

Supplier Diversity Inclusion Plan • Fiscal Year 2018

Agency: Washington State Liquor and Cannabis Board

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

WSLCB will ensure that all relevant agency staff have procurement and contract training and are aware of agency diversity goals. Since receiving the most recent Results Washington participation goals, our Contracts and Procurement Unit has increased our diversity participation goals to mirror that of OMWBE. When making direct buy purchases, we will use our best efforts to contract with small, minority, women and veteran-owned businesses who can perform the services or provide the goods required. When purchasing \$13,000 or less off two-tier state master contracts, we will try to focus our efforts on contracting with OMWBE firms if the firms can fulfill the work requirements. When issuing competitive solicitations, we will continue to conduct extensive outreach efforts to small minority, women, and veteran-owned businesses and encourage them to register in WEBS and submit proposals. WSLCB will continue to include information regarding the OMWBE program in WSLCB procurements and notices. If the opportunity arises, WSLCB will encourage bidders to subcontract with small minority, women or veteran-owned businesses. WSLCB will look for opportunities where a contract can be broken down into more than one contract to provide opportunities for small, minority, women or veteran-owned businesses to participate. The WSLCB Contracts and Procurement Unit has formed a Diversity Outreach Program. A staff member within the unit spends time every month looking for vendor outreach events to attend. When discovered, the Contracts and Procurement Manager makes every effort to attend these functions.