

Supplier Diversity Best Practices

Supplier Diversity Inclusion Plan • Fiscal Year 2018

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Agency: WA Health Care Authority

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The Health Care Authority's plan to increase participation of certified small minority, women, and veteran owned firms:

Contracts – HCA's Office of Contracting and Procurement has developed a Diverse Business Inclusion Plan that is included in all solicitations. The purpose of this document is to identify OMWBE certified Minority or Women Owned Businesses as well as to identify their intent for utilizing OMWBE certified subcontractors. This also provides an opportunity for Contract Specialists to educate small business about the benefits of becoming certified through OMWBE. We also follow up with WEBS identified certified businesses personally to let them know an opportunity has been posted.

Subcontractor Data Capture – HCA will analyze current business systems for opportunities to identify M/WBE subcontractor data.

Outreach Events – HCA will attend a variety of outreach events during the next year. These events will be identified through the OMWBE calendar of events, local business organizations, trade shows, and diversity fairs offered throughout the state of Washington. Examples of events from last year are Alliance NW Trade Show and the IPMA Veterans discussion. Next year's events will include these same types of events, as well as the University of Washington Procurement Services meetings and other diversity functions.

Partnerships – HCA will collaborate with other state agencies to share information and develop innovative methods of advertising to and encouraging small businesses to bid for HCA contracts. This includes, but is not limited to, attending meetings where contracts and diversity are agenda items (i.e., Washington Association of Contracts Specialists) and continual contact with OMWBE.

Purchasing System – HCA will analyze its current direct buy system for opportunities to assist with capturing and reporting M/WBE vendor data and spends. This includes, but is not limited to, encouraging HCA preferred vendors to develop reports which identify M/WBE spending that can then be shared with HCA. Vendors who identify themselves to HCA as M/WBE will be

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encouraged to become certified through OMWBE, thus potentially increasing HCA's reported data spend with diverse small businesses.

Training – HCA is developing a Contracts Academy which will provide training to HCA staff regarding the contracts process, as well as the importance of supplier diversity.