

# Kent State University Purchasers

Business Diversity Database for Diverse Suppliers of Goods and Services/Construction

## DISCOVER YOUR COMPREHENSIVE PURCHASING RESOURCE

If you have purchasing authority at Kent State, the Business Diversity Database is specifically designed to give you access to the names, capabilities and contact information of minority- and women-owned businesses. An invaluable resource, this database is a searchable listing of more than 1,200 diverse suppliers for goods, services and construction. Business profiles include: contact information, a company summary, services offered, past projects, key clients, company designations and United Nations Standard Products and Services Code® (UNSPSC®) listings.



## 3 WAYS USING THIS DATABASE HELPS YOU (AND KENT STATE):

### 1. DEMONSTRATES OUR COMMITMENT

Kent State University encourages inclusive purchasing; it's important that our vendors reflect the diversity and inclusion we promote on campus. Using this database can help purchasers consider diverse vendors when making buying decisions, helping them reach their division's inclusion goals.

Doing business with minority-owned firms also promotes economic inclusion, which helps Kent State build a stronger region in Northeast Ohio.

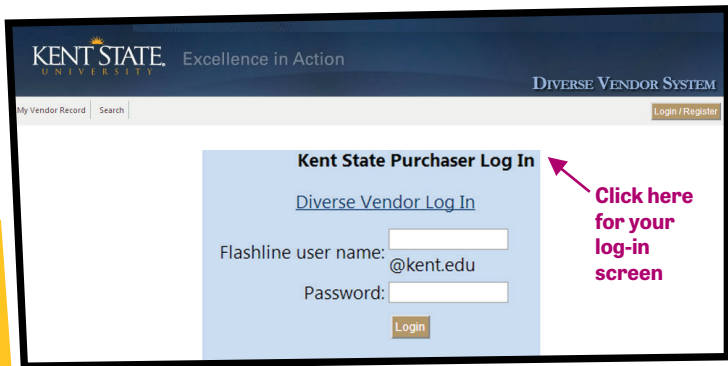
### 2. COMPLETE INFORMATION AT YOUR FINGERTIPS

Put more power into every purchasing decision with comprehensive information about the diverse vendors registered in this database. You can instantly access capabilities statements, past projects, contact information and more.

Start using it today at [www.kent.edu/procurement/diversity](http://www.kent.edu/procurement/diversity).

### 3. ADDS TO THE BUSINESS DIVERSITY DATABASE

Are you currently working with a minority- or women-owned company who is not in the Kent State Business Diversity Database? Invite them to join! Then, your division's purchases from that company can be included in the university's overall reports to the State of Ohio and will count toward reaching your division's diversity goals.



## THE THREE **Rs** OF BUSINESS DIVERSITY

### 1 **RESEARCH**

Using the Business Diversity Database is easy! It puts essential information about minority- and women-owned companies (MBE/EDGE-certified) at your fingertips. Searchable information includes: business category, goods/services offered, past projects, clients served and more.

Log in using your FlashLine ID and password.

### 2 **REPORT**

Reporting is important! Here's how: When making purchases, it is very important that your purchases are identified and reported so that the suppliers and your purchases may be included in the university's inclusion and diversity statistics, which are reported to the State of Ohio.

If you believe that you are purchasing from a minority- or women-owned company:

1. Search the Kent State Business Diversity Database to see if they are already included.
2. Notify the Business (Supplier) Diversity Program Manager.
3. If this supplier is not in the database, ask them to register on our website at [www.kent.edu/procurement/diversity](http://www.kent.edu/procurement/diversity).

*If you have any questions, please contact:*

**Supplier Diversity Program Manager**  
Procurement Office  
Harbourt Hall, Suite 330  
615 Loop Road,  
Kent, Ohio 44242  
330-672-9190  
330-672-7904 Fax

Visit diversity online at  
[www.kent.edu/procurement/diversity](http://www.kent.edu/procurement/diversity)

[diversevendorhelp@kent.edu](mailto:diversevendorhelp@kent.edu)

**KENT STATE**  
UNIVERSITY

If you need additional information, you can download the Supplier Diversity Database Instructions for Buyers (PDF) from our website or [www.kent.edu/procurement/diversity](http://www.kent.edu/procurement/diversity).

### 3 **REMEMBER**

If you are planning a purchase, in addition to working with the Office of Procurement, please contact the Business (Supplier) Diversity Manager to arrange a capabilities presentation from a supplier in the Business Diversity Database.