



## Agency Supplier Diversity Inclusion Plan • Calendar Year 2022

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**Agency:** Washington Department of Fish and Wildlife

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### Agency Supplier Diversity Inclusion Plan

#### Summary Statement:

WDFW is planning to implement Tools for Equity in Public Spending, including planning and forecasting procurement opportunities, identifying diverse spend options when sufficient opportunities are not available through state master contracts, reviewing procurement language, and conducting outreach activities.

**Authorizing Individuals:** Morgan Stinson, Chief Financial Officer  
Tim Burns, Capital Asset and Management Program Assistant  
Director

#### Specific measures the agency will take to increase participation of certified businesses:

- Planning and forecasting procurement opportunities by reviewing spending opportunities identified in fiscal notes and other sources for legislation adopted into law and funded through the legislative process, as well as grant awards.
- Identifying diverse spend options when sufficient opportunities are not available through state master contracts.
- Reviewing procurement language to ensure maximum qualified participation from small and diverse businesses.
- Conducting outreach activities for procurements to increase participation from small and diverse businesses in agency procurement opportunities.

#### Communication and Training Plan:

WDFW contracting and procurement staff from the Financial Services Program (goods and services) and the Capital Asset and Management Program (public works) will meet on a twice a year basis to go over outreach processes, projected procurements and other issues regarding the diversity plan.



**Agency contract goal tracking:**

WDFW will monitoring diverse spend through Enterprise reporting on a quarterly basis as a part of the communication and training plan.

**Contractor monitoring:**

WDFW will verify MWB certification for contractors when certification is claimed during procurements; and subcontractors being used toward small and diverse spend goals.