

Business Diversity Advisory Group Summary

The Washington State Fairground's Fairview Room

March 4, 2020 · 2:00 PM – 4:00 PM

Webinar system: Join Zoom Meeting

<https://zoom.us/j/948480285>

Call in: (669) 900-6833

Meeting ID: 948 480 285

Members Present:

ABN Technologies LLC, Trena Payton
Blue Shift Media, Danny Hankins
Birch Equipment Rental and Sales Inc., Cara
Buckingham

Centro De Servicios Comunitarios LLC, Bertha
Alicia Garza
Pacific Office Solutions LLC, Julie Valdez
Sybis LLC, Jeremy Djajadi
Washington PTAC, Tiffany Scroggs

Washington State Staff Present:

Erin Lopez, Business Diversity Initiatives
Manager
Enterprise Services
p: 360-407-8010
e: erin.lopez@des.wa.gov

Bart Potter, Procurement Strategist
Enterprise Services
p: 360-407-9431
e: bart.potter@des.wa.gov

Shana Barehand, Business Diversity & Outreach
Manager
Enterprise Services
p: 360-407-7926
e: Shana.Barehand@des.wa.gov

Rebecca Linville, Operations Manager
Enterprise Services
p: 360-407-8481
e: Rebecca.Linville@des.wa.gov

<i>Topic</i>
<p>Welcome & Overview</p> <ul style="list-style-type: none"> • Introduction of members • Introductions of guests • Overview of today's agenda • Overview of last meeting summary
<p>From the Procurement Technical Assistance Center March 4th, 4:00pm – 6:00pm in The Washington State Fairground's Fairview Room (near exhibitor hall). Alliance Northwest attendees and BDAG members are invited to attend a casual networking event the evening before Alliance Northwest.</p>
<p>DES Updates – Erin Lopez</p> <ul style="list-style-type: none"> • New BDAG applications Update (terms end in April) <ul style="list-style-type: none"> ○ Application window closed February 14, 2020 ○ Selection committee meets March 10, 2020

Business Diversity Advisory Group Summary

The Washington State Fairground's Fairview Room

March 4, 2020 · 2:00 PM – 4:00 PM

Webinar system: Join Zoom Meeting

<https://zoom.us/j/948480285>

Call in: (669) 900-6833

Meeting ID: 948 480 285

<ul style="list-style-type: none"> Enterprise Policy schedule
<p>DES Updates – Rebecca Linville</p> <ul style="list-style-type: none"> Amazon reports (data transparency) WEBS updates
<p>DES Updates – Bart Potter</p> <ul style="list-style-type: none"> Goods and Services (non-IT) Forecast IT Forecast IT Professional Services Update Janitorial Update
<p>Enterprise Policy Recommendations</p> <p>Mini, Micro, Small Business policy and procedure recommendation.</p> <ul style="list-style-type: none"> Discussed what would be a good small business goal (potentially: somewhere between 25% and 50%). Discussed data to support decisions: addition of sub-groups (i.e. veteran-owned, OMWBE certified = 21%); percent pre-I-200; 10% increase over previous year. <p>ACTION: Research small business goals, percent inclusion achieved, and policies for other states.</p> <p>ACTION: Additional data for mini and micro- business in addition to small business spend.</p>
<p>Closing & Next Meetings</p> <p>Confirmation of next meeting agenda topics</p> <ul style="list-style-type: none"> Overall DES Procurement Inclusion and Equity strategy and how DES is implementing changes. How DES is connecting with and communicating with small and diverse business community. DES contract outreach strategy. DES practices for unbundling, multiple award, and how many points are being allocated for small and veteran preference.

Attachments:

- Draft Meeting Summary from February 2020
- DES Action Items
- DRAFT BDAG policy recommendation (small, mini, micro)

Business Diversity Advisory Group Summary

The Washington State Fairground's Fairview Room

March 4, 2020 · 2:00 PM – 4:00 PM

Webinar system: Join Zoom Meeting

<https://zoom.us/j/948480285>

Call in: (669) 900-6833

Meeting ID: 948 480 285

Next meetings:

3rd Tuesday of the month from 10 AM – 12 PM

- April 21, 2020 (Last meeting of the term)
- May 19, 2020 (First meeting for new members)
- June 16, 2020

Alternate date/locations:

- Propose: Fall - Central/Eastern WA (review after new members join)

Action items between March and April meeting:

BDAG Formal Recommendations:

- Pending: small, mini, micro preference policy and potentially procedures (drafting).

DES Action Items from BDAG for this month:

- Request from PTAC to meet outside of the BDAG meeting with DES Enterprise Policy to better understand why the state moved away from simplified procurements (three quote process) – pending with resource impacts from COVID-19.
- Research small business goals, percent inclusion achieved, and policies for other states.
- Additional data for mini and micro-business in addition to small business spend.

DES requests for help from BDAG:

- Review our forecast handout and how we explain our agency and how to work with us so we can better communicate with businesses.
- Identify where members see opportunities for DES to support businesses during COVID-19 impacts.

Summary of past BDAG Recommendations (attached)