



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