

BDAG Meeting Notes

10.18.2022

Welcome & Agenda Review – Shana Barehand, Business Diversity & Outreach Manager, DES



DES & State of WA Helping to “GREEN” State Contracts – Cheral Manke, Procurement Innovation Project Manager, DES





- Cheral Manke gives PowerPoint presentation on helping to Green Washington
- SEEP – Governor’s directive Exec order 20-01. Avoid greenhouse gasses toxics & plastics
- Working with Ecology & Commerce to help reduce toxics and plastics through building awareness, partnering with suppliers to provide and showcase green products, and help procurement professionals include green laws.
- Working on growing a new EEP program, creating new tools, training, standards & Guidance, and partnering with suppliers
- Working with ecology to determine what toxics are a concern and where they can be found
- There are multiple laws and policies that promote green buying
- Multiple EPP preference polices based on WA state laws, these can be found on DES website
- A new green webpage has been launched and a new green purchasing guide for state agencies.




Supplier Diversity Policy in Action - Alexander Kenesson, Procurement Supervisor, DES

- DES business diversity page: [Business Diversity | Department of Enterprise Services \(wa.gov\)](#)
- Supplier Diversity Policy: [POL-DES-090-06 Supplier Diversity \(wa.gov\)](#)
- Alex discussed the disparity study that was conducted and what was done beyond the disparity study.
- If there is a bid you’re interested in, please schedule an appointment with PTAC for assistance. Their mission is to help businesses do business with the state!
- Winning bids have now been posted on the website
- Register in WEBS, this is the only official source for all states official bid posting.
- Make sure you have signed up for the right commodity codes, all bids and solicitations are sorted by type of commodity you are soliciting. Sign up for more not less! You don’t want to miss out on the bid notification that applies to you!
- Use PTAC! They will help assist to make sure your bid is great before submitting to the state.
- If you have identified a barrier, let the procurement coordinator know ASAP. Once the Bid is closed, its closed. You cannot change it. Let us know through the Q&A process!
- Make sure you fill out the bid completely, this is the number 1 disqualifier. Bids are mostly sealed, so bids cannot be reviewed until after bid deadline. Make sure ALL fields are completed.
- Make sure you are using diverse sub-contractors throughout the course of the contract.

Statewide contracts in progress October 2022 - Bart Potter, Procurement Strategist

Title	Status Note	Max Term on Previous Contract
Vehicle accident management and repair	In progress – no responsive bids; reposting by 8/26	3/10/2022
Cutting edges for snowplows and graders	AWARDED – contracts being executed	5/31/2022
ADA vans, mini-vans and specialty vehicles	In progress – solicitation draft reviews	6/30/2022
Walk-in step vans, various sizes	In progress – solicitation drafting	8/4/2022
Online auction services (NASPO)  Commodity codes: 962-09, 961-69	Contract in negotiations	8/19/2022
Electrical supplies	In progress – solicitation draft review	8/30/2022
Native plants	AWARDED – 6 of 7 vendors small biz	8/31/2022
Automatic external defibrillator (NASPO)	In progress - strategy development	10/4/2022
Geotechnical drilling services	Bids under evaluation	10/25/2022
Park & recreation/playground equipment (NASPO)	NASPO evaluations	11/30/2022
Less-lethal munitions	Bids under evaluation	12/9/2022
Storage tanks	Bids due 10-17	12/16/2022
Mailing equipment, supplies and maintenance (NASPO)	AWARDED	12/31/2022
Lodging program (NASPO) 	Determination/research	12/31/2022

Office furniture	In progress - strategy development	1/21/2023
Vehicle lifts and garage-associated equipment (NASPO)	Determination/research	2/10/2023
Communication access real-time transcription  Commodity codes: 961-17, 961-46, 961-72	Bids due 10-14; under evaluation	2/20/2023
Computer equipment (NASPO)	NASPO evaluations in progress	2/28/2023
Derelict vessel and marine salvage	Determination research – re-bid	3/31/2023
Lab equipment and supplies (NASPO)	Determination research	3/31/2023
Sign support materials	In progress – strategy development	4/30/2023
Heavy construction equipment (Sourcewell)	Determination/research	5/13/2023
Electronic monitoring of offenders (NASPO)	Determination/research	5/31/2023
Scrap metal collection and recycling  Commodity code: 570-50, 926-77	Sourcing team – strategic planning	5/31/2023
Medical products (MMCAP)	Determination/research	6/25/2023
Communication tower engineering analysis services	Determination/research	6/30/2023
Janitorial/Industrial paper supplies – Green	In progress – strategy development	6/30/2023
Process server service 	Sourcing team – strategic planning	6/30/2023
Professional grade tools and diagnostic equipment	Strategy development	6/30/2023
Facilities maintenance, repair, and operations (NASPO)	Strategy development	6/30/2023
Spoken language interpreter services  Commodity codes: 961-75, 961-46, 961-17	Solicitation drafting	6/30/2023
Condoms (MMCAP)	Determination/research	6/30/2023
Pharmaceutical returns (MMCAP)	Determination/research	6/30/2023
Food service disposables	Strategy development	7/8/2023
Impact attenuators	Determination/research	7/31/2023
Security alarm technology services	Determination/research	7/31/2023
Personal protective equipment (PPE)	Strategy development	NEW
Project management (IT Professional Services)	Solicitation draft under review	NEW

IT development (IT Professional Services)	Solicitation draft under review	NEW
Radio frequency identification (RFID)	Strategy development	NEW
Litigation discovery services  Commodity codes: 920-30, 920-02, 920-19, 920-24, 920-23, 920-34, 920-48, 961-49, 958-82	Bid evaluations	NEW
Portable sanitation services  Commodity codes: 155-70, 934-84, 971-82, 977-73	Vendor and stakeholder research	NEW
Auto repair services	Strategy development	NEW
Software VAR (NASPO)	Strat development; Arizona lead state	NEW
Painting services	Strategy development	NEW
Advertising and marketing services	Strategy development.	NEW
Ambulance and emergency vehicles (Sourcewell)	Determination/Research.	NEW
Litter pickup  Commodity codes: 988-56, 910-27, 958-96	Vendor research	NEW

Business Diversity Advisory Group Monthly Meeting - Shana barehand, Business Diversity & Outreach Manager, DES

- Recruiting new BDAG members for 2023 terms ending May 2023
- DES Open House – State Contracting Opportunities
 - Thursday, November 17, 2022, 3-4 PM
 - Thursday, December 15, 2022, 3-4 PM
- Please sign up for GovDelivery email notifications
- Target outreach for upcoming contracts
 - Spoken Language court interpreters
 - IT professional service project management
 - IT hardware/software authorized resellers
 - Painting
 - Process Server
 - Vehicle repair
 - Portable Toilets
 - Marketing and Advertising
 - Computer equipment
- BDAG website: [Business Diversity Advisory Group | Department of Enterprise Services \(wa.gov\)](#)
- Business Diversity Website: [Business Diversity | Department of Enterprise Services \(wa.gov\)](#)
- Next BDAG meeting is November 15th at 10 AM
- Angela Parker will be leaving the PIE team. PIE team will be seeking a replacement.

Quarterly Spend Report – Anastassia Hunte Gardner. Research and Outreach Program Specialist, DES

- Anastassia discussed the quarterly spending report.
- If you are not finding small diverse/veteran owned businesses on contracts, please contact internal team and they can help do that research. We are wanting to steer away from Amazon spending.

Meeting Adjourned 11:42 AM