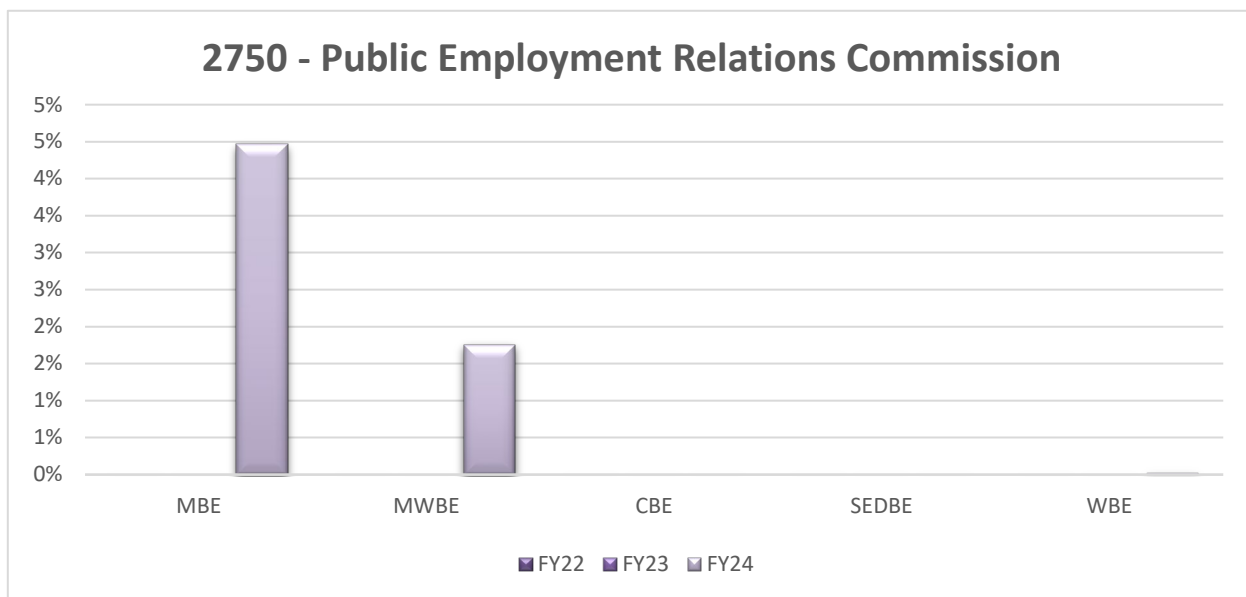


FY25 Business Diversity Spending Goal Plan – Agency name  
[Governor's Supplier Diversity Subcabinet approved best practices](#)

(Agency graph showing spend comparison from FY23 and FY24)



**FY 2023 – No spending goal established**  
**FY 2023 – 0.00%**

**FY24 Spending Goal – 7.50%**  
**FY24 Actual Spend – 0.02%**

**FY25 Spending Goal: 3.56%**

**Summary Statement:**

PERC has limited contract needs but strives to consider and use certified businesses when possible.

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

1. For FY25, PERC has a contract with Synergy, a microbusiness.
2. With the solicitation for court reporter services in FY25, PERC considered certified and small businesses to contract with. Only 3 bidders replied to the solicitation. They were all awarded a contract and are all small businesses, but none of them are certified.

3. PERC contracted with Simply Organic Café for catering needs of the agency. They are a local and small business, but not certified.
4. PERC is seeking out Navi Pacific Construction for technical services. They are a local and small business, but not certified.
5. For agency vehicle detailing in FY25 we plan to use Dean's Capitol City Detailing. This is a local and small business, but not certified.
6. PERC's building owner utilizes Sam's Janitorial for our custodian services. Sam's Janitorial is MWBE certified. This service is included as part of our office building lease.

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

Small and diverse businesses are considered when contracting for services. PERC realizes the importance of using local, small, and diverse businesses. We strive to consider these businesses for our agency needs.

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

DES Contracts division posted PERC's court reporting RFP in WEBS. They utilized the outreach module.

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

PERC submitted the fy24 subcontractor report on an excel spreadsheet as was allowed for that reporting period. We have since taken the training and all subcontractor/contractor reporting for FY25 will be submitted using the Contract Compliance module in Access Equity.

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

The court reporter contract was posted on WEBS to notify vendors of the opportunity to bid on the contract. A notice of intent to award contract was posted on our website and in WEBS for our contract awarded to Synergy.

**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?**

PERC searches the master contract list for certified minority, women, and veteran owned businesses when needing goods and services.

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

PERC did not meet the FY24 goal. It wasn't clear which costs could be included in the spend. We use a microbusiness and thought we could include them, but they are not certified. Can you please clarify if they can be included.

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

PERC continues to strive to increase our spend with small, minority, and women owned businesses. With a limited amount of contracts PERC doesn't have a large \$ amount paid to contracts other than IT development. We will continue to look for small local businesses to support. Many of the businesses are not certified.