

FY 17 Supplier Diversity Inclusion Plan

Agency: Department of Revenue

Contact: Jason LeMoine & Heidi Whisman 360-704-5788 & 360-596-3782 JasonL@DOR.WA.GOV & HeidiW@DOR.WA.GOV

Name	Telephone	Email
------	-----------	-------

Agency’s plan to increase participation of small minority, women and veteran-owned firms:

Attend:

- Department of Enterprise Services Training Conference and Tradeshow.
- Regional Contracting Forums.
- OMWBE Sponsored Events.
- Small Business Forums.
- Diversity training as budgets permits.

Contracting and Procurement:

- Continue adding language to Requests for Proposals (RFP’s) encouraging OMWBE vendors to submit responses to solicitations and encourage use a subcontractors.
- Research current available OMWBE firms prior to conducting purchases not available on contract.
- Utilize OMWBE firms when purchasing promotional and recognition items where possible.
- Review our current Tax and Licensing Replacement Project needs to identify opportunities to utilize OMWBE firms.

Outreach and Communication:

- Send certification information to firms we think may qualify but are not currently certified.
- Share information with management about OMWBE issues.
- Provide a list of OMWBE firms to purchasing staff for direct buy opportunities

Policies and Procedures:

- Review and follow current purchasing policies recommending the consideration of OMWBE vendors.