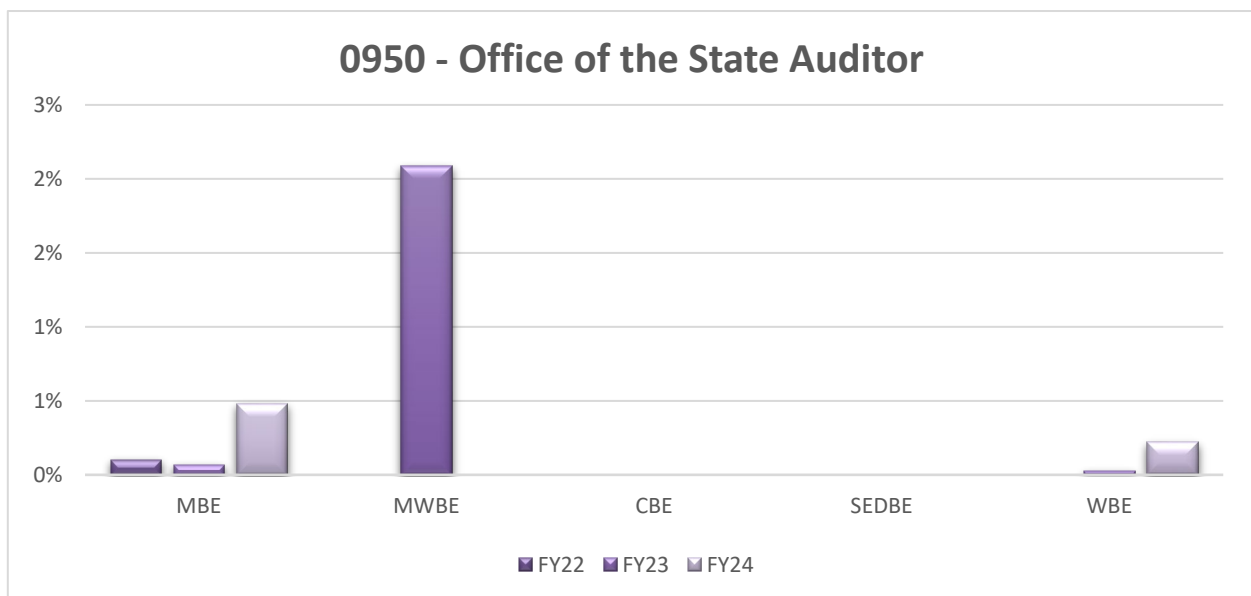


FY25 Business Diversity Spending Goal Plan – Office of the Washington State Auditor

[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 – 0.11%

FY24 Spending Goal – 11.05%

FY24 Actual Spend – 0.70%

FY25 Spending Goal: 5.41%

Summary Statement:

The State Auditor's Office (SAO) reviews WEBS, the OMWBE Directory of Certified Firms and the Department of Veteran Affairs website to maximize opportunities to work with certified businesses.

SAO posts solicitations in the Washington Electronic Business Solution (WEBS) system so certified businesses can find and submit proposals for SAO contracts.

SAO also submits solicitations to the OMWBE to include on their website in the Bids and

Contracting Opportunities section when it is appropriate to do so. In addition, SAO sends an outreach email to the Supplier Diversity Community of Practice program manager to include in the Business Diversity Bulletin and that is shared with SCAN and BDAG, as well.

SAO provides OMWBE information to potential vendors and encourages them to register if they are not yet OMWBE certified.

The SAO is committed to using all options available to increase purchasing with certified businesses.

Steps your agency has completed to prepare for forecasting and steps remaining:

FY 23 Forecasting was based on the biennial budget plans. The FY 24 forecasting document has been updated for any forecast changes and posted to our website.

How are supplier diversity efforts managed within your agency:

The Financial Services Ops Mgr has oversight of the contracting and procurement process. They work with procurement and contracting staff to ensure proper procedures are followed. In addition, we have added to our team a procurement manager position that has specific responsibilities for our supplier diversity program.

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

No, but SAO will use the Outreach Module in Access Equity for FY 25.

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

No, but SAO will use the Contract Compliance module in Access Equity for FY 25.

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

These email notifications are tracked through Outlook and saved in each contract file.

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?

The agency plan has helped SAO focus on our efforts to increase diverse spend. The plan will help staff responsible for purchasing to be intentional with their decision in a vendor using statewide contracts.

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?

The SAO continues to analyze how we can try to increase our spending with small-minority and women owned businesses. One significant change, as mentioned above, is that we have added specific job description responsibilities for SAO's internal supplier diversity program. That way ensuring we keep a focus on diverse spend to the extent possible.