

Nomination for the State Agency Recognition Awards 2002

Title: Education/Outreach

Other Title not Listed:

Recipient: Department of Insurance

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Executive Summary: California Department of Insurance procurements and contracts with Small Businesses (SB) and Microbusinesses (MB) increased to 28.45% from last year's 24.54% with total SB/MB expenditures of \$2,953,039. This is a result of management support of Business Management Bureau (BMB) staff efforts such as:

1)Directing programs' purchase requests to SB/MB vendors. BMB staff have provided training to program staff emphasizing SB/MB participation as a first preference. Program staff are also provided with SB/MB vendor catalogs as well as listings of SB/MB vendors/contractors who provide frequently used products and services.

2)Soliciting exclusively SB/MBs for consulting services via DGS' Business and Management Consulting Services MSA and the CMAS program.

3)Assisting non-certified SBs with the certification processs by providing vendors with information, applications, referring them to DGS contact points and following up certification progress.

4)Designating a staff person responsible for tracking/monitoring SB/MB payments to ensure prompt payment.

Written Nomination: Therefore, the California Department of Insurance is honored to nominate their Business Management Bureau's Purchasing and Contracts Units for increasing and surpassing designated SB/MB participation goals and providing quality assistance to program staff and SB/MB vendors.