

POLICY ON WOMAN-AND MINORITY-OWNED VENDORS
ROOSEVELT UNIVERSITY
November 17, 2006

The purpose is to ensure that a higher proportion of goods and services are provided to Roosevelt University by woman- and minority-owned businesses.

Roosevelt University's longstanding mission of social justice and equal educational opportunity also should be manifested in the business relationships it establishes to support University operations and to make possible its core activities -- teaching and learning. These relationships also should be commensurate with the high standards to which the University is committed in its academic programs and services to students.

Roosevelt University encourages woman- and minority-owned businesses (including but not limited to those so certified by the State of Illinois or City of Chicago) to offer their goods and services to the University. Roosevelt University will work proactively to identify women and minority vendors, via such methods as outreach on the RU website, use of the online Chicago Minority Business Development Council (CMBDC) database and Illinois Minority and Female Business Enterprise (MAFBE) Directory, attendance at supplier diversity fairs and events, and reviews of vendors listed through the Educational & Institutional Purchasing Cooperative.

The University will establish a minimum threshold that will require the issuance of formal requests for proposal (RFPs), and a reporting mechanism by which to document RFP activity and decisions. Roosevelt will invite woman- and minority-owned vendors to respond to RFPs for goods and services. The University will consider woman- and minority-owned businesses as potential vendors on an equal basis with all other qualified bidders and base its purchasing decisions and service contracts on fair and objective assessments of quality, service, competitive pricing, and ability to meet technical specifications. The Purchasing Office will monitor all such RFPs and report to the Executive Council annually on the University's success in engaging woman- and minority-owned vendors.