

Supplier Diversity Inclusion Plan 2017

Agency: South Puget Sound Community College

Contact:	Vida Sherrard-Hannon	360.596.5249	Vsherrard-hannon@spscc.edu
	Name	Telephone	Email

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

South Puget Sound Community College is committed to encourage participation by minority and women's business enterprises in procurement and contracting opportunities.

- We will continue to procure goods and services in a manner consistent with good business practices, state policies and procedures, acquiring the best value for our institution, while assuring equality of opportunity for small, minority, and women and veteran owned businesses by:
 - Maximizing the use of Washington Electronic Business Solutions (WEBS) for solicitations.
 - Continue to draft and publish all Request for Quotations and Request for Proposals in WEBS and to encourage successful completion by small, minority, and women and veteran owned businesses. The college will work with small, minority and women owned businesses for other opportunities other than the informal and formal bid process. We will continue to foster the business relationships we have established within the minority and woman owned business community.
- The Purchasing Department shall:
 - Periodically review the OMWBE database of certified MBE and WBE firms to identify direct buy opportunities by procurement card holders.
 - Provide training sessions and reference materials to authorized procurement card users that will contain instructions to access the OMWBE certified supplier database. Also make those resources available on the college website.
- The Purchasing Department will also:
 - Participate in vendor outreach programs such as the annual tradeshow sponsored by the Department of Enterprise Services, Thurston County Chamber of Commerce, and continue active participation in the Purchasing Affairs Commission meetings.
 - Work with our Culinary Department in using local farms.
 - Work closely with the Director of Facilities to establish a process to insure all capital projects and public works projects include OMWBE vendors and recorded correctly.

South Puget Sound Community College has establishes the annual goal for fiscal year 2016-2017 as increasing participation by certified MBE and WBE firms at a rate of increase of 5% above historical participation.