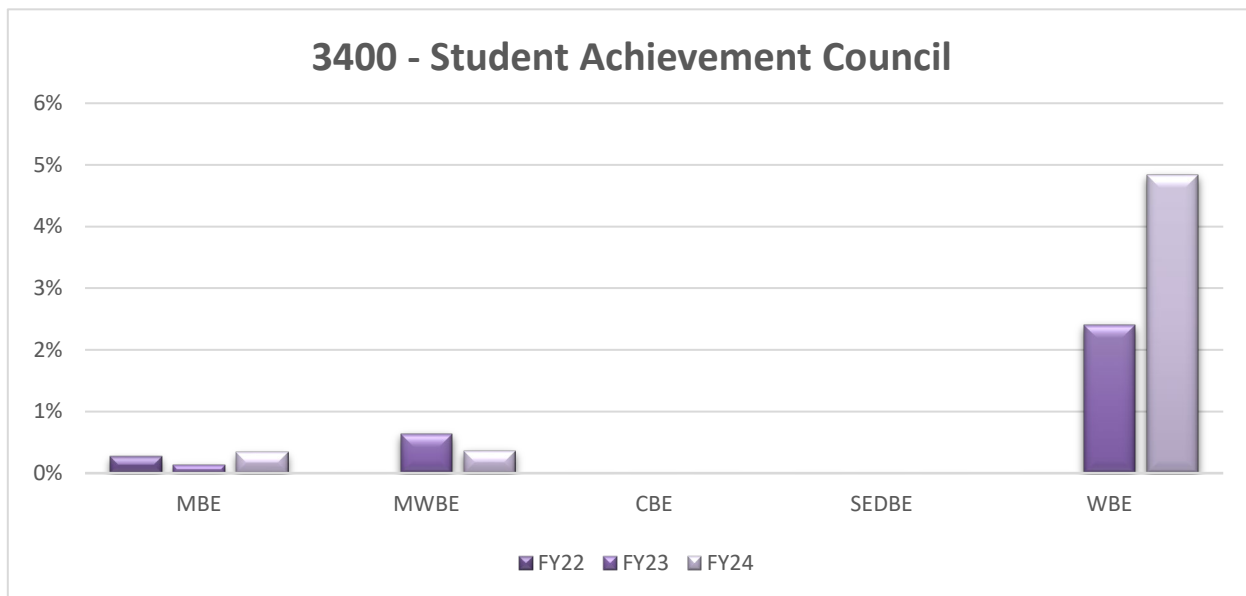




## FY25 Business Diversity Spending Goal Plan – Washington Student Achievement Council

[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 – 3.16%**

**FY24 Spending Goal –9.74%**

**FY24 Actual Spend – 5.17%**

### **FY25 Spending Goal: 7.12%**

#### **Summary Statement:**

The Washington Student Achievement Council is committed to diversity, equity, and inclusion in all our work as those values are central to our agency mission to increase educational attainment in Washington. WSAC intends to continue applying supplier diversity best practices to improve participation, especially in the use of statewide contracts with certified contractors. WSAC works with specialists in higher education projects who may qualify but are not certified. We will work with them to become certified.

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

WSAC financial management is typically notified early in the planning phase of individual procurements and the unit will remind/educate programs about ways to identify and communicate with vendors certified by OMWBE or Veteran Affairs. The unit will also assess past spending patterns and activities receiving new funding in the state operating budget to identify opportunities to increase our spending with MWB contractors.

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

The Financial management team is responsible for oversight of all agency procurement and works with programs to educate them on the state requirements and tools/techniques for increasing the diverse spending such as utilizing the OMWBE, DVA, and DES web sites to seek opportunities to increase utilization of certified contractors.

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

Yes, we have recently begun setting up some lists and will use these with our solicitations going forward.

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

Yes, we recently began using the module for agency reporting on contractors that are using subcontractors. We are current with spend reporting as of July 1, 2024.

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

For RFPs and direct buy purchases, programs conduct outreach to ensure certified minority, women, and veteran-owned businesses are notified of opportunities to compete for contracts using both the OMWBE and DVA web sites. WSAC also utilizes the WEBS solicitation management platform to conduct all solicitations. We also post our active solicitations on the APEX website for businesses in Washington to learn more.

**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?**

WSAC uses the OMWBE toolkit and other available resources as we strive to increase agency spending with MWB vendors. Our approach includes the following:

**EMPLOYEE TRAINING**

WSAC employees involved with contracting, and procurement are required to take the state supplier diversity training course.

#### FORECASTING:

WSAC financial management is typically notified early in the planning phase of individual procurements and the unit will remind/educate programs about ways to identify and communicate with OMWBE certified vendors. The unit will also assess past spending patterns to identify opportunities to increase our spending with MWB vendors.

#### USE OF STATEWIDE CONTRACTS:

WSAC financial management will communicate to agency staff involved with procurement about how to identify and use OMWBE certified vendors on the DES statewide contract listing site.

#### UPDATED TEMPLATES

WSAC is updating RFP and contract templates to increase supplier diversity by eliminating potential barriers (e.g., restrictive insurance requirements).

#### INTERNAL PROCESSES:

WSAC financial management will ensure that internal processes include communicating with agency contract managers and purchasers the available tools and techniques to identify and provide outreach to MWB vendors. The processes will also include periodic monitoring of MBE spend relative to targets and communication with programs during the planning phase for individual procurements, in situations where increased participation by MWB vendors is a possibility. WSAC hired a Contracts and Procurement Manager to work with programs to improve our contracting processes.

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

No, our agency spend with certified businesses increased in both dollars and percentage of total spend.

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

This past spring the agency ran three different solicitations to procure convenience contracts with multiple vendors. In the end we established 20 contracts in the three target areas. Of those contractors, 10 are Washington small businesses, and of that number, five are certified OMWBE, (WBE, MWBE, DBE) contractors. We are also currently working with our small business contractors to get them certified through OMWBE to help their business grow in the government contracting marketplace.