

Supplier Diversity



Northwestern University

Supplier Diversity exists to serve the unique business needs of small, diverse, and local businesses in the Evanston-Chicago area. It provides support to these groups by:

- Creating opportunities for Small Businesses (SB, WOSB, VOB, SDB, SDVOB, HUBZONE) and Business Enterprises (MBE, WBE, LBE) that result in meaningful economic impact for the City of Chicago and Evanston community.
- Developing partnerships between Small Businesses/Business Enterprises and University departments that result in lasting relationships.
- Increasing diversification of the University's purchasing vendor base through increased opportunities Small Businesses and Business Enterprises.
- Information on pre-screened and pre-qualified vendors, as well as preferred vendor contracts and non-exclusive pricing agreements will be monitored and maintained.

Supplier Diversity Website

Vendors who want to learn more about Supplier Diversity at Northwestern and how to do business at the University should visit:

[www.univsvcs.northwestern.edu/
Purchasing/econop.html](http://www.univsvcs.northwestern.edu/Purchasing/econop.html)

Registration

Small Businesses and Business Enterprises can register with the University for possible inclusion in the program by filling out the Vendor Profile Registration Form on the Supplier Diversity website (you will then be contacted for more specific information, if necessary).

Facilities Management

Current construction projects and guidelines for bidding are available at:

[www.northwestern.edu/
fm/design/bidding.html](http://www.northwestern.edu/fm/design/bidding.html)

Certification & Information

The University recommends that vendors get certified. Vendors seeking Certification and information should contact one or more of the following:

- Federal Central Contractor Registration (www.ccr.gov)
- Small Business Administration (www.sba.gov)

- City of Chicago's Department of Procurement Services—MBE/WBE (www.cityofchicago.org)
- Evanston Chamber of Commerce—locally owned business enterprises (<http://www.evchamber.com?>)
- Chicago Minority Business Development Council (www.cmbdc.org)
- Women's Business Development Center (www.wbdc.org)
- State of Illinois Central Management Services ([www.state.il.us/
cms/1_selling/bepevent.htm](http://www.state.il.us/cms/1_selling/bepevent.htm))
- Illinois Department of Transportation ([www.dot.state.il.us/const/
subreg.html](http://www.dot.state.il.us/const/subreg.html))

Please address all inquiries to:

**Northwestern University
Purchasing Resource Services
Supplier Diversity
2020 Ridge Avenue, 2nd Floor
Evanston, IL 60208-4303**

Or E-Mail to:

**NUSupplierDiversity@
Northwestern.edu**

Northwestern University Statement on Supplier Diversity

Northwestern University is committed to the goal of enhancing economic opportunities for minority-owned, woman-owned, disadvantaged and local business enterprises.

The University's dedication to quality undergraduate education, professional training and scholarly research is reliant upon the philosophy of prudent business principles, combined with enhanced opportunities. Its day-to-day challenge is to provide educational services with care and attention to customer service that is unparalleled in the higher education environment. Similar high standards will also be brought into action in efforts related to enhanced economic opportunity and participation by minority-owned, woman-owned, disadvantaged, and local business enterprises (M/W/D/LBE). Supplier Diversity should be an essential element in any development process, and Northwestern University will establish and implement a rigorous, progressive and innovative supplier diversity program that serves appropriate sectors of the community.

The University has adopted a policy of enhanced supplier diversity with respect to its own contracting and purchasing and will seek to assure that all of its contractors, subcontractors, and vendors abide by the spirit and intent of this policy statement. The University is committed to a comprehensive program of M/W/D/LBE business development. The University wants to ensure that maximum opportunities exist for such firms.

Northwestern University is committed to excellent teaching, innovative research, and the personal and intellectual growth of its students in a diverse academic community.

History

Northwestern University is a private, not for profit, nonsectarian, coeducational institution, created by Charter by the State of Illinois in 1851. The University has two lakefront campuses located in Evanston and Chicago that include approximately 175 buildings used for classrooms, labs, residential and administrative purposes. There are approximately 13,400 full-time students, 3,600 part-time students, and 7,700 faculty and staff. The administrative operations are open and conduct business the entire year. Approximately 2,000 employees make purchasing decisions.

Purchasing Environment

Decentralization is the key to the University's purchasing environment, with each department making its own budget determinations and purchasing decisions. Purchasing Resource Services provide resources to assist departments with their purchasing requirements. For more information, visit www.univsvcs.northwestern.edu/purchasing.

University Schools

Weinberg College of Arts and Sciences ◦ Medill School of Journalism ◦ School of Communication ◦ School of Law ◦ School of Education and Social Policy ◦ Kellogg School of Management ◦ Robert R. McCormick School of Engineering and Applied Science ◦ Feinberg School of Medicine ◦ School of Continuing Studies School of Music ◦ The Graduate School



NORTHWESTERN UNIVERSITY

PURCHASING RESOURCE SERVICES

SUPPLIER DIVERSITY INFORMATION

Small Business

Small Business (SB)
Woman-Owned Small Business (WOSB)
Veteran-Owned Business (VOB)
Small Disadvantaged Business (SDB)
Service-Disabled Veteran-Owned (SDVOB)
Hubzone Small Business (HUBZONE)
Small Business Program 8(a)

Business Enterprise

Minority Business Enterprise (MBE)
Woman Business Enterprise (WBE)
Local Business Enterprise-Evanston (LBE)

January, 2010