

March 31, 2020

VIA ELECTRONIC FILING

Brinda Westbrook-Sedgwick
Commission Secretary
Public Service Commission
of the District of Columbia
1325 "G" Street, NW, 8th Floor
Washington, DC 20005

**Re: Washington Gas - Supplier Diversity - DC FY 2019 Annual Report and
2020 Annual Plan - PUBLIC**

Dear Ms. Westbrook-Sedgwick:

Washington Gas Light Company transmits for filing its public FY 2019 District of Columbia Supplier Diversity Annual Report ("Annual Report") and the Calendar Year 2020 Annual Plan. The confidential version of the Annual Report, which includes confidential Attachments B and D, will be filed under separate cover.

Please contact the undersigned if you have questions regarding this matter.

Sincerely,



Cathy Thurston-Seignious
Supervisor, Administrative and
Associate General Counsel

Enclosures

cc: Rodney Wilson, Auditor, DC PSC
Christopher Lipscombe, General Counsel, DC PSC



District of
Columbia
Public
Service
Commission

2019



Supplier
Diversity
Annual
Report for the
District of
Columbia
Public Service
Commission

Public Version
(Excludes Details in Attachments B and D)

March 31,2020

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INTRODUCTION

Washington Gas Light Company (“Washington Gas” or “Company”) submits its Annual Report for Calendar Year 2019 in accordance with Section 6 of the Memorandum of Understanding (“MOU”). The MOU documents the commitment of Washington Gas and the District of Columbia Public Service Commission (“Commission”) to the continuing expansion of opportunities for diverse businesses to participate in the procurement of goods and services.

This Annual Report highlights Washington Gas' performance in 2019 in the following areas:

- Program Activities
- 2019 Annual Plan Results
- Utilization of Diverse Subcontractors
- Recruitment Efforts

PROGRAM ACTIVITIES

Washington Gas participated in the following internal and external activities in 2019:

Internal Activities

- Our corporate policy is to support participation by minority businesses in sourcing opportunities for goods and services used in providing public utility service. All qualified companies should participate in the market for goods and services used by the Company in order to promote competition. The Company’s Supply Chain and contracting policies are readily available on Washington Gas’ Corporate Intranet website to all employees who have purchasing responsibilities.
- The Company makes reasonable efforts to ensure full and equitable procurement opportunities for diverse businesses. These include expanding the current supply base to incorporate diverse companies when the opportunity exists, as well as encouraging prime vendors to subcontract to diverse organizations with the appropriate skill set.
- The Corporate Social Responsibility Department provides monthly reports to Senior Management at Washington Gas on the status of the supplier diversity program. These reports consist of the percentage of dollars spent with diverse firms compared to total dollars spent by the Company.

- Monthly supplier diversity meetings are held with Washington Gas executives and staff to discuss the program, anticipated opportunities for diversity and inclusion, the Corporate Scorecard goal, and to set internal supplier diversity goals for each individual business unit.
- Washington Gas continues to be an active member of various supplier development councils and local chambers of commerce.
- Washington Gas is committed to developing its supplier base and promotes each market event as an opportunity for diverse businesses to engage as a new supplier. The Company strives to encourage existing diverse suppliers to provide an expanded scope of services to Washington Gas, and to do business with other diverse suppliers.

External Activities

Capital Region Minority Supplier Development Council (CRMSDC)

- In 2019, Washington Gas served as a corporate member of the Capital Region Minority Supplier Development Council (“CRMSDC”) and as an Executive member of its Board of Directors. The Company served on the Procurement, Certification, and the Education and Training committees. Washington Gas supported various activities through its corporate member sponsorship and provided additional support as an Annual Sponsor for the major events hosted by the Council throughout the year.
- Washington Gas continued its support of diversity outreach events by serving as a sponsor of the CRMSDC’s Annual Business and Procurement Conference and their Annual Golf event. Washington Gas served on the Education and Training Committee and participated in various training events of the Council. Supplier Diversity is a member of the Certification Committee and performed site visits for Minority Business Enterprises (MBE’s) as part of the certification process. The Company also served as a participant and sponsor of the CRMSDC’s Annual Leaders and Legends Awards event held at the MGM National Harbor. The event recognizes corporations and businesses for their accomplishments in supplier diversity. Washington Gas sponsored the annual business meeting and attended quarterly CRMSDC Board and Executive Board meetings to discuss strategies relative to the Council’s growth and development.

Greater Washington Hispanic Chamber of Commerce (GWHCC)

- Washington Gas, as part of its strategic plan to expand engagement with a larger audience, held briefing sessions with the Greater Washington Hispanic Chamber of Commerce (GWHCC). The event afforded the company an opportunity to engage company staff with those in the supplier diversity industry.

Women's Presidents' Educational Organization (WPEO)

- Washington Gas supported the Women's Business Enterprise National Council (WBENC) as an active corporate member and a sponsor of their signature events. This year, Supplier Diversity staff participated in the 2019 WBENC National Conference Matchmaking Event, the largest conference of its kind for women business owners in the U. S. This event provided a unique opportunity to engage with high performing nationally recognized women-owned firms. Washington Gas also attended the Women Presidents' Educational Organization Breakthrough Breakfast and Procurement Fair event held in Washington, DC. Staff hosted a booth and participated in the matchmaking event. Supplier Diversity staff served on the WPEO Certification Committee, and throughout the year, performs site visits and reviews applications for certification. All of these activities allow the Company to foster relationships with diverse businesses in an effort to provide opportunities for contracts.

Southern Gas Association (SGA)

- Washington Gas Supply Chain Staff serves as a member of the Southern Gas Association (SGA) Supply Chain Committee.

Maryland Washington Minority Companies Association (MWMCA)

- Washington Gas attended and presented at the spring and fall matchmaking fairs hosted by the Md. Washington Minority Contractors Association's (MWMCA) held at the Live Casino in Baltimore which drew nearly 400+ new contractor introductions. This event provided an opportunity to share more information about the Strive for 35 program and fund.

Supplier Diversity Utility Forum

- Washington Gas continues to participate in the Maryland Utility Forum to augment its ability to provide opportunities to certify minority, women and service disabled veteran owned businesses. The Forum provides guidance to members on best practices and diverse spend reports.

Chambers of Commerce

- Washington Gas employees are active participants in numerous chambers of commerce throughout the Washington, D.C. metropolitan area. Through these organizations, Washington Gas is able to make contacts with diverse suppliers and discuss potential contracting opportunities.

DIVERSE EXPENDITURES

The following description of diverse expenditures for Calendar Year 2019 is submitted in compliance with the Memorandum of Understanding.

2019 DIVERSE PROCUREMENT EXPENDITURES

(As % of Category Sourceable Spend)

	GOAL (CY 2019)	ACTUAL (CY 2019)
Diverse Spend Gas	17%	13.70%
CBE Spend Gas	1%	0%
Diverse Spend Non-Gas	26%	25.55%
CBE Spend Non-Gas	8.50%	6.87%

See Attachments for details.

CY 2019 ANNUAL PLAN – DISCUSSION OF RESULTS

The following description of progress in implementing the Annual Plan for Calendar Year 2019 is submitted in compliance with the Memorandum of Understanding. While the Annual Plan discusses broad objectives for 2020, the following goals and accomplishments directly support each of these areas:

MAKE THE PROCUREMENT POLICY AND PROCEDURE AVAILABLE TO ALL WASHINGTON GAS EMPLOYEES SO THOSE INDIVIDUALS WITH PURCHASING RESPONSIBILITIES UNDERSTAND THE IMPORTANCE OF PROVIDING OPPORTUNITIES TO DIVERSE VENDORS

Communicating the Company's procurement policy and procedure to impacted employees with responsibility for procurement of goods and services is an on-going effort at Washington Gas. Using diverse businesses is a core element of our corporate procurement policy and we post the information on the Company's Intranet site. Additionally, Supplier Diversity representatives meet with business units throughout the organization to communicate the procurement policy, changes in procedures and to emphasize the importance of including diverse businesses in sourcing events.

CONTINUE TO SEARCH FOR DIVERSE SUPPLIERS IN ALL AREAS OF PROCUREMENT, ESPECIALLY IN THOSE AREAS WHERE OPPORTUNITIES HAVE BEEN LIMITED. (NMSDC NETWORK, CONFERENCES)

The Corporate Social Responsibility staff and representatives of other departments attend networking events throughout the year to identify diverse suppliers for potential opportunities

with Washington Gas. These events are located in the Washington, DC metropolitan area and are sponsored by government agencies, regional affiliates of the National Minority Supplier Development Council and other advocacy groups of minority businesses. Businesses that may meet requirements for upcoming opportunities meet with Washington Gas personnel to further explore contracting opportunities.

Through its On-Line registration portal for diverse vendors located on the Company's Supplier Diversity website, Washington Gas implemented process improvements to its database that allow vendors to manage their company profiles to update information and attach current certification documents. To search for diverse firms to fulfil purchasing requests, the Supply Chain Department also uses additional on-line databases and contacts including those available through the following:

- Maryland Department of Transportation
- Capital Region Minority Supplier Development Council
- National Minority Supplier Development Council
- Small Business Administration – System for Award Management
- Women's Business Enterprise National Council
- Elite Service Disabled Veteran Owned Business Network
- Utility Forum Group
- Virginia Department of Small Business and Supplier Diversity
- CVM Solutions Inc.
- Department of Veterans Affairs

THE SUPPLIER DIVERSITY DEPARTMENT WILL CONTINUE TO PROVIDE DIVERSE EXPENDITURE REPORTS ON A MONTHLY BASIS TO SENIOR MANAGEMENT

The Supplier Diversity Department provides monthly diverse expenditure reports to senior management. These reports consist of the percentage of dollars spent with diverse firms compared to total dollars spent by Washington Gas by business unit. Washington Gas includes a supplier diversity goal on the Company's Corporate Scorecard. Executives are individually and collectively responsible for the company's diverse spend and the results are shared with the Board of Directors and employees.

EXPAND PROCUREMENT SERVICES TO ASSIST DEPARTMENTS IN IDENTIFYING POSSIBLE OPPORTUNITIES TO ENGAGE DIVERSE FIRMS

Identifying possible opportunities with diverse suppliers is part of the purchasing process at Washington Gas. In 2019, nine new diverse companies were identified and provided goods and services to Washington Gas. The 2019 total value of all the new diverse vendors was \$8,385,053.60.

MAINTAIN ACTIVE MEMBERSHIP IN SUPPLIER DIVERSITY ADVOCACY GROUPS

Washington Gas continues to be a corporate member of the National Minority Supplier Development Council, the Capital Region Minority Supplier Development Council, and the Women’s Business Enterprise National Council. Washington Gas is actively involved with these organizations and participates in the activities of these advocacy groups to enhance the Company’s ability to meet diverse businesses for contracts and services.

PARTICIPATE IN VARIOUS LOCAL CHAMBERS OF COMMERCE/ORGANIZATIONS

Representatives from Washington Gas are Board and Committee members of the following:

ORGANIZATION	INVOLVEMENT
District of Columbia Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors▪ Various committees▪ Annual opportunity/procurement fair▪ Women in Business Procurement Fair
Maryland Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors▪ Corporate membership▪ Various committees
Montgomery County Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership▪ Various committees
Prince George's Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors▪ Corporate membership▪ Various committees
Prince William Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership▪ Various committees
Northern Virginia Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors▪ Corporate membership▪ Various committees
Calvert County Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership
Charles County Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership
St. Mary’s County Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership
Southern Maryland Minority Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors
Loudoun County Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership▪ Various committees
Arlington Chamber of Commerce	<ul style="list-style-type: none">▪ Corporate membership▪ Various committees
Virginia Chamber of Commerce	<ul style="list-style-type: none">▪ Board of Directors▪ Corporate membership▪ Various committees

CONTINUE TO EXPAND RELATIONSHIPS WITH BUSINESS AND COMMUNITY ORGANIZATIONS THAT PROVIDE NETWORKING OPPORTUNITIES WITH DIVERSE SUPPLIERS

ORGANIZATION	TYPE
National Minority Supplier Development Council	<ul style="list-style-type: none"> ▪ Serve on the Utility Committee
Capital Region Minority Supplier Development Council	<ul style="list-style-type: none"> ▪ Serve on Executive Board of Directors ▪ Serve on Various Committees ▪ Attend sponsored events that promote supplier diversity ▪ Attend Matchmaker workshops and events ▪ Host booth at Procurement Fair ▪ Attend Awards Gala
Maryland Washington Minority Companies Association	<ul style="list-style-type: none"> ▪ Attend Procurement Fair and Conference ▪ Work with organization to explore sourcing opportunities ▪ Attend Annual Awards event ▪ Attend Procurement Fairs
Women’s Business Enterprise National Council	<ul style="list-style-type: none"> ▪ Serve on Certification Committee ▪ Sponsor matchmaker events ▪ Attend Networking Fairs ▪ Attend Annual Awards Event
Elite Service Disabled Veteran Owned Business Network	<ul style="list-style-type: none"> ▪ Explore outreach opportunities ▪ Work with organization to explore sourcing opportunities
Maryland Utility Supplier Diversity Forum	<ul style="list-style-type: none"> ▪ Attend Meetings ▪ Serve as Vice President

CONTINUE TO EDUCATE DIVERSE SUPPLIERS ABOUT PROGRAMS, PROCESSES AND EXPECTATIONS OF DOING BUSINESS WITH WASHINGTON GAS

On a continuous basis, Washington Gas educates prospective suppliers on the Company’s Supplier Diversity Program and the Washington Gas procurement process. Washington Gas hosts events that will provide opportunities to engage potential vendors in conversations about future projects and the eligibility criteria for working with the Company.

During each of these events, the Company provided participants with information about how to conduct business with Washington Gas and diverse suppliers met with Supplier Diversity representatives to discuss future contracting opportunities.

PRIME CONTRACTOR UTILIZATION OF DIVERSE SUBCONTRACTORS

Washington Gas renewed its commitment with CVM Solutions to manage a second tier reporting system that generates second tier metrics in the Company's reports. Contractors with construction contracts greater than \$1,000,000 and non-construction contracts greater than \$550,000 are required to report subcontracting opportunities awarded to diverse suppliers on a monthly basis. This information is stored in a database to assist in second tier reporting.

Washington Gas audits second tier dollars reported to confirm the accuracy of the amounts reported by prime contractors. Washington Gas will continue to audit direct Tier 2 spend entered in our reporting system.

DIVERSE COMPLAINTS

The following statement regarding complaints received during Calendar Year 2019 is submitted in compliance with the Memorandum of Understanding.

In Calendar Year 2019, Washington Gas did not receive any complaints from diverse suppliers.

Complaint Review Process

All complaints will be submitted to the Manager of Corporate Contributions and Supplier Diversity. The Manager will review all the facts surrounding the complaint and determine the appropriate course of action. The facts and the proposed course of action will be reviewed and sanctioned by the Chief Corporate Social Responsibility Officer.

DIVERSE RECRUITMENT EFFORTS FOR UNDERUTILIZED PROCUREMENT CATEGORIES

The following lists the Company's efforts to recruit diverse suppliers for products and services in Calendar Year 2019.

Washington Gas continues to make strides in its efforts to increase diverse spend. The Supplier Diversity team engages monthly with Business Units in order to identify prime and second tier sourcing opportunities and to advocate the inclusion of certified diverse vendors with expertise in the natural gas industry.

To further support current and recruit prospective suppliers, in October of 2019, Washington Gas launched the *Strive for 35* Fund, a \$100,000 annual contribution over five years totaling \$500,000. Facilitated through our strategic partner, Prince George's Financial Services Corporation First (FSC First), the *Strive for 35* Fund will provide lending opportunities for diverse Maryland-based suppliers who are interested in working in the natural gas industry.

In other areas of diversity, the Supplier Diversity team supports the Office of the General Counsel's efforts to monitor the Mansfield Rule Certification 2.0. The designation affirms

prospective Legal firms considered at least 30 percent women, lawyers of color, and LGBTQ+ lawyers for leadership and governance roles, equity partner promotions, formal client pitch opportunities, and senior lateral positions.

NATURAL GAS PURCHASES

Washington Gas acquires gas supplies for its sales customers who have not chosen to purchase gas supplies from retail energy suppliers. Of Washington Gas' approximately 1.173 million customers who are eligible to choose, as of March 1, 2020 there were approximately 178,024 customers who have chosen not to purchase their natural gas commodity from the Company.

The Company provides opportunities for diverse suppliers to participate in gas procurement activities by identifying diverse suppliers in the wholesale natural gas market and soliciting their interest in providing firm procurement transactions. The Company engages several minority companies to facilitate firm supply commitments to the utility and uses channels such as an internal risk pool and Tripartite agreements in an effort to enhance the affiliation with diverse businesses in assessing creditworthiness standards.

The Company has North American Energy Standards Board ("NAESB") contracts with ten minority suppliers, two of which are women-owned, and one disabled-veteran American. Of the ten companies that have executed agreements in place with the utility, six are actively trading firm commodity commitments for monthly and daily supply requirements.

Washington Gas strives to provide diverse firms with an opportunity to compete fairly and expand their trades. The Company seeks to align current wholesale natural gas markets with minority business enterprises in promoting strategic relationships that align with Washington Gas' overall commitment to excellence and quality.

ATTACHMENT A-1 Diverse Suppliers-Gas Purchases							
UTILITY NAME: Washington Gas							
FOR THE REPORTING YEAR: Calendar Year 2019							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	DIVERSE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER PROCUREMENT	TOTAL UTILITY PROCUREMENT (\$) ⁽¹⁾	PERCENTAGE (%) OF DIVERSE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
1	SYSTEM WIDE			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
2							
3	MINORITY BUSINESS ENTERPRISE						
4							
5	AFRICAN-AMERICAN	\$41,186,325	\$0	\$41,186,325	94.68%		12.97%
6	AMERICAN INDIAN/NATIVE AMERICAN	\$0	\$0	\$0	0.00%		0.00%
7	ASIAN	\$0	\$0	\$0	0.00%		0.00%
8	HISPANIC	\$0	\$0	\$0	0.00%		0.00%
9	TOTAL MINORITY BUSINESS ENTERPRISE	\$41,186,325	\$0	\$41,186,325	94.68%		12.97%
10							
11	WOMEN BUSINESS ENTERPRISE	\$0	\$0	\$0	0.00%		0.00%
12							
13	SERVICE DISABLED VETERAN BE	\$2,314,964	\$0	\$2,314,964	5.32%		0.92%
14							
15	NOT FOR PROFIT WORKSHOPS	\$0	\$0	\$0	0.00%		0.00%
16							
17	GRAND TOTAL	\$43,501,289	\$0	\$43,501,289	100.00%	\$317,560,443	13.70%
18							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	CBE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER PROCUREMENT	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
19	SYSTEM WIDE			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
20	DC based Certified Business Enterprises (CBE) (Definition: DBE,DZE,ROB,SRB,LBE,LRB)	\$0	\$0	\$0	0.00%		0.00%
21							
22	TOTAL DC BASED CBE	\$0	\$0	\$0	0.00%	\$317,560,443	0.00%
23							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	CBE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER PROCUREMENT	TOTAL DC UTILITY PROCUREMENT (\$) ⁽²⁾	PERCENTAGE (%) OF CBE SUPPLIER (\$) TO TOTAL DC UTILITY PROCUREMENT
24	DISTRICT OF COLUMBIA			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
25	DC based Certified Business Enterprises (CBE) (Definition: DBE,DZE,ROB,SRB,LBE,LRB) - (3)						
26	DBE- Disadvantaged Business Enterprise DZE-Local Business Enterprise w/ Principal Office Located In An Enterprise Zone	\$0.00	\$0.00	\$0	0.00%		0.00%
27		\$0.00	\$0.00	\$0	0.00%		0.00%
28	ROB-Resident-Owned Business	\$0.00	\$0.00	\$0	0.00%		0.00%
29	SBE- Small Business Enterprise	\$0.00	\$0.00	\$0	0.00%		0.00%
30	LBE-Local Business Enterprise	\$0.00	\$0.00	\$0	0.00%		0.00%
31	LRB - Longtime Resident Business	\$0.00	\$0.00	\$0	0.00%		0.00%
32							
33	TOTAL DC BASED CBE	\$0	\$0	\$0	0.00%	\$0	0.00%
	Footnotes:						
	(1) Total Utility Procurement = Total Procurement spend - Schedule 1						
	(2) Total DC Utility Procurement = Total Procurement spend - spend on schedule 1 * % meters/customers in the District of Columbia. (13.7% 12/31/2018)						
	(3) Calculations in lines 25-30 only report spend once for any vendor who qualifies in multiple categories. Vendor should be listed in the category assigned the most preference points.						

ATTACHMENT A-1 Diverse Suppliers-Non Gas Purchases							
		UTILITY NAME: Washington Gas					
		FOR THE REPORTING YEAR: Calendar Year 2019					
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	DIVERSE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER PROCUREMENT	TOTAL UTILITY PROCUREMENT (\$ (1))	PERCENTAGE (%) OF DIVERSE SUPPLIER (\$ TO TOTAL UTILITY PROCUREMENT
1	SYSTEM WIDE			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
2							
3	MINORITY BUSINESS ENTERPRISE						
4							
5	AFRICAN-AMERICAN	\$41,002,093	\$12,644,273	\$53,646,366	38.41%		9.81%
6	AMERICAN INDIAN/NATIVE AMERICAN	\$1,127,235	\$1,070,291	\$2,197,526	1.57%		0.40%
7	ASIAN	\$6,955,650	\$1,250,852	\$8,206,502	5.88%		1.50%
8	HISPANIC	\$14,083,679	\$27,869,065	\$41,952,744	30.04%		7.67%
9	TOTAL MINORITY BUSINESS ENTERPRISE	\$63,168,657	\$42,834,481	\$106,003,138	75.90%		19.39%
10							
11	WOMEN BUSINESS ENTERPRISE	\$21,067,576	\$12,145,100	\$33,212,675	23.78%		6.08%
12							
13	SERVICE DISABLED VETERAN BE	\$436,855	\$0	\$436,855	0.31%		0.92%
14							
15	NOT FOR PROFIT WORKSHOPS	\$0	\$0	\$0	0.00%		0.00%
16							
17	GRAND TOTAL	\$84,673,088	\$54,979,581	\$139,652,669	100.00%	\$ 546,631,053	25.55%
18							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	CBE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER PROCUREMENT	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER (\$ TO TOTAL UTILITY PROCUREMENT
19	SYSTEM WIDE			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
20	DC based Certified Business Enterprises (CBE) (Definition: DBE,DZE,ROB,SRB,LBE,LRB)	\$ 37,019,989	\$ 520,185	\$37,540,173	100.00%		6.87%
21							
22	TOTAL DC BASED CBE	\$ 37,019,989	\$ 520,185	\$37,540,173	100.00%	\$ 546,631,053	6.87%
23							
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)
LINE #	DESCRIPTION	DIRECT (\$)	SUB CONTRACT (\$)	CBE SUPPLIER PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER PROCUREMENT	TOTAL DC UTILITY PROCUREMENT (\$ - (2))	PERCENTAGE (%) OF CBE SUPPLIER (\$ TO TOTAL DC UTILITY PROCUREMENT
24	DISTRICT OF COLUMBIA			COLS. (C) + (D)	\$ / TOTAL COL. (E)		Col. (E) / Col. G
25	DC based Certified Business Enterprises (CBE) (Definition: DBE,DZE,ROB,SRB,LBE,LRB) - (3)						
26	DBE- Disadvantaged Business Enterprise			\$0	0.00%		0.00%
27	DZE-Local Business Enterprise w/ Principal Office Located In An Enterprise Zone			\$0	0.00%		0.00%
28	ROB-Resident-Owned Business	\$365,930	\$0	\$365,930	0.97%		0.49%
29	SBE- Small Business Enterprise	\$0.00	\$0	\$0	0.00%		0.00%
30	LBE-Local Business Enterprise	\$19,389	\$84,365	\$103,754	0.28%		0.14%
31	LRB - Longtime Resident Business	\$36,634,670	\$435,820	\$37,070,489	98.75%		49.50%
32							
33	TOTAL DC BASED CBE	\$37,019,989	\$520,185	\$37,540,173	100.00%	\$ 74,888,454	50.13%
	Footnotes:						
	(1) Total Utility Procurement = Total Procurement spend - Schedule 1						
	(2) Total DC Utility Procurement = Total Procurement spend - spend on schedule 1 * % meters/customers in the District of Columbia. 12/31/2018 DC Meter = 13.7%.						
	(3) Calculations in lines 25-30 only report spend once for any vendor who qualifies in multiple categories. Vendor should be listed in the category assigned the most preference points.						

ATTACHMENT A-2 by Naics codes-Gas Purchases										
		UTILITY NAME: Washington Gas								
		FOR THE REPORTING YEAR: Calendar Year 2019								
RESULTS BY PRODUCT DESCRIPTIONS / NAICS CODES										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
LINE #	NAICS #	PRODUCT/SERVICE DESCRIPTIONS BY NAICS CODE ^{1,2}	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOPS	TOTAL DIVERSE SUPPLIER (\$) BY NAICS CODE	PERCENTAGE (%) TO TOTAL DIVERSE SUPPLIER (\$) BY NAICS	TOTAL UTILITY PROCUREMENT	PERCENTAGE OF DIVERSE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
							COLS. (D), (E), (F), and (G)	\$ / TOTAL COL. (H)	\$	COL. (H) \$ / TOTAL COL. (J)
							\$	%	\$	%
1	221	Natural Gas	\$41,186,325	\$0	\$2,314,964	\$0	\$43,501,289	100.00%	\$320,570,377	13.57%
2										
3		Totals	\$41,186,325	\$0	\$2,314,964	\$0	\$43,501,289	100.00%	\$320,570,377	13.57%
4										
RESULTS BY PRODUCT DESCRIPTIONS / NAICS CODES										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
LINE#	NAICS #	PRODUCT/SERVICE DESCRIPTIONS BY NAICS CODE ^{1,2}	DC Certified Business Enterprises (CBE)				TOTAL CBE SUPPLIER (\$) BY NAICS CODE	PERCENTAGE (%) TO TOTAL CBE SUPPLIER (\$) BY NAICS	TOTAL UTILITY PROCUREMENT	PERCENTAGE OF CBE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
							COL. (D)	\$ / TOTAL COL. (H)	\$	COL. (H) \$ / TOTAL COL. (J)
							\$	%	\$	%
6										
7			\$							
8	221	Natural Gas	\$0				\$0	0.00%	\$0	0.00%
9		Totals	\$0				\$0	0.00%	\$0	0.00%
Footnotes:		NAICS Codes listed are subject to change								

ATTACHMENT A-2 by Naics codes-Non Gas Purchases										
		UTILITY NAME: Washington Gas								
		FOR THE REPORTING YEAR: Calendar Year 2019								
RESULTS BY PRODUCT DESCRIPTIONS / NAICS CODES										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
LINE #	NAICS #	PRODUCT/SERVICE DESCRIPTIONS BY NAICS CODE ^{1,2}	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOPS	TOTAL DIVERSE SUPPLIER (\$) BY NAICS CODE	PERCENTAGE (%) TO TOTAL DIVERSE SUPPLIER (\$) BY NAICS	TOTAL UTILITY PROCUREMENT	PERCENTAGE OF DIVERSE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
			\$	\$	\$	\$	COLS. (D), (E), (F), and (G)	\$/ TOTAL COL. (H)	\$	COL. (H) \$ / TOTAL COL. (J)
							%	%		%
1	236	Construction of Buildings	\$0	\$8,168	\$0	\$0	\$8,168	0.01%	\$31,973	0.00%
2	237	Heavy and Civil Engineering Construction	\$6,035,656	\$332,976	\$0	\$0	\$6,368,632	4.56%	\$24,928,218	1.17%
3	238	Specialty Trade Contractors	\$71,743,312	\$17,420,838	\$0	\$0	\$89,164,150	63.85%	\$349,007,962	16.31%
4	323	Printing and Related Support Activities	\$0	\$0	\$0	\$0	\$0	0.00%	\$0	0.00%
5	423	Merchant Wholesalers, Durable Goods	\$111,714	\$1,732,895	\$0	\$0	\$1,844,609	1.32%	\$7,220,201	0.34%
6	424	Merchant Wholesalers, Nondurable Goods	\$925,537	\$675,236	\$0	\$0	\$1,600,773	1.15%	\$6,265,775	0.29%
7	441	Motor Vehicle and Parts Dealers	\$2,304,267	\$145,495	\$0	\$0	\$2,449,761	1.75%	\$9,588,900	0.45%
8	444	Building Material and Garden Equipment and Supplies Dealers	\$0	\$0	\$0	\$0	\$0	0.00%	\$0	0.00%
9	454	Nonstore Retailers	\$0	\$50,849	\$0	\$0	\$0	0.00%	\$0	0.00%
10	493	Warehousing and Storage	\$0	\$0	\$0	\$0	\$0	0.00%	\$0	0.00%
11	532	Rental and Leasing Services	\$111,188	\$300,199	\$0	\$0	\$411,386	0.29%	\$1,610,256	0.08%
12	541	Professional, Scientific, and Technical Services	\$4,386,731	\$7,108,196	\$436,855	\$0	\$11,931,782	8.54%	\$46,703,600	2.18%
13	561	Administrative and Support Services	\$14,010,448	\$4,114,814	\$0	\$0	\$18,125,263	12.98%	\$70,946,237	3.32%
14	562	Waste Management and Remediation Services	\$0	\$0	\$0	\$0	\$0	0.00%	\$0	0.00%
15	722	Food Services and Drinking Place	\$1,696	\$0	\$0	\$0	\$1,696	0.00%	\$6,638	0.00%
16	811	Repair and Maintenance	\$6,372,591	\$1,323,009	\$0	\$0	\$7,695,600	5.51%	\$30,122,259	1.41%
17		Totals	\$106,003,138	\$33,212,675	\$436,855	\$0	\$139,652,669	100.00%	\$546,631,053	25.55%
18										
RESULTS BY PRODUCT DESCRIPTIONS / NAICS CODES										
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)
LINE#	NAICS #	PRODUCT/SERVICE DESCRIPTIONS BY NAICS CODE ^{1,2}	DC Certified Business Enterprises (CBE)	direct	2nd tier		TOTAL CBE SUPPLIER (\$) BY NAICS CODE	PERCENTAGE (%) TO TOTAL CBE SUPPLIER (\$) BY NAICS	TOTAL UTILITY PROCUREMENT	PERCENTAGE OF CBE SUPPLIER (\$) TO TOTAL UTILITY PROCUREMENT
			\$				COL. (D)	\$/ TOTAL COL. (H)	\$	COL. (H) \$ / TOTAL COL. (J)
							%	%		%
20										
21			\$							
22	236	Construction of Buildings	\$0				\$0	0.00%	\$0	0.00%
23	237	Heavy and Civil Engineering Construction	\$0				\$0	0.00%	\$0	0.00%
24	238	Specialty Trade Contractors	\$31,125,983				\$31,125,983	83.59%	\$456,910,263	5.694%
25	323	Printing and Related Support Activities	\$0				\$0	0.00%	\$0	0.00%
26	423	Merchant Wholesalers, Durable Goods	\$0				\$0	0.00%	\$0	0.00%
27	424	Merchant Wholesalers, Nondurable Goods	\$0				\$0	0.00%	\$0	0.00%
28	441	Motor Vehicle and Parts Dealers	\$0				\$0	0.00%	\$0	0.00%
29	444	Building Material and Garden Equipment and Supplies Dealers	\$0				\$0	0.00%	\$0	0.00%
30	454	Nonstore Retailers	\$0				\$0	0.00%	\$0	0.00%
31	493	Warehousing and Storage	\$0				\$0	0.00%	\$0	0.00%
32	532	Rental and Leasing Services	\$0				\$0	0.00%	\$0	0.00%
33	541	Professional, Scientific, and Technical Services	\$894,750				\$894,750	2.40%	\$13,134,385	0.16%
34	561	Administrative and Support Services	\$0				\$0	0.00%	\$0	0.00%
35	562	Waste Management and Remediation Services	\$0				\$0	0.00%	\$0	0.00%
36	722	Food Services and Drinking Place	\$0				\$0	0.00%	\$0	0.00%
37	811	Repair and Maintenance	\$5,217,276				\$5,217,276	14.01%	\$76,586,404	0.95%
38		Totals	\$37,238,010				\$37,238,010	100.00%	\$546,631,053	6.81%
39	Footnotes:									
40	NAICS Codes listed are subject to change									

MENT A-3 Diverse Supplier Goal to Results-Gas Purchases			
UTILITY NAME:		Washington Gas	
FOR THE REPORTING YEAR:		Calendar Year 2019	
(B)	(C)	(D)	(F)
DESCRIPTION	ACTUAL CURRENT YEAR RESULTS (\$)	CURRENT YEAR GOAL (\$)	ACTUAL VS GOAL (%)
			Column (C/D)
MINORITY BUSINESS ENTERPRISE	\$41,186,325	\$46,813,500	88%
WOMEN OWNED BUSINESS ENTERPRISE	\$0	\$23,406,750	0%
SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	\$2,314,964	\$4,681,350	0%
NOT FOR PROFIT WORKSHOPS	\$0	\$0	0%
TOTAL	\$43,501,289	\$74,901,600	58%
DC Based Certified Business Enterprises (CBE)	\$0	\$4,681,350	0%
TOTAL	\$0	\$4,681,350	0%

ATTACHMENT A-3 Diverse Supplier Goal to Results-Non Gas Purchases				
	UTILITY NAME: Washington Gas			
	FOR THE REPORTING YEAR: Calendar Year 2019			
(A)	(B)	(C)	(D)	(F)
LINE #	DESCRIPTION	ACTUAL CURRENT YEAR RESULTS (\$)	CURRENT YEAR GOAL (\$)	ACTUAL VS GOAL (%)
				Column (C/D)
1	MINORITY BUSINESS ENTERPRISE	\$106,003,138.29	\$56,022,094.60	189%
2				
3	WOMEN OWNED BUSINESS ENTERPRISE	\$33,212,675.34	\$28,011,047.30	119%
4				
5	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	\$436,855.23	\$5,602,209.46	8%
6				
7	NOT FOR PROFIT WORKSHOPS	\$0.00	\$0	0%
8				
9				
10				
11	TOTAL	\$139,652,669	\$89,635,351	156%
12				
13	DC Based Certified Business Enterprises (CBE)	\$37,238,010	\$47,618,780.41	78%
14				
15	TOTAL	\$37,238,010	\$47,618,780	78%

ATTACHMENT B 1 Vendor Report-Gas Purchases				
	UTILITY NAME: Washington Gas		PUBLIC VERSION	
	FOR THE REPORTING YEAR: Calendar Year 2019		(EXCLUDE DETAILS IN ATTACHMENT)	
(A)	(B)	(C)	(D)	(E)
LINE #	VENDOR NAME	AMOUNT (\$)	NAICS CODE	DC Based CBE: YES (Y) or NO (N)
1			221	N
2			221	N
3			221	N
4			221	N
5			221	N
6			221	N
7			221	N
8			221	N
9			221	N
10				
11	Total			
12				
13				
14				
	Footnotes:			
	To the extent that disclosure of the contract amount dollars applies to only one vendor, the Utility may confidentially report data for columns (B) through (E).			

ATTACHMENT B 1 Vendor Report-Non Gas Purchases		Washington Gas	PUBLIC VERSION	
UTILITY NAME:		Washington Gas		
FOR THE REPORTING YEAR:		Calendar Year 2019	(EXCLUDE DETAILS IN ATTACHMENT)	
(A)	(B)	(C)	(D)	(E)
LINE #	VENDOR NAME	AMOUNT (\$)	NAICS CODE	DC Based CBE: YES (Y) or NO (N)
1			236	N
2			237	N
3			238	N
4			238	N
5			238	N
6			238	N
7			238	N
8			238	N
9			238	N
10			238	N
62			238	Y
63			238	Y
11			424	N
12			424	N
13			441	N
14			441	N
15			441	N
16			441	N
17			454	N
18			541	N
19			541	N
20			541	N
21			541	N
22			541	Y
23			541	N
24			541	N
25			541	N
26			541	N
27			541	Y
28			541	N
29			541	N
30			541	N
31			541	Y
32			541	N
33			541	N
34			541	N
35			541	N
36			541	N
37			541	N
38			541	N
39			541	N
40			541	N
41			541	N
42			541	N
43			541	N
44			541	N
45			541	N
46			541	N
47			541	N
48			541	N
49			541	N
50			541	N
51			541	N
52			541	N
53			541	N
54			541	N
55			541	N
56			541	N
64			541	Y
65			541	Y
66			541	Y
67			541	Y
68			541	Y
57			561	N
58			561	N
59			561	N
60			811	N
61			811	N
69			811	Y
		\$ 84,601,427.31		
Footnotes:				
To the extent that disclosure of the contract amount dollars applies to only one vendor, the Utility may confidentially report data for columns (B) through (E).				

ATTACHMENT D Local, Small and Disadvantaged Professional Services-DC Based-Non Gas Purchases

UTILITY NAME: Washington Gas			PUBLIC VERSION		
FOR THE REPORTING YEAR: Calendar Year 2019			(EXCLUDE DETAILS IN ATTACHMENT)		
(A)	(B)	(C)	(D)	(E)	(F)
LINE #	VENDOR NAME - DC BASED	PRODUCT/SERVICES	TOTAL (\$) CBE DC BASED SPEND PROF SVCS	TOTAL (\$) NON CBE DC BASED SPEND PROF SVCS	PERCENTAGE OF CBE (%) TO NON CBE DC BASED PROF SVCS
1					Column (D/E)
2			\$	\$	%
3					
4					
5					
6					
7					
8					
9					
	TOTAL				
Footnotes:					
To the extent that disclosure of the contract amount dollars applies to only one vendor, the Utility may confidentially report data for columns (B) through (F).					



District of Columbia Public Service Commission

2020



Supplier
Diversity
Annual Plan
for the
District of
Columbia
Public
Service
Commission

March 31, 2020

WASHINGTON GAS LIGHT COMPANY
Annual Plan for Supplier Diversity Program
Calendar Year 2020

Washington Gas Light Company (“Washington Gas” or “Company”) submits its Supplier Diversity Annual Plan in accordance with Section 7 of the Memorandum of Understanding (“MOU”), dated February 15, 2012 between Washington Gas and the District of Columbia Public Service Commission (“Commission”). This Annual Plan will be in effect for Washington Gas for Calendar Year 2020 (January 1, 2020 – December 31, 2020).

I. Diverse Supplier Activities

Washington Gas’ corporate policy serves to support diverse businesses. We seek and procure goods and services from a diverse set of vendors because it produces competition in the marketplace that provides value for our customers, the community and our investors. To maximize our efforts to enhance our Supplier Diversity Program, Washington Gas participates in the following internal and external activities.

A. Internal Programs

- Washington Gas changed the reporting structure for the Supplier Diversity program and included it in its Corporate Social Responsibility department. The shift will allow the program to evolve strategically and provide access to new and innovative products and services with the intent to increase diverse supplier opportunities.
- Washington Gas includes a supplier diversity goal on the Company’s Corporate Scorecard, and it is a separate, stand-alone performance category. CY2020’s Corporate Scorecard supplier diversity goal is 27%. Executives are individually and collectively responsible for the company’s diverse spend and the results are shared with the Board of Directors and employees.
- Washington Gas executives receive monthly diverse expenditure reports for all Company departments. The report includes the percent of diverse spend with certified diverse suppliers, the supplier diversity departmental spend goal and the actual spend relative to the goal.
- Washington Gas’ policy requires that reasonable efforts are made to ensure full and equitable opportunities for diverse businesses when procuring goods and services. Therefore, the inclusion of diverse vendors in our purchasing activity is essential. We will continue to communicate this policy throughout the Company.

- Sourcing for Washington Gas contracts \$150,000 and above, requires three bids, and at least one of the bids must be from a diverse supplier.
- Washington Gas employees are provided with information and training to enhance their knowledge about the Supplier Diversity Program.
- Washington Gas Supplier Diversity staff work diligently to ensure that diverse suppliers are included in the bidding process. Supplier Diversity staff provides supplier referrals to the Supply Chain team and offers resources in identifying qualified suppliers for sourcing needs.
- Washington Gas has a “Green Procurement Policy,” that requires “green” alternatives to be considered when making purchases. In addition, sustainability practices of potential suppliers are part of the procurement sourcing process. Washington Gas encourages the use of green products internally and encourages diverse vendors to maintain and practice sustainability initiatives.

B. External Activities

- Washington Gas will continue to strive towards supplier diversity goals through supporting advocacy groups throughout the region (refer to list). Washington Gas will continue to support groups that assist with its supplier diversity goals.
- Washington Gas will continue to participate in outreach efforts designed to enhance our supplier diversity efforts and maximize our use of diverse contractors for sourcing needs.
- Washington Gas seeks and participates in outreach opportunities that allow the Company to expand its diverse vendor resources and ultimately form beneficial partnerships. Washington Gas will continue to be actively involved with advocacy groups such as the National Minority Supplier Development Council, the Capital Region Minority Supplier Development Council which serves MD, DC and Northern VA, the Women’s Business Enterprise National Council, the Maryland Washington Minority Companies Association, the Elite Service Disabled Veteran-Owned Business Network and the US Pan Asian American Chamber of Commerce.

ORGANIZATION	INVOLVEMENT
National Minority Supplier Development Council	<ul style="list-style-type: none"> • National Corporate Member • Serve on the Utility Committee
Capital Region Minority Supplier Development Council	<ul style="list-style-type: none"> • Serve on Board of Directors • Serve on Various Committees • Attend sponsored events that promote supplier diversity • Attend Matchmaker workshops and events • Host booth at Procurement Fair
Maryland Washington Minority Companies Association	<ul style="list-style-type: none"> • Attend Procurement Fair and Conference • Work with organization to explore sourcing opportunities
Women’s Business Enterprise National Council	<ul style="list-style-type: none"> • Sponsor matchmaker events • Attend Networking Fairs • Serve on Certification Committee
Elite Service Disabled Veteran Owned Business Network	<ul style="list-style-type: none"> • Explore outreach opportunities • Work with organization to explore sourcing opportunities • Attend Networking Fairs
Utility Supplier Diversity Forum	<ul style="list-style-type: none"> • Serve as an active member and Vice President • Attend Meetings
Southern Gas Association	<ul style="list-style-type: none"> • Member of the Board of Directors • Serve on the Supply Chain Committee
American Gas Association	<ul style="list-style-type: none"> • Corporate Membership • Various Committees

- Washington Gas will continue its involvement with various local chambers of commerce/organizations.
- Continuous development of business and community relationships is important to provide networking opportunities with diverse suppliers. Washington Gas is actively involved in the following organizations.

ORGANIZATION	INVOLVEMENT
District of Columbia Chamber of Commerce	<ul style="list-style-type: none"> • Board of Directors • Various committees • Annual opportunity/procurement fair • Women in Business Procurement Fair
Maryland Chamber of Commerce	<ul style="list-style-type: none"> • Board of Directors • Corporate membership • Various committees
Montgomery County Chamber of Commerce	<ul style="list-style-type: none"> • Corporate membership • Various committees
Prince George's Chamber of Commerce	<ul style="list-style-type: none"> • Board of Directors • Corporate membership • Various committees
Prince William Chamber of Commerce	<ul style="list-style-type: none"> • Corporate membership • Various committees
Fairfax Chamber of Commerce	<ul style="list-style-type: none"> • Board of Directors • Corporate membership • Various committees
Loudon County Chamber of Commerce	<ul style="list-style-type: none"> • Corporate membership • Various committees
Arlington Chamber of Commerce	<ul style="list-style-type: none"> • Corporate membership • Various committees
Virginia Chamber of Commerce	<ul style="list-style-type: none"> • Board of Directors • Corporate membership • Various committees
Greater Washington Hispanic Chamber of Commerce	<ul style="list-style-type: none"> • Annual opportunity/procurement fair • Corporate membership
Greater Washington Board of Trade	<ul style="list-style-type: none"> • Board of Directors • Corporate membership • Various committees
National Council of Minorities in Energy	<ul style="list-style-type: none"> • Serve on Board of Directors
Downtown DC Business Improvement District	<ul style="list-style-type: none"> • Board of Directors • Corporate membership
US Pan Asian American Chamber of Commerce	<ul style="list-style-type: none"> • Corporate Membership

- Continue to educate diverse suppliers about programs, processes and expectations of doing business with Washington Gas.
- Washington Gas will continue to participate with the Working Group to facilitate the results of the Memorandum of Understanding for Supplier Diversity. These collaborative partnerships

have been significant resources and will provide insightful solutions to challenges that may develop as the Company strives to reach its diversity goals.

II. Recruiting Diverse Suppliers for Underutilized Procurement Categories

The following plan for recruiting diverse suppliers for Calendar Year 2020 is submitted in compliance with the Memorandum of Understanding. Washington Gas will continue to:

- Ensure that all employees with contracting authority have access to Supply Chain and Contracting Policies and Procedures by making them readily available.
- Provide sourcing opportunities to diverse suppliers to allow them to compete for contracts and services.
- Encourage diverse suppliers to register on-line through the vendor registration portal on the supplier diversity website, targeting suppliers in areas that have little or no diverse participation.
- Assist suppliers to obtain their diverse certification.
- Pursue and explore diverse financial institutions to augment the Company's financial portfolio with diverse suppliers.
- Consider and evaluate supplier diversity as part of the RFX-process.
- Monitor and augment supplier diversity database.
- Continue to require firms with spend greater than \$25,000 annually to be certified by an approved third-party certifying organization.
- Seek and participate in outreach ventures targeted at diverse suppliers in supply chain areas that may be underutilized.
- Participate in networking events throughout the region to identify diverse suppliers that provide products and services required by the Company.
- Participate in industry related activities to promote the Supplier Diversity Program.
- Partner with peers and continue to work with the Supplier Diversity Utility Forum to explore joint solutions to challenges in securing diverse suppliers for sourcing needs.
- Develop and implement programs that will allow sharing diverse supplier contacts and best practices through the Supplier Diversity Utility Forum, as well as other advocacy groups.

III. Subcontracting and Second Tier Purchasing

The following plan for encouraging prime contractors to engage in subcontracts in all categories which provide subcontracting opportunities for Calendar Year 2020 is submitted in compliance with the Memorandum of Understanding. Washington Gas will continue to:

- Consider diverse subcontracting in the sourcing process. All applicable RFXs include supplier diversity as part of the criteria for the evaluation and selection process.
- Provide assistance and training for prime contractors on reporting requirements and subcontracting opportunities with diverse suppliers.
- Require prime contractors to report Tier 2 spend through Tier 2 web-based reporting system.
- Audit Tier 2 reports submitted by prime contractors to ensure that the dollars reported are actual dollars spent with diverse subcontractors.
- Monitor the Tier 2 web-based portal and if necessary, implement changes that will enhance the Company's ability to secure data.
- Monitor supplier diversity initiatives of prime contractors and if necessary, provide support to develop a plan that enhances diverse spend opportunities.
- Encourage prime contractors to use diverse subcontractors and submit annual reports with goals for supplier diversity programs.
- Support the requirements in the MOU relating to subcontracting (second tier spend) for contracts for the procurement of products and services exceeding \$550,000 and for construction contracts exceeding \$1,000,000 annually.

IV. Plans for Complying with Diverse Supplier Program

In order to meet our plans for complying with the Diverse Supplier Program, Washington Gas will continue to:

- Work internally to promote policies and procedures that will foster growth in the supplier diversity program.
- Work with the Supplier Diversity Utility Forum to develop programs and outreach efforts that will help the Company/peers to reach its supplier diversity spend goals.
- Work with prime suppliers to assist with supplier diversity goals and compliance.
- Identify qualified Certified Business Enterprises ("CBE") during sourcing events.

ATTACHMENT C-1 Short Term Goals								
UTILITY NAME: Washington Gas - Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%	%	%	%	F=G*H	G=B+C+D+E		I=F/H
	%	%	%	%	\$	%	\$	%
2020	15	8	3		73,435,671	26.00%	\$ 282,444,888	26.00%
YEAR	DC based CBE				(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%				F=G*H	G=B		I=F/H
	%				\$	%	\$	%
2020	8.5				24,007,815	8.50%	282,444,888	8.50%

ATTACHMENT C-2 Mid Term Goals								
UTILITY NAME: Washington Gas - Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%	%	%	%	F=G*H	G=B+C+D+E	\$	I=F/H
2022	16	9	4		83,449,495	29.00%	287,756,880	29.00%
YEAR	DC based CBE				(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%				F=G*H	G=B	\$	I=F/H
2022	8.75				25,178,727	8.75%	287,756,880	8.75%

ATTACHMENT C-3 Long Term Goals								
UTILITY NAME: Washington Gas - Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
					F=G*H	G=B+C+D+E		I=F/H
	%	%	%	%	\$	%	\$	%
2024	17	10	4		90,720,725	31.00%	292,647,500	31.00%
YEAR	DC based CBE				(\$) TOTAL		TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
					F=G*H	G=B		I=F/H
	%				\$	%	\$	%
2024	9				26,338,275	9.00%	292,647,500	9.00%

ATTACHMENT C-1 Short Term Goals								
UTILITY NAME: Washington Gas - Non-Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%	%	%	%	F=G*H	G=B+C+D+E		I=F/H
					\$	%	\$	%
2020	15	8	3		153,893,176	26.00%	\$ 591,896,829	26.00%
YEAR	DC based CBE				(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%				F=G*H	G=B		I=F/H
					\$	%	\$	%
2020	8.5				50,311,230	8.50%	591,896,829	8.50%

ATTACHMENT C-2 Mid Term Goals								
UTILITY NAME: Washington Gas - Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
					F=G*H	G=B+C+D+E		I=F/H
	%	%	%	%	\$	%	\$	%
2022	16	9	4		180,232,584	29.00%	621,491,670	29.00%
YEAR	DC based CBE				(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
					F=G*H	G=B		I=F/H
	%				\$	%	\$	%
2022	8.75				54,380,521	8.75%	621,491,670	8.75%

ATTACHMENT C-3 Long Term Goals								
UTILITY NAME: Washington Gas - Non Gas Purchases								
FOR THE REPORTING YEAR: January - December 2020								
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)
YEAR	MINORITY BUSINESS ENTERPRISE	WOMEN BUSINESS ENTERPRISE	SERVICE DISABLED VETERAN BUSINESS ENTERPRISE	NOT FOR PROFIT WORKSHOP	(\$) TOTAL	(%) TOTAL BY SPEND	TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF DIVERSE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%	%	%	%	F=G*H	G=B+C+D+E		I=F/H
					\$	%	\$	%
2024	17	10	4		202,295,538	31.00%	652,566,253	31.00%
YEAR	DC based CBE				(\$) TOTAL		TOTAL UTILITY PROCUREMENT (\$)	PERCENTAGE (%) OF CBE SUPPLIER SPEND TO TOTAL UTILITY PROCUREMENT
	%				F=G*H	G=B		I=F/H
					\$	%	\$	%
2024	9				58,730,963	9.00%	652,566,253	9.00%