Supplier Diversity Inclusion Plan • Calendar Year 2021

Agency: Department of Licensing (DOL)

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2021 Department of Licensing Supplier Diversity Inclusion Plan

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

1. Proactive identification of contracting and procurement needs:
   a. Continue to analyze historical data which identifies areas of spend leading to increased diverse participation
   b. Continue the business practice of meeting with programs and business units during the planning of future procurement activities
   c. Utilize DOL DEI Service Analysis demographic reports, where applicable, to support business requirement definitions

2. Procurement Practices & Identification of Certified Firms:
   a. Continue identifying small and diverse businesses through procurement resources such as the OMWBE Certified Directory and the DES Master Contracts Diverse Business Search Tool
   b. Continue the practice of leading with small and diverse businesses being identified for purchases/contracts
   c. Include OMWBE and DVA certification language in all solicitations
   d. Where applicable, continue to review and unbundle the scope of purchases in order to expand the diversified supplier pool

3. Other Market Research and Outreach:
   a. Continue to share DOL’s contracting and procurement needs while attending Business Forums, summits, conferences, and hiring fairs.
   b. Continue to identify certified diverse businesses to participate in market research activities
   c. Continue to provide OMWBE and DVA certification information to potentially eligible suppliers
4. Monitoring:
   a. Continue monthly tracking and reporting of diverse business spend
   b. Continue to have the Budget & Forecasting and the Procurement Units review and analyze historical spend data and identify opportunities for increased diverse business spend