



# **SMALL BUSINESS & SUPPLIER DIVERSITY**

**Quarterly Progress Report  
January - March 2025**





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# OVERVIEW

## **GOVERNOR BRIAN P. KEMP'S EXECUTIVE ORDER**

On July 13, 2022, Governor Brian P. Kemp issued [Executive Order 07.13.22.01](#), affirming the State of Georgia's commitment to helping small businesses expand and create jobs. The Executive Order charged the Department of Administrative Services, the state agency responsible for administering state procurement, with several responsibilities, including identifying challenges and obstacles small businesses face when participating in the state procurement process. The Executive Order further directed the Department to issue a report with recommendations to make the state procurement process more easily accessible to small businesses.

## **DEPARTMENT'S REPORT & NINE RECOMMENDATIONS**

The Department initiated a series of actions, including engaging in dialogue with the small business community and key small business development partners to prepare its report. The Department sought feedback on challenges and obstacles small businesses face when participating in the state procurement process, identifying three primary obstacles: (1) satisfying state requirements, (2) bid opportunity identification, and (3) readiness to bid. Initial findings include implementing nine recommendations to make the state procurement process easier to access, as further described in the [October 2022 Report](#).

## **IMPLEMENTATION PLAN & PROGRESS REPORTS**

In the [Implementation Plan](#) published on March 31, 2023, the Department outlines key activities and related time-frames to complete the nine recommendations. Progress will be shared through the publication of quarterly reports. To view previous reports, see Appendix.

# KEY PARTNERS

Georgia  
Department of  
Economic  
Development

Small business  
community and  
chambers of  
commerce

University of Georgia  
Small Business  
Development Center  
Specialty Programs  
Division

Federal, state and  
local government,  
and small business  
development  
partners

## GOAL

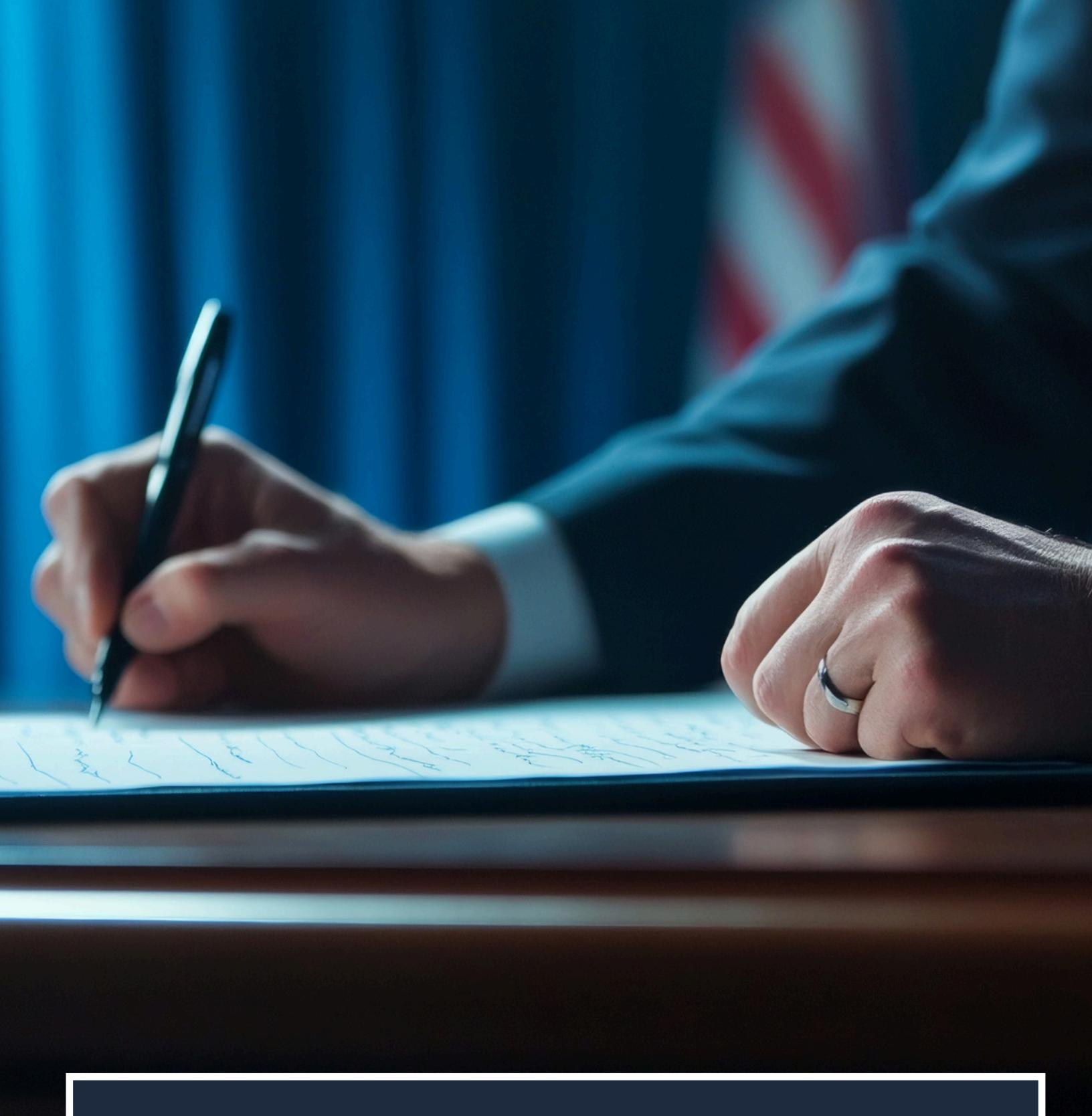
Make the state procurement  
process easier to access for  
small businesses



## FOCUS

Minority, women and  
veteran-owned  
businesses





A close-up photograph of a person's hands writing in a notebook. The person is wearing a blue long-sleeved shirt. The left hand holds a pen and is in the process of writing. The right hand rests on the notebook. The notebook has faint horizontal lines. The background is dark and out of focus.

# Nine Recommendations



## #1 Designate Small Business Liaisons

To facilitate communication and partnership at the agency level, the Department recommends that each state agency, college, and university, subject to the Department's procurement authority, designate an existing staff member to serve as the small business liaison.

**Status:** Complete and Ongoing

# Designate Small Business Liaisons

## Activities During Reporting Period:

- Collaboration with Small Business Liaisons continued during the reporting period as they serve as the first line of communications with the suppliers regarding contracting opportunities that exist with their agencies.
- The Department maintains small business liaison representative names and contact information through [the Small Business Liaisons website](#). The list has continuously been updated to ensure that the information or representatives are current.

**Estimated Duration:** Complete as of December 2023 and ongoing.

## Small Business Liaisons

State staff members were designated to facilitate communication and partnership with small businesses throughout the state.





## **#2 Expand Minority Business Enterprise Certification**

The Department recommends expanding eligibility for the state's Minority Business Enterprise (MBE) certification program, expanding certification options, increasing promotion of the MBE program, and, through legislation, expanding small and diverse business certifications to include woman-owned and veteran-owned businesses.

**Status:** Complete and Ongoing

# Expand Minority Business Enterprise Certification

Implemented on January 1, 2024, in response to House Bill 128 signed into law by Governor Brian P. Kemp on April 24, 2023, the new Georgia Business Certification Program is offering certification to Georgia-based, minority-owned, women-owned and veteran-owned businesses.

## Activities During Reporting Period:

- Promotion of the new business certification program continued with communications and information sharing which enabled the use of the Department's website and social media platforms, as well as virtual and in-person informational sessions on the application process.
- The Department continued to work with the technical solution company, CPI Solutions, and IT team to further refine and enhance functionality of the system. Enhancements to the recertification process, as well as strategies to avoid receipt of duplicate applications, were brainstormed during this reporting period.
- On February 26, 2025, Department staff, participated in the Georgia Minority Supplier Development Council (GMSDC) New Minority Business Enterprise (MBE) Supplier Orientation in Atlanta. This event provided an excellent opportunity to engage with newly certified minority-owned suppliers and discuss strategies for doing business with the State of Georgia.
- The Department conducted a Virtual Informational Session for business owners interested in learning about how to get certified with the state on March 4, 2025, with more than 20 attendees.
- The Small Business Development Center – Albany, hosted the Women's Business Summit on March 13, 2025, in Albany, Georgia. Department staff participated in a panel discussion and responded to questions pertaining to the Department's certification process.

**Estimated Duration:** Complete as of December 2024 and ongoing.



**Certification**  
Expanding eligibility  
to benefit more  
small businesses.



## #3 Pilot Informal Bidding Process

The Department recommends piloting a state procurement process in which state entities, colleges, and universities would have the option to conduct an informal bidding process within established parameters.

**Status:** In Progress

# Pilot Informal Bidding Process

## Activities During Reporting Period:

- Through the NextGen project, which will replace the state's existing procurement system, the Department continued its work to prepare a new procurement system to support a simplified bidding process.
- The sourcing workstream designed and developed an electronic template for the informal bidding process for use within GA@WORK Marketplace. The template is configurable, and buyers participating in the pilot group will be able to create simple bids for small dollar purchases.

**Estimated Duration:** Q3 2023 through December 2026 and then ongoing.

**Simplified Bidding**  
Establishing simplified bidding process for purchases under \$100,000.





## **#4 Revise State Bidding and Contracting Requirements for Certain Projects**

The Department recommends establishing a lower “tier” of insurance and bonding for certain projects and training state buyers on small business-friendly payment strategies.

**Status:** In Progress

# Revise State Bidding and Contracting Requirements for Certain Projects

## Activities During Reporting Period:

- Through collaboration amongst the State Purchasing Division, Risk Management Division, and Office of Legal Services, the Department continued its work to revise existing insurance and bonding guidelines to expand the guidance available to state procurement officers to align requested insurance and bonding coverage with the identified risks of the contract.
- During the reporting period, the Department continued internal review of the revised provisions.

**Estimated Duration:** Q3 2023 through June 2026 and then ongoing.



**Contracting**  
Identifying small  
business-friendly  
options



## **#5 Improved Promotion of the Department's Procurement Systems Training**

The Department recommends continuing its existing system training, which specifically assists businesses with searching for and receiving notifications for bid opportunities and initiating a marketing and promotion strategy.

**Status:** Complete and Ongoing

# Improved Promotion of the Department's Procurement Systems Training

Outreach and training remain an integral part of ensuring that business owners have an easier access to state's procurement; hence, the Department monthly supplier system training and partnership with various community groups to conduct workshops and offer supplier training continues.

## Activities During Reporting Period:

- Six DOAS monthly supplier training sessions were completed during this reporting period, with approximately 85 suppliers trained.
- More than 1,000 new Georgia small business bidder registrations within the Department's Team Georgia Marketplace™ Supplier Portal were completed during this progress report period.

**Estimated Duration:** Complete as of December 2023 and ongoing.



## Supplier System Training

Monthly supplier system trainings held in partnership with various community groups.

## Bid Identification

Supporting bid opportunity identification for small businesses.



## #6 Expand Matchmaking Opportunities

The Department recommends statewide and regional training, networking, and matchmaking events that help state buyers connect with small and diverse businesses and that help prime contractors connect with subcontractors.

**Status:** In Progress

# Expand Matchmaking Opportunities

## Activities During Reporting Period:

- The Department staff participated in the Small Business Speed Matchmaking Event hosted by Clayton County on March 19, 2025, and met with business owners interested in the state's contracting opportunities.

**Estimated Duration:** Q3 2023 through September 2025 and then ongoing.



**Matchmaking**  
Connecting the small  
business community with  
prime contractors and state  
and local government buyers.



## **#7 Increase Outreach, Training and Support to Small Businesses**

The Department commits to further grow and create new relationships with state agencies and non-profit organizations that are better equipped to provide such development resources, including increasing procurement assistance to small businesses and continuing the Department's work with small business development partners.

**Status:** In Progress

# Increase Outreach, Training and Support to Small Businesses

## Activities During Reporting Period:

- On January 28, 2025, the U.S. Small Business Administration, Georgia District Office invited the Department staff to participate in their monthly meeting with 8(a) certified companies interested in doing business with the State of Georgia government.
- On January 29, 2025, Department staff conducted a supplier training webinar organized by the Greater Georgia Black Chamber of Commerce for their members.
- DOAS Commissioner served as a panelist at the Georgia Hispanic Chamber of Commerce Conference held in Atlanta on February 6, 2025. The Department staff also conducted a workshop on doing business with the State of Georgia government, as well as met with business owners interested in receiving information on the procurement process in Georgia.
- The Public Sector Network hosted the Government Innovation Show Case in Atlanta on February 10, 2025. The Department staff had an opportunity to network and share information with other government officials, as well as business owners.
- The U.S. Small Business Administration, Georgia District Office, hosted a supplier event at the Atlanta Technical College on February 20, 2025. The event drew business owners and aspiring entrepreneurs eager to learn how to establish and grow their businesses. The Department staff shared information on the procurement process in Georgia.
- The Department staff was recognized by the Greater Georgia Black Chamber of Commerce during their History of Black Business 2025 event held on February 24, 2025, for their partnership with the Chamber and their contribution in helping Georgia business owners obtain the information they need to grow and prosper.

**Development Training**  
Building relationships with small business development partners providing essential information to help grow small business capabilities and capacity.



# Increase Outreach, Training and Support to Small Businesses (Cont.)

## Activities During Reporting Period:

- On February 26, 2025, Department staff participated in the Georgia Minority Supplier Development Council (GMSDC) New Minority Business Enterprise (MBE) Supplier Orientation in Atlanta. This event provided an excellent opportunity to engage with newly certified MBE suppliers and discuss strategies for doing business with the State of Georgia.
- The Department conducted a virtual informational session for business owners interested in learning about how to get certified with the state on March 4, 2025, with more than 20 attendees.
- The Small Business Development Center – Albany, hosted the Women's Business Summit on March 13, 2025, in Albany, Georgia. The Department staff participated in a panel discussion and responded to questions pertaining to the certification process with the State of Georgia government.
- Department staff represented the Department at the Small Business matchmaking event hosted by Clayton County on March 19, 2025.
- The Department kicked off its 4th Small Business Procurement Readiness Workshop Series in March 2025 with 22 Georgia businesses. The workshop is targeted to small businesses and offers a series of six training sessions with the Department's educational partner, the University of Georgia Small Business Development Center, Specialty Programs Division. The goal of the program is to help businesses "get ready" to do business with the state.
- On March 20, 2025, the Department and the University of Georgia Small Business Development Center Specialty Programs Division (UGA SBDC SPD) hosted Module one, which was focused on Business to Government Market and Tools.
- Module two was held on March 27, 2025, and focused on Business Operations Strategies.

**Estimated Duration:** Q2 2023 through September 2025 and then ongoing.



## #8 Expand Business-to-Business Mentorship Opportunities

The Department commits to increased awareness and utilization of these mentorship programs among the small business community.

**Status:** In Progress

# Expand Business-to-Business Mentorship Opportunities

## Activities During Reporting Period:

- None during this quarter

**Estimated Duration:** Q4 2022 through September 2025 and then ongoing.

### Mentorship

Promoting mentorship opportunities.





## **#9 Facilitate Information Sharing on Access to Capital Resources**

The Department recommends sharing information regarding offerings from financial institutions, governmental entities, and nonprofits that will assist small and diverse businesses with locating the capital to expand or begin businesses.

**Status:** In Progress

# Facilitate Information Sharing on Access to Capital Resources

## Activities During Reporting Period:

- None during this quarter.

**Estimated Duration:** Q4 2022 through December 2025 and then ongoing.

**Access to Capital**  
Sharing information to assist small businesses connect with financial resources.





# Ongoing Strategic Initiatives

# A.

**The Department commits to improving data collection and integrity for analysis, decision-making and transparency**

**Status: In Progress**

**Activities During Reporting Period:**

- During the reporting period, the Department continued NextGen project activities. The NextGen initiative is a transformation initiative intended to replace the state's legacy enterprise resource planning system with a modern tool. Through the NextGen initiative, the Department seeks to improve data collection and tracking related to business size, ownership, and participation in the procurement process.
- During January 2025, project staff completed the supplier onboarding process.
- From February – March 2025, project staff worked to implement the Supplier Management base module, including basic supplier registration and onboarding, central supplier repository, supplier profile management and document management for relevant information such as business certifications.
- During the reporting period, the first communication to suppliers was released to encourage suppliers to review information and conduct clean-up activities. On average, 100 service requests tickets were received daily related to supplier clean-up activities.

**Estimated Duration:** Q3 2022 through April 2026 and then ongoing.

## **Data Collection**

The Department commits to improving data collection and integrity for analysis, decision-making and transparency.



# B.

**In addition, the Department will facilitate engagement of existing communication channels to enhance partnerships with key stakeholders**

**Status:** Complete and ongoing

The Department continues to utilize the communications and social media platforms available to garner attention and promote networking opportunities with key stakeholders and the small business community.

**Activities During Reporting Period:**

- A “Do Business with Georgia Series” was developed during this period, highlighting the various procurement systems and processes with the State of Georgia. Emphasis was placed on the work that the Small Business and Supplier Diversity program is doing in ensuring that our suppliers have easier access to state procurement opportunities.
- The Department continued to develop and share short video clips, as well as electronic graphic designed pieces in email campaigns and on social platforms to promote the Small Business and Supplier Diversity and the Georgia Business Certification programs and to engage with the public.
- The Small Business and Supplier Diversity’s website was used to promote the 2025 Small Business Procurement Readiness Workshop Series and to encourage business owners to register for the workshop. Email campaigns were developed, and frequent communications were distributed to the Department’s contact lists.

**Status:** Complete as of June 2024 and ongoing.



## **Social Media**

In addition, the Department will facilitate engagement of existing communication channels to enhance partnerships with key stakeholders.



# Appendix

# **Small Business and Supplier Diversity Program Quarterly Progress Report Appendix**

- [Access the October 2022 – September 2023 Small Business and Supplier Diversity Program Report on the Department's website.](#)
- [Access the October 2023 – December 2023 Small Business and Supplier Diversity Program Report on the Department's website.](#)
- [Access the January 2024 – March 2024 Small Business and Supplier Diversity Program Report on the Department's website.](#)
- [Access the April - December 2024 Small Business and Supplier Diversity Program Report on the Department's website.](#)



# Snapshots

# Snapshots



Commissioner Rebecca Sullivan (Center) with Department staff Lanique Bradley (Left) and Julian Bailey (Right) at the Georgia Hispanic Chamber of Commerce Conference held in Atlanta on February 6, 2025. Commissioner Sullivan served as a panelist while Ms. Bailey and Ms. Bradley met with business owners to provide information on doing business with the State of Georgia.



Small Business and Supplier Diversity Manager, Julian Bailey, met with business owners at the U.S. Small Business Administration, Georgia District Office at a supplier event held at the Atlanta Technical College on February 20, 2025.



The Department staff was recognized by the Greater Georgia Black Chamber of Commerce during their History of Black Business 2025 event held on February 24, 2025, for their partnership with the Chamber and their contribution in helping Georgia business owners obtain the information they need to grow and prosper. In photo, Department staff Julian Bailey (left), Crystal Langley (center), and Lanique Bradley (right).

# Snapshots



The Small Business and Supplier Diversity Manager, Julian Bailey, participated in a panel discussion and responded to questions at the Women's Business Summit hosted by the Small Business Development Center on March 13, 2025, in Albany, Georgia.



On March 19, 2025, Crystal Langley (seated at right), represented the Department at the Small Business Speed Networking Event in South Clayton. She shared the benefits of DOAS business certification with local entrepreneurs, connecting suppliers with buyers, agencies, and procurement professionals.



The Department kicked off its 4th Small Business Procurement Readiness Workshop Series in March 2025 with 22 Georgia businesses. On March 20, 2025, the Department and the UGA SBDC SPD hosted Module one, which was focused on Business to Government Market and Tools.



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