

I'm Certified, Now What?

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Ohio

Development
Services Agency

I'm Certified, Now What?

Getting state certified as a Minority Business Enterprise (MBE) is the first step to doing business with the state.



This workshop will help you:

- Develop strategies to connect with state business opportunities
- Add value to your marketing efforts and move your company forward
- Become a successful state of Ohio supplier

Key to Success: Preparation!



What does the State buy?

How does the State buy?

Who in the State buys?

Finding Opportunities

What Does the State Buy?

100+ State Agencies, Boards and Commissions

Spend over \$2 billion annually for supplies and services



Computers



Vehicles



Clothing



Food



Pharmaceuticals



Professional Services

Maximize Your MBE Certification

DOLLARS SPENT WITH MINORITY-OWNED BUSINESSES



State Dollars Spent with Minority Owned Businesses in FY2017

Fiscal Year	Total MBE Spend %	Total MBE Expenditures
FY2017	23.41%	\$306,374,617

Finding Opportunities State Agency Projection Plans

DAS Equal Opportunity Website:
www.mbe.ohio.gov

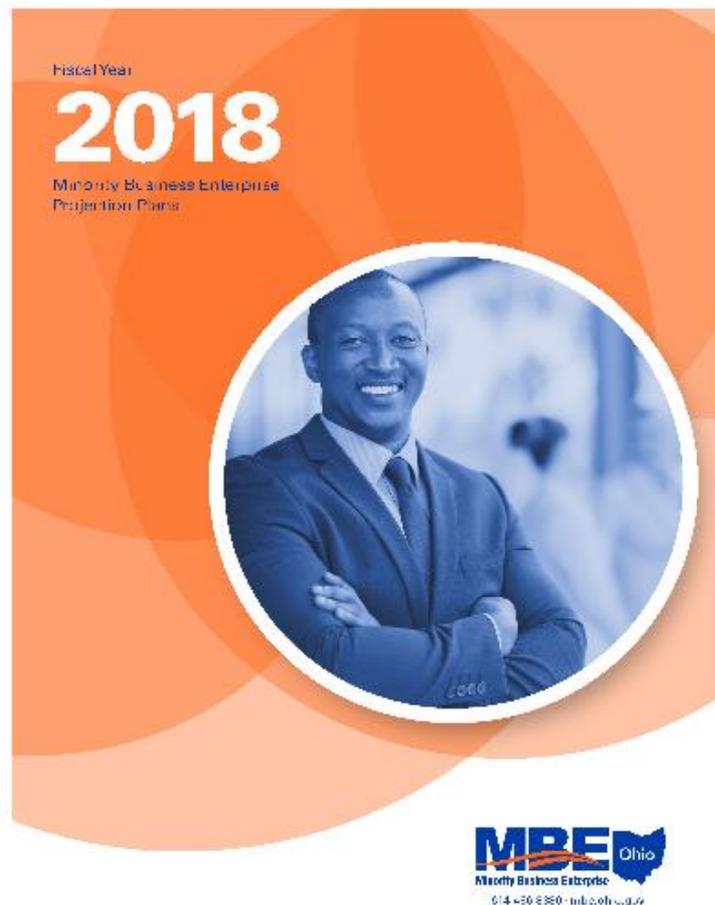
Visit this website to view:

- State agency projection plans
 - Agency contact information
 - Agency MBE officers
 - State of Ohio procurement terms

The screenshot shows the Ohio DAS Equal Opportunity website. At the top, there is a search bar and the Ohio DAS logo with the tagline "Service · Support · Solutions". Below the logo are navigation tabs: Home, for Business/Public, for State Agencies, for State Employees, Divisions, and Contact Us. The main content area is titled "Equal Opportunity" and includes a mission statement, a leadership team list, and a featured section for "Fiscal Year 2018 MBE Projection Plans". The featured section includes a graphic with the year "2018" and a photo of a man, along with the MBE logo. On the right side, there are several utility boxes: "General Contact" with address and phone information, "Services" listing various programs, "Quick Links" with a link to "EO HOME", and "Publications" with a link to "Publications".

Finding Opportunities

State Agency Projection Plans



- View the 2018 projection plan book which contains a list of projected purchases for every state agency, board and commission

Finding Opportunities State Agency Projection Plans

Ohio DAS
Service · Support · Solutions

Home | for Business/Public | for State Agencies | for State Employees | Divisions | Contact Us

You are here: Divisions » Equal Opportunity

Equal Opportunity

It is the mission of the Equal Opportunity Division to serve, support, and find solutions for Ohioans by ensuring equal opportunity to and fair treatment in government contracting and state employment. The Division strives to achieve its mission by implementing and enforcing the state's affirmative action and equal employment opportunity policies, and implementing and monitoring the state's procurement preference programs for minority-owned, women-owned, and socially and economically disadvantaged businesses.

Leadership Team

Administrative Unit
Gregory L. Williams, Deputy Director and State Equal Employment Opportunity Coordinator
Pamela Osborne, Assistant Deputy Director
Scott DeBardolonneau, Program Administrator

Affirmative Action and Equal Employment Opportunity Unit
Jennifer Keen, EEO Program Manager

Business Certification and Compliance Unit
Todd McSpong, EEO Program Manager

Research and Reporting Unit
Cassandra Stinson, Program Administrator

Features

Fiscal Year 2018 MBE Projection Plans

Analysis Book now available online!

2018
Race to Business - MBE
Race to Pass

MBE
Minority Business Enterprise

General Contact

4200 Surface Road
Columbus, Ohio 43224
Phone: 614-456-4300
Fax: 614-725-9823
Email: info@daseq.ohio.gov

Diving Directions

Services

Affirmative Action and Equal Employment Opportunity
Business Certification and Compliance
Research and Reporting
Dr. Martin Luther King, Jr. Holiday Commission

Quick Links

EEO HOME

Certified Businesses

- Apply for MBE or EDGE Certification
- Apply for VBE Certification
- Locate MBE-certified businesses and download certificates
- Locate EDGE-certified businesses and download certificates
- Locate VBE-certified businesses
- Certified Business Toolkit
- Check procurement bid announcements
- Check construction bid announcements
- Submit EDGE compliant

Affirmative Action Program Verification

- Apply
- Download certificate

Certificate of Compliance

- Apply
- Download certificate

Submit I-29 (Work-hour Utilization)

File a Discrimination Complaint

Publications

Publications

DAS Equal Opportunity
Website:

www.mbe.ohio.gov

Click “Publications”

Finding Opportunities State Agency Projection Plans

Click “2018 MBE
Projection Plan
Analysis”



OhioDAS
Service · Support · Solutions

Search... **GO**

Home | **for Business/Public** | **for State Agencies** | **for State Employees** | **Divisions** | **Contact Us**

You are here : Divisions > Equal Opportunity > Publications

Publications

- **Affirmative Action and Equal Employment Opportunity**
- ▾ **Business Certification and Compliance**
 - **FY2018 MBE Projection Plan Analysis**
 - MBE Cross Certification Flier
 - MBE Recruitment Guide (reference)
 - EDGE Recruitment Guide (reference)
 - Agency MBE-officer and procurement-officer list
- **Research and Reporting**

General Contact

30 East Broad Street, 18th Floor
Columbus, Ohio 43215-3414
Phone: 614-496-8380
Fax: 614-728-5628
[Driving Directions](#)

Services

Affirmative Action and Equal Employment Opportunity
Business Certification and Compliance
Research and Reporting
Dr. Martin Luther King, Jr. Holiday Commission

Quick Links

EOD HOME

Certified Businesses

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- [Apply for VBE Certification](#)
- [Locate MBE-certified businesses and download certificates](#)
- [Locate EDGE-certified businesses and download certificates](#)
- [Locate VBE-certified businesses](#)
- [Certified Business Toolkit](#)
- [Check procurement bid announcements](#)
- [Check construction bid announcements](#)
- [Submit EDGE complaint](#)

Affirmative Action Program Verification

- [Apply](#)
- [Download certificate](#)

Certificate of Compliance

- [Apply](#)
- [Download certificate](#)

Finding Opportunities State Agency Projection Plans

Ohio Department of Higher Education

John Carey, Chancellor
www.ohiohighered.org

FISCAL YEAR 2018 PROJECTION PLAN

Total Projected Purchases:	\$994,625.00
Total Projected MBE Set-Aside Purchases:	\$190,000.00
Total MBE Set-Aside Purchase Percentage:	19.10%

FY 2018 Projected Agency Purchases

Account Code	Account Description	Detailed Description	Total Purchase Amount	Includes Set-Aside Purchases
510050	Administrative and management services	Conference security	\$10,000.00	X
510050	Administrative and management services	Conference graphic design	\$12,000.00	
520052	Food – state function	Event food	\$30,000.00	
521050	Office supplies and equipment (not print)	Office supplies	\$15,000.00	X
521052	IT items <\$1,000 – no asset tag	Computers	\$10,000.00	X
521061	Medical, veterinarian fees – non-hospital	Drug testing	\$525.00	
522057	Vehicle parking and storage	Parking	\$8,000.00	

- Projection plan book lists projected expenditures for every state agency, board and commission

Finding Opportunities State Agency Projection Plans

Ohio Development Services Agency

David Goodman, Director
www.development.ohio.gov

FISCAL YEAR 2018 PROJECTION PLAN

Total Projected Purchases: \$13,069,092.00
Total Projected MBE Set-Aside Purchases: \$2,117,052.00
Total MBE Set-Aside Purchase Percentage: 16.20%

FY 2018 Projected Agency Purchases

Account Code	Account Description	Detailed Description	Total Purchase Amount	Includes Set-Aside Purchases
510050	Administrative and management services	Administrative consulting services	\$10,375,314.00	X
510052	Legal services available for bid	Legal services	\$2,000.00	
510055	IT and network	IT and network consulting	\$1,385,425.00	X
510056	IT development – IT / network services	IT consulting	\$580,633.00	
510060	State-planned training, employee	Training registration	\$1,260.00	
512055	Non-monetary awards >\$25	Personal services not classified elsewhere	\$59.00	
521050	Office supplies and equipment (not print)	Office supplies	\$55,826.00	X
521052	IT items <\$1,000 – no asset tag	IT items <\$1,000 per unit	\$2,935.00	
521061	Medical, veterinarian fees – non-hospital	Medical exam fees	\$1,868.00	
521068	Education and recreational supply	Communication (camera) purchase / repair	\$1,759.00	X

521076	Cleaning and maintenance supplies, equipment	Miscellaneous office supplies	\$294.00	
521085	Investigative services	Background checks	\$2,809.00	X
521092	Minor equipment, other supplies (not elsewhere classified)	Minor equipment and other supplies as needed	\$17.00	
523058	Lodging and meals, in-state (direct bill)	Lodging and meals in-state (direct billed)	\$7,424.00	
523061	Commercial transportation – out-of-state (direct bill)	Out-of-state commercial transportation	\$26,186.00	
523065	Lodging / meals, out-of-state (direct bill)	Lodging and meals out-of-state (direct billed)	\$775.00	
524052	Moving – departmental	Moving services	\$6,771.00	X
524056	Freight	Freight charges	\$127.00	
524062	Software perpetual license <\$1,000	Software license <\$1,000 per unit	\$35,424.00	X
524065	Hosting services (IAAS and SAAS)	Web hosting services	\$34,315.00	
524066	IT development – hosting service (IAAS and SAAS)	Enterprise software (i.e., Salesforce)	\$114,321.00	
526051	Office equipment repair, maintenance	Office equipment and repair	\$21,134.00	
526052	Janitorial service	Document destruction	\$802.00	
526067	IT cabling, equipment service, and repair	IT cables	\$732.00	
526070	Software maintenance	Software maintenance	\$75,502.00	X
526701	Commercial equipment parts and repair	Technical labor charges	\$228.00	
527050	Storage rental and service	Record storage	\$56,685.00	

Current Bid Opportunities

State Procurement Website:
www.ohio.gov/procure

Visit this website to:

- Identify Current Opportunities
- Research Previous Contracts
- Submit Questions

The screenshot shows the State of Ohio Procurement website. At the top, there is a navigation bar with links for Ohio.gov, Procurement Offices, State Agencies, and Online Services. Below this is the State of Ohio Procurement logo and a banner for the 2016 State Procurement Rankings, where Ohio is ranked #5. A secondary navigation bar includes links for Suppliers, State Agencies, Political Subdivisions, Public, News, Help & Reference, Contacts, and LOGIN. The main content area features a large group photo of staff from the Cleveland Sight Center. Below the photo is a section titled "Cleveland Sight Center - Dedicated Community Rehabilitation Program" with a brief description. Underneath is an "Announcements" section with a list of recent events, including a Pre-Proposal Conference for Non-IT Staff Augmentation Services (3/29/2016), a Statewide Standard Enterprise Client Computer Hardware procurement (3/17/2016), a Requisite Procurement Program (3/16/2016), a Procurement Survey for Ohio Ties for Fifth (3/9/2016), and a Cleveland Sight Center - Dedicated Community Rehabilitation Program (3/12/2016). On the right side, there are "Quick Links" and "Services" sections with various links for contract searches, releases, and procurement tools.

Current Bid Opportunities

The screenshot shows the Ohio Procurement website interface. At the top, there is a blue navigation bar with links for Ohio.gov, Procurement Offices, State Agencies, and Online Services. Below this is the State of Ohio Procurement logo and a banner for the 2016 State Procurement Rankings, where Ohio is ranked #5. A secondary navigation bar includes links for Suppliers, State Agencies, Political Subdivisions, the Public, News, Help & Reference, Contacts, and LOGIN.

A large group photo of diverse individuals is featured, with a caption for the Cleveland Sight Center - Dedicated Community Rehabilitation Program. Below the photo is a list of announcements with dates and titles, such as a Pre-Proposal Conference for Non-IT Staff Augmentation Services on 3/29/2016 and a Statewide Standard for Enterprise Client Computer Hardware on 3/17/2016.

On the right side, there are two sections: 'Quick Links' and 'Services'. The 'Quick Links' section includes 'Current Contract Search', 'Bid Opportunities Search', 'IT Release and Permit', 'Telecommunication Contracts', 'IT Enterprise Services Portal', 'MBE & EDGE Opportunities', 'State Contract Opportunities', 'State Printing and Mail Services', 'Agency Request to Purchase', and 'Procurement Related Web Links'. A red arrow points to the 'Bid Opportunities Search' link. The 'Services' section lists 'Agency Procurement Tools', 'MBE & EDGE Agency Tool Kit', 'MBE & EDGE Suppliers Tool Kit', and 'IT Services Catalog'. Below that is a 'Policies' section with a link to 'Procurement Procedures for Supplies, Services and Information Technology'.

Click Bid Opportunities Search

Current Bid Opportunities

Ohio.gov Procurement Offices State Agencies Online Services

State of Ohio Procurement

GOVERNING 2016 STATE PROCUREMENT RANKINGS #5 RANK

for Suppliers for State Agencies for Political Subdivisions for the Public News Help & Reference Contacts LOGIN

Procurement Opportunity Search

Please enter one or more of the search criteria below to locate bid opportunities with the State of Ohio. Some of the most popular searches are pre-programmed and listed on the right of this page, click on one of the hyperlinks to view associated search results. To follow all updates to any bid opportunity, see [opportunity updates](#). For roadway and building construction opportunities, as well as opportunities for related machinery, services, and supplies, see [Construction Opportunities](#).

General Criteria

Document/Bid Number:

Index Number:

Agency:

Opportunity Status:

Search by keywords:

Matches on: All Words Any Word "Exact Phrase"

Commodity Category: *IT Opportunities exist under three separate commodity categories.

Opportunity Type:

Market Type: All MBE Open Market

Search by Date Type:

Start Date:

End Date:

Popular Bid Opportunity Searches

- Information Technology Opportunities
 - [IT Opportunities](#)
 - [Requests for Proposals](#)
 - [Invitations to Bid](#)
- MBE Opportunities
 - [MBE Set-Aside Opportunities](#)
- Other Popular Opportunities
 - [Vehicle Opportunities](#)
 - [Printing Opportunities](#)

Narrow your search criteria or click select all

Current Bid Opportunities

Current Contracts Search Results

The table below presents search results based upon the criteria you entered. To refine your search further, you may enter additional search criteria by clicking the Back button at the bottom of the page to return to the Current Contracts Search.

Selection Criteria...

Company Type: All; Market Type: All; Keyword Type: All Words; Contract Type: ALL; Contract Status: ALL;

Export to Excel

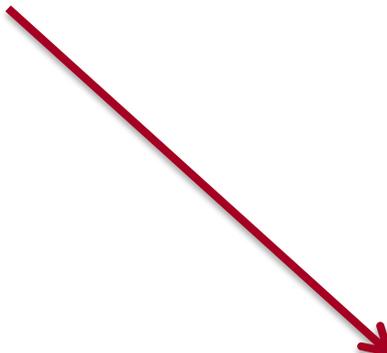
Print

Title ▼	Type ▼	Market Type ▼	Contract Status ▼	Agency ▼	Index # ▼	Contract # ▼	Supplier ▼	Award Date ▼	Effective Date ▼	Expiration Date ▼	Co-op ▼
ACTUARIAL CLAIMS ESTIMATING SYSTEM	RFP	Open	Awarded	GSD	BWC017	CSP900618	Deloitte Consulting LLP	9/18/2017	9/18/2017	6/30/2018	No
DEFENSE AND LAW ENFORCEMENT AND SECURITY AND SAFETY EQUIPMENT AND SUPPLIES	STS	Open	Awarded	GSD	STS620	800461	Aramco, Inc.	9/23/2015	11/1/2015	10/31/2019	Yes
NEW, MODEL YEAR 2016 OR MANUFACTURER'S CURRENT PRODUCTION MODEL, HARLEY-DAVIDSON FLHTP ELECTRA GLIDE POLICE MOTORCYCLE	ITB	Open	Awarded	GSD	DPS050	OT903816	NSJ Motorsports d.b.a. Harley-Davidson of Cincinnati	12/1/2015	12/1/2015	9/30/2017	No
Office Furniture	STS	MBE3	Awarded	GSD	STS714	800138	Sauder Manufacturing Co	3/1/2011	3/1/2011	10/31/2017	Yes
UNIFORM ACCESSORIES FOR THE OHIO HIGHWAY PATROL; SIDEARM DUTY HOLSTERS, UNIFORM ACCESSORIES, RAIN AND SAFETY APPAREL	ITB	Open	Awarded	GSD	DPS013	OT900216	Multiple	7/2/2015	10/1/2015	9/30/2018	No
AV Equipment and Services	STS	Open	Awarded	GSD	STS581	800531	Live Technologies, Inc.	1/26/2017	3/1/2017	2/28/2019	Yes
Active Living Services	RFP	Open	Awarded	GSD	DOH120	CSP907416	Toole Design Group	2/8/2016	2/8/2016	9/25/2018	No

Select the link under "Contract #" to see a summary of the opportunity

Current Bid Opportunities

Click “Associated PDF Files”
to view the actual bid document



Procurement Opportunity Search Detail

Opportunity Title

New, Model Year 2018 or Manufacturer's Current Production Model, Trucks and Cargo Vans

Opportunity Description

New, Model Year 2018 or Manufacturer's Current Production Model, Trucks and Cargo Vans

MBE SET-ASIDE OPPORTUNITY

General Information

Commodity Category 1: Automotive Products, Vehicles and Related Services
Opportunity Type: Invitation To Bid
Opportunity Status: Active
Document/Bid #: RS901118
Index #: GDC093
Requesting Agency: Administrative Services, Department of
Issued By: Administrative Services, Department of

Dates

Posted Date: 9/19/2017
Inquiry Period: 9/19/2017 thru 10/6/2017 8:00:00 AM
Opening Date: 10/13/2017

Procurement Programs

MBE Set Aside: Yes
Open Market: No

Other

[Submit Inquiry:](#)
[View Q and A:](#)

Associated PDF Files

Document: [RS901118.pdf](#) 

Current Bid Opportunities

Actual bid document

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER RS901118	OPENING DATE (1:00 p.m.) 10/13/2017	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY	STATE ZIP
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. GDC093	BID NOTICE DATE 09/19/2017	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD) <input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____ Days, Net 30 Days			
PARTICIPATING AGENCY(IES): ALL STATE AGENCIES, AND PROPERLY REGISTERED COUNTIES, TOWNSHIPS, MUNICIPAL CORPORATIONS, REGIONAL TRANSIT AUTHORITIES, REGIONAL AIRPORT AUTHORITIES, PORT AUTHORITIES, SCHOOL DISTRICTS, CONSERVANCY DISTRICTS, TOWNSHIP PARK DISTRICTS AND PARK DISTRICTS, PURSUANT TO SECTION 125.04(B) OF THE OHIO REVISED CODE, THE COOPERATIVE PURCHASING ACT. STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OR OTHER INSTITUTIONS OF HIGHER EDUCATION MAY USE THESE CONTRACTS. SUCH USE, HOWEVER, IS BASED UPON EACH ENTITY'S PROCUREMENT AUTHORITY.			
MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:			

Third Party Administrator (TPA) Contracts

A Third Party Administrator Contract is a contracting method utilized by state agencies that involves outsourcing management functions and responsibilities for specific types of services to a third party organization.

The State of Ohio utilizes Third Party Administrator Contracts to procure the following types of services:

- ✓ Renovation, Repairs and Maintenance of State Buildings
- ✓ Information Technology Staffing and Services
- ✓ Non-IT Staffing

Third Party Administrators

IAP: The contract for administrating delivery of renovation, maintenance and repairs of state buildings was awarded to IAP. If you are interested in becoming pre-qualified with IAP as a service provider of construction trades, details can be found at: <https://www.iapotosoh.com>.

- For additional information please email IAP at: info@iap-gsg.com

Knowledge Services: is responsible for overseeing all service delivery activities for information technology staffing for state agencies. For more information about participating in this contract, visit the Knowledge Services webpage at: www.knowledgeservices.com/contract/state-of-ohio

- For additional information please email the Knowledge Services Program Manager at: msspopers@knowledgeservices.com

InGenesis: is responsible for overseeing the statewide delivery of all non-IT staffing for state agencies. For more information about participating in the Non-IT Staff Augmentation contract:

- Visit the InGenesis website: www.ingenesis.com
- Or, email InGenesis at: suppliers@ingenesis.com

Finding Opportunities

OFCC
OHIO FACILITIES CONSTRUCTION COMMISSION

Search... GO

About Documents Services / Programs News / Events Opportunities OAKS CI Resources Gallery

Welcome to OFCC

20th Anniversary
1997-2017

Rebuilding Ohio's Schools
This year marks the 20th anniversary of the Rebuilding Ohio's Schools program.

Guiding capital construction projects for state agencies, state-supported universities and community colleges, including Ohio's comprehensive public K-12 school construction and renovation program.

Opportunities

- Qualification-based RFQs
- Best Value RFQ/RFPs
- Construction Bidding

Upcoming Events/Webinars

10/26/17 - 1:00 pm - Commission Meeting

Employment Opportunities

Join Our Mailing List

Sign up for our various notifications such as RFQ or bidding opportunities and webinars.

Tweets by @OHFacilities

OFCC @OHFacilities
We couldn't agree more @TDA_Smith @RoyaltonSchools
39m

OFCC @OHFacilities
Exciting! MT @shp_leading: Meeting to design future w/ you @wwcsdistrict. #WintonWoods @newtechnetwork @learningjiff

News & Announcements

A History of Success: The Ohio School Facilities Commission 20th Anniversary
Posted on 09/11/2017

Coming Soon! Community Schools Classroom Facilities Grant Program – Round 2
Posted on 09/04/2017

OFCC FY2017 Annual Report - Photo Request
Posted on 09/03/2017

Legislative Highlights: Main Operating Budget FY 2018-2019
Posted on 07/01/2017

Ohio Facilities Construction Commission

The Ohio Facilities Construction Commission (OFCC) is responsible for guiding capital projects for state agencies, state-supported universities and community colleges, including Ohio's comprehensive public K-12 school construction and renovation

- Website: <http://ofcc.ohio.gov>

Who in the State Buys? State Agency Purchasing Contacts

Click “Agency MBE/EDGE
Contacts”

A screenshot of the Ohio DAS website. The header includes the logo 'Ohio DAS Service · Support · Solutions' and a search bar. The navigation menu has links for Home, for Business/Public, for State Agencies, for State Employees, Divisions, and Contact Us. The main content area is titled 'Certified MBE/EDGE Business Tool Kit' and includes a 'Business "Tool Kit"' section with a sub-link for 'Agency MBE/EDGE Contacts'. A red arrow points from the text on the left to this link. The right sidebar contains sections for 'General Contact', 'Services', 'Quick Links', and 'Publications'.

Ohio DAS
Service · Support · Solutions

Search GO

Home for Business/Public for State Agencies for State Employees Divisions Contact Us

You are here : Divisions > Equal Opportunity > MBE/EDGE Contracting Opportunity Tool Kit

Certified MBE/EDGE Business Tool Kit

Listed below are a few tools to help you make the most of your MBE/EDGE certification. Please check back as we continue to provide more assistance to help you and your business succeed!

Business "Tool Kit"

- Agency MBE Projection Plans
- Agency MBE/EDGE Contacts**

Use the list of MBE/EDGE EEO Officers that have been identified by each agency to monitor and ensure MBE/EDGE spending.



Click the image above to download the contact list in Excel.

- Business Outreach Events
- DAS Office of Procurement Services
- Contracting Opportunities
- Available Business Assistance
- Archived Event Materials

General Contact

4200 Surface Road
Columbus, Ohio 43228
Phone: 614-496-3380
Fax: 614-725-5628
Email: eoo@dss.ohio.gov

Services

Affirmative Action and Equal Employment Opportunity
Business Certification and Compliance
Research and Reporting
Dr. Martin Luther King, Jr. Holiday Commission

Quick Links

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- Check construction bid announcements
- Submit EDGE complaint

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- Apply
- Download certificate

Certificate of Compliance

- Apply
- Download certificate

Submit I-29 (Work-hour Utilization)
File a Discrimination Complaint

Publications

Publications

Who in the State Buys?

State Agency Purchasing Contacts

Microsoft Excel screenshot showing a spreadsheet of State Agency Purchasing Contacts. The spreadsheet lists various Ohio state agencies, their addresses, cities, and state codes, along with the names and phone numbers of their EEO Officers. The spreadsheet is titled 'MREDDO_AgencyOfficers_51516_web [Read-Only] [Compatibility Mode] - Microsoft Excel'.

Agency Name	Agency Address	City	State	ZIP Code	Agency Phone	EEO Officer FN	M	EEO Officer LN	EEO Officer Title	EEO Officer Phone
1 Adjutant General's Office	2825 W. Dublin Granville Hill	Columbus	Ohio	43226	614.228.6000	Richard		Witinger	Administrative Officer	614.226.7812
2 Bureau of Workers Compensation	30 W. Spring St., 24th Floor	Columbus	Ohio	43215	800.644.6262	Mark		Later	Purchasing/Accounts Payable Manager	614.466.1833
3 Department of Administrative Services	56 E. Broad St., 40th Floor, Room 4043	Columbus	Ohio	43215	614.466.6511	John		Yate	Facilities Services Manager	614.464.8344
4 Department of Aging	50 W. Broad St., 9th Floor	Columbus	Ohio	43215	614.466.1530	Cathy		Mottisara	Accounting Manager	614.726.2390
5 Department of Agriculture	6895 E. Main St., Suite 313	Reynoldsburg	Ohio	43082	614.466.2732	Donald		Mills	Administrative Assistant	614.466.6211
7 Department of Agriculture	8995 E. Main St., Suite 313	Reynoldsburg	Ohio	43082	614.466.2732	Laura	C	Dobson	Supervisor, General Accounting	614.466.6734
8 Department of Commerce	77 S. High St., 21st Floor	Columbus	Ohio	43215	614.466.3636	Joy		McKea	MREDDO and Contracts Coordinator	614.844.2695
9 Department of Developmental Disabilities	30 E. Broad St., 13th Floor	Columbus	Ohio	43215	614.244.6265	Tonya		Briggs	Chief, Business & Support Services	614.726.5544
10 Department of Developmental Disabilities	30 E. Broad St., 13th Floor	Columbus	Ohio	43215	614.244.6265	Ann		Risgerl	Deputy Director of Administration	614.466.1982
11 Department of Health	246 N. High St., 1st Floor	Columbus	Ohio	43215	614.466.3255	Debra		Payne	MREDDO EEO Officer	614.466.6252
12 Department of Insurance	50 W. Town St., 3rd Floor	Columbus	Ohio	43215	614.244.2655	Arcy		Szal	Ruman Capital Management Manager, PMLA Coordinator, MREDDO Officer, ADA Coordinator and EEO Officer	614.844.3264
13 Department of Insurance	60 W. Town St., 3rd Floor	Columbus	Ohio	43215	614.244.2655	Janhing		Xie	MREDDO Officer	614.844.3262
14 Department of Job and Family Services	50 E. Broad St., 32nd Floor	Columbus	Ohio	43215	614.466.2100	Willa		Turner	Management Analyst Supervisor	614.726.6176
15 Department of Medicaid	50 W. Town St., Suite 600	Columbus	Ohio	43215	614.466.2100	Heather		Sullivan	Acting Deputy Director, Office of Contracts and Procurement	614.752.4387
16 Department of Mental Health and Addiction Services	30 E. Broad St., 38th Floor	Columbus	Ohio	43215	614.466.2590	Devenly		Bookman	Physician & Reporting Analyst	614.752.6483
17 Department of Mental Health and Addiction Services	30 E. Broad St., 38th Floor	Columbus	Ohio	43215	614.466.2590	Melissa		Jones	ICM Senior Analyst	614.466.6222
18 Department of Natural Resources	2645 Morse Rd., D-2	Columbus	Ohio	43229	614.205.6500	Philp		Murray (cc: Yolanda Aethis)	Purchasing Manager (cc: Contract Compliance Officer)	614.265.6794
19 Department of Public Safety	1870 W. Broad St.	Columbus	Ohio	43210	614.466.3383	Jeff		Stedman (cc: Kell Whalen)	Chief, Purchasing	614.466.2890
20 Department of Rehabilitation and Correction	770 W. Broad St.	Columbus	Ohio	43222	614.772.1164	Ragland		Wheeler	MREDDO Coordinator	614.752.1320
21 Department of Taxation	36 E. Broad St., 22nd Floor	Columbus	Ohio	43215	614.466.2166	Sandra		Cantine	MIS Officer	614.466.8967
22 Department of Taxation	4405 Northland Ridge Blvd.	Columbus	Ohio	43229	614.466.2166	Michael		O'Leary	Chief Fiscal Officer	614.466.8491
23 Department of Transportation	1680 W. Broad St.	Columbus	Ohio	43222	614.466.2330	Laural		Purdy	Administrator, Office of Contract Sales	614.865.0758
24 Department of Transportation	1680 W. Broad St.	Columbus	Ohio	43222	614.466.2338	Jim		Snyder	Acting Administrator, Office of Accounting	614.865.2266
25 Department of Veterans Services	2415 Columbus Ave.	Seaside	Ohio	44870	614.244.6890	Ricora		Twine	MREDDO EEO Officer	419.825.2454
26 Department of Youth Services	30 W. Spring St., 5th Floor	Columbus	Ohio	43215	614.466.6419	Dan		Evans	Accounting Manager/MREDDO Officer	614.752.9382
27 Development Services Agency	71 S. High St., 27th Floor	Columbus	Ohio	43215	614.466.6419	David		Jende	MREDDO EEO Officer	614.466.6419
28 Environmental Protection Agency	50 W. Town St., Suite 700	Columbus	Ohio	43215	614.244.2162	Lynette		Riley-Cadeby	EEO Manager	614.644.3729
29 Office of Budget and Management	30 E. Broad St., 14th Floor	Columbus	Ohio	43215	614.466.4034	Teresa		Brooks	Purchasing Officer	614.466.5823
30 Ohio Board of Regents	26 E. Broad St., 38th Floor	Columbus	Ohio	43215	614.466.6000	Dawn		Gaberman	Director of Fiscal Services	614.466.2574
31 Public Utilities Commission of Ohio	160 E. Broad St.	Columbus	Ohio	43215	614.387.1010	Tina		Welkins (cc: Maria Skotzko)	Fiscal Officer	614.387.1810

At the bottom of the spreadsheet, there are three red arrows pointing to the following categories: **Cabinet**, **Agencies, Boards, Commissions**, and **Colleges, Universities**.

How Does an Agency Purchase?

- Department of Administrative Services (DAS) bids: DAS is responsible for administering the bids for state agencies, boards and commissions for purchase amounts over \$50,000
- Agency Direct Purchase: State agencies administrate bids for the purchase of supplies and services when the purchase amount is less than \$50,000 (or otherwise allowed by DAS)

Why it's Important to Register as a Supplier with the State of Ohio?

- You *must* be registered with Ohio Shared Services (OSS) to receive bid notifications via email from the DAS Office of Procurement Services
- Ensure payments are received from state agencies in a timely manner
- Expedite issuance of state contracts

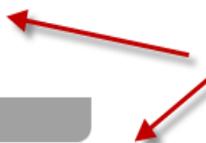
To register visit: ohiosharedservices.ohio.gov



New Supplier Information

In order to do business with the State of Ohio, specific supplier forms must be completed and submitted to Ohio Shared Services. As a State of Ohio Potential Supplier, prior to completing any supplier forms, please review the information contained in the below **"Dear State of Ohio Potential Supplier Letter."**

[Dear State of Ohio Potential Supplier Letter \(OBM-7502\)](#)



Ohio Shared Services Supplier Forms

Supplier Information Form (OBM-5657)	(0.23mb)
IRS Form W-9	(0.12mb)
IRS Form W-8ECI	(0.14mb)
Authorization Agreement for Direct Deposit of EFT Payments (OBM-4310)	(0.59 mb)
Change of Tax Identification Number	(0.17mb)
Change of Supplier Name	(0.25mb)
State Employee Information Form (OBM-3458)	(0.10mb)
1099_Correction_Duplicate_Form (OBM-7501)(for State Agency Use only)	(0.11mb)

Vendor Registration

State agencies, boards and commissions, colleges and universities utilize the vendor registration lists when searching for vendors

- Fill out registrations and vendor profiles completely
- Add appropriate Codes: UNSPSC and CSI (Construction related) to vendor profile
- Include industry key words in your vendor profile (“Nature of Business”) for core goods/services your company provides
- Update your profile if and when things change (e.g., commodity descriptions, address, email addresses, etc.)
- Contact the EEO Certification staff to update your state MBE profile

Marketing to State Agencies

- A. Get help researching your market by contacting an MBAC, PTAC or SBDC
- B. Keep profile information current in State MBE system
- C. Monitor the state procurement website and agency-specific websites for opportunities
- D. Actively market your product or services to agencies
- E. Have a Capability Statement
- F. Attend matchmaker events and procurement fairs
- G. Deliver excellent results
- H. Establish a positive reputation

Network & Follow-up

- Follow up with procurement officers, perhaps three to four times a year
- Don't rely solely on your certification, focus on how your firm can add value to the agency
- Attend agency outreach events, expos, trainings, workshops, etc.
- Network with other businesses within your industry
- Consider teaming and subcontracting

Key to Success: Preparation!

- Identify agencies that buy what you sell
- Utilize MBE Projection Plans
- Narrow your focus
- Become familiar with the agencies you are targeting, visit the agency websites
- Find out if the agency also uses their website to post bids, and vendor information

Research, Research, Research

Tips to Remember

- Complete your vendor registrations
- Have a Capability Statement – Keep it up to date
- Spend time developing your MBE vendor profile – use industry keywords
- Choose your procurement codes wisely
- Accept credit card payments
- Follow-up, be persistent
- Have a positive attitude

Resources

Department of Administrative Services, Office of Procurement Services

www.ohio.gov/procure

Department of Administrative Services, Equal Opportunity Division

mbe.ohio.gov

Ohio Development Services Agency, Minority Business Development Division

www.development.ohio.gov

Minority Business Assistance Centers

development.ohio.gov

Procurement Technical Assistance Centers

www.ptac.development.ohio.gov

Small Business Development Centers

Development.ohio.gov

Ohio Facilities Construction Commission

<http://ofcc.ohio.gov>

Ohio Department of Transportation

www.dot/state.oh.us

Questions



I'm Certified, Now What?

Joseph Brooks

Minority Procurement Coordinator

Minority Business Development Division

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Ohio

Development
Services Agency