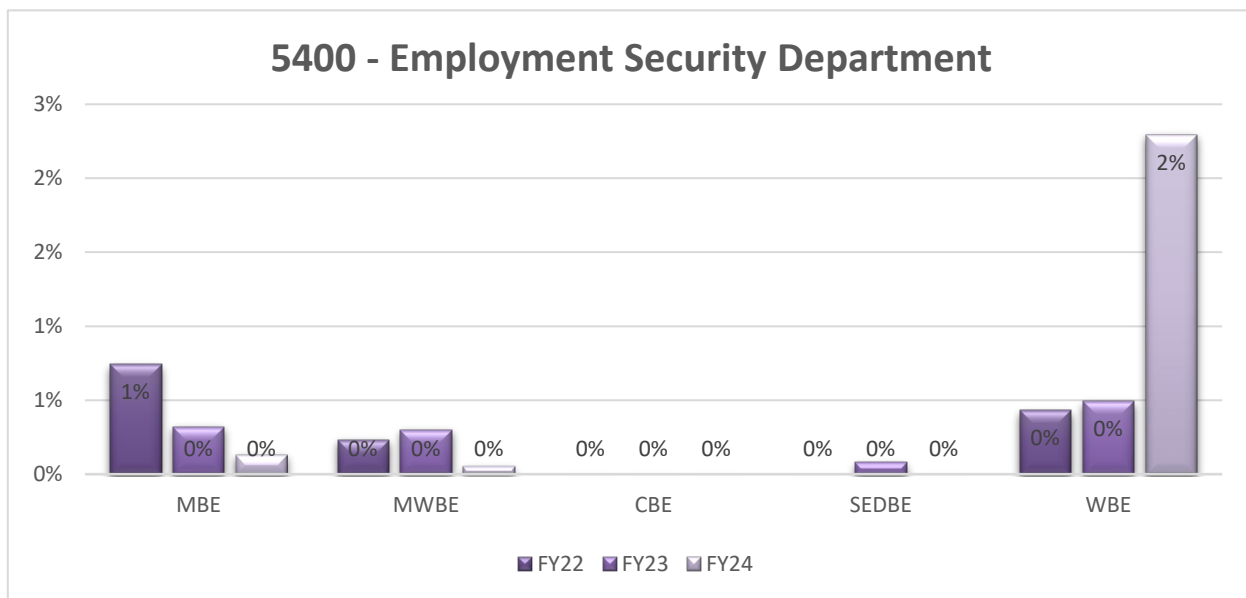


FY25 Business Diversity Spending Goal Plan – Agency name
[Governor's Supplier Diversity Subcabinet approved best practices](#)

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



FY 2023 – No spending goal established

FY 2023 – 1.11%

FY24 Spending Goal – 6.72%

FY24 Actual Spend – 2.47%

FY25 Spending Goal: 6.25%

Summary Statement:

With the improvements made over the past year, ESD has substantially increased the number of responses to procurements received from certified minority and women-owned businesses. The agency is motivated to collaborate and increase the actual award of contracts to certified minority and women-owned businesses. Career Connect Washington and apprenticeship-based programs provide the largest areas where certified minority and women-owned

businesses can engage and be awarded contracts. These contract managers have greatly increased outreach efforts to these vendors over the past year and will continue to do so.

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

ESD has initiated forecasting for the agency. The information is currently being compiled and will soon be available externally on esd.wa.gov. The forecasting process will be repeated for future fiscal years.

How are supplier diversity efforts managed within your agency:

Meetings with division leaders are a regular activity. Leaders are continually encouraged to enter into contracts with certified minority and women-owned businesses entities. Receiving data on actual spend where there are a higher percentage of certified vendors, helps narrow in on areas for improvement. Staff within the central contracts office encourage and educate customers on such contracting and purchasing opportunities; the ultimate decision lies with the Contract Manager. Further, a request has been made to add a staff member dedicated to Supplier Diversity and educating agency contract managers.

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

No. With Forecasting information being compiled, the agency will be able to better identify areas of opportunity and utilize the Outreach Module in Access Equity.

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

Yes. Use of this module began early in 2024 and reporting continues successfully.

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

With Forecasting efforts underway, this provides data to review and an opportunity to increase awareness of bidding opportunities. Some past purchases required contract managers to retain documented outreach in their respective contract files. As agency education and understanding grows, so too will its ability to track efforts and retain documentation and increase its marketing 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?

The agency plan has certainly aided in progressing EO 22-01 implementation over the past year. Prime contractors who subcontract have been identified and the B2GNow system is being utilized to report payments, collection of forecasting information and growing education for Supplier Diversity efforts across the agency continue to progress the implementation of EO 22-01.

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

ESD did not see a decrease for FY24, rather a welcome increase in spend was identified via the data reviewed.

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

Continuing to educate contract managers and purchasers across the agency, noting when there are certified businesses in areas where a customer may be planning spend are great places to increase awareness and encourage support for certified minority and women-owned businesses. Further, the approval to add a dedicated staff member will aide tremendously in continuing to drive this effort.