



Financial Services Audit Committee Communication

Date: December 18, 2020

To: Great Lakes Water Authority Audit Committee

From: Susan Kopinski, Director of Special Projects

Re: Business Inclusion & Diversity Program Update

Background: On November 25, 2020, the GLWA Board of Directors approved an amendment to the Procurement Policy allowing for a new Business Inclusion & Diversity (BID) Program within the Financial Services' Procurement Group.

Analysis: The GLWA BID Program Team was formed and is working on the BID Program with a target implementation date of February 1, 2021. The BID Launch Team is comprised of the following GLWA resources.

Susan Kopinski,

Director of FSA Special Projects

Michael Lasley, Procurement Manager

Megan Torti,

Vendor Outreach Coordinator

Sonya Collins, Director of Procurement

Ian Thompson, Owner's Representative
Team Manager

Other team members throughout GLWA will be engaged as necessary and expanded once the BID program manager is on board.

In addition, the following external resources have been engaged to support an effective launch for the program.

- ✓ Bridgeport Consulting - provide immediate resources for facilitating focus groups and participate in program launch activities.
- ✓ Plante & Moran - a project manager who has been working with the Procurement Team on policies, process, procedures, and training has also been engaged to ensure that our timeline and tasks are completed and on track
- ✓ Public Sector Consultants (PSC) - researching additional programs, policy matters, economic impacts, and establishing performance measures
- ✓ AECOM – providing examples of efforts with similar objectives in conjunction with their contract for capital program delivery with GLWA

Presently, the following tasks are at the top of the priority list

- Writing job descriptions for the BID Program Team
- Acting on a communication plan that includes internal and external stakeholders
 - Press release has been drafted by Public Affairs to announce the approval of the program
- Vendor Focus Groups (December 14, 2020 and January 12, 2021)
- Developing business inclusion and diversity plan requirements
- Developing business processes which include updates to procurement procedures manual, forms, documents, and Procurement Team training.
- Identifying meaningful reporting and performance measures

Proposed Action: Receive and file this report.