



Supplier Diversity Inclusion Plan • Calendar Year 2020

Agency: Department of Enterprise Services

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2020 DES Supplier Diversity Inclusion Plan

Agency's plan to increase participation of certified small minority, women, and veteran owned firms:

Department of Enterprise Services (DES) plans to increase participation of minority-, women-, and veteran-owned businesses via the following measures:

1. Early identification of procurement needs and proactive engagement of small and diverse businesses

- Identify planned procurements and contractors with inclusion plans and post to the DES website:
 - [Public Works - Construction](#)
 - [Public Works - Architectural and Engineering](#)
 - [Goods and Services - Information Technology Master Contracts](#)
 - [Goods and Services – Other Goods and Services Master Contracts \(non-IT\)](#)
- Conduct research for diverse business availability on upcoming procurement opportunities and reach out to identified firms and make sure they are registered in WEBS and are able to receive notices regarding procurement opportunities.
- Continue participation with the National Association of Minority Contractors, Tabor 100, Washington Construction Design Entrepreneurs, Alliance Northwest Conference, Pierce County Purchasing Forum, North Puget Sound Small Business Summit, Northwest Mountain Minority Supplier Development Council, and other identified engagement opportunities.
- Host industry-focused events such as the DES IT Training and Open House, which provides opportunities for businesses on IT contracts to connect with potential customers.



2. Educate DES staff on best practices for identifying and removing barriers for small and diverse businesses.

- Help procurement professionals engage small and diverse businesses early in the procurement process.
- Continue supporting and training public works staff on how to talk with prime contractors about meeting commitments in their voluntary inclusion plans and help guide small and diverse businesses to upcoming opportunities.

3. Increase utilization of diverse business through enhanced contract and procurement practices.

- Inclusion plans in public works contracts.
 - Require inclusion plans in all public works contracts estimated at over \$1 million.
 - Track subcontractor utilization using software system B2GNow.
- Inclusion strategies in goods-and-services procurements.
 - Unbundle Master Contract to increase small and diverse business competition and better achieving balanced contracts that meet state priorities (i.e. environmental, small and diverse business inclusion, customer service, rural development, etc.).
 - Provide preference points, which are currently allowable for Washington Small and Veteran-owned Businesses.
 - Work toward adopting voluntary inclusion plans for goods and services procurements.

4. Improve agency processes through greater transparency and community partnership.

- Engage the Business Diversity Advisory Group (BDAG) for goods-and-services inclusive procurement strategies.
- Where feasible, incorporate BDAG recommendations for small and diverse business inclusion culture and outcomes.

5. Monitor diverse businesses' utilization monthly to better identify challenges and opportunities throughout the year.

- DES director leads regular conversations with executive leaders and program staff for small and diverse business inclusion.
- DES reviews monthly reports monitoring DES spending with small and diverse businesses by division and spend category.
- DES regularly reviews utilization of small and diverse businesses for statewide goods-and-services Master Contracts as well as public works contracts we manage for other agencies.



6. DES is a member of the Business Diversity Subcabinet

- DES continues to partner with other agencies on the Business Diversity Subcabinet with executive leaders, staff resources, and subject matter experts.
- DES director and staff are committed to incorporating model policies from the Subcabinet into DES operations as DES works to enhance enterprise procurement policy.