



Agency Supplier Diversity Inclusion Plan • Calendar Year 2022

Agency: Washington Student Achievement Council

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Agency Supplier Diversity Inclusion Plan

Summary Statement:

The Washington Student Achievement Council is committed to diversity, equity, and inclusion in all our work as those values are central to our agency mission to increase educational attainment in Washington. In FY21, overall diverse contractor participation in agency contracts was just under 23%, with further detail by contracting method described below. WSAC intends to continue applying supplier diversity best practices to improve participation, especially in the use of Master Contracts with certified contractors. We have identified the following strategies for 2022 to make progress towards the goal of increasing diverse contractor participation: improve internal communication to contract managers to promote use of certified contractors; increase communication with existing contractors about OMWBE certification; and provide information about contracting opportunities with our agency to OMWBE for publication and promotion within the contractor community.

Authorizing Individual: Don Bennett, Deputy Director, 360-485-1088

Specific measures the agency will take to increase participation of certified businesses:

WSAC will use the OMWBE toolkit and other available resources as we strive to increase agency spending with MWB vendors. Our approach includes the following:

Forecasting: WSAC financial management is typically notified early in the planning phase of individual procurements and the unit will remind/educate programs about ways to identify and communicate with OMWBE certified vendors. The unit will also assess past spending patterns to identify opportunities to increase our spending with MWB vendors.

Use of Master Contracts: WSAC financial management will communicate to agency staff involved with procurement about how to identify and use OMWBE certified vendors on the DES master contract listing site.



Internal Processes: WSAC financial management will ensure that internal processes include communicating with agency contract managers and purchasers the available tools and techniques to identify and provide outreach to MWB vendors. The processes will also include periodic monitoring of MBE spend relative to targets and communication with programs during the planning phase for individual procurements, in situations where increased participation by MWB vendors is a possibility.

Communication and Training Plan:

WSAC financial management will develop informational materials on the available tools and techniques to identify and provide outreach to MWB vendors. the OMWBE "Bids and Contracting Opportunities" page. This information, along with a copy of the latest WSAC inclusion plan, will be provided to agency contract managers and those involved with procurement at least annually. These materials will also be provided during the procurement planning phase, as appropriate, for individual procurements.

Agency contract goal tracking:

WSAC financial management will continue to monitor MWB spending relative to agency goals as part of the routine MWB assessment and OMWBE reporting processes. Opportunities to increase MWB participation will be primarily identified on a case-by-case basis in the procurement planning process.

Contractor monitoring:

WSAC contract managers will monitor vendor performance regarding MWB goals as part of their overall contract monitoring tasks when contracts involve subcontracting.