

Procurement Diversity Inclusion Plan 2.0

To achieve the Council's vision of *"Bellevue welcomes the world. Our diversity is our strength,"* the City must ensure inclusive procurement practices that offer ongoing, significant contracting opportunities for small and diverse businesses. This revised plan aims to achieve this objective by providing enhanced technical support for our vendor community, fostering transparency and robust data reporting, cultivating strong and lasting relationships, and elevating the standards of our procurement practices.

Technical Assistance: The City will establish a comprehensive technical assistance program providing guidance to our community of vendors and supporting them in conducting business with the City.

- Plan, advocate for, and facilitate technical assistance workshops aimed to offer guidance, supportive resources, and information on certification to the vendor community while also promoting contracting opportunities.
- Regularly update the City's Procurement website to improve resources that will help vendors navigate through registration, solicitation, and contracting processes.
- Explore new and creative ways of engaging with small and diverse vendors to share information and opportunities on doing business with the City.
- Promote and provide debriefs to vendors on competitive procurement solicitations, equipping them with valuable insights and a deeper comprehension of the city's procurement procedures.

Transparency and Data Reporting: The City will publish regular reports detailing procurement outcomes, highlighting diverse suppliers, and showcasing the impact of our diversity and inclusion initiatives.

- Create enhanced monitoring/reporting mechanisms, analyzing various procurement aspects for data-driven decision-making.
- Foster transparency by ensuring both Council and the public have visibility to regular reports.
- Develop stronger baseline data and pilot the use of aspirational goals.

Cultivate strong and lasting relationships: Expand our engagement within the vendor community by organizing events and leading initiatives that demonstrate our commitment to supplier diversity and inclusion.

- Build and strengthen relationships with vendors, advocacy groups and other public agencies, both by hosting city-sponsored events and by participating in events held by others.
- Partner with the City's Economic Development and Diversity Advantage teams, along with other internal groups to leverage shared resources and expertise.
- Regularly seek feedback on our program and its outcomes from our small and diverse vendor community to gain insight on how to continue improving.

Procurement Practices: In collaboration with the vendor community, the City will systematically improve its procurement practices to center equity.

- Standardize the use of evaluation criteria for the selection of prime contractors and vendors based on their experience and ability to comply with Bellevue City Code 4.28.170, Equal Opportunity Requirements in City Contracts.
- Implement the use of the new small business direct purchase option for public works laid out by SB 5268
- Partner with departments to identify projects that can be appropriately unbundled to provide small businesses contracting opportunities.
- Conduct research, define scope, and establish criteria for adopting alternative methods to enhance small business utilization. More specific policies will need to be adopted by Council prior to implementing such alternative methods, which may include:
 - Direct purchase with vendor rotation (for procurement types other than public works)
 - Requiring that at least one small business be included in three/five quote and roster selection processes.
 - Considering race and gender as tiebreakers in equally qualified bids.
- Provide internal training and support the Citywide organization in navigating the changes associated with this plan.