



Agency Supplier Diversity Inclusion Plan • Calendar Year 2022

Agency: Environmental and Land Use Hearings Office (ELUHO)

Contact: Nancy Coverdell	360.664.9171	Nancy.Coverdell@eluho.wa.gov
Name	Telephone	Email

Agency Supplier Diversity Inclusion Plan

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

ELUHO will continue to utilize WEBS as direct notification to vendors of bid opportunities for goods and services procurements. ELUHO will also continue to refer uncertified but possibly qualified vendors to OMWBE for certification.

Authorizing Individual: Nancy Coverdell, Administrative Services Director

Specific measures the agency will take to increase participation of certified businesses: ELUHO will post opportunities on WEBS and OMWBE, as well as utilize master contracts.

Forecasting: ELUHO will continue to utilize master contracts.

Use of Master Contracts: ELUHO will continue to utilize master contracts before seeking out competitive procurements.

Outreach: ELUHO will use OMWBE's Bid & Contracting site in addition to DES Procurement site.

Internal Processes: ELUHO will regularly monitor the implementation of this inclusion plan and reach out to OMWBE for guidance as needed.

Communication and Training Plan:

ELUHO is a small agency supported by DES Contracts and Procurement but continues to include and partner with OMWBE as opportunities are presented.

Agency contract goal tracking:

ELUHO will continue to monitor the use of MWB to track spending of our 2022 goals.



Contractor monitoring:

ELUHO's will continue to monitor contractors/vendors to ensure compliance of contract goals in a performance based culture.