



700 West Liberty Street | Louisville, KY 40203-1911
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April 10, 2025

RE: Supplier Diversity Training Session(s) – MSD MBE/WBE Program Policy & Bid Document Training

Attention MSD Prime Bidders, MBE/WBE Construction Related Firms:

The MSD Supplier Diversity Department will be conducting several ***virtual training sessions*** to provide an overview of the revised MBE/WBE Program Policy, revised January 1, 2025. In addition, the training will also outline and inform attendees about the proper way to complete the required bid documents to ensure compliance with the MSD Procurement Regulations and MBE/WBE Program policy.

Advanced Registration is Required: The training sessions will be conducted via Teams. See dates and times outlined below. To register to attend a session, please contact **Evette Shahid, MSD Supplier Diversity Specialist** at supplierdiversity@louisvillemsd.org.

- **Wednesday, April 16, 2025 – 1:30PM to 2:30PM EST**
- **Thursday, April 17, 2025 – 9:00AM to 10:00AM EST**
- **Monday, April 21, 2025 – 11:00AM to 12:00PM EST**

We hope that you will take advantage of this informative training session and join us soon! Thank you.

Respectfully submitted,

Joy L. Walker, MBA, MS HROD, ELMCA, PSCM
Supplier Diversity and SBE Programs Manager