



Office of Management and Budget (OMB)

FY2023 Supplier Diversity Plan

Background

[Executive Order 49 \(EO 49\)](#) signed on June 16, 2021, enhances economic opportunities for Delaware's diverse business community and continues commitment to supplier diversity initiatives. The EO 49 requires executive branch agencies to appoint a Supplier Diversity Liaison and develop a supplier diversity plan for achieving respective goals.

OMB Aspirational Goal(s)

The primary components of the OMB's supplier diversity plan include opportunity, education, and partnerships.

Opportunity

Opportunities to conduct business with the State are made available through formal contract awards and under threshold purchase of goods and services. OMB regularly advertises opportunities for diverse suppliers to engage with State.

Education

Educational opportunities are conducted throughout the year both in-person and virtually to increase diverse supplier efficiency navigating the opportunities available.

Partnerships

Through educational engagement and formal contract management, OMB can cultivate business relationships with local and diverse suppliers to both continue educating and identify future opportunities.

OMB Supplier Diversity Process Improvement Goals

Agency Needs

- Identify individuals with purchasing responsibilities
- Identify upcoming needs for products and services
- Conduct agency surveys to assess opportunities
- Assist in identifying joint ventures and partnership opportunities

Opportunity Recognition

- Forecast contract expiration date
- Solicit one MWBE for non-advertised opportunities (under threshold)
- Request prime vendors to submit second tier information
- Posting of prime vendors with contract information
- Maintaining of pre-bid meeting attendees and identify MWBEs

Education, Training, Research

- Produce instructional materials about agency purchasing process
- Conduct information training sessions about agency opportunities
- Participate in supplier diversity training as provided by DSB
- Review spend analysis from DSB
- Communicate Executive Order 49 throughout agency
- Provide educational information from debriefing and proposal evaluations

Evaluation

- Increase the number of certified MWBE working with your agency
- Increase opportunities for under threshold purchases
- Increase MWBE second tier reporting from prime vendors
- Increase the number of educational, training, and outreach initiatives
- Improve the quality of materials to assist vendors in doing business with the State

OMB Supplier Diversity Action Items

Supplier Centered Procurement Training

Central Contracting has adapted Vendor training from in-person to a hybrid model. Increased access has resulted in a recent class with over 200 registrants expanding knowledge as the cornerstone for conducting business with the State.

Fleet Electrification

The State continues to advance fleet initiatives increasing the number of electric vehicles. These efforts also include placement of vehicle charging stations throughout the State. Diverse suppliers embracing new technologies can find opportunity selling, repairing, and installing infrastructure supporting the future of the fleet.

Division of Small Business Collaboration

Government Support Services (GSS) will continue to seek certified OSD vendors and vendors participating in the Small Business Focus program. GSS regularly completes outreach for contract opportunities using these resources as well as Small Business Association (SBA), and federal General Services Administration (GSA).

Data Transparency

Delaware’s Open Data Portal provides public data representing supplier diversity engagement not limited to State Checkbook data, Contract Spend, and Supplier Diversity among many others. This provides business intelligence for supplier diversity vendors to effectively compete for business opportunities.

Under Threshold Purchases

Products and services that are not advertised through a formal bid process and are under an established cost may be procured through the Under Threshold Procurement Process. The dollar amounts and types of purchases are Material and Non-Professional Services, less than \$50,000; Public Works Construction, less than \$150,000; and Professional Services, less than \$100,000. Central Contracting vendor training provides detailed information regarding these opportunities.

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