

Helpful RCSD Phone Numbers



Office of M/WBE Development
(585) 262-8308

Department of Procurement & Supply
(585) 262-8765

Department of Educational Facilities
(585) 336-4095

Accounts Payable
(585) 262-8431



Board of Education
Malik Evans, President
Van Henri White, Vice President
Thomas Brennan
Melisza Campos
Cynthia Elliott
Willa Powell
Allen K. Williams

Superintendent of Schools
Jean-Claude Brizard

Equal Opportunity Provider

With regard to both educational programs and employment, the Rochester City School District makes opportunities available without regard to age, race, creed, religion, color, national origin, sex, sexual origin, marital status, disability, genetic disposition, or HIV or hepatitis carrier status. Equality of opportunity in employment includes hiring, firing, wages, salaries, promotion, and other conditions of employment. Inquiries regarding this policy may be directed to our Title IX (Discrimination) Compliance Officer at 585-262-8583, or our Section 504 (Disabilities) Compliance Officer at 585-262-8459. Inquiries may also be mailed to 131 West Broad Street, Rochester, NY 14614.



**Office of Minority and
Women-Owned Business
Enterprise Development**



Rochester City School District
131 West Broad Street
Rochester, New York 14614
www.rcsdk12.org/mwbe
(585) 262-8100

Office of Minority & Women-Owned Business Enterprise Development

The Office of Minority and Women-owned Business Enterprise Development is responsible for providing minority and women-owned businesses with equal opportunity to participate in all aspects of Rochester City School District contracting and purchasing programs.

Recognizing procurement as a strategic function that adds value to the District, the department works to improve overall organizational efficiency, effectiveness, and responsiveness by introducing diverse suppliers to the marketplace and responding to the needs of our students and community.

Program Objectives

- Promote opportunities and M/WBE participation in District contracting and purchasing programs through increased networking and outreach programs
- Assist in developing and growing diverse businesses by partnering with appropriate agencies
- Coordinate and develop minority business training programs
- Offer mentoring and internship opportunities for RCSD students and M/WBE businesses

What is a Minority/Women-Owned Enterprise (M/WBE)?

Any legal entity which is organized to engage in commercial transactions and is at least fifty-one percent (51%) owned, managed and controlled by minority individuals or women of the following groups:

- African American
- Hispanic American
- Asian American
- Native American
- Caucasian Women

M/WBE Certification

RCSD does not certify minority or women-owned businesses. Any business that wishes to be certified will be required to complete and submit for certification, documents required by issuing agencies including but not limited to the following:

- Empire State Development
- Small Business Administration
- Upstate NY Regional Minority Purchasing Council
- National Minority Supplier Development Council
- National Women Business Owners Corporation

Doing Business with RCSD

RCSD has entered into an agreement with BidNet (www.govbids.com), a bid notification system, to provide automatic notification to registrants whenever a bid/RFP is released. A company may be able to access through the internet:

- Automatic bid notification
- Downloading of bid documents
- Access to multiple governmental agencies
- Real-time information 24 hours a day, 7 days a week

Vendors interested in obtaining bid packages from the RCSD may register at BidNet (**www.govbids.com**). Select the Western NY Purchasing Group and click on "Vendor Registration."

Once registered with Bidnet, vendors are encouraged to submit bids to the RCSD for award consideration. Bid specifications and documents can be obtained through the BidNet Western NY Purchasing Group website at: **<http://www.govbids.com/scripts/WNYPS/public/home1.asp>**.

For additional information on construction projects, please call **(585) 336-4095**.