



## Supplier Diversity Inclusion Plan • Calendar Year 2021

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**Agency:** Department of Enterprise Services

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### 2021 DES Supplier Diversity Inclusion Plan

The Department of Enterprise Services (DES) plans to increase participation of minority-, women-, and veteran-owned businesses via the following measures:

#### Identify procurement needs and proactive engagement opportunities for small and diverse businesses early.

- Identify planned procurements and contractors with inclusion plans and post to the following DES website:
  - Public Works – [Design & Construction](#)
  - Goods and Services - [Master Contracts](#)
  - Goods and Services - [Information Technology Master Contracts](#)
- Conduct research for diverse business availability on upcoming procurement opportunities, reach out to identified firms, confirm they are registered in WEBS and are receiving procurement notices.
- Continue participation with the National Association of Minority Contractors, Tabor 100, Tacoma/Pierce County Black Collective, Washington Construction Design Entrepreneurs, Women’s Business Enterprise Council Pacific, Washington Biz Fair, Northwest Mountain Minority Supplier Development Council. Identify additional engagement opportunities.
- Host industry-focused events, such as the Tabor 100/ DES Professional Services Lunch and Learn, which provides focused training to support small and diverse businesses prepare for upcoming DES procurements.

#### 2. Educate DES staff on the best practices for identifying and removing barriers for small and diverse businesses.

- Help procurement professionals engage small and diverse businesses early in the procurement process.
- Engage in cross-training on best practices, such as contract outreach presentations. Work among different teams to enhance procurement manuals and tools.



- Continue to support and train Public Works staff on educating prime contractors about meeting or exceeding commitments in their voluntary inclusion plans and help guide small and diverse businesses to upcoming opportunities.
- 3. Increase utilization of diverse businesses through enhanced contract and procurement practices.**
- Inclusion plans in Public Works contracts.
    - Require inclusion plans in all public works contracts estimated at over \$1 million and all Architectural and Engineering awards over \$350,000.
    - Track subcontractor utilization using the B2GNow data collection system.
  - Inclusion strategies in goods-and-services procurements.
    - Unbundle Master Contracts to increase small and diverse business competition.
    - Provide preference points, which are currently allowable for small and veteran-owned businesses.
    - Adopt procurement policies that mandate voluntary inclusion plans for goods and services procurements and other inclusion and equity strategies.
- 4. Improve the agency's processes through greater transparency and community partnership.**
- Engage the Business Diversity Advisory Group (BDAG) for goods-and-services inclusive procurement strategies.
  - Where feasible, incorporate BDAG recommendations for small and diverse business inclusion culture and outcomes.
  - DES Public Work's staff meets quarterly with all JOC contractors to encourage better performance measures and adherence to inclusion plan commitments.
- 5. Monitor diverse businesses utilization to better identify challenges and opportunities throughout the year.**
- DES' Director leads regular conversations with executive leaders and program staff for small and diverse business inclusion.
  - DES reviews quarterly reports monitoring DES spending with small and diverse businesses by division and spend category.
  - DES also reviews, quarterly, the utilization of small and diverse businesses for statewide goods-and-services Master Contracts.
  - DES Public Works monitors diverse business utilization on a monthly basis.



#### **6. DES is a member of the Business Diversity Subcabinet**

- DES continues to partner with other agencies and two of our state's four year universities on the Business Diversity Subcabinet on multiple levels. Sharing ideas, best practices and tools.
- DES' Director and staff are committed to incorporating model policies and tools from the Subcabinet into DES operations as DES works to enhance and create enterprise procurement policy.
- DES' staff participate on the Subcabinet workgroup and a number of "Community of Practice" (COP) work teams.

#### **DES continues to utilize BDAG**

This group of small, diverse and veteran owned businesses provide recommendations to DES regarding how to eliminate barriers and promote inclusion to state contracts. The group meets monthly. Learn more about BDAG [here](#).