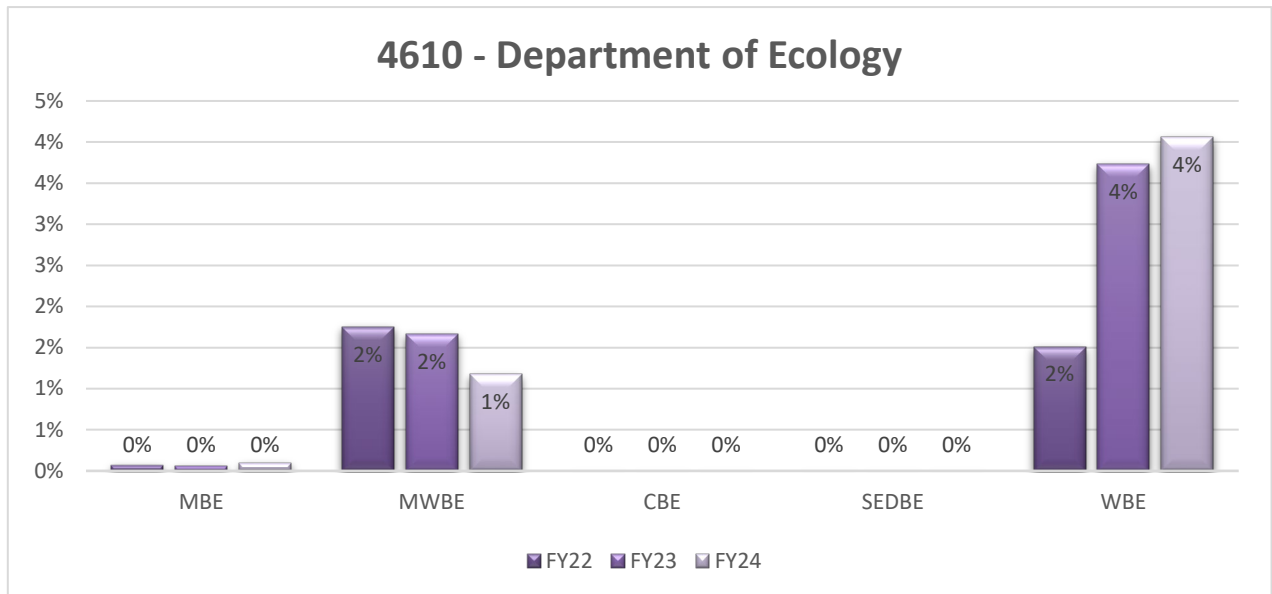




FY25 Business Diversity Spending Goal Plan – Department of Ecology
[Governor's Supplier Diversity Subcabinet approved best practices](#)

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



FY 2023 – No spending goal established

FY 2023 – 5.45%

FY24 Spending Goal – 9.79%

FY24 Actual Spend – 5.33%

FY25 Spending Goal: 7.14%

Summary Statement:

The Department of Ecology is committed to providing opportunities for minority, women, veteran, and small businesses to do business with Ecology. We developed our agency supplier diversity inclusion plan based upon knowledge gained from attending the OMWBE supplier diversity workshops and tool kit session. Our plan incorporates the Governor's Business Diversity Subcabinet approved best practices. Ecology recognizes the value of an inclusion plan that encourages purchasing goods and services from minority, women, and veteran owned

businesses. Ecology strives to improve the participation of diverse suppliers in our contracting and procurement opportunities. Ecology has implemented strategies from the Tools for Equity in Public Spending to increase our diversity spend.

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

Multiple communications on Executive Order 22-01 and new DES policy have been distributed to impacted staff. Agency Supplier Diversity Leaders have presented requirements to agency executive leadership team and provided the tools from OMWBE to appropriate agency staff. Program staff are identifying planned procurements that may have the potential for small and diverse suppliers' participation. Program budget staff are required to take the OMWBE Toolkit forecasting training. Ecology has compiled and posted the Forecasting Reports Template to our agency website. .

How are supplier diversity efforts managed within your agency:

The agency Supplier Diversity Leader is responsible for distributing information to Ecology staff. Ecology programs are responsible to implement requirements of the EO and the DES supplier diversity policy. Supplier Diversity language and requirements have been incorporated into solicitations and are followed when awarding contracts. Contract managers review the Supplier Inclusive plan for compliance by the vendor. All staff involved in procurement and contract management are required to take Supplier Diversity training. Supplier Diversity Purchasing Directive has been issued that provides the requirements and guidance on how to incorporate Supplier Diversity practices in competitive solicitations.

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

No. This is in process as we implement Access Equity for our contracts.

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

No. This is in process as we implement Access Equity for our contracts.

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

Ecology is currently posting procurement opportunities on WEBS and the OMWBE websites. Staff are using DES', OMWBE's and DVA's websites to search for Certified Businesses. Ecology's Supplier Diversity Leader communicates information on vendor fairs, conferences, and summits to applicable staff as they become available and are posted on the OMWBE calendar. OMWBE's Supplier Diversity Newsletter is distributed to applicable staff. The Tools for Equity in Public Spending is frequently referred to as Ecology implements the EO. Toolkit Workshop trainings are communicated, and staff are highly encouraged to attend. Ecology program staff prepare a record (Excel spreadsheet) tracking outreach efforts.

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?

Ecology follows the Best Practices identified by OMWBE. Ecology has implemented or is in the process of implementing the OMWBE Tools for Equity in Public Spending, including Forecasting, use of Statewide Contracts, Outreach, and several internal processes. Ecology has developed a policy and procedures for implementing Supplier Diversity. Ecology maintains a web page with information on registering with OMWBE. Ecology has incorporated Supplier Diversity language in solicitation documents. Ecology use WEBS, OMWBE, DVA tools for finding potential diverse suppliers. Ecology posts procurement opportunities on WEBS and the OMWBE website. Ecology hosts pre-bid conferences and provides opportunities to meet with agency representatives to learn about needed goods and services.

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

Yes, our actual spend decreased slightly from FY23 to FY24.

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

- *Improve communications, (e.g., SharePoint) site focusing on Supplier Diversity. Ecology maintains internal web pages easily accessible to all staff that provide guidance, tools, and links for implementing Diversity Supplier, work on improving the presentation of information.*
- *Add staff to the effort to help promote and track Diversity Supplier.*