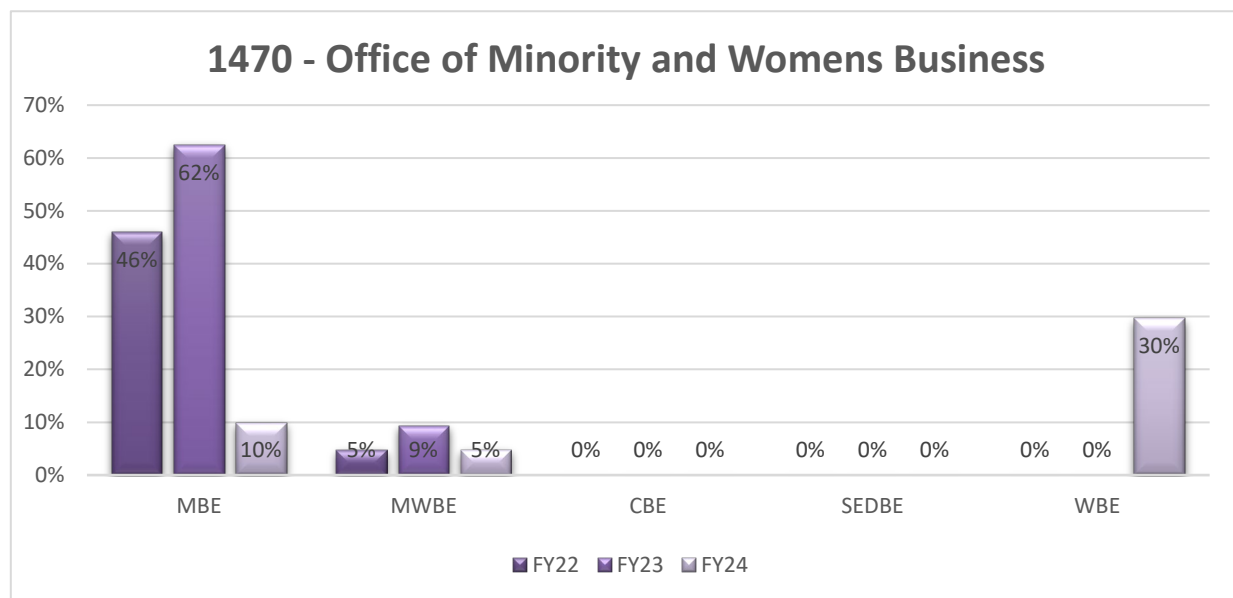




Please insert your agency logo here.

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

(Agency graph showing spend comparison from FY22, FY23 and FY24)



FY 2023 – No spending goal established

FY 2023 – 71.66%

FY24 Spending Goal – 10.00%

FY24 Actual Spend – 44.18%

FY25 Spending Goal: 30.04%

Summary Statement:

OMWBE is committed to ensuring our agency annual spend is fair and equitable. We are committed to bettering our procurement process, our contractual terms, and our payment structure so that we achieve maximum participation of OMWBE certified firms, setting an example for equitable public procurement.

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

Revamped budget tracking to adequately capture spending per program to identify available discretionary spend. Program Directors and Assistant Directors empowered to manage their own

budgets and begin utilizing OMWBE/DES tools for forecasting. Planning FY25 competitive purchases, direct buy contracts, and sole source contracts during the first and second quarter of the fiscal year with contracts and procurement team and budget managers to discuss needs and develop plans.

How are supplier diversity efforts managed within your agency:

All staff who are approved to make purchases must take DES Supplier Diversity and contract training and are trained to search the OMWBE directory and WEBS for small and diverse vendors, as well as seek out statewide contracts with diverse options. The contracts and procurement team works collaboratively with the Supplier Diversity team and attends Toolkit Workshops and monthly Supplier Diversity Community of Practice meetings. OMWBE's diverse spend is reviewed quarterly. The Supplier Diversity team reviews RFPs for barriers and participates in the evaluation process.

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

Not yet but will do!

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

Sure are!

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

- Post opportunities in WEBS and on our website, social media sites, and monthly newsletter.
- Utilize Access Equity to inform certified businesses of opportunities once posted in WEBS.
- Send opportunities for distribution to community-based organizations.
- Routinely attend trade shows and events statewide as well as community-based organization meetings.
- Remove barriers in RFP required qualifications, bonding, insurance, and any unnecessary restrictive components.
- Remove overly burdensome terms in contract boiler plate language.
- Consistently share certification information with vendors.
- Provide prompt payment to certified businesses.

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?

We always search directory of certified businesses and utilize certified businesses for all direct buy purchases where available and we work with firms to help

identify gaps in product or service availability. When a certified business is not available, search WEBS for small and Veteran-owned businesses to utilize. Utilize statewide contracts with diverse options. Provide technical support to agencies on supplier diversity strategies. All is working well.

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

Reasons:

- FY23 was an anomaly due to large IT QA contract with certified firm driving impacting the percentage. Barring large changes to the procurement landscape FY24 feels like a more accurate representation of what would be expected from OMWBE moving forward.

Perceived Barriers:

- Usability and Searchability of the directory.
- Availability of vendors providing goods and services in categories needed.
- Regular monthly expenses that equate to large portions of agency budget spent with Large Corporations that would be impenetrable or not available for small or diverse firms (Example – Cell Phones)

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

Greater efforts in forecasting. More resourceful approaches to searching for certified firms in the directory or otherwise. More aggressive use of statewide contracts with diverse firms.