



Supplier Diversity Inclusion Plan – Fiscal Year 2019

Agency: Department of Enterprise Services (DES)

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FY18 – FY19 Department of Enterprise Services (DES) Supplier Diversity Inclusion Plan

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 our website:
 - [Construction](#)
 - [Architectural and Engineering](#)
 - [Information Technology Master Contracts](#)
 - [Goods and Services \(non-IT\)](#)
- Conduct research for diverse business availability on upcoming opportunities and reach out to identified firms.
- Continue participation with the National Association of Minority Contractors, Tabor 100, Washington Construction Design Entrepreneurs, Alliance Northwest Conference, Tribal Business and Contractor Outreach, 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 with eLearning that highlights the value of market research, legislative intent, and resources.

- 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.
- Expand on the internal purchaser pilot, a group of volunteers identifying strategies for including more small and diverse businesses in direct-buy and master contract purchases.

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 and IT procurements.
 - Unbundle contract scopes to allow more small and diverse business competition.
 - Provide preference points, which are currently allowable for Washington Small and Veteran-owned Businesses.
 - Provide secondary awards for Washington Small Businesses where barriers are high for small-business access.
 - Adopt use of inclusion plans approved by Business Diversity Subcabinet for goods and services procurements.

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

- Launched the Business Diversity Advisory Group (BDAG) for goods-and-services procurements in May 2018.
- Continue to engage BDAG in our policies, procurements, processes and practices.
- 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 diversity team leads weekly huddles with executive leadership to address barriers to program implementation and diverse business utilization.
- 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.