

EDGE/MBE Participation Summary - 2 Year Institutions

Institution Name	Terra State Community College	CB Request	TTC0105008
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Overview of Institutions Purchasing Process

Terra State Community College is a Two -Year State Community College. We have a formal policy for procedures outlined for our purchasing process. The College has a decentralized purchasing process due to it's size and number of employees; however, the Financial Services department guides and directs the overall purchases for the College. The college has an electronic purchase requisitions process which requires the Treasurer to electronically purchase requests which are then transferred into a purchase order reflecting the Treasurer's signature and certification of funds. The College does not discriminate against any company seeking to do business with the College.

Describe Efforts to Encourage Participation of Minority & Disadvantaged Firms in Purchasing Process

Terra State Community College practices good faith efforts to work with EDGE and MBE certified businesses. The college has just completed two construction projects has an Edge participation goal of 5.0% of total construction costs. Also, the college has established relationships with the following EDGE and MBE businesses: R.J. Beck is the college's security equipment provider and monitors our building alarms. R.J. Beck assists the college with fire protection plans and security cameras installs for several renovation and new building construction projects. The College will continue to make every effort to contract with EDGE and MBE qualified participants.

