Department of Health Professions

DIRECTOR'S POLICY # 76-5.8

Equal Opportunity in Agency Procurement

Effective Date: November 16, 2015

Approved By: _____
David E. Brown, D.C., Director

Policy:

It is the policy of the Commonwealth of Virginia and the Department of Health Professions to contribute to the establishment, preservation, and strengthening of micro businesses, small businesses, and businesses owned by women and minorities (SWaM) and to encourage their participation in state procurement activities. The Commonwealth and the Agency pursues the goal of increasing the amount of business done with SWaM vendors by providing information and by developing sustainable relationships with qualified, reliable, small, women and minority owned businesses and by undertaking initiatives to reach out to the diverse vendor community through partnerships, joint ventures, subcontracts, or other contractual opportunities.

Purpose:

The Agency has undertaken a number of steps to help it reach its annual goals for supplier diversity procurements as a percentage of total dollar purchases. These steps include but are not limited to:

- Placing emphasis on training all staff with purchasing authority about supplier diversity and what goods or services they provide.
- Training SWaM vendors on how to do business with the Commonwealth of Virginia and the Agency.

Procedures:

Set-Aside and Award Priority:

Micro Business Set-Aside Award Priority

Under $10,000 1) Micro Business
2) Small Business
3) Open to all

Small Business Set-Aside Priority

$10,000 up to $100,000

DIRECTOR'S POLICY # 76-5.8

Equal Opportunity in Agency Procurement

Effective Date: November 16, 2015

Approved By: _____
David E. Brown, D.C., Director

All employees with purchasing responsibility who are involved in procurement decisions for goods and services are expected to notify and give every consideration to using qualified small business suppliers of procurement opportunities in a manner that is consistent with state and federal laws and regulations and with the provisions set forth in the Department of Purchases and Supply Agency Procurement and Surplus Property Manual.