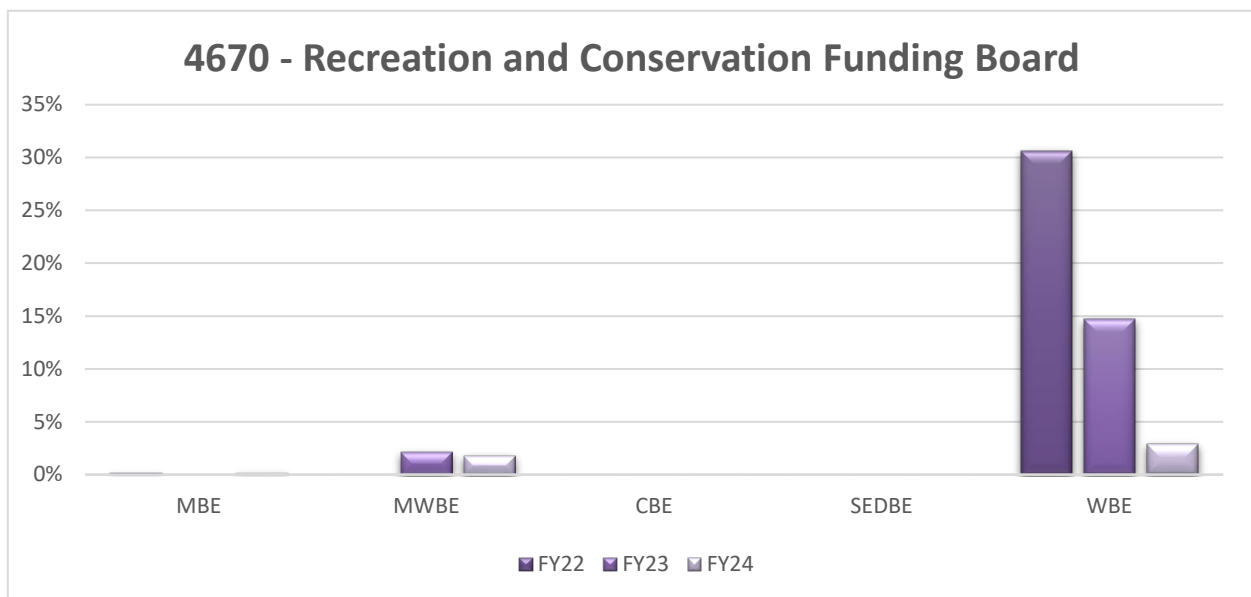


FY25 Business Diversity Spending Goal Plan – Agency name  
[Governor's Supplier Diversity Subcabinet approved best practices](#)

(Agency graph showing spend comparison from FY23 and FY24)



**FY 2023 – No spending goal established**  
**FY 2023 – 14.72%**

**FY24 Spending Goal – 10.00%**  
**FY24 Actual Spend – 6.96%**

**FY25 Spending Goal: 10.00%**

**Summary Statement:**

The Washington State Recreation and Conservation Office (RCO), in compliance with Governor's Executive Order 22-01 Equity in Public Contracting, conducted two solicitations below the \$150,000 value in FY25 and the contracts were awarded to the lowest responsive and responsible bid from a small business as defined in RCW 39.26.010(22)(a).

**Steps your agency has completed to prepare for forecasting and steps remaining:**  
RCO forecasts spending each fiscal year and posts an annual forecast on the agency website. RCO utilizes small, diverse, women or veteran owned business when using statewide contracts, or consulting the OMWBE directory of certified businesses.

The OMWBE directory of certified businesses was utilized to identify a small sign making company to meet a business need. Additionally, RCO is working to promote purchasing from a DES small business on the Office Supply statewide contract.

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

Supplier diversity outreach is conducted prior to solicitations being posted. Solicitations are sent directly to businesses registered with OMWBE as small, diverse, and women owned via email. Additionally, RCO has complied with EO 22-01 with awards for contract values below \$150,000 being made to Washington State small or veteran owned businesses.

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

No.

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

Fiscal year 2025 contracts with subcontractors are currently being entered into Access Equity.

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

Prior to solicitations being posted to WEBS, email outreach is conducted with vendors listed as small, diverse, and veteran owned. Associated commodity codes are used to search for vendors listed as small diverse, and veteran owned and the solicitation is sent to those businesses prior to being posted publicly.

**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?**

Since last year, RCO implemented solicitation outreach prior to the posting of

solicitations. Additionally, preference points for Washington State small, diverse businesses have been added to all solicitations. RCO hired a new contractor found through the OMWBE directory of certified businesses. Additionally, RCO is working to transition purchasing office goods to a DES small business through a statewide contract.

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

RCO's agency spend did decrease from FY23 to FY24 primarily because we are a small agency with few contractors and our highest spend contract with an OMWBE certified business, transferred ownership of her business to a non-certified business upon her retirement.

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

RCO is building relationships and trying to establish connections with diverse, small, and veteran owned businesses. The agency Deputy Director was involved in a 'speed dating' event put on by DES in which small – minority and woman owned businesses met with agencies for a period of about 10 minutes before rotating to the next agency. Twenty contacts were made though that event and five subsequent meetings have been held with contractors about potential work in FY 2026. Targeted industry outreach and targeted solicitation outreach will be considered for future solicitations to reach diverse, small businesses. Additionally, RCO will continue to encourage eligible contractors to become certified that are not currently.