

# Supplier Diversity Inclusion Plan • Fiscal Year 2018

---

**Agency:** Washington State Services for the Blind

<b>Contact:</b>	Jennifer Kenworthy	206-906-5513	Jennifer.Kenworthy@DSB.WA.GOV
	Name	Telephone	Email

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

Strategy 1: Increase Staff awareness by supporting 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.

- a. Staff understand how to purchase from OMWBE Certified Firms, Individuals who are Veterans, and People with Disabilities, and encourages minority and women-owned businesses and veteran-owned businesses be utilized for eligible purchases (non-IT and IT Direct Buy Purchases up to \$10,000, when goods or services are not on State Contract).
- b. Track progress and inform management of discretionary spending in public works/government contracts in order to maximize opportunities to select diverse Businesses.
- c. Report successes and opportunities for improvement to increase OMWBE participation.
- d. Support 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.
- e. Agency financial managers, contracting staff and purchasing staff are educated on opportunities to increase supplier diversity.

Strategy 2: Increase business awareness when soliciting the purchase of goods and services:

- a. Advertise bidding opportunities through Department of Enterprises' WEBS vendor notification system to ensure minority and women's businesses and veteran owned firms are notified.
- b. Include language in solicitations encouraging bidder's use of a diverse supplier pool, including small, minority, veteran, and women-owned firms.
- c. Include language in solicitations encouraging the use of minority and women-owned businesses as subcontractors.
- d. Encourage bidders to identify whether they are certified with OMWBE in their bid submittals by including a MWBE Participation form in the solicitation they can use.
- e. Add OMWBE language in solicitations encouraging firms to register with OMWBE.