



## Financial Services Audit Committee Communication

**Date:** April 23, 2021

**To:** Great Lakes Water Authority Audit Committee

**From:** Megan Torti, Vendor Outreach Coordinator

**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 the formation of a new Business Inclusion & Diversity (B.I.D.) Program within the Financial Services' Procurement Group. The B.I.D. Program Team, which includes internal GLWA Team Members as well as external consultants, executed a Phase I launch of the program on February 1, 2021.

**Analysis:** As the first B.I.D. Program-qualifying solicitations were advertised on Bonfire in March 2021, the B.I.D. Program Team undertook the following strategic efforts.

1. Drafted final report and recommendations based on research into the Inclusion & Diversity Programs of other national utilities and public sector entities.
2. Created and presented education materials for GLWA Team Member training on B.I.D. Program Requirements. This includes the Executive Leadership Team and Area Chiefs with their team members to convey program details as well as Board and executive endorsement of the program.
3. Developed and delivered B.I.D. Program vendor outreach presentations for the Michigan Department of Transportation's 40<sup>th</sup> Annual Disadvantaged Business Enterprise Conference on March 23, 2021 and for Southwest Michigan PTAC's "Coffee & Contracting" series on April 14, 2021.

Additionally, the following tasks remain at the top of our priority list.

- Posting job description for B.I.D. Program Manager.
- Upcoming B.I.D. Program vendor outreach event hosted by the Michigan Department of Transportation (MDOT) on May 19, 2021.
- Developing contract language for B.I.D. Program requirements.
- Evaluating the insurance and bonding requirements for small and disadvantaged businesses enterprises.
- Identifying meaningful reporting and performance measures.

Note that there are two procurements due in late April that will be within the scope of this new program.

**Proposed Action:** Receive and file this report.