

**P3330 DISADVANTAGED (DBE) AND WOMAN-OWNED (WBE) BUSINESS ENTERPRISES PURCHASING**

**BOARD POLICY:**

**Unified School District 259 will endeavor to provide Disadvantaged Business Enterprises Businesses (DBE Business(es)) and Woman-Owned Business Enterprises (WBE Business(es)) an opportunity to supply materials, goods, wares, services, and construction services within applicable District policies.**

**Definitions –**

**Disadvantaged Business - In general, socially disadvantaged persons are individuals who have been subjected to racial or ethnic prejudice or cultural bias within American society because of their identities as members of groups and without regard to their individual qualities. The social disadvantage must stem from circumstances beyond their control. Socially disadvantaged persons shall include, but not be limited to: Asian-Indian, Asian-Pacific, Black, Hispanic and Native American. DBE Businesses are individuals, partnerships or corporations that are at least 51% owned, operated and controlled by socially disadvantaged persons. WBE Businesses are individuals, partnerships or corporations that are at least 51% owned, operated and controlled by a woman.**

**Administrative Implemental Procedures:**

1. It shall be the responsibility of the vendor to provide the Purchasing Department with the information regarding their status as a DBE or WBE Business.
2. The District will accept the certification procedures of the Kansas Statewide Certification Program or local affiliate of National Minority Supplier Development Council.
3. The District will establish a Steering Committee to oversee efforts delineated in this policy. Members of the Committee will be appointed by the Superintendent and will not be entirely composed of District staff members. At least one (1) member of the committee will not be a District staff member.
  - a. The Superintendent will designate an individual to serve as chair.
  - b. Members of the committee can be represented by the following USD 259 divisions and departments – Administration, Operations, Facilities, Purchasing, Title IX, and Legal Services. Other individuals may be added as warranted to assist in the development of the program.
  - c. Other organizations are encouraged to participate in meetings and events. These organizations can consist of but are not limited to: The National Minority Supplier Development Council (Mountain Plains Minority Supplier Development Council), SBA, Kansas PTAC, the City of Wichita, Sedgwick County Kansas, Wichita State University, and McConnell AFB 22<sup>nd</sup> Contracting Squadron.
  - d. Meetings of the committee will be held on at least a quarterly basis.
4. The Purchasing Department shall:
  - a. Develop, conduct and participate in outreach and awareness activities for DBE and WBE Businesses.
  - b. Provide mentoring support for DBE and WBE Businesses.
  - c. Collect data necessary to monitor activities and/or success of any programs or activities.

- d. Develop reports designed to measure the progress and effectiveness of activities and present to the Board of Education as requested.

Administrative Responsibility: Operations Division - Purchasing

Latest Revision Date: October 2017

New Policy: June 2009 P3330