



POLICY

Title: PROCUREMENT PARTICIPATION BY MINORITY, WOMEN, DISADVANTAGED, AND EMERGING BUSINESS ENTERPRISES	Code: B0805 Original Adoption: 7/27/88 Revised/Reviewed: 10/26/18 Effective: 12/18/18
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Milwaukee Area Technical College recognizes that public contracting and procurement may mitigate against the effects of race, gender and disability discrimination and that such contracting and procurement encourages the development and capacity of emerging businesses or businesses owned, operated, and controlled by individuals with disabilities, minorities, women and the disadvantaged.

It is the policy of the Milwaukee Area Technical College district to encourage and initiate affirmative action measures. The purpose of this policy is to assist in the elimination of obstacles which may have previously prevented participation in the bidding process and discouraged the provision of goods and services by emerging businesses or businesses owned, operated and controlled by individuals with disabilities, minorities, women and the disadvantaged. The purpose is also to increase the opportunity for such firms to participate in procurement activities of the district. This can be accomplished, in part, by providing appropriate opportunities for such firms to participate in district procurements and contracts.

Therefore, the MATC procurement process will include a good faith effort to utilize such firms in awarding procurement contracts. Those businesses certified by the Wisconsin Department of Administration, the National Minority Business Directory or other agencies, will be recognized as MBE, WBE, DBE or EBE businesses. The district will encourage and initiate the following affirmative steps towards providing maximum opportunity and access to participate in procurement activities, including quotes, requests for proposals and bids:

1. Utilize local, state, and federal websites for current directories qualified and available MBE/WBE/DBE/EBEs.
2. Organize, attend and participate in training sessions, workshops, conferences and seminars dealing with procurement and the use of MBE/WBE/DBE/EBEs.
3. Advertise, whenever appropriate, with trade associations, minority newspapers and other media to alert potential suppliers and contractors of

opportunities.

4. Maintain records of MBE/WBE/DBE/EBEs contacted for procurements to documents the opportunities provided for participation.
5. Encourage participation of MBE/WBE/DBE/EBEs by direct invitation to compete for contracts.
6. Divide bids or requests for proposals, whenever possible, into smaller components, thereby facilitating the use of MBE/WBE/DBE/EBEs.

Annually, the Vice President, Finance shall report to the MATC Board of Directors progress on these procurement activities and on procurement participation by business enterprise classification and ethnicity.