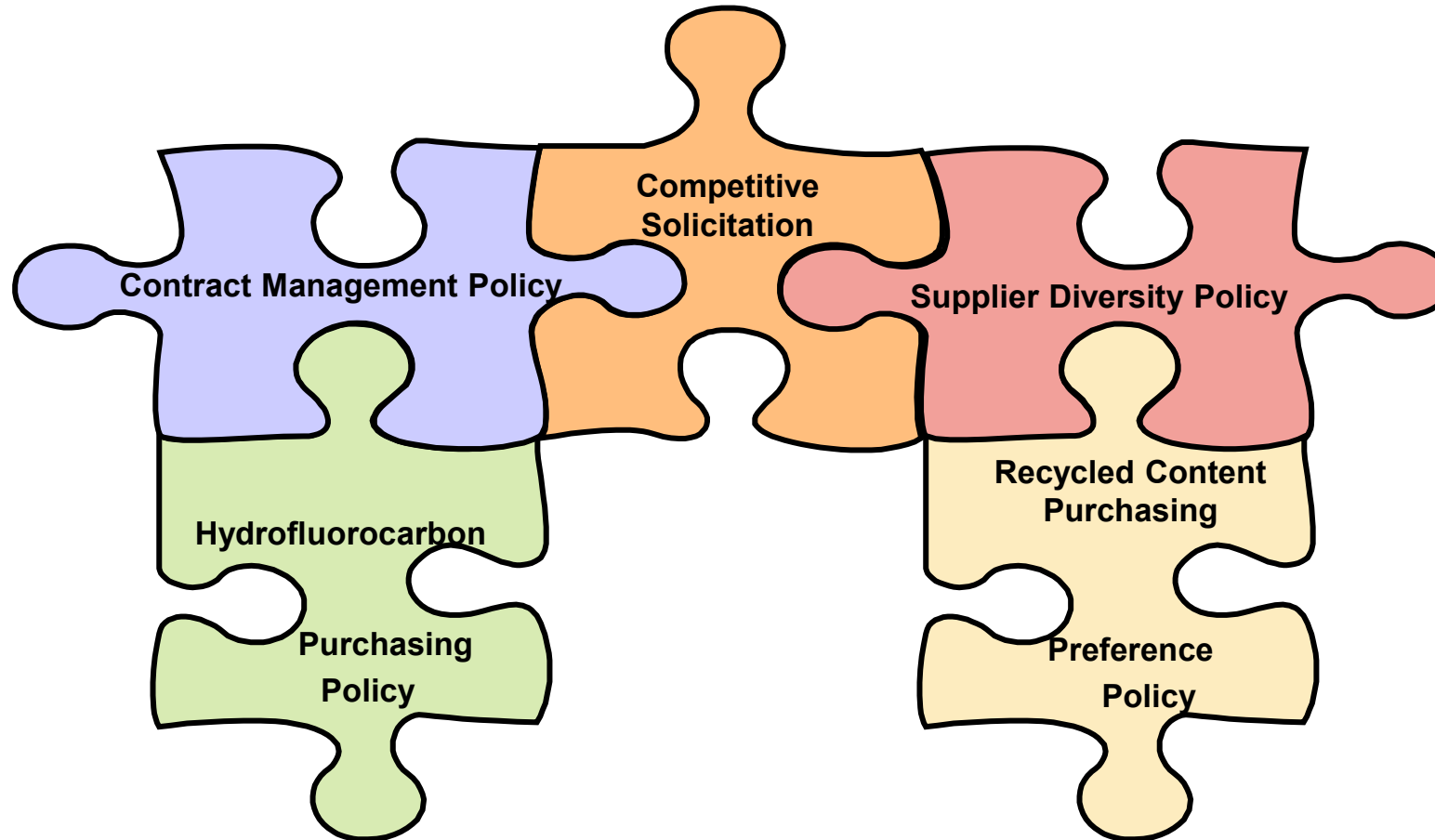


ENTERPRISE PROCUREMENT POLICY UPDATES

02.08.23

PURPOSE

- Provide updates on the Enterprise Procurement Policy Projects and inform stakeholders of the next steps.





COMPETITIVE SOLICITATION

- DES discussed the proposed concept of competitive solicitation at a 2019 policy workshop and how best to incorporate guidance on:
 1. Client Service Contracts.
 2. Inter-Agency Agreements.
 3. Convenience Contracts.
 4. Other types of agreements.

COMPETITIVE SOLICITATION

- DES has new tools and resources to support state agencies' competitive solicitation process:
 1. Establishment of the [Small Agency Contracts and Procurement Support Team](#) (Small Agency Support Team).
 - The Small Agency Support Team has developed tools and resources to support the competitive solicitation process.
 2. DES' Procurement Inclusion and Equity Team resources.
 3. Enterprise procurement policies.

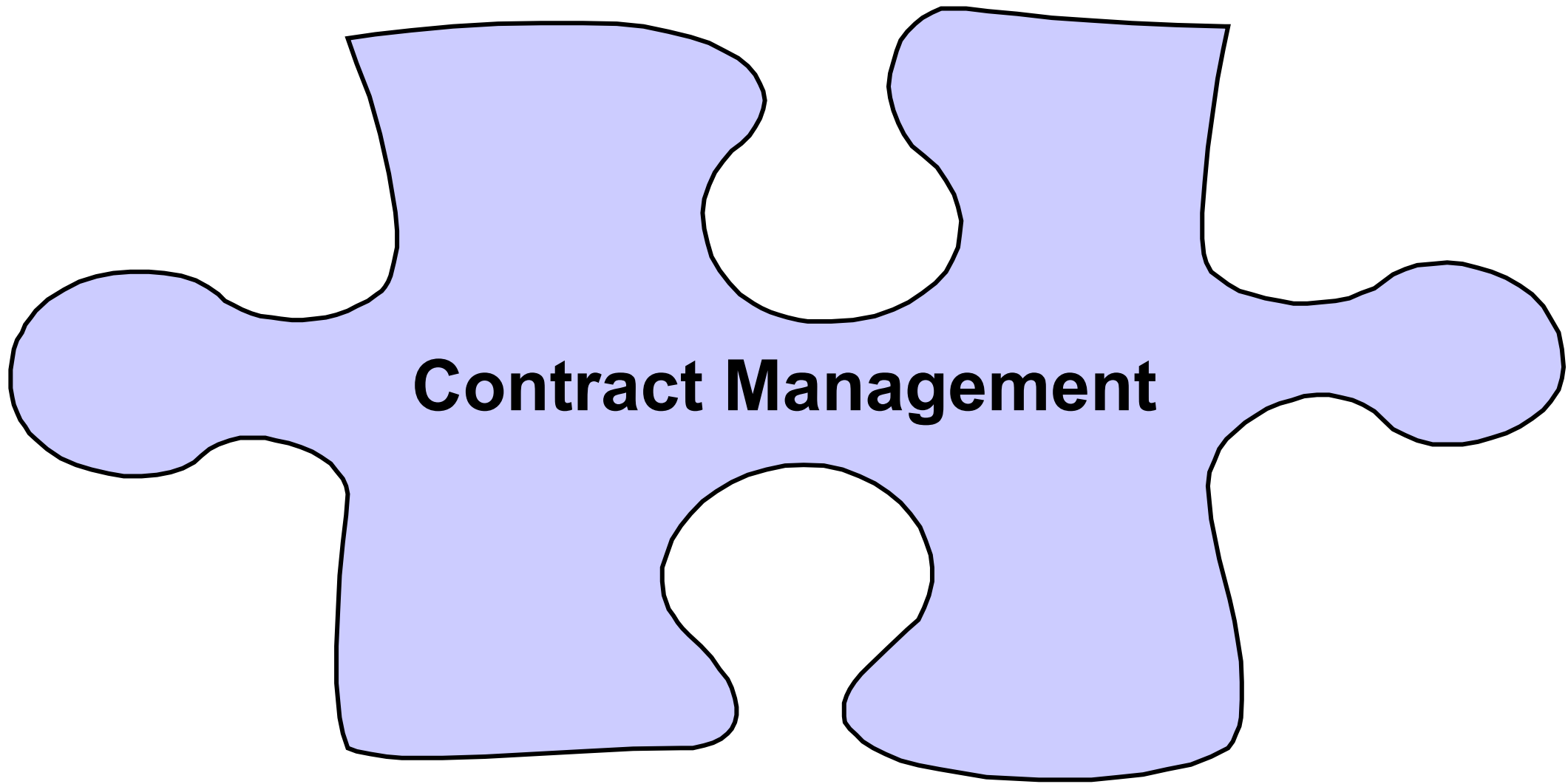
COMPETITIVE SOLICITATION

DES sent out a survey on January 30, 2023, to determine. **Nine (9)** stakeholders took the survey.

1. If a new competitive solicitation guidance document is required:
 - **90% say it is required.**
 - 10% say not required

2. The tool to outline solicitation requirements:
 - 11% say policy and procedure.
 - **56% say guidelines.**
 - 33% say others

3. Other competitive solicitation-related resources or tools for DES to consider:
 - Responses: guidance on multi-agency procurement processes; FAQs; helpful hints; lessons learned, and a competitive solicitation template that includes the Supplier Diversity Policy requirement for bids under \$150,000.

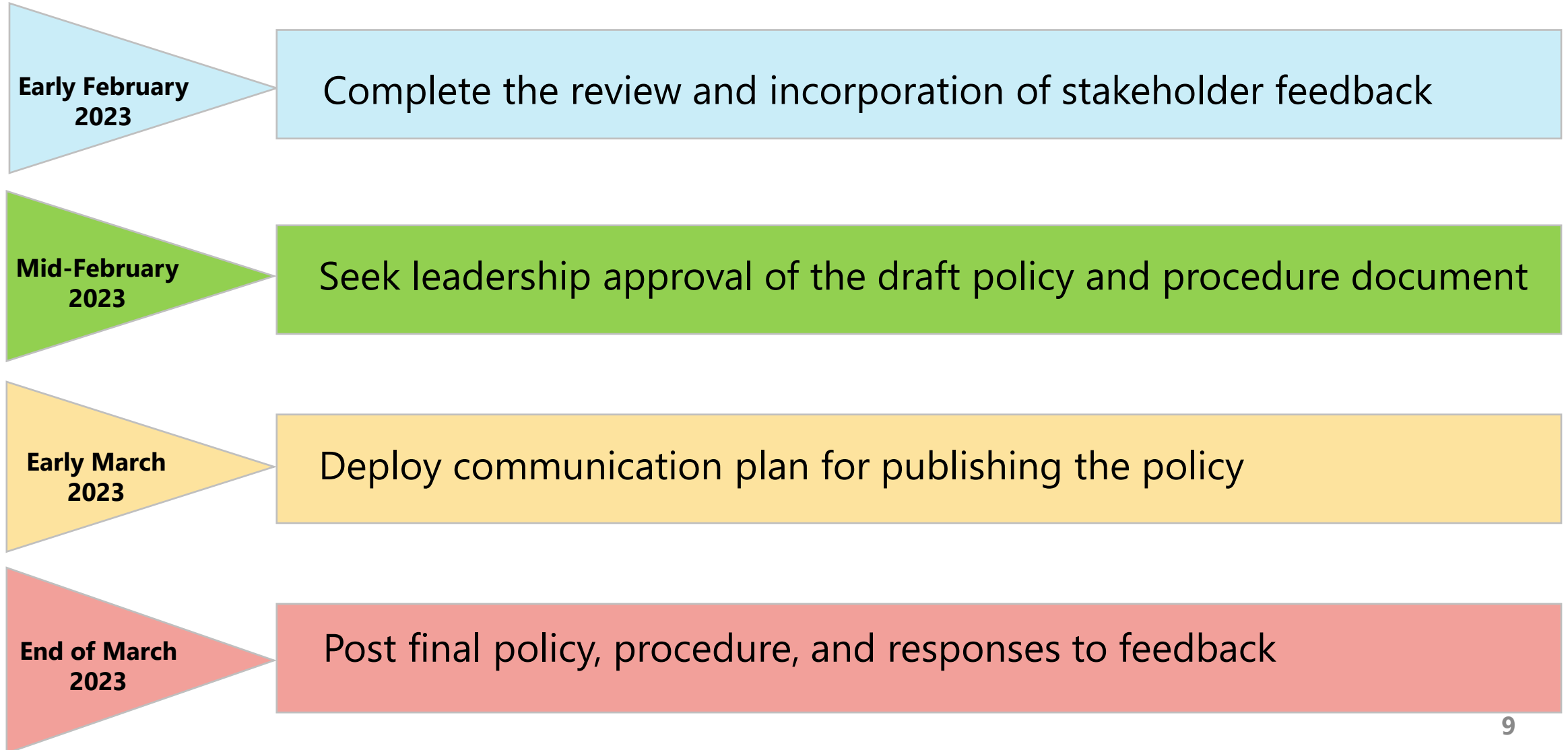


CONTRACT MANAGEMENT POLICY

- Incorporates feedback.
- We will post the policy and procedure document when finalized.
- Stakeholders did not understand why DES included solicitation requirements in the draft policy. The law requires it.
 - RCW 39.26.180(1)(a) states, in part, “the policies and procedures must, at a minimum, include pre-contract procedures for selecting potential contractors based on their qualifications and ability to perform, including procedures to” ensure compliance with OMWBE laws and policies.

CONTRACT MANAGEMENT POLICY

OUTSTANDING ACTIVITIES AND ESTIMATED TIMELINES





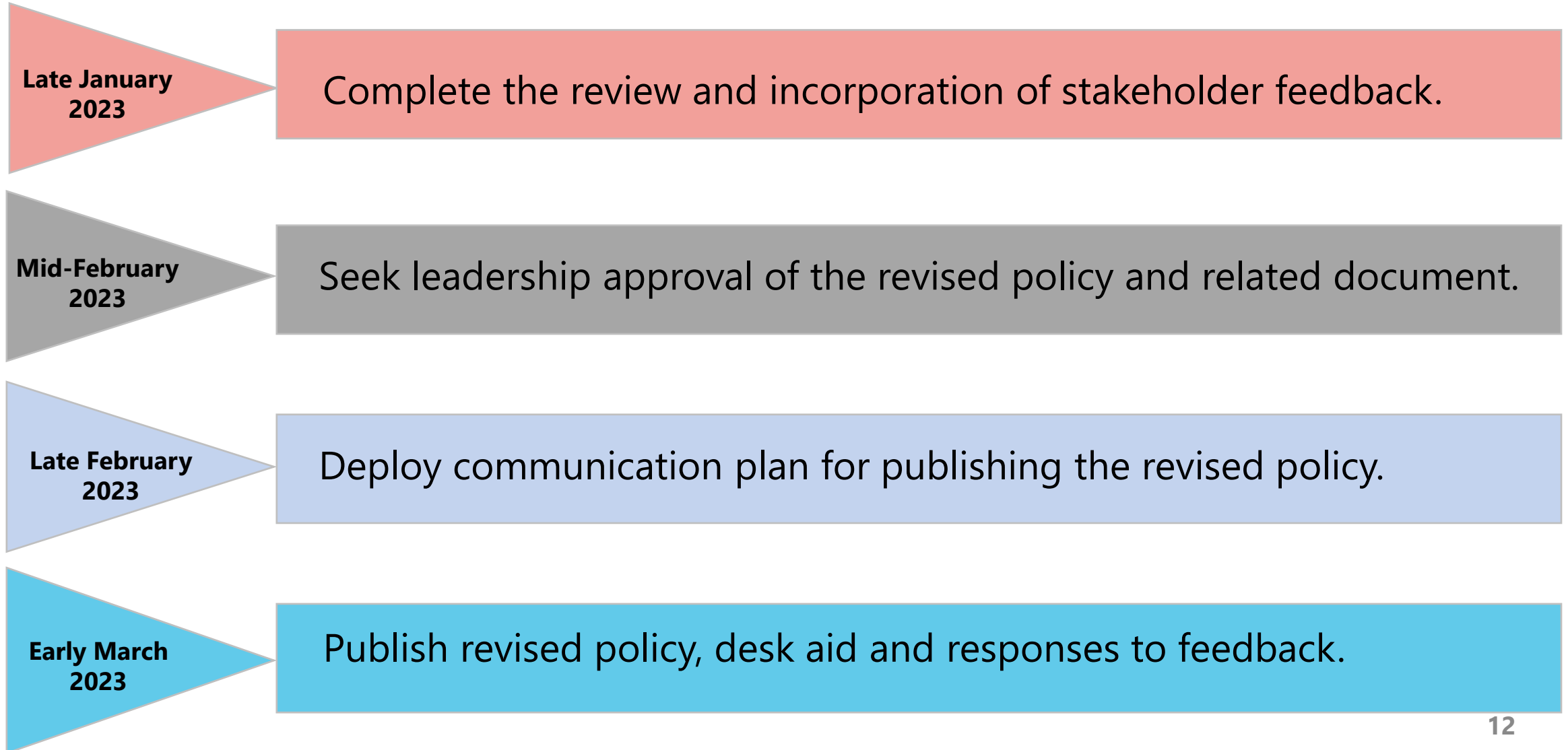
Recycled Content Purchasing Preference

RECYCLED CONTENT PURCHASING PREFERENCE POLICY

- We are revising the policy to reflect legislative changes in **Section 703 of HB 1799**.
 - Section 703 states: “a contract by a local government or state agency must require the use of compost products to the maximum extent economically feasible to meet the requirement established in **RCW 43.19A.120**.”
- Ecology and PCAG stakeholders have provided feedback on the initial revisions.
 - DES is incorporating stakeholders’ feedback into the policy.
 - We will post the policy and related desk aid when finalized.

RECYCLED CONTENT PURCHASING PREFERENCE

OUTSTANDING ACTIVITIES AND ESTIMATED TIMELINES

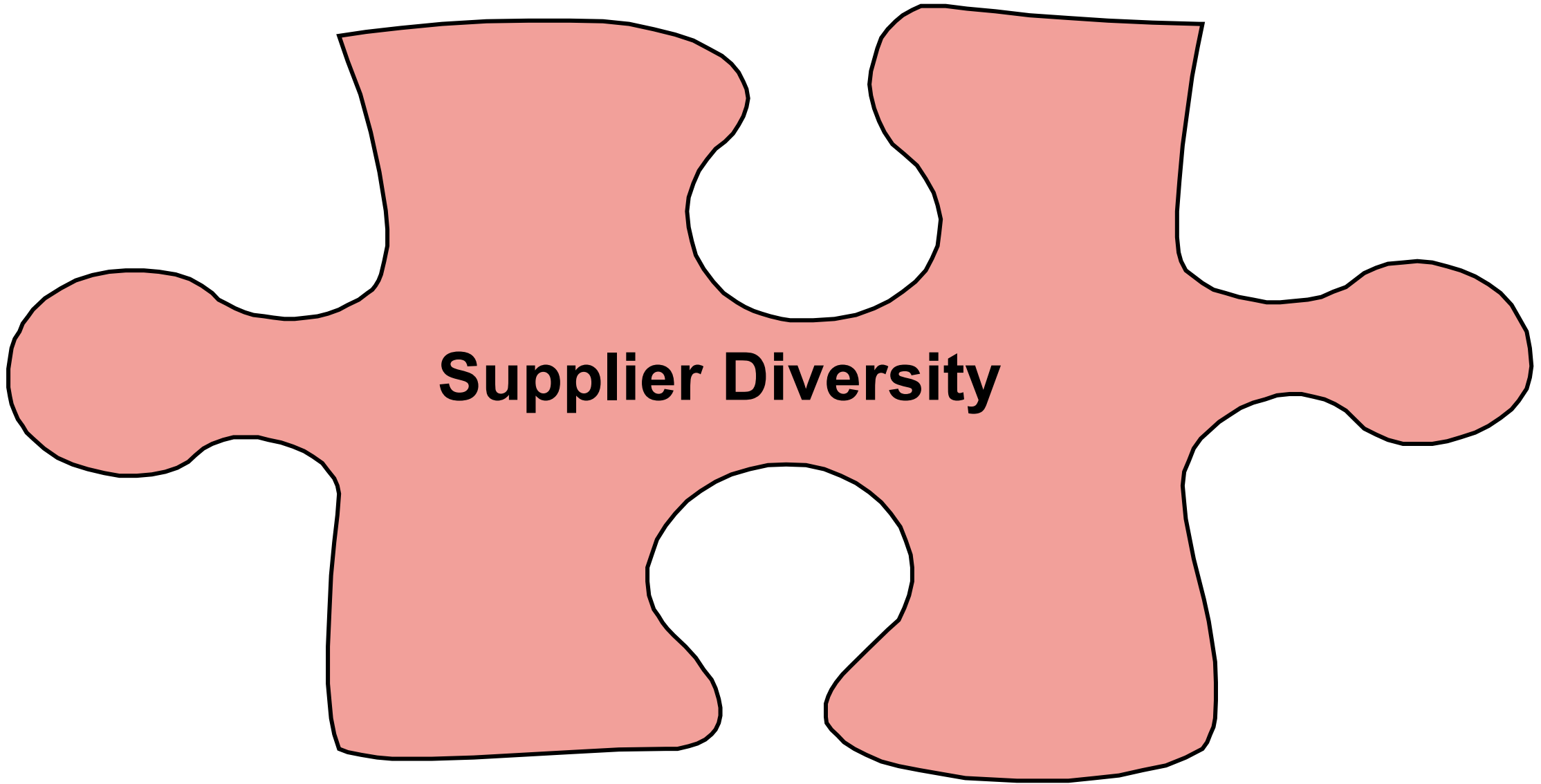




Hydrofluorocarbon Purchasing Preference

HYDROFLUOROCARBON (HFC) PURCHASING PREFERENCE POLICY

- DES revised the HFC policy to align with changes in RCW 39.26.310:
 - Revised the scope of the policy and clarified the definition for “foam contained in products.”
 - Established a 5% preference for servicing existing refrigeration equipment with reclaimed refrigerant.



Supplier Diversity

SUPPLIER DIVERSITY POLICY

- On December 14, 2022, Enterprise Services held a session to introduce the Supplier Diversity Policy (SD) to the general stakeholders.
 - Information presented is available at [here](#).
 - Over 500 stakeholders attended the session.
 - The videos of the sessions during the morning and afternoon are posted [here](#).
- DES will hold targeted sessions in 2023 and will focus more on each section of the policy.
- We will also be doing ad-hoc consulting in 2023.
- The Policy will become effective and must be implemented on April 1, 2023. Compliance with the policy will be measured by the procurement risk assessment process.

SUPPLIER DIVERSITY POLICY

UPCOMING DES ACTIVITIES

**March 16,
2023**

Outreach Workshop - a joint presentation with OMWBE

**April 13,
2023**

Planning & Forecasting Workshop - a joint presentation with OMWBE

**May 11,
2023**

Contract Inclusion Plans Workshop - a joint presentation with OMWBE

**June (Date to be
determined)**

A DES presentation on SDP Sections C-3, 4, 5, 6, and Section D

SUPPLIER DIVERSITY POLICY

UPCOMING DES ACTIVITIES

July 7,
2023

OMWBE Workshop on Statewide Contracts

August 28,
2023

Planning & Forecasting Workshop - a joint presentation with OMWBE

September 28,
2023

Internal Processes Workshop, including SDP Sections C & D

CONTACTS FOR POLICY PROJECTS

EPP STAFF	CONTACT INFORMATION	PROJECTS
Drew Zavatsky Risk Assessment Manager	(360) 407-7915 Drew.Zavatsky@des.wa.gov	Supplier Diversity Policy
Olu Agbaje Policy and Protest Administrator	(360) 407-8990 Olu.Agbaje@des.wa.gov	Competitive Solicitation & Contract Management Policy
David Jorgensen Policy and Protest Administrator	(360) 407-8006 David.Jorgensen@des.wa.gov	Recycled Content Purchasing Preference Policy & Hydrofluorocarbon Purchasing Preference Policy

THANK YOU



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Current Enterprise Procurement
Policies (des.wa.gov)