

Values Contracting Policy (External) Updated September 2024

1. Policy Statement

MidPen Housing's Values Contracting Policy implements our Diversity, Equity, Inclusion, and Belonging (DEIB) Guiding Principles within our procurement and contracting practices. We are committed to cultivating an inclusive procurement process to nurture resilient, innovative partnerships that are reflective of the communities we serve and create opportunities for stability and growth for historically marginalized vendors.

Our Values Contracting Policy focuses on four key goals:

- I. Increase Vendor Diversity:** Actively recruit diverse suppliers and vendors to reflect the communities we serve, promoting representation and inclusion. Values Contracts meet the following criteria:
 - Women-Owned (WBE, certified via Women's Business Enterprise National Council or California Public Utilities Commission (CPUC) Supplier Clearinghouse).
 - Minority-Owned (MBE, certified via National Minority Supplier Development Council or California Public Utilities Commission (CPUC) Supplier Clearinghouse), including Asian Indian, Asian Pacific, Black/African American, Hispanic/Latin American, and Native American.
 - Disability-Owned (DOBE, certified via Disability:IN).
 - LGBTQ-Owned (LGBTBE, certified via National Gay and Lesbian Chamber of Commerce or California Public Utilities Commission (CPUC) Supplier Clearinghouse).
 - Disabled Veteran Business Enterprise (DVBE, certified via Department of General Services: Office of Small Business and DVBE Services).
 - Veteran-Owned Small Business (VOSB, certified via Small Business Administration).
 - Service-Disabled Veteran-Owned Small Business (SDVOSB, certified via Small Business Administration).
 - Section 3 Businesses (certified via Section 3 Business Concern Self Certification).
 - *Self-identified diverse vendors that meet the criteria above but are not certified.*
- II. Empower Historically Marginalized Businesses:** Create equal opportunities for historically marginalized vendors, fostering their growth and sustainability.

- III. **Maintain High Standards:** Secure exceptional products and services that align with our mission, core values, DEIB principles, and strategic plan, ensuring quality, innovation, marketplace knowledge, and effectiveness.
- IV. **Build Stronger Communities:** Foster partnerships and implement inclusive procurement practices to contribute to the well-being of our communities.

2. Objectives

To support our policy and deliver on the four key goals, we have established the following objectives:

- I. **Provide Resources**
 - Empower vendors and employees by providing them with information, tools, and opportunities that support values contracting success.
- II. **Communication**
 - Promote training, transparency and knowledge sharing to cultivate trust and collaboration with our community of vendors and employees.
- III. **Vendor Outreach and Engagements**
 - We will engage and source new relationships with diverse vendors through the various certifying bodies (examples include National Minority Supplier Development Council, BUILD Out, and Women’s Business Enterprise National Council).
- IV. **Company-wide Participation and Accountability**
 - Train and support departments and individuals that procure goods and services within MidPen to actively contribute to and advance our values contracting goals.
- V. **Measurement and Reporting**
 - Define success, set targets, and track and report on progress toward our values contracting goals. Examples include annual percentage goals, and retention and growth among diverse suppliers).
- VI. **Recognition**
 - Celebrate the efforts and successes of internal teams and external vendors and partners.
- VII. **Continuous Improvement**
 - Create constructive feedback loops internally and with vendors to inform program adjustments and ensure that high standards are maintained.

3. Resources for External Partners and Vendors

MidPen Housing is committed to providing a phased approach to rolling out comprehensive and accessible resources for external partners and vendors interested in participating in our Values Contracting program.

- I. Contact us at values.contracting@midpen-housing.org for questions and support.
- II. Interested in doing business with us? Access the following [Prospective Vendor Form](#).
- III. **Resources to become Certified:**
 - Women-Owned (WBE, certified via [Women's Business Enterprise National Council](#) or [California Public Utilities Commission \(CPUC\) Supplier Clearinghouse](#)).
 - Minority-Owned (MBE, certified via [National Minority Supplier Development Council](#) or [California Public Utilities Commission \(CPUC\) Supplier Clearinghouse](#)), including Asian Indian, Asian Pacific, Black/African American, Hispanic/Latin American, and Native American.
 - Disability-Owned (DOBE, certified via [Disability:IN](#)).
 - LGBTQ-Owned (LGBTBE, certified via [National Gay and Lesbian Chamber of Commerce](#) or [California Public Utilities Commission \(CPUC\) Supplier Clearinghouse](#)).
 - Disabled Veteran Business Enterprise (DVBE, certified via [Department of General Services: Office of Small Business and DVBE Services](#)).
 - Veteran-Owned Small Business (VOSB, certified via [Small Business Administration](#)).
 - Service-Disabled Veteran-Owned Small Business (SDVOSB, certified via [Small Business Administration](#)).
 - Section 3 Businesses (sample [Section 3 Business Concern Self Certification](#)).

4. Vendor Outreach and Engagement

- We will actively reach out to a diverse pool of qualified vendors through various channels, including industry organizations, business chambers, and community groups.
- We will provide information and resources to assist diverse vendors in understanding the process of certification and requirements.
- MidPen will participate in regional efforts to strengthen and promote economic inclusion among diverse vendors.
- MidPen will use best efforts to seek out and utilize diverse suppliers when procurement falls outside of the scope of our approved vendor process.