













































# DES IMPLEMENTATION OF DISPARITY STUDY RECOMMENDATIONS

 Implemented
  In progress
  Upcoming

<i>Recommendation</i>	<b>PUBLIC WORKS</b> <u>See full Public Works Roadmap</u>	<b>GOODS &amp; SERVICES</b> <u>See full Goods &amp; Services Roadmap</u>
<b>A. Implement an electronic data collection and monitoring system</b>	<ul style="list-style-type: none"> <li> B2GNow data collection system implemented in July 2016</li> <li> Explore expansion of the system to other agencies with OMWBE</li> </ul>	<ul style="list-style-type: none"> <li> Tracking for purchasing card spending</li> <li> Tracking for Amazon spending</li> <li> Tracking master contract spending with small and diverse businesses and reporting quarterly</li> <li> Tracking Direct Buy spending</li> </ul>
<b>B. Increase access to state contracting information</b>	<ul style="list-style-type: none"> <li> Registered businesses receive contracting information from the state vendor registration system (WEBS). Information is also available on internal sites.</li> <li> Conduct "pre-bid conferences" on most of our larger projects</li> </ul>	<ul style="list-style-type: none"> <li> Conducting pre bid conferences</li> <li> Publicly posting winning bids</li> <li> Posting master contract forecasts on DES website</li> <li> Posting forecasts for DES internal purchase</li> </ul>
<b>C. Increase outreach to M/WBEs</b>	<ul style="list-style-type: none"> <li> Targeted outreach efforts to diverse firms (on hold during the coronavirus response)</li> <li> Planning additional outreach events based on firms in NAICS codes that show less participation</li> <li> Planning JOC-specific outreach events in each region</li> </ul>	<ul style="list-style-type: none"> <li> Establish and conduct outreach based on established 2 year outreach calendar, with budget</li> <li> DES Contracts staff consult with Procurement Inclusion and Equity (PIE) staff at the outset of the solicitation process to ensure equity</li> <li> Outreach to small/diverse businesses in areas not fully represented on state contracts</li> <li> Provide information and resources on how to work with the state to small and diverse businesses</li> <li> Reaching out to relevant OMWBE certified businesses to ensure they are registered in WEBS</li> <li> At least 2 DES hosted networking events/year (on hold due to coronavirus concerns)</li> </ul>
<b>D. Increase technical assistance to M/WBEs and small firms</b>	<ul style="list-style-type: none"> <li> LMS training program (B2G Now, Inclusion plan review, contract compliance, OMWBE/WEBS certification and registration)</li> </ul>	<ul style="list-style-type: none"> <li> Provide technical assistance to all small and diverse businesses and procurement professionals who request it</li> <li> Expand and formalize group trainings with other state agencies and higher education for diverse businesses and agencies.</li> </ul>
<b>E. Lengthen solicitation times</b>	<p>May not be applicable to Public Works</p>	<ul style="list-style-type: none"> <li> Master Contracts solicitation period lengthened (on average to 45 days from 30)</li> <li> DES contracts lengthened (on average to 30 days from 14 days)</li> </ul>
<b>F. Review contract sizes and scopes</b>	<ul style="list-style-type: none"> <li> Conduct research, including identifying scopes of work that can become independent design-bid-build contracts</li> </ul>	<ul style="list-style-type: none"> <li> Unbundling, multi award guidance in place</li> <li> Implementing policy requiring all internal DES contracts to undergo an unbundling analysis</li> </ul>

<i>Recommendation</i>	<b>PUBLIC WORKS</b> <u>See full Public Works Roadmap</u>	<b>GOODS &amp; SERVICES</b> <u>See full Goods &amp; Services Roadmap</u>
<b>G. Raise the direct buy limits</b>	Not applicable to Public Works	 Updated direct buy limits to: <ul style="list-style-type: none"> <li>• \$30,000 for all businesses, up from \$10,000</li> <li>• \$40,000 for purchases from Washington small businesses or Department of Veterans Affairs (DVA) certified veteran owned businesses, up from \$13,000</li> </ul>
<b>H. Adopt “quick pay” policies</b>	 “Prompt payment” clause included in contracts. The prime has the ability to negotiate a more frequent pay schedule with subs.	 Conduct stakeholder work on quick pay policies that would encourage the best practice of paying sooner than 30 days
<b>I. Review insurance, surety bonding and experience requirements</b>	 <ul style="list-style-type: none"> <li>• Review impacts of these items on the diverse business community, including relevant RCWs.</li> <li>• Review effectiveness of RCWs that grant the ability to waive bond requirements.</li> </ul>	 New insurance guidance. Training is being developed and conducted monthly and made publicly available for all agencies to view.
<b>J. Provide training to state staff for Public Works contracts</b>	 Develop trainings for DES Public Works staff  Completed annual staff training on B2Now usage	Not applicable to goods and services
	 Conduct analysis and review of information	Not applicable to goods and services
<b>L. Develop a pilot small business enterprise target market</b>	 Pilot micro- mini-business assistance program titled Washington-EDGE (Encouraging Diversity, Growth and Equity). This program is designed to assist small businesses in becoming prime contractors on a number of pre-selected contracts.  Launch WA-EDGE program	 <ul style="list-style-type: none"> <li>• Outreach to small and diverse businesses for all solicitations</li> <li>• Require all professional service contractors to meet state DEI requirements</li> <li>• Target market projects for computer hardware, automotive/transportation, and business professional services</li> </ul>
	 Conduct analysis and review of information, including Evergreen College analysis and results of the WSDOT, Sound Transit, and Port of Seattle programs	Currently not enough resources to develop and
<b>N. Develop performance measures for success</b>	 <ul style="list-style-type: none"> <li>• Inclusion plans required for construction projects over \$1 million and A&amp;E agreements over \$350,000. Contractors set their own goals. DES continues to support contractors and monitor success in reaching the goals.</li> <li>• Public Works tracks its diverse program performance based on the Governor’s aspirational goals. These numbers are shown monthly on the public works roadmap.</li> </ul>  Conduct analysis and review of information regarding increased bidding, increased prime contract award, increased capacity of firms, and utilization of M/WBE firms	 Monitor progress on key performance indicators in the strategic plan and corresponding roadmap that DES developed on a quarterly basis