



RON DESANTIS
GOVERNOR

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November 7, 2022

Mr. Robert Major
Executive Director of Supplier Diversity
Division of State Purchasing
Office of Supplier Diversity
4050 Esplanade Way
Tallahassee, FL 32399-0950

RE: Business Participation Plan

Dear Mr. Major:

Enclosed please find the Agency for Health Care Administration's (AHCA) Business Participation Plan for Fiscal Year 2022-2023. AHCA's Business Participation Plan includes proposed outreach activities, educational endeavors, and initiatives designed to encourage qualified small, minority-owned, woman-owned, and veteran-owned businesses to participate in AHCA's sourcing opportunities.

AHCA is committed to implementing initiatives to increase supplier diversity. Should you have any questions regarding this plan, please contact Trey Collins, Procurement Director, at (850) 412-3896.

Sincerely,

Julie Madden
Deputy Secretary of Operations

Enclosure

cc: Trey Collins, Procurement Director



**AGENCY FOR HEALTH CARE ADMINISTRATION
FISCAL YEAR 2022/2023
BUSINESS PARTICIPATION PLAN**

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**AGENCY FOR HEALTH CARE ADMINISTRATION
FISCAL YEAR 2022/2023
BUSINESS PARTICIPATION PLAN**

I. Purpose

The purpose of this plan is to describe the Agency for Health Care Administration's (AHCA) strategy for ensuring diversity in its procurement process.

II. Mission, Vision and Statement of Commitment

The mission of AHCA is better health care for all Floridians and is accomplished by:

- A. Developing and carrying out policies related to the Florida Medicaid program;
- B. Providing activities related to licensure and regulation oversight of hospitals, health care facilities and health maintenance organizations; and
- C. Investigating complaints against health care facilities.

AHCA has two (2) primary functions: The Florida Medicaid program and Health Quality Assurance. Florida Medicaid is the state and federal partnership that provides health coverage for selected categories of low-income individuals. Health Quality Assurance is responsible for the licensure, regulation oversight, and evaluation of Florida's health care facilities. Additionally, AHCA houses the Florida Center for Health Information and Transparency, commonly referred to as the Florida Center, which is included in the Division of Health Quality Assurance. The Florida Center is a source for health care data and consumer information.

AHCA is committed to promoting fair and open competition through sourcing opportunities that afford all vendors an equal opportunity to compete and reflect the full diversity of Florida's vendor population. AHCA is committed to working with the Department of Management Services' (DMS) Office of Supplier Diversity (OSD) to promote opportunities for diverse suppliers, remove barriers for qualified businesses to participate in sourcing opportunities, and to welcome businesses that are Florida-based woman-, veteran- and minority-owned small businesses.

III. Officials Responsible for Monitoring and Implementing Plan

The Bureau of Purchasing and Contract Administration is responsible for the development, management, and implementation of AHCA's Business Participation Plan. The Procurement Director is responsible for the day-to-day management, reporting, and monitoring of AHCA's plan.

Trey Collins, Procurement Director
Agency for Health Care Administration
Bureau of Purchasing and Contract Administration
2727 Mahan Drive
Tallahassee, FL 32308
Phone: 850-412-3896
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IV. Program Development & Outreach Activities

AHCA intends to further increase participation from Florida-based woman-, veteran- and minority-owned small businesses through continuing the following initiatives:

- A. Educating AHCA purchasing liaisons and contract managers about supplier diversity by emphasizing the importance of utilizing Florida-based woman-, veteran- and minority-owned small businesses during the AHCA-administered Purchasing and Ariba on Demand (AOD) trainings, as well as including certification information in all associated materials;
- B. Ensuring that supplier diversity information is provided on the [AHCA public website](#) and internal web portal page;
- C. Participating in OSD Workgroup meetings;
- D. Participating in Tallahassee area events sponsored by OSD that promote networking between AHCA and local small business owners through business exchanges and small business functions;
- E. Updating competitive procurement opportunities on the [AHCA public website](#);
- F. Reporting to OSD any proposed procurement with an estimated value in excess of Category IV (\$195,000), in accordance with section 287.09451(5)(a), Florida Statutes;
- G. Annually reviewing and updating AHCA's purchasing policies and procedures to ensure these documents reflect AHCA's commitment to diversity; and
- H. Promoting ways to include certified minority businesses into sourcing opportunities, by encouraging requesters to select at least one Minority Business Enterprise (MBE) to be solicited in AOD quoting events, when applicable, for non-state term contract purchases and state term contract purchases that require an RFQ.

V. Vendor Education

AHCA plans to continue to facilitate vendor education by:

- A. Updating and publishing the vendor education brochure on both the [AHCA website](#) and the internal web portal page;
- B. Assisting interested vendors with the OSD certification and recertification processes, as needed; and
- C. Providing information to OSD about the Agency's 90-Day Spend Plan, which includes information about upcoming procurement opportunities, to be posted on OSD's website.

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VI. Link to OSD Webpage

A link to the OSD webpage can be found on the following page of AHCA’s public-facing website:

<http://ahca.myflorida.com/Procurements/index.shtml>

VII. eQuote Utilization to Improve Opportunities

The Procurement Office will encourage Agency buyers to include State of Florida-certified minority-, veteran-, and woman-owned businesses when issuing MFMP eQuotes.

VIII. Agency Data for Fiscal Year 2021-2022

AHCA used data provided by the OSD to analyze the Agency’s expenditure data for FY 21/22.

Summary of Fiscal Year 2021-2022 Expenditures			
Certified	Business Designation	Total Goods	Total Services
	African American	\$0.00	\$61,108.69
	Asian American	\$0.00	\$556,436.25
	Hispanic	\$1,002.59	\$91,108.00
	Native American	\$0.00	\$163,099.95
	Woman Owned	\$6,624.26	\$531.30
	Florida Veteran	\$0.00	\$432.00
	Total	\$7,626.85	\$872,716.19
Non-Certified	Business Designation	Total Goods	Total Services
	African American	\$7,149.03	\$50,455.40
	Asian American	\$723,999.36	\$689,191.85
	Hispanic	\$23,417.00	\$860,325.12
	Native American	\$76,079.42	\$43,578.23
	Woman Owned	\$179,900.92	\$287,589.14
	Florida Veteran	\$0.00	\$48,845.97
	Total	\$1,010,545.73	\$1,979,985.71
Grand Total		\$3,870,874.48	

Totals updated from DMS Spreadsheet

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IX. Initiatives

AHCA strives to improve its purchasing practices continually. By implementing and enforcing new initiatives, it will be strengthening the commitment to promote Florida-based woman-, veteran- and minority-owned small businesses. AHCA's initiatives include the following:

- A. AHCA will provide certification information and resources to vendors when one-on-one meetings occur with prospective vendors.
- B. AHCA will provide reminders and updates regarding the inclusion of minority-designated vendors to its requesters within the Purchasing Office's periodic notices and publication.

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