



How to do Business with Rutgers

October 7, 2010

Pamela McMellon-Wells
Supplier Diversity Manager
Purchasing Department

SUPPLIER DIVERSITY INITIATIVE

Rutgers University is committed to the development of meaningful and mutually beneficial business relationships with Small, Minority and Women Owned Business Enterprise (SMWBE) suppliers that can add value to our university and help us achieve our research, education and business objectives.

Supplier Diversity is a key component to our business strategy that enables us to obtain the highest quality products and services at the lowest possible cost.

It is our goal to provide equal contractual opportunities to all qualified suppliers and to commit a fair portion of our total purchased to qualified S/M/WBE suppliers.

5 BASIC COMPONENTS

Outreach

Certification

Qualification

Development

Utilization

OUTREACH

- Actively seek and identify qualified SMWBE vendors
 - Partner with the State of New Jersey
 - Work with professional organizations
 - National Association of Purchasing Managers
 - Build strong relationships with advocacy groups
 - Minority Supplier Development Council-NY, NJ and PA, NJ & DE
 - Small Business Development Center-Newark and Camden
- Host and participate in various trade show activities

CERTIFICATION

- Verification of SMWBE status through screening processes
- Partner with the National Minority Supplier Development Council
- Vendors are certifiable by

-State of New Jersey
Department of Treasury
Office of Supplier Diversity



STATE OF NEW JERSEY
TAKING CARE OF BUSINESS

-NJ DOT – NJ Department of Transportation



STATE OF NEW JERSEY
DEPARTMENT OF TRANSPORTATION

-NJ Transit



-NY/NJ Port Authority



QUALIFICATION

- Maintain a database of qualified SMWBE vendors
- Communicate information to university buyers
- Referral to appropriate buyer for consideration in bidding processes

DEVELOPMENT

- Review additional needs of suppliers
- Explore ways to provide assistance to SMWBEs to ensure a competent pool of vendors to address Rutgers' expenditure goals

UTILIZATION

- Routine purchases
- Requests for bids and contracts
- Create a preferred vendor list (1st tier and 2nd tier vendors)

What We Look For In Suppliers

- S/M/WBE certification
- Quality – high standards of performance, responsiveness, service commitment
- Customer Focus – superior customer service, working toward continuous improvement and efficient products
- Cost Savings – suppliers who continuously seek ways to lower our overall costs
- Technology – suppliers who use technology to maintain a competitive edge

How to Attain Our Business

- Get registered for Supplier Diversity
- Review our RUTGERS Purchasing Web page, <http://procure.rutgers.edu/>
- Patience

Responsibilities of Buyers

- Include SMWBE vendors when purchasing and looking for bids
- Seek qualified SMWBE vendors for procurement on the Supplier Diversity website:
<http://purchasing.rutgers.edu/sdpsuppliers.html>
- Contact Pamela McMellon-Wells, 856-225-6140, pmcwells@camden.rutgers.edu, if you can not locate a MWBE vendor on the Supplier Diversity website, I will assist you in finding qualified vendors
- Inform Pamela McMellon-Wells of any SMWBE vendors that you are aware of

GOALS

- Create a shift from purchasing status quo to value added purchasing
- Cost savings
- Track and report SMWBE spend
- Double digit annual growth
- 5% of total dollars spent