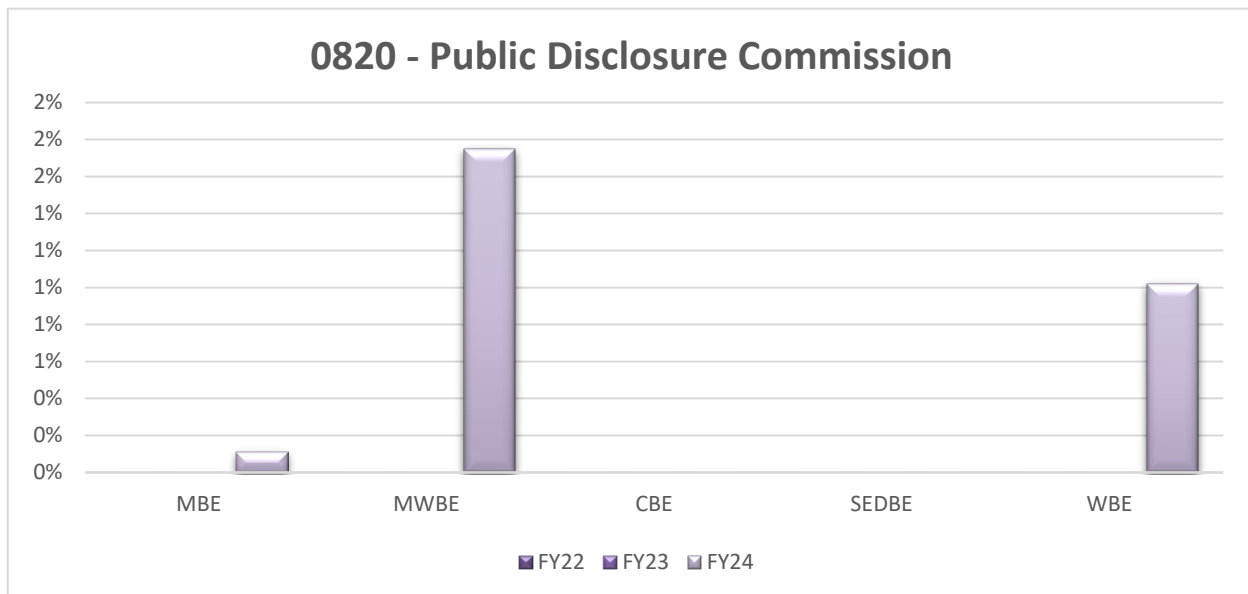




FY25 Business Diversity Spending Goal Plan – Public Disclosure Commission  
[Governor's Supplier Diversity Subcabinet approved best practices](#)

(Agency graph showing spend comparison from FY23 and FY24)



**FY 2023 – No spending goal established**

**FY 2023 – 0.00%**

**FY24 Spending Goal – 4.34%**

**FY24 Actual Spend – 1.12%**

**FY25 Spending Goal: 2.09%**

**Summary Statement:**

<brief paragraph from the director or agency head describing the contract goals how they intend to maximize opportunities for certified businesses for the new fiscal year>

- PDC will continue to access the services of Department of Enterprise Services (DES) Small Agency Contract Services for all contract-related services.

**Contract goals for FY2025:**

- Review/verify existing contracts to determine renewal or need for a new contract.
- Ensure language regarding the requirement for contract diversity spending reporting is incorporated in all new contracts. This language will ensure that the prime contractors/vendors are reporting payments to sub-vendors.

**Steps your agency has completed to prepare for forecasting and steps remaining:** <list measures>

- Executive management meets at the end of the fiscal year to discuss contracts and needs for the next FY.
- PDC will continue to access the services of Department of Enterprise Services (DES) Small Agency Contract Services for all contract-related services.

**How are supplier diversity efforts managed within your agency:**

<list examples>

- All purchase requests are submitted for approval through an executive team member. Once approved, the Administrative Officer research's vendors using WA State contracts and vendors listed as a certified business with OMWBE. Goal is to locate and utilize a diverse vendor that will ensure the delivery of the product or completion of project.

**Is your agency currently using the Outreach Module in Access Equity for marketing and connecting with Diverse Businesses?**

<yes or no>

No.

**Are you using the Contract Compliance module in Access Equity to report your contract & purchase orders that include subcontractors (including statewide contracts)?**

Yes for contracts that have gone through the procurement process. The PDC does not report statewide contracts on this module.

**How does your agency track efforts to notify businesses about purchasing and opportunities to bid on contracts?**

<list outreach examples>

PDC will continue to access the services of Department of Enterprise Services (DES) Small Agency Contract Services for all contract-related services.

**Your agency plan according to EO 22-01 should already be implemented. How has your plan aided in your efforts to increase your agency plan from last year?**

<list progress>

- Detailed attention is placed on all contracts and purchasing (even the smallest item) in effort to seek any opportunity to purchase from a diverse identified supplier when possible.

**Did your agency's spend decrease for FY24? If so, what was the reason(s)? What perceived barriers did you face?**

No

**What new efforts are you going to implement to try to increase your spending with small-minority and women owned businesses?**

<list efforts>

- Continue with efforts to seek any opportunity to purchase from a diverse identified supplier when possible.
- Continue to work with DES small agency contracting.