

Supplier Diversity Inclusion Plan • Fiscal Year 2018

Agency: Washington State Patrol

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2018 Supplier Diversity Inclusion Plan – Washington State Patrol (WSP)

For state FY 2018, the WSP will take the following actions to increase spend with certified veteran-, minority- and women-owned businesses:

Proactively Identify Contracting/Procurement Needs:

1. Progress toward meeting OMWBE goals will be included in staff meeting discussion topics in agency sections that conduct procurements (Supply Section and Contracting Section).
2. Provide maximum practicable opportunities for OMWBE businesses to participate in all WSP procurements. This includes mandatory posting of all procurements to WEBS and allowing sufficient time in the procurement process for outreach activity

Assess Procurement Approach to Identify Certified OMWBE or Veteran-owned Businesses:

1. Actively search out and solicit OMWBE and veteran-certified businesses when conducting procurements and provide a copy of the procurement document to OMWBE outreach manager.
2. Encourage direct buys to certified OMWBE or veteran-owned businesses for purchases of \$13,000 or less by all WSP purchasing activities.
3. Encourage vendors to subcontract with certified OMWBE or veteran-owned businesses, if applicable.

Conduct Outreach and Targeted Recruitment:

1. Supply and Contracting Section staffs will attend DES-sponsored training Conferences and Trade Shows as offered.
2. Supply and Contracting Sections will send representatives to attend OMWBE-sponsored local events.
3. Contracting Section Manager will seek out local Minority and Women owned businesses and provide presentation of agency procurement needs at local trade shows.

Monitor and Assess OMWBE Business Participation:

1. Reporting and training on OMWBE goals and progress toward meeting them will be given at agency mid-level manager training and at agency's Strategic Advancement Forum (SAF).
2. Emphasis on OMWBE goals will be included in PDP Expectations and Evaluations for professional staff involved in purchasing and contracting.
3. Continue to require all agency personnel involved in purchasing to complete applicable DES Procurement Reform Training. Monitor through audits and verifications.
4. Continue to encourage and support agency personnel involved in purchasing to attend OMWBE training sessions and vendor or trade shows.