



# Commonwealth of Virginia

FY2023 Annual SWaM Procurement Plan for - Radford University

## 1 Agency Information

1. Agency/Department/Institution Name: Radford University
2. Secretariat: Education
3. Name of Current Secretary: The Honorable Aimee Rogstad Guidera
4. Agency Code: 217
5. Agency Head: President Bret Danilowicz  
Phone Number: 540-831-5401  
Email Address: president@radford.edu
6. Director of Procurement  
Name: Kimberly Dulaney  
Title: Executive Director of Strategic Sourcing  
Phone Number: 540-831-6092  
Email Address: kddulaney@radford.edu  
Mailing Address: PO Box 6885, Radford, VA 24142  
  
Purchases and Supply Division Lead Purchaser  
Name:

8. Building and/or Construction Division Procurement Officer (if applicable)

Name: **Richard Farthing**

Title: **Director Capital Planning and Construction**

Phone Number: **540-831-7817**

Email Address: **rfarthing1@radford.edu**

Mailing Address: **PO Box 6909, Radford, VA 24142**

9. SWaM Champion and Preferred Contact Information

Name: **Hunter Malcom**

Title: **Procurement Administrative Support**

Phone Number: **540-831-6885**

Email Address: **hmalcom@radford.edu**

Mailing Address: **PO Box 6885, Radford VA 24142**

Preferred Contact (select one or more): **Email, Phone**

10. Dashboard Users: Identify all new users or users that no longer require access.

No user info entered!

**2 SWaM Goals**

List your FY2023 SWaM expenditure goals for Small, Women-owned and Minority-owned businesses as a percentage of your projected discretionary expenditures. Goals should include your projected sub-contracting expenditures if applicable. FY2022 goals were pre-filled from your FY2022 SWaM plan. FY2022 SWaM expenditures were system-generated from the Expenditure Dashboard.

<b>Actual vs. Goal - Spend Percentages FY2022</b>										
	<b>MB</b>	<b>WB</b>	<b>Micro</b>	<b>SDV*</b>	<b>SB</b>	<b>ESO</b>	<b>8A</b>	<b>EDWOSB</b>	<b>WOSB</b>	<b>FSDV</b>
Goal	10.00	2.00	1.00	3.00	15.00	1.00	1.00	1.00	1.00	1.00
Actual	9.12	7.24	2.91							

\*According to § 2.2-4310.2 executive branch agency's goals under § 2.2-4310 for participation by small businesses shall include within the goals a minimum of three percent (3%) participation by service disabled veteran-owned businesses as defined in §§ 2.2-2000.1 and 2.2-4310 when contracting for goods and services.

Name of the Project/Purchase: **Norwood/Tyler Renovation  
/Infrastructure Improvements**

Type: **Renovation/Construction/Construction**

Anticipated Posting Date: **09-15-2022**

3. Do you have any professional services purchases planned for FY2023? **Yes**

Name of the Project/Purchase: **Infrastruction**

Type: **Engineering**

Anticipated Posting Date: **09-15-2022**

4. Does your agency set aside the following solicitations for DSBSD certified businesses?

Solicitations under \$10,000: **Yes**

Solicitations between \$10,000 and \$50,000: **Yes**

Solicitations between \$50,000 and \$100,000: **Yes**

If you answered, "NO" to any category, please state why those solicitations are not set aside? **Category-B solicitations are in compliance with the CPSM manual with awards up to \$80,000 set aside for DSBSD small businesses. For Goods and Services, under \$5,000 is at departmental delegation. University procedures encourage departments to obtain a quote from one certified SWaM vendor. The Radford University Procurement manual overseeing small dollar purchasing rules allow for a direct award to certified SWaM vendors up to \$100k after price reasonableness has been confirmed.**

Have you visited the "I am a Buyer!" page on <https://www.sbsd.virginia.gov/buyer-page/>? **Yes**

If yes, what additional resources would be helpful on that page?



2. Do you have recommendations on ways the Commonwealth could improve SWAM business participation in agency procurement opportunities?

**Streamline the certification process to businesses to alleviate frustrations and encourage registration compliance.**

3. In FY2022, what has your agency done to improve expenditure opportunities for SWAM businesses? **Due to COVID restrictions we were not able to host the SBSB educational event again this year but hope to re-establish the event in FY23. We continue to reach out to campus to educate the importance of utilizing SWaM vendors.**

4. In FY2022, did you contact the Department of Small Business and Supplier Diversity(DSBSD) for assistance with completing the chart for all categories in terms of frequency?

Initial certification? **No**

If yes, how often?

Renewal for a firm? **No**

If yes, how often?

Searches for businesses? **Yes**

If yes, how often? **As needed**

Distribution of your solicitation notices? **No**

If yes, how often?

How frequently do the Agency Director and Procurement Officer (or designated SWaM Champion) meet to discuss the SWaM goals, progress,

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If no, can you explain why you are not submitting adjustments and subcontracting spend monthly? **We report collectively with VASCUPP as we are a restructured institution under an MOU.**  
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9. What added functionality would be most helpful to you in the Expenditure Dashboard? **A quick search function that combines the application status as well as the certification status for vendors.**  
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10. Additional Information **N/A**  
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**Completed by :**  
*Signature:* Kimberly Dulaney  
*Date :* 2022-09-15

**Approved by :**  
*Signature:* Bret Danilowicz  
*Date :* 2022-09-16