



Agency Supplier Diversity Inclusion Plan • Calendar Year 2022

Agency: Employment Security Department

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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.

ESD fully supports equity in public spending. This aligns with agency values and strategic priorities. Our successful effort to implement strategies that promote equity in agency investments is demonstrated by our results in 2021. Last year, nearly 25% of ESD contracting spend was with small, diverse and veteran owned business; only 1.59% of those firms were registered with OMWBE. In 2022, ESD remains committed to supporting small, diverse and veteran owned business with a goal of at least 25% again this year. Additionally, ESD is committed to supporting OMWBE in their efforts to increase the number of certified firms.

Authorizing Individual: Wendy Walker, Director Contracts, Asset Management and Procurement

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

1. *When contractors have identified themselves as a small and/or diverse business ESD will share this information with OMWBE so they can verify the organization's status, certify them and thereby facilitate future spend from other agencies.*

Additionally, ESD will continue to:

2. *Ensure solicitations allow sufficient time for the maximum bidder response.*
3. *Encourage purchasers across the agency to look at the OMWBE website prior to doing a direct buy.*
4. *Share contracting opportunities with OMWBE and PTAC to post on their respective websites.*
5. *If educational demos are held, encourage program areas to include at least one OMWBE certified vendor prior to determining requirements, when practicable.*
6. *When posting to WEBS, check to see what bidders might be interested in the solicitation on the OMWBE website and proactively email them with the WEBS identification number and commodity codes for the opportunity.*



7. *Review diverse spend monthly and evaluate inclusion strategy quarterly to monitor progress.*
8. *Present diversity spending report to executive leadership as a monthly agenda item to promote awareness and share agency progress.*

Communication and Training Plan:

Agency contracting and procurement professionals helped to develop this plan and have integrated into their processes.

Agency contract goal tracking:

ESD will continue to review diverse spend monthly and evaluate inclusion strategy quarterly to monitor progress.

Contractor monitoring:

ESD monitors contract deliverables as prescribed by law, policy and internal process.