Minnesota’s Small Business Procurement Program

The Office of Equity in Procurement (OEP) provides the best value in state administrative services by successfully connecting small and diverse businesses with state contracting opportunities to help strengthen the state’s small business economy.

The OEP team helps ensure greater equity in state contracting and construction. Through the state’s Small Business Procurement Program, OEP works to assist small businesses with the process of becoming certified, promotes opportunities to do business with the state, and provides assistance to small businesses owned by women, minorities, people with substantial physical disabilities, veterans, and businesses located in economically disadvantaged areas of Minnesota as they seek state contracts.

Targeted Group Businesses

- **Targeted Group businesses** are owned, operated and controlled by minorities, women, and people with substantial physical disabilities.
- The application for certification is available at [https://sbcp.mn.gov](https://sbcp.mn.gov)
- Once certified, your business is eligible for up to six percent preference on state purchases and contracts.
- Your business will be listed in the state’s Directory of Certified Vendors, listed online at [http://www.mmd.admin.state.mn.us/process/search/](http://www.mmd.admin.state.mn.us/process/search/).

Economically Disadvantaged Businesses

- **Economically Disadvantaged businesses** are located, or the majority owner resides, in parts of Minnesota that have high unemployment and/or low median income.
- The application for certification is available at [https://sbcp.mn.gov](https://sbcp.mn.gov) Once certified, your business is eligible for up to six percent preference on state purchases and contracts.
- Your business will be listed in the state’s Directory of Certified Vendors, listed online at [http://www.mmd.admin.state.mn.us/process/search/](http://www.mmd.admin.state.mn.us/process/search/).

Veteran-Owned Businesses

Veteran-owned businesses are owned, operated and controlled by veterans or service-disabled veterans.

- The application for certification is available at [https://sbcp.mn.gov](https://sbcp.mn.gov).
- Verify your status as a veteran or a veteran with a service-connected disability with the Minnesota Department of Veterans Affairs by completing an online request for a Veteran Status Verification at [https://gibill.mn.gov/Home](https://gibill.mn.gov/Home).
- To complete the online form, you’ll need your DD 214 and, if applicable, your summary of benefits letter from the US Department of Veterans Affairs (USVA).
- Alternatively, Minnesota also accepts federal verification from USVA. Send OEP a copy of your [www.vip.vetbiz.va.gov](http://www.vip.vetbiz.va.gov)

More Resources

- Stay engaged and informed with these links from the Office of State Procurement website, [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) which will help you navigate state purchasing and contracting processes like a pro:
  - Register as a bidder or supplier at [www.mn.gov/supplier](http://www.mn.gov/supplier)
  - Solicitation announcements for goods and services and small construction projects, the Virtual Plan Room for construction contracts, and professional/technical service contract may all be found at [www.mmd.admin.state.mn.us/solicitations.htm](http://www.mmd.admin.state.mn.us/solicitations.htm)
  - Request one-on-one assistance to learn about the state’s contracting processes by requesting services at [www.mn.gov/admin/ptac](http://www.mn.gov/admin/ptac).
  - Sign up for our e-newsletters to learn more about upcoming events and bidding opportunities [https://mn.gov/admin/business/vendor-info/oep/about/resources](https://mn.gov/admin/business/vendor-info/oep/about/resources)
Getting Started

Does your company offer goods or services purchased by Minnesota government? The Department of Administration (Admin) helps Minnesota government purchase what it needs, and helps companies position themselves to provide those things.

Over $2 billion in public sector procurement takes place in Minnesota each year. These are the top spending categories for the 2019 fiscal year:

- Highways and Bridges - $652 million
- Other operating costs - $400 million
- Non-IT professional/technical services (e.g., architects, engineers) - $359 million
- Supplies - $213 million
- Space rental and utilities - $185 million
- Equipment - $146 million
- Computer and system services - $126 million
- IT professional/technical services - $117 million
- Construction - $91 million
- Building and Improvements - $70 million
- Communication - $62 million
- Printing and Advertising - $26 million

Our Commitment to Equity in Procurement

The State of Minnesota strives to eliminate historic disparities in state procurement. It’s our goal to create opportunities for all, regardless of the size, location, and make-up of their business.

The Small Business Procurement Program certifies small businesses owned and operated and controlled by minorities, women, people with substantial physical disabilities, veterans and small businesses located in economically disadvantaged areas.

The Office of Equity in Procurement promotes procurement opportunities and provides outreach and assistance to small businesses around the state.

If you ever need more information or assistance, our team is always happy to help.

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Minneapolis Department of Administration
Office of Equity in Procurement

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