



PROCUREMENT

Mission, Vision, & Values Statement

Mission Statement

- Procurement provides timely, compliant, and responsible procurements, helping the Council obtain goods and services to ensure equitable growth and prosperity of the region.

Values Statement

- Procurement will strive to make a difference in our community, maintain excellent communication, and lead with accountability, honesty, and integrity in all of our work.
- Procurement will follow the Council's strategic plan including Thrive 2040 outcomes.
- Procurement's values are in direct alignment with the Metropolitan Council's values:
 - **Equity:** we value the people and communities of our region and are dedicated to creating systems, policies, and programs that repair and heal the past harm, foster an equitable future, and eliminate disparities.
 - **Leadership:** to maximize the potential of our region and its communities, we turn to leadership that is diverse, collaborative, culturally competent, and innovative.
 - **Accountability:** We value being effective in our work and achieving measurable outcomes. We can maximize our effectiveness by being in partnership with others. We will also strive to be transparent and flexible.
 - **Stewardship:** We value our region's resources. We must design our systems and allocate our resources in ways that can be sustained over time and support the needs of future generations.
 - **Sustainability:** Collaboration with business units to source sustainable products for inventory

Vision Statement

- To be a trusted partner fostering collaborative relationships and provides significant value to be recognized as procurement experts and leaders within public procurement.

Service Statement

- Procurement works collaboratively to support ongoing procurements and enhancement of procedures, best practices, and process improvements by being data driven and reviewing metrics and report those metrics to internal customers and collaborate on process improvements to ensure Procurements are done in a compliant, transparent, and timely manner.

Strategic Plan

1. Strategy: Small Business Equity

Small Business Equity Audit of the Metropolitan Council's certified small business programs, policies, goals, objectives, activities, and outcomes to evaluate our effectiveness and ability to eliminate gaps and disparities in contracts, awards, and purchases relative to Black, Indigenous, Hispanic, Asian owned businesses.

· What we want to accomplish with this strategy:

-Achieve 30% procurement spend with Metropolitan Council Underutilized Businesses

§-Eliminate racial disparity gap in procurement spend

· What activities we'll undertake to support this strategy:

o Key activity 1: Finalize review and award of service provider

o Key activity 2: Conduct an equity audit action plan

o Key activity 3: Analysis and report

o Key activity 4: Implement recommendations with action plan and deliverables

Equitable Procurement metric: Address barriers and enhance policies, practices, and the DBE and MCUB program delivery methods

o Award contract to vendor

o Develop equity audit action plan

o Public engagement

o Complete audit report

o Create strategy and plan to implement recommendations ·

1. Investment objective

Use Met Council resources — including the procurement of goods, grant funds, external funds, and contracts – to invest in historically underrepresented communities.

Strategies:

2. Remove barriers to Met Council contracts and procurements for small businesses owned by people who have been historically underrepresented.

a. 2. Create and maintain a list of business associations that service underrepresented groups to provide training and mentoring in Met Council's procurement systems and processes, including the DBE program.

b. 3. Increase spending with underutilized businesses, in coordination with other regional partners, by developing a model to implement small business contracting goals.

c. 4. Approach the State of Minnesota to create a single certification system and/or adopt a reciprocity program for non-federally assisted contracts.

d. 5. Continue refining equity measures for Met Council-wide grant funding opportunities that require partners to include data and methods for eliminating racial disparities in their programs.

e. 6. Require disaggregated demographic data from grantees on use of Met Council grant funds.

- f. 7. Provide technical assistance to local governments (grantees and individuals) that provide guidance on how to apply for Met Council grant programs, including taking the necessary steps prior to application.
- g. 8. Leverage Met Council's investments, known as Impact Investing, to benefit disadvantaged communities throughout the region.
- h. 9. Require/request financial institutions where Met Council investments are made to share disaggregated data to discern financial wealth disparities in Black, Indigenous, Hispanic, Asian, and people of color communities.

3. Engage customers

- through service level agreements that provided a common understanding and details the roles, responsibilities, metrics, and collaborative efforts between the procurement department and internal customer.
- Service level metrics are provided to internal customers on a quarterly basis.
- Provide training to customers. At least four procurement trainings are offered on a quarterly basis organization wide. The number of employees trained is collected and reported on quarterly to cutomers.
- Customer Satisfaction Survey – analysis of feedback done on a quarterly basis. Results collected and analyzed.

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