



STATE OF WASHINGTON
OFFICE OF THE GOVERNOR

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July 2, 2009

TO: Cabinet Members

FROM: Christine O. Gregoire, Governor

SUBJECT: **ECONOMIC RECOVERY: SMALL BUSINESS OUTREACH**

When President Obama and Congress enacted the \$787 billion American Recovery and Reinvestment Act of 2009, the President made a special point of describing his intention to use some of the economic stimulus funding specifically to support small business and disadvantaged business enterprises. I share that commitment and have directed the Recovery Team to reach out to small businesses across the state to publicize the opportunities presented by stimulus funding.

One of the best ways of ensuring that small businesses and women- or minority-owned businesses can participate in the work made possible through the Recovery Act is to make sure they are adequately informed of potential opportunities. Therefore, I am asking that all state agencies make a special effort to ensure small businesses, and particularly minority- and women-owned firms, receive prompt information whenever project opportunities become available. Specifically, I am directing all executive branch agencies to take the following steps:

- Include the following wording on the title page on all Requests for Proposals (RFPs), contract bid notices, and other notices of business opportunities funded in whole or in part with Recovery Act dollars: "THIS PROJECT / CONTRACT IS FUNDED IN WHOLE OR IN PART BY FUNDS MADE AVAILABLE THROUGH THE AMERICAN RECOVERY AND REINVESTMENT ACT."
- Post all Recovery Act-related RFPs, contract bid notices and other notices of business opportunities to your agency Recovery websites (or provide a link on your Recovery website to those documents) and ensure those postings can be accessed through the state's recovery.wa.gov site.
- Distribute all RFPs, contract bid notices and other business opportunities to the state Office of Minority and Women's Business Enterprises (OMWBE) at the same time the RFP, notice or announcement is made public. OMWBE will then distribute these opportunities to companies that are certified by the state as minority- or women-owned firms. If you have questions, Cynthia may be reached by phone at (360) 753-9679 or at cynthiac@omwbe.wa.gov.

Thank you for your cooperation as we move forward with this critical effort.

