed “Diverse Vendor Support Award” certificate.
27. Require a 20% aspirational BEP subcontractor/supplier goal for all construction bids and require a 6%-20% aspirational BEP subcontractor/supplier goal on all other formal bids.
28. Monitor progress within the SIUE Strategic Planning process.
29. Many firms decline to become certified with CMS BEP due in part to the onerous application process and the lack of perceived benefits. Nevertheless, we continue to seek to do business with diverse firms, certified or not, in concert with Illinois public policy.
30. Reach out via email to certified vendors when SIU system bid opportunities become available for their commodity/service code.