



King County

Shannon Braddock
King County Executive

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September 9, 2025

The Honorable Girmay Zahilay
Chair, King County Council
Room 1200
C O U R T H O U S E

Dear Councilmember Zahilay:

This letter transmits a proposed Ordinance that would, if enacted, enable King County to promote pro-equity contracting efforts by removing potential barriers for small, minority, and women-owned businesses (M/WBEs) and other business owners who are socially and economically disadvantaged.

The proposed Ordinance would revise King County Code (KCC) 2.97.050 to make explicit in the program participation criteria that the current Fast Track Certification process (aka reciprocal certification) enables Washington state Office of Minority and Women's Business Enterprises certified firms to automatically qualify as a Small Contractor and Supplier (SCS) firm under the County's Contracting Opportunities Program (Program). While KCC 2.97.050 includes the definition of reciprocal certification, this means of accessing the Program was not included as part of the criteria for participation. At the end of 2024, there were 3,644 M/WBE fast-tracked firms in the County's SCS inventory, accounting for nearly 90 percent of all SCS firms.

The proposed Ordinance also removes the 15-hour minimum business-related training requirements for SCS certified businesses because this was identified as a barrier for firms in a 2024 Disparity Study conducted by Colette Holt and Associates. The study suggested that this requirement was unnecessary and did not benefit SCS business owners. The elimination of the training requirement will free up County staff resources to further support other Program-related outreach, certification, and compliance activities.

Thank you for your consideration of this proposed Ordinance. If your staff have questions, please contact Ken Guy, Director of Finance and Business Operations Division, at (206) 263-9254.

The Honorable Girmay Zahilay

September 9, 2025

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Sincerely,

A handwritten signature in black ink, appearing to read 'Karan Gill', with a stylized flourish at the end.

for

Shannon Braddock
King County Executive

Enclosure

cc: King County Councilmembers
ATTN: Stephanie Cirkovich, Chief of Staff, King County Council
Melani Hay, Clerk of the Council
Karan Gill, Deputy Executive, Chief of Staff, Office of the Executive Stephanie
Pure, Director, Council Relations, Office of the Executive
Dwight Dively, Director, Office of Performance, Strategy and Budget
Lorraine Patterson-Harris, County Administrative Officer, Department of Executive
Services (DES)
Ken Guy, Director, Finance and Business Operations Division (FBOD), DES
Sandy Hanks, Business Development and Contracts Compliance Manager, FBOD,
DES