

## Supplier Diversity Inclusion Plan Template

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**Agency:** Columbia Basin College

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

1. Our agency/institution will identify plans to participate in the following outreach events with the M/WBE community associations, vendor, and industry organizations:
  - Attend Department of Enterprise Services (DES) conferences, trainings, events and trade shows to talk to potential new vendors.
  - Attend appropriate Trade Shows and Conferences hosted by professional supply management or contracting organizations to meet potential new minority and women owned businesses.
  - Work with Higher Ed and other local agencies to collect names and create contacts with businesses owned by Minorities/Women/Veterans.
2. Our agency/institution developed the following 3-5 strategies in 2016 to obtain our goals:
  - Consistently use WEBS for competitive solicitations.
  - Periodically review the OMWBE database of certified MBE and WBE firms to identify direct buy and/or or solicitation opportunities per RCW 28B.10.029.
  - Work with Purchasing, Accounting, and Budget Services personnel on sub-objects and the correct use for higher reporting numbers.
  - Keep a list of all OMWBE certified firms in our area to identify direct buy opportunities.