
Agency Supplier Diversity Inclusion Plan • Fiscal Year 2022.

Agency: Department of Natural Resources (DNR)

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Agency Supplier Diversity Inclusion Plan

Summary Statement: The agency's plan to increase participation of certified small minority, women, and veteran owned firms.

Contracting and procurement is important in regards to diversity, equity and inclusion because it is a chance to be socially responsible and drive economic impact. It can promote competition and strengthen communities through job creation and investing in local companies. Diversity in the procurement of goods and services flows into other core areas such as equity and EJ by putting funds directly into the pockets of small/diverse businesses, which have been proven to drive the economy in underserved communities in a way that larger companies and corporations do not do.

In order to improve outcomes, DNR will include:

- Training: Provide education and training for staff related to unconscious bias and increasing diversity in contracting. Review current available trainings to see if they meet this need or if new training should be developed.*
- Training/Guidance: Provide additional training and/or guidance to help staff navigate the information currently provided to help with outreach to small and diverse businesses.*
- Finding ways to document outreach done during the solicitation process to show how this type of outreach can encourage small business to apply for opportunities they would otherwise miss.*
- Utilize the supplier diversity policy to offer some additional guidance and tools for outreach to small and diverse vendor communities.*

Authorizing Individual:

*Lislie Sayers, Contracts & Procurement Manager – goods/services
Gemma Baro-Montes, Civil Engineer – public works*



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

Forecasting *DNR is in the beginning stages of developing a Workgroup – Equity in Public Contracting; forecasting further spend strategy will be an outcome of this committee.*

Use of Master Contracts *DES Master Contracts will be assessed prior to procurement, utilizing identified vendors when it meets DNR's business needs.*

Outreach *Research OMWBE bids and contracting opportunities page and ensure DNR solicitations are posted as part of our posting to WEBS process.*

Internal Processes *Assess DNR business processes, complete a gap analysis, and review procedure documents to identify opportunities to include steps that encourage the use of the Supplier Diversity Toolkit*

Communication and Training Plan:

DNR's inclusion plan is posted on the Procurement of Goods and Services SharePoint site. An announcement will be placed in the DNR weekly newsletter pointing procurement of goods and services staff to our site.

Agency contract goal tracking:

DNR relies on the information obtained in our official financial system to guide this tracking. Due to some constraints with the system (not allowing for One Card purchases and sub-contractors), DNR can track progress annually.

Contractor monitoring:

Contract Managers are responsible for monitoring individual contracts to ensure compliance with state and DNR policy documents.