

# PROCEDURE 2.9.1: BUSINESS ENTERPRISE FOR MINORITIES, FEMALES, AND PERSONS WITH DISABILITIES

In support of Act 30 ILCS 575/ Business Enterprise for Minorities, Female and Persons with Disabilities, the college sets the following aspirational goals for awarding construction, professional service and state contracts:

TYPE OF CONTRACT	TOTAL % OF MFD CONTRACTS	MINORITY-OWNED BUSINESSES	FEMALE-OWNED BUSINESSES	PERSONS WITH DISABILITIES-OWNED BUSINESSES
<i>State</i>	20%	11%	7%	2%
<i>Construction</i>	20%	At least 50% of the total to minority- and female-owned business		
<i>Professional services (e.g., insurance, investment, IT, accounting, A&amp;E, legal)</i>	20% collectively			

The chief financial officer (CFO) is appointed as a liaison to the business enterprise council. The CFO serves as the contact person for businesses owned by minorities, females and persons with disabilities who do business with the college or wish to do business with the college. The liaison is responsible for:

- Submitting any reports and documents (including, but not limited to, the annual compliance plan and report) as required by the business enterprise council.
- Providing notice to the business enterprise council of proposed contracts for professional and artistic services.
- Conducting outreach efforts to increase the use of vendors certified as being a minority-, female- or persons with disability-owned business.
- Maintaining records needed to properly account for all state, construction, and professional services contracts and corresponding percentage awarded to corresponding certified vendors.
- Coordinating with contractors and vendors to assure they're making good faith efforts to meet college contract goals.
- Other efforts that may be needed to fulfill our intended purpose.



Pursuant to 110 ILCS 805/8-27, contracts for the purchase of supplies, materials or work exceeding \$25,000 must be awarded to the lowest responsible bidder. In an effort to balance our commitment to this purpose with the need to be good stewards of local taxpayer monies, the college will evaluate bids based upon financial concerns first and foremost but will make consideration for qualified businesses.

*Original: 8/16*  
*Reviewed: 12/23*  
*Revised: 12/23*