



Agency Supplier Diversity Inclusion Plan • Calendar Year 2022

Agency: Washington Horse Racing Commission

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Agency Supplier Diversity Inclusion Plan

Summary Statement: The agency's plan to increase participation of certified small minority, women, and veteran owned firms.

The WHRC has two sole source contacts at the current time, which include contracts with WSU to perform necropsies on euthanized equines, and Industrial Laboratories to conduct drug testing on equine samples. This does not present the agency with the opportunity to utilize small business RFP's and contracts very often. Industrial Laboratories is a new contract and we did post the RFP WEBS.

Authorizing Individual: Douglas L. Moore

Specific measures the agency or educational institution will take to increase participation of certified businesses:

Most expenses are paid for by using the agency purchase card as they are generally small assets and supplies. The WHRC internal process is to first seek OMWBE contacts and utilize some small services such as medical waste disposal and continue to look for OMWBE contracts that may fulfill our needs. We utilize the statewide contract with Amazon and when available, use the filters to seek OMWBE qualified

Forecasting: We will continue to utilize our internal process of seeking out OMWBE qualified businesses for our purchasing as well as any RFP's, posting to WEBS as well as OMWBE.

Use of Master Contracts:

Outreach: The WHRC purchases some specialty items from industry vendors and will encourage them to file as small businesses with the state and continue to explain the benefits that it may provide their business. We will continue to use WEBS and use OMWBE's contracting site with any RFP's in the future.



Internal Processes: We will continue to use our internal process of prioritizing OMWBE qualified businesses, communicate and monitor/track the use of these businesses throughout the year.

Communication and Training Plan:

WHRC administration is a small office of three and we all are aware of seeking out OMWBE qualified businesses.

Agency contract goal tracking:

We will have a shared tracking sheet to monitor purchases.

Contractor monitoring: