



## Agency Supplier Diversity Inclusion Plan · Calendar Year 2022

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**Agency:** Puget Sound Partnership

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### Agency Supplier Diversity Inclusion Plan

The Puget Sound Partnership (Partnership) is a small agency with approximately 50 staff members. The Partnership is the backbone organization for Puget Sound recovery, and works with hundreds of state, local, and tribal partners to chart a course for recovery, track shared measures of recovery, and support the work that protects and recovers Puget Sound.

Along with recovery partners, the Partnership addresses six recovery goals:

- Healthy human population
- Vibrant quality of life
- Thriving species and food web
- Protected and restored habitat
- Abundant water quantity
- Healthy water quality

The Partnership builds a shared vision for recovery through the Action Agenda, which identifies the top priority actions or programs to stay on course to recovery.

Being a small agency, we have very limited staff working on purchases and contract services. However, as part of the effort to increase participation of certified small, minority, women and veteran owned businesses, the Partnership will be:

- a. Exploring different avenues of outreach by working with our partner agencies that specializes in the Puget Sound and ecosystem recovery efforts [e.g. Department of Fish and Wildlife (DFW), Department of Ecology (Ecology), Recreation and Conservation Office (RCO), and Department of Natural Resources DNR)], to gather and develop a contractor/vendor list that we can disseminate across our agencies for small, minority, women and veteran owned businesses and/or diverse firms for each agency to utilize for contracting services offered by contractors/vendors, specializing in this type of work;



- b. Adjust some of our internal controls by assigning and awarding additional scoring points to “prime” bidders whose proposal includes contracting with subcontractors that are certified small, minority, women and veteran owned businesses; and by assigning additional scoring points to certified small, minority, women and veteran owned businesses that contract with other certified small, minority, women and veteran owned businesses. The proposed “subcontract” amount must be at least 10% of the total contract amount; and
- c. Utilizing the Master Contracts actively with more awareness to make purchases and services with contractors/vendors that are certified small, minority, women and veteran owned businesses. and/or diverse firms.

**Authorizing Individual:**

Brent Barnes, Chief Operating Officer

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

As identified above, the Partnership will work towards the following measures to increase purchases and contracts from certified small, minority, women and veteran owned businesses, and/or diverse firms through:

- **Outreach** - by working with partner agencies (DFW, Ecology, RCO, and DNR), that specialize in the Puget Sound and ecosystem recovery efforts to develop and disseminate a list of contractors/vendors that specialize in natural resource work with the intent of increasing the participation of certified small, minority, women and veteran owned businesses, and/or diverse firms as either as prime contractors/vendors or subcontractors/vendors. The Partnership will explore the generation of notices of upcoming solicitations for environmental and research work to attract prime contractors, subcontractors and vendors that are OMWBE certified businesses and/or contractors/vendors that are interested in subcontracting with certified businesses. . The Partnership will post the list on a shared BOX site and update the list as more new certified contractors/vendors are identified.
- **Internal Controls** - by assigning and awarding additional scoring points to “prime” bidders whose proposal includes contracting with subcontractors that are certified small, minority, women and veteran owned businesses; and by assigning additional scoring points to certified small, minority, women and veteran owned businesses that contract with other certified small, minority, women and veteran owned businesses. The proposed “subcontract” amount must be at least 10% of the total contract amount. The Partnership will start amending the language in the scoring section of the RFP and RFQQ for award of these additional scoring points.



- **Master Contracts** – by utilizing it actively with more awareness to make purchases and services with contractors/vendors that are certified small, veteran-owned, and/or diverse firms.

#### **Communication and Training Plan:**

The Partnership will share the *Agency Supplier Diversity Inclusion* plan with all staff through trainings at all-staff meetings and email correspondence. Staff will receive information about outreach plans and information about changes to the RFP and RFQQ template scoring sections, as well as information about contractor/vendor selection through Master Contracts.

The goal is to start implementation of this plan by March 1, 2022 to allow for feedback from staff and OMWBE.

#### **Agency contract goal tracking:**

The Partnership will add language to the General Terms and Conditions and solicitations as part of the goal to attract and encourage diverse businesses that specialize in environmental and research work to become OMWBE certified and compete for contracts as prime contractors, while also increasing subcontracting opportunities for certified businesses. Draft language is provided below:

- **UTILIZATION OF DIVERSE BUSINESSES**

*The State of Washington works towards providing the maximum practicable opportunity for small and diverse businesses in the performance of all State contracts. Contractor shall use genuine efforts to utilize race- or gender-neutral means to allow opportunities for small and diverse businesses to participate in subcontracts, where participation opportunities are present. Contractor shall make genuine efforts to ensure all available business enterprises, including small and diverse businesses, have equal opportunity for participation which might be presented under this Agreement.*

The Partnership currently and will continue to track all prime and subcontractor contract services that include certified small, minority, women and veteran owned businesses. The Partnership will also focus more on the selection of purchased services through the Master Contracts.

#### **Contractor monitoring:**

The Partnership will develop a list that tracks all active contracts that have “prime” and “subcontractors” that are certified as small, minority, women and veteran owned-businesses to enable the Partnership to compare annual changes to the number of certified businesses utilized and the total spend associated with certified businesses. This list will be used to adjust and target outreach to certified businesses and non-certified businesses performing environmental and research work