



Diversity Procurement Initiative

In order to fulfill the vision of being one of the nation's top 20 public universities, Clemson University has identified strategic, 10-year goals, including the goal to "Strengthen our sense of community and increase our diversity." Achieving this goal will require a broad-based approach that encompasses the student body, faculty and staff as well as the community of vendors and contractors with whom the university conducts its business and any university-affiliated organization.

Just as Clemson has established a goal of no less than double-digit minority student enrollment, we also endorse and adopt the State of South Carolina's goal of ensuring that minority-owned businesses represent a minimum of 10 percent of state agency procurement contracts. As Clemson expands its research and academic presence across the state, these developments should reflect a similar level of diversity in the vendor/contractor community. Adherence to these guidelines will be required of both public and private investments.

The president will assign specific individuals to manage this diversity vendor and procurement initiative and develop metrics to measure progress.



Clemson University – ICAR: Minority Business Utilization Program

Clemson University has established a strategic objective of achieving a minimum of double digit minority business participation in all procurement contracts with vendors and contractors involved in the Clemson University International Center for Automotive Research, both public and private. Each vendor/contractor must provide along with their bid a Minority Business Utilization Plan which details their efforts for achieving the minimum objectives as set forth above.

Each Plan shall address efforts at outreach to the minority community to make them aware of specific business and work opportunities. Information regarding individuals, organizations and media used during outreach are to be included in the Plan. Clemson University is prepared to serve as a resource to assist with outreach efforts.

Each Plan shall also provide the names of specific individuals who were contacted for business and work opportunities and when those individuals were contacted along with their response. Clemson University will verify all information provided.

The Plan must contain as a minimum, the definition of the scope of work to be subcontracted, estimated dollar value of the scope of work and the name of the minority business to be utilized. If for some reason an identified minority business is later dropped from the Plan, Clemson shall be notified immediately. Any replacement for a dropped minority business shall satisfy the minority component of the Plan and Clemson's permission must be given before any substitution is made.

The Plan should show evidence that each minority business doing work over \$100,000 is certified as such (*List Acceptable Certification Types*). Copy of certification materials will be provided to Clemson for verification. If a proposed minority business is not certified, Clemson will work with the vendor/contractor to validate certification. For work under \$100,000, minority businesses can be approved through notarized certification documents.

The successful vendor/contractor shall provide a monthly report to Clemson University-ICAR indicating the progress made toward achieving the objectives of the Plan. Each monthly report shall list the businesses used, the amount paid to them and the type of work they performed.

Clemson University will provide assistance identifying bonding options and strategies related to minority business utilization.

Success of individual Plans will be reported through the Minority Business Utilization Report prepared by Clemson University.