



Conversations with the Fed

Doing Business with the Minneapolis Fed

Tuesday December 10, 2013

Agenda

- Welcome and Introductions
- Federal Reserve Bank of Minneapolis (Bank) Overview
- Procurements
- Procurement Policy
- Identifying Potential Vendors
- Vendor Registration
- What Is Valued In Potential Vendors
- Questions



Introductions

- Paul Rimmereid, VP & CFO
- Theresea Hueg, Director 612-204-5044
- Connie Beck 612-204-6777
- Kerri Boyer 612-204-6577
- Karen Peterson 612-204-5751
- Tawee Prepodnik 612-204-6057
- Jason Stevensen 612-204-6502

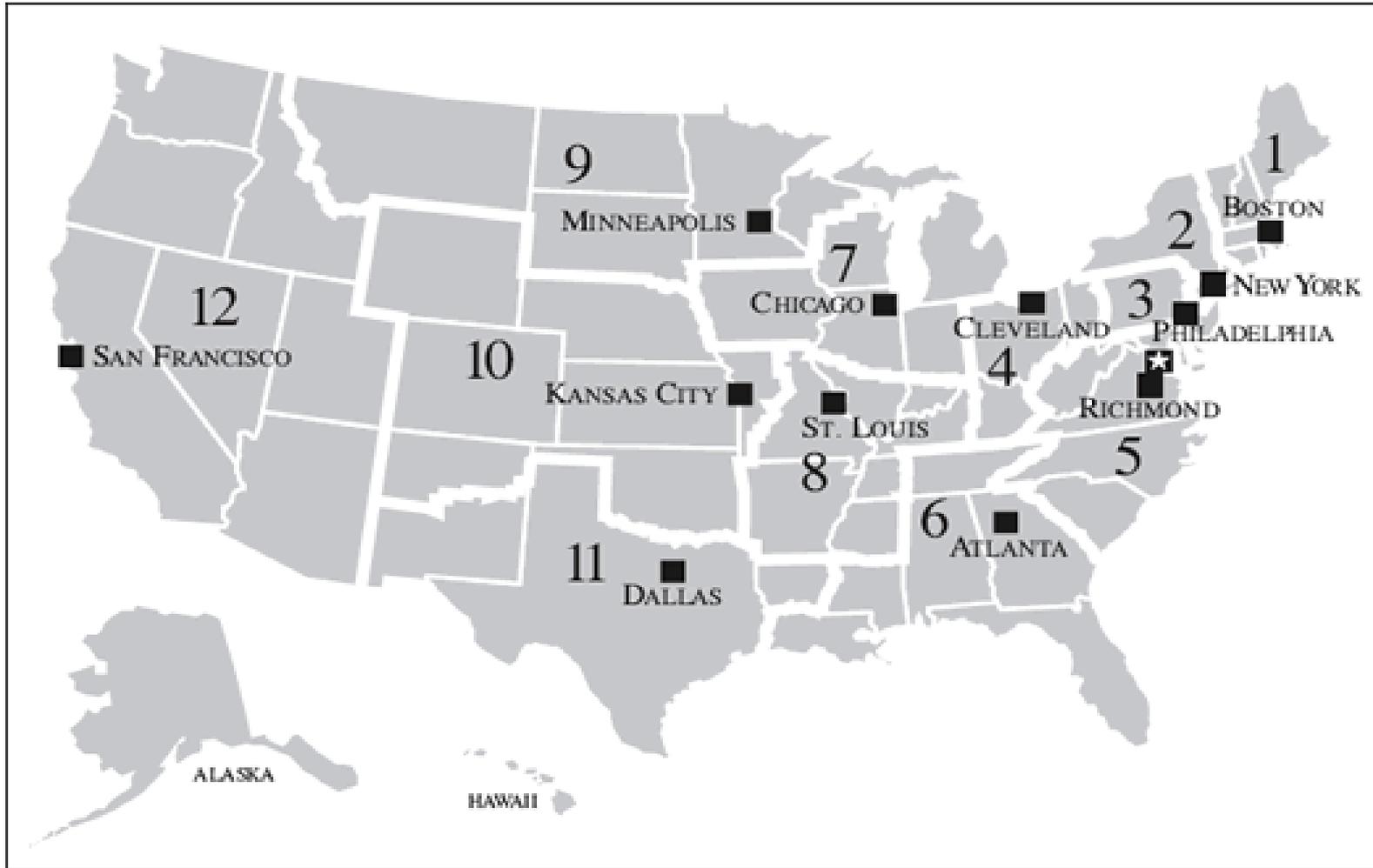


Bank Overview

- The Bank (and its 1,000+ employees) is one of 12 regional reserve banks; it serves the Ninth Federal Reserve District (Montana, North and South Dakota, Minnesota, and portions of Wisconsin and Michigan)
- The Bank is part of the Federal Reserve System (System) created under the Federal Reserve Act of 1913
- The Bank and System mission is to foster the stability, integrity, and efficiency of the nation's monetary, financial, and payments systems to promote optimal economic performance
- Bank and System values include promoting the public interest, integrity, excellence, efficiency and effectiveness, and independence and diversity



Bank Overview (continued)



Procurements - Spend

- In 2012 the Bank spent \$40 million on goods and services while the System in total spent over \$1.3 billion
- Primary categories of Bank spend in 2012 included:
 - Hardware
 - Software
 - Consulting, primarily technical
 - Outside agency, contract and temporary staffing
 - Construction, remodeling, and maintenance
- Other categories noted on slide 17
- The spend distribution is expected to be similar going forward

Procurements - Diversity

- The Bank values a diverse supplier base - of the Bank's \$40 million in spend, tier 1 spend with minority-owned businesses was 23%, with women-owned businesses it was 7%, and with small businesses it was 21%
- The Bank does not establish specific spend goals but uses an inclusive, structured process to provide opportunity to all
- The Bank is a member of:
 - Midwest Minority Supplier Diversity Council (MMSDC)
 - Women's Business Development Council (WBDC)
 - Association of Women Contractors (AWC)
- The Bank also works with the Metropolitan Economic Development Association (MEDA)



Procurement Policy – Vendor Selection

- Coordinated through our Procurement function, sometimes in conjunction with the System's National Procurement Office (NPO):
 - Acquisitions of \$10,000 or less must be reasonably priced but no competitive bid is required
 - Acquisitions > \$10,000 to \$100,000 require documented competitive bids or quotes
 - Acquisitions > \$100,000 require a Request For Proposal (RFP)
- Vendor selection based on proposal or bid that best meets the Bank's requirements
- Confidentiality is maintained at all times



Procurement Policy - Contracts

- Contracts required for services or construction > \$2,500, for other acquisitions threshold is \$100,000
- Contract term is usually 3-5 years
- Contracts support diversity:
 - Non-discrimination clause
 - Good Faith Effort questionnaire assesses vendor's diversity practices
- Some contracts may limit vendor personnel assigned to the Bank to U.S. citizens if subject to such governmental requirements
- Relationship with Bank may not be advertised or used by vendor – the Bank does not want to give the appearance of endorsement



Identifying Potential Vendors

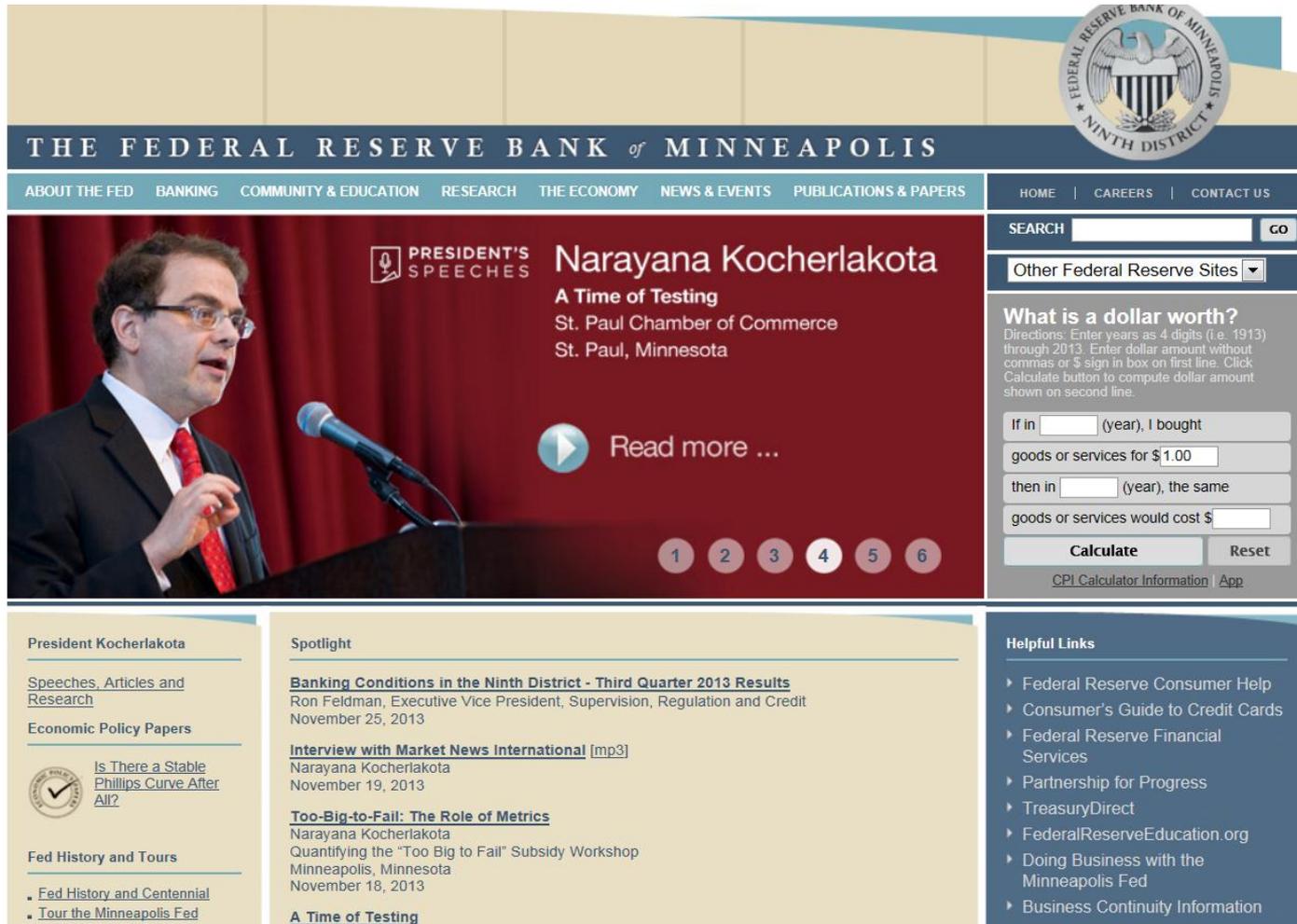
- Bank procurement staff use a variety of sources to identify potential vendors:
 - Registration database (to be discussed next)
 - D&B and other similar databases
 - MMSDC, WBDC, AWC, and MEDA
- Excessive interactions between Bank business areas and potential vendors outside of official vendor selection process can result in vendor being dropped from the candidate pool to ensure level playing field for all potential vendors



Vendor Registration

- www.minneapolisfed.org
- Select Doing Business with the Minneapolis Fed, found under the Helpful Links right-most column
- Registration is accessible by all 12 reserve banks and the NPO – gateway to Bank and System
- For technical support (e.g., password issues) contact the Perfect Commerce help desk (1-888-304-5847)
- For other questions use contacts on slide 3





THE FEDERAL RESERVE BANK of MINNEAPOLIS

ABOUT THE FED | BANKING | COMMUNITY & EDUCATION | RESEARCH | THE ECONOMY | NEWS & EVENTS | PUBLICATIONS & PAPERS

HOME | CAREERS | CONTACT US

SEARCH

Other Federal Reserve Sites

What is a dollar worth?
Directions: Enter years as 4 digits (i.e. 1913) through 2013. Enter dollar amount without commas or \$ sign in box on first line. Click Calculate button to compute dollar amount shown on second line.

If in (year), I bought
goods or services for \$

then in (year), the same
goods or services would cost \$

[CPI Calculator Information](#) | [App](#)

PRESIDENT'S SPEECHES **Narayana Kocherlakota**
A Time of Testing
St. Paul Chamber of Commerce
St. Paul, Minnesota

Read more ...

1 2 3 4 5 6

President Kocherlakota

[Speeches, Articles and Research](#)

[Economic Policy Papers](#)

 [Is There a Stable Phillips Curve After All?](#)

Fed History and Tours

- [Fed History and Centennial](#)
- [Tour the Minneapolis Fed](#)

Spotlight

[Banking Conditions in the Ninth District - Third Quarter 2013 Results](#)
Ron Feldman, Executive Vice President, Supervision, Regulation and Credit
November 25, 2013

[Interview with Market News International](#) [mp3]
Narayana Kocherlakota
November 19, 2013

[Too-Big-to-Fail: The Role of Metrics](#)
Narayana Kocherlakota
Quantifying the "Too Big to Fail" Subsidy Workshop
Minneapolis, Minnesota
November 18, 2013

[A Time of Testing](#)

Helpful Links

- ▶ [Federal Reserve Consumer Help](#)
- ▶ [Consumer's Guide to Credit Cards](#)
- ▶ [Federal Reserve Financial Services](#)
- ▶ [Partnership for Progress](#)
- ▶ [TreasuryDirect](#)
- ▶ [FederalReserveEducation.org](#)
- ▶ [Doing Business with the Minneapolis Fed](#)
- ▶ [Business Continuity Information](#)



Doing Business with the Minneapolis Fed



The screenshot displays the website for the Federal Reserve Bank of Minneapolis. The header features the bank's name and logo. A navigation menu includes links for 'ABOUT THE FED', 'BANKING', 'COMMUNITY & EDUCATION', 'RESEARCH', 'THE ECONOMY', 'NEWS & EVENTS', and 'PUBLICATIONS & PAPERS'. A secondary menu has 'HOME', 'CAREERS', and 'CONTACT US'. A search bar and a dropdown for 'Other Federal Reserve Sites' are also present. The main content area is titled 'PROCUREMENT SERVICES' and contains three sections: 'Procurement—Who We Are', 'Acquisition Guidelines / How the Bank Buys', and 'Supplier Diversity'. A 'Vendor Registration' section is also visible. On the right, there is a video player for a presentation by Narayana Kocherlakota and a list of 'External Links' including 'Federal Reserve Procurement' and 'fedgazette Roundup'.

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HOME | CAREERS | CONTACT US

SEARCH GO

Other Federal Reserve Sites ▾

Narayana Kocherlakota
Too-Big-to-Fail:
The Role of Metrics
Minneapolis, Minnesota

▶ Read more...

1 2 3 4 5 6 | PLAY

External Links

▶ Federal Reserve Procurement

fedgazette
Roundup

▶ Bank on it: Ninth District banks continue to improve **NEW**

▶ Unemployment insurance: Slowly mending in most district states

PROCUREMENT SERVICES

Procurement—Who We Are
The Procurement department is responsible for acquiring quality goods and services on behalf of the Federal Reserve Bank of Minneapolis and its branch office in Helena.

Acquisition Guidelines / How the Bank Buys
Our buyers locate responsible suppliers, manage the acquisition process, analyze proposals and negotiate contracts in compliance with Federal Reserve policies and guidelines. We award contracts to those suppliers that offer the best total value in terms of price, quality, availability, and service. Competitive proposals and bids are issued electronically and require that a supplier's proposals or bid be submitted electronically.

Supplier Diversity
The Federal Reserve Bank of Minneapolis recognizes the importance of a diverse supplier base and is committed to supplier diversity. The Bank does not discriminate on the basis of race, religion, color, national origin, sex, age, disability or sexual orientation in our contracting and procurement activities. It is the Bank's mission to seek, identify, and foster business relationships with, and purchase goods and services from, certified minority-owned, women-owned, and small businesses. Technical assistance is available from the Bank for all potential suppliers particularly minority-owned, women-owned and small businesses.

Vendor Registration
The Federal Reserve Bank of Minneapolis is committed to providing all suppliers with an opportunity to be included in our strategic sourcing and procurement process. To be considered for the Bank's procurements, please use the [self-registration tool found here](#).

2013 Vendor Information Session – Doing Business with the Minneapolis Fed



Self Registration Tool



FEDERAL RESERVE

U.S. Technical Support
Monday - Friday 8:00 AM -
8:00 PM EST
888-304-5847 (US)
757-766-8244 (outside the
US)

E.U. Technical Support
Monday - Friday 9:00 AM -
6:30 PM CEST
+33 (0) 170 169 026

Welcome to Supplier Registration for Federal Reserve Bank.
To register, please enter your company name and your D-U-N-S number or Tax ID, as required (Step 1 of 5), and then click Next.

Business Information Step 1 · Step 2 · Step 3 · Step 4 · Step 5 · Confirmation

?	Language	<input type="text" value="English (United States)"/>
?	* Company Name	<input type="text"/>
?	Alias Company Name	<input type="text"/>
?	DBA Company Name	<input type="text"/>
?	Parent Company Name	<input type="text"/>
?	D-U-N-S Number	<input type="text"/> - <input type="text"/> - <input type="text"/> 99-999-9999 <small>If you do not know your D-U-N-S number, you may contact Dun & Bradstreet Inc.</small>
?	Tax ID Number	<input type="text"/>



Self Registration Tool (continued)



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Please complete the fields below. (Step 2 of 5)
Required fields are labeled in **bold** and are preceded with an (*)

Organization Information Step 1 · Step 2 · Step 3 · Step 4 · Step 5 · Confirmation

Diversity Group (Check all that apply):

- Veteran Owned Business
- Small Disadvantaged Business
- Woman Owned Business
- Small Business
- SBA 8(a) Program Participant
- Service Disabled Veteran Owned
- JWOD, NIB/NISH, Sheltered Workshops
- HUBZone Firm
- Vietnam Era Veteran
- MWBE

Ethnic Group (Check only if minority owned):

- None
- Asian American
- African American
- Native American/Alaskan Native
- Hispanic American
- Asian-Indian American
- Asian-Pacific American
- Other

Main Company URL

Main Phone

Main Fax

Preferred Time Zone

*** Language**

Default Currency

Certifications

Issuing Organization	Certificate Number	Certification Date
No certifications. Click the "Edit Certifications" button to add.		

*** Address 1**

Address 2

*** City**

*** State/Region**

*** Zip/Postal Code**

*** Country**



Self Registration Tool (continued)



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Select the appropriate commodity category below and use the Add/Remove buttons to select commodities that you support. (Step 3 of 5)

Commodities Step 1 · Step 2 · Step 3 · **Step 4** · Step 5 · Confirmation

First, select a commodity category below by clicking on the appropriate category or sub-category from the following list of categories.

Commodities
** FRB Internal Use ONLY **

Next, select the commodities that you support by clicking on one or more commodities from the list below, and then click the ADD button. To remove a selected commodity, click on that commodity in the Selected Commodities box and click the REMOVE button.

<p>Commodities</p> <p>** FRB Internal Use ONLY **</p> <ul style="list-style-type: none">Automobiles-TransportationBuilding-Facilities-Grounds(maint. and remodeling)Cell Phones-Pagers-Blackberries-CommunicationsConstruction ProjectsConsulting-Professional ServicesContingencyCopier-Fax-Other Equipment MaintenanceCourier Service-Shipping-Armored CourierCulinary-Food Services	<p>Add >></p> <p><< Remove</p>	<p>Selected Commodities</p> <div style="border: 1px solid gray; height: 100px;"></div>
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Commodities/Spend Categories

Automobiles-Transportation	Leases-Rental
Building-Facilities-Grounds (maint. and remodeling)	Meetings-Conferences-Seminars-Training
Cell Phones-Pagers-Blackberries-Communications	Memberships-Subscriptions-Online Services
Construction Projects	Miscellaneous-Other
Consulting-Professional Services	Office Supplies
Contingency	Outside Agency-Temporary Help
Copier-Fax-Other Equipment Maintenance	Printing-Binding-Mailing-Imaging
Courier Service-Shipping-Armored Courier	Software (Licenses-Purchase-Maintenance)
Culinary-Food Services	Supplies (Excluding Office Supplies)
Equipment Purchase (Non-IT Equipment)	Travel (Food-Hotel-Airline)
Hardware (Purchase-Maintenance)	Uniform-Laundry-Gear
Insurance-Employee Benefits-HR	Utility Services



Self Registration Tool (continued)



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Please complete the fields below. (Step 4 of 5)
Required fields are labeled in **bold** and are preceded with an (*)

Primary Contact Information Step 1 · Step 2 · Step 3 · **Step 4** · Step 5 · Confirmation

	* First Name	<input type="text"/>		* Contact Email	<input type="text"/>
	* Last Name	<input type="text"/>		* Username	<input type="text"/>
	* Phone Number	<input type="text"/>		* Password	<input type="text"/>
	Contact Fax	<input type="text"/>		* Re-enter password	<input type="text"/>
	Mobile Phone	<input type="text"/>			
	* Language	English (United States) ▾			
	* Time Zone	United States US-EASTERN (US-ET) ▾			



Self Registration Tool (continued)



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Please complete the fields below. (Step 5 of 5)
Required fields are labeled in **bold** and are preceded with an (*)

Additional Supplier Attributes Step 1 · Step 2 · Step 3 · Step 4 · Step 5 · Confirmation

? Company Net Worth	<input type="text"/>
? Do you have an Environmental Program?	NOT SELECTED ▾
? FRB Districts Served	<input type="text"/>
? Number of Employees	<input type="text"/>
? Payment Method.	NOT SELECTED ▾
? Products and Services Offered	<input type="text"/>
? Years Company Has Been In Business	<input type="text"/>



Self Registration Tool (continued)



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Please confirm that all of your profile information is correct.
If anything is incorrect you may go back and edit your profile information by using the "Back" button or by clicking on the step link below.
Changing your profile information will only affect the data you change (except password), all other fields will retain their values.

Confirmation		Step 1 - Step 2 - Step 3 - Step 4 - Step 5 - Confirmation					
Company Name	Sample Company Dec 2012						
Alias Company Name	Sample						
DBA Company Name	Test Company						
Parent Company Name							
D-U-N-S Number	99-999-9999						
Tax ID Number	12-3456789						
Preferred Time Zone	US-ET	Address 1	PO Box 123456				
Language	en-US	Address 2					
Default Currency	USD (\$)	City	Anywhere				
Main Company URL		State/Region	MN				
Main Phone		Zip/Postal Code	12345				
Main Fax		Country	US				
Certifications		Commodities					
		<table border="1"><thead><tr><th>Commodity</th><th>Category</th></tr></thead><tbody><tr><td>Construction Projects</td><td>Commodities</td></tr></tbody></table>	Commodity	Category	Construction Projects	Commodities	
Commodity	Category						
Construction Projects	Commodities						
Full Name	John Doe	Contact Email	John@sampleco.com				
Phone Number	123-456-7890	Contact Fax					
Mobile Phone							
Language	en-US						
Time Zone	US-ET						
Username	johndoe						

Back Finished



Federal Reserve Procurement Website

- <http://federalreserveprocurement.org/>



FEDERAL RESERVE
PROCUREMENT

FEDERAL RESERVE SYSTEM ▾

BECOME A SUPPLIER ▾

CONTACT US ▾

REGISTRATION ▾

EVENTS ▾



Access, opportunity and engagement.
Share our **mission.**



What Is Valued In Potential Vendors

- Alignment with Bank values
- Demonstrated experience
- Adherence to Bank's process and policies
- Timeliness, completeness, and responsiveness
- Contact directed through Procurement staff
- No “drop-in” visits
- No gifts to Bank staff



Questions

