

Supplier Diversity Inclusion Plan

Agency: WA State Services for the Blind

Contact:	Arlene Itou	206-906-5501	Arlene.itou@dsb.wa.gov
	Mary Bilderback	360-725-3840	Mary.bilderback@dsb.wa.gov
	Name	Telephone	Email

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

- ❖ Services for the Blind (DSB) will develop a procurement team to plan and implement agency strategies to increase diversity spend with certified OMWBE businesses.
 - The procurement team will represent all aspects of purchasing agency wide (client related, agency related, contracts, etc.)
 - OMWBE's Supplier Diversity Best Practices will serve as a guide
 - Proactively identify contracting and procurement needs:
 - Identify agency procurement needs by running financial reports that lists agency's annual procurement spend by service (sub-object) and vendor
 - Review existing state resources to identify currently certified firms:
 - Review OMWBE's and DVA's registry of certified firms
 - ◆ Cross foot those registries to the agency's vendor list and identify current vendors that are certified
 - ◆ Contact OMWBE and DVA to help us identify certified vendors DSB hasn't used that currently meet the agency's procurement needs
 - Structural changes to agency procurement approach:
 - Mark agency vendors that were identified as certified in the agency's case management system vendor list
 - Provide list of certified vendors that meet DSB's needs to purchasing staff and communicate these vendors take priority over those who are not certified
 - DSB fiscal team will check OMWBE's and DVR's registry as new vendors are added to the agency vendor list to verify diversity certification and mark vendor list accordingly
 - Outreach:
 - Advertise contracting opportunities with DSB on OMWBE and DVR's website
 - Notify DSB's current vendors that the agency's procurement practice is to give priority to disadvantaged business owners and make sure they understand how to get certified
 - ◆ Feedback DSB received during 2016 outreach from vendors
 - Certification process is too complicated
 - Value and benefit of certification was questioned by vendors
 - Communicate and train all DSB staff on agency procurement practices and strategies
 - Monitor:

- DSB’s Supplier Diversity Plan implementation will be planned, time-lined and reported to the executive team on a quarterly basis
- DSB’s diversity spend will be tracked by object and reported to the executive team on a quarterly basis
 - ◆ Areas of low compliance will be researched and analyzed. What certified vendor can provide the same services?
- The 10 highest paid vendors by DSB will be identified as certified or not and reported to the executive team on a quarterly basis
 - ◆ Those vendors that are not certified will be researched and analyzed. Should these vendors be certified? What certified vendor can provide the same services?
- DSB supports OMWBE’s mission to “promote equity and increase participation in public contracting and procurement for small businesses owned by minorities, women and disadvantaged persons through education and certification.
 - DSB believes that the state of Washington should expand the State certification to include the same Federal certifications for Disadvantaged Business Enterprises
 - The Workforce Innovation and Opportunity Act defines the following 14 populations as “barrier populations” or groups with barriers to employment:
 - ◆ Displaced Homemakers
 - ◆ Youth in, or Formerly in, Foster Care
 - ◆ Low-Income Individuals
 - ◆ English Language Learners
 - ◆ Native Americans, Alaska Natives, and Hawaiians
 - ◆ Migrant/Seasonal Farmworkers
 - ◆ Individuals with Disabilities
 - ◆ Individuals within Two Years of Exhausted TANF Eligibility
 - ◆ Older Individuals
 - ◆ Single Parents/Pregnant Women
 - ◆ Ex-Offenders
 - ◆ Long-Term Unemployed
 - ◆ Homeless Individuals
 - ◆ Veterans
 - DSB started tracking persons with disabilities-owned businesses in 2016 with a supplemental self-certification form
 - ◆ As new vendors requested to be set up, DSB would include the Persons with Disability-Owned Businesses Supplemental Self-Certification Form with the Statewide Vendor paperwork and asked them to fill it out and return to DSB
 - ◆ Since January 2016, 5 businesses have returned the self-certification form to DSB with 1 certifying that they are a business owned by a person with a