



# City of Seattle WMBE News

## October 2021

### Purchasing and Contracting

Division Director: Liz Alzeer, [liz.alzeer@seattle.gov](mailto:liz.alzeer@seattle.gov)



The City of Seattle strives to promote equity in our purchasing and contracting opportunities through the following social equity programs:

- WMBE Inclusion
- Apprenticeship
- Priority Hire
- Acceptable Work Sites

### Relaunching City of Seattle Office and Meeting Space at Tabor 100

City of Seattle is excited to relaunch the office hours in the Tabor Economic Development Hub when the City's telecommuting directive ends. The City recognizes that this partnership is a great opportunity for the many WMBE firms and individuals in the south end of the region to meet with City Staff. Meanwhile Purchasing and Contracting staff are still available to connect with and support work with WMBEs.

Please contact Carmen Kucinski at [carmen.kucinski@seattle.gov](mailto:carmen.kucinski@seattle.gov) to get connected, and to find the latest information visit the pages below.

**Public works projects** are advertised in the Seattle Daily Journal of Commerce and online at the ProcureWare website: <https://seattle.procureware.com>.

A complete list is on the Purchasing and Contracting (PC) website at <http://www.seattle.gov/purchasing-and-contracting/construction-contracting>

**Purchasing and goods and services** are posted on the Buy Line Blog: <http://thebuyline.seattle.gov/category/bids-and-proposals/>

**Consultant contracts** are available on the Consultant Connection website: <http://consultants.seattle.gov/category/announcements/>



## Disparity Study Public Informational Webinar Sessions

The City of Seattle is conducting a Disparity Study for its Women- and Minority Owned Business Enterprise (“WMBE”) program to ensure that WMBEs and DBEs have equal access to contracting opportunities and that the City’s current initiatives remain legally defensible and administratively successful.



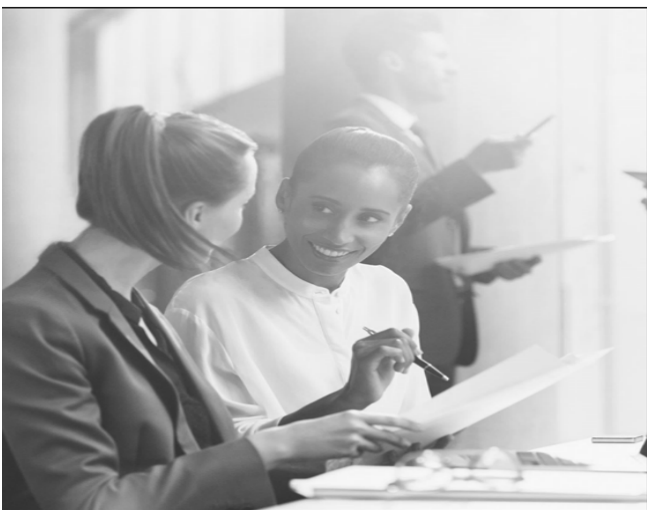
The City and the lead Disparity Study consultant, Collette Holt and Associates will be conducting webinar sessions to introduce the study team, present the study elements and methodology, describe the study process, and outline how stakeholders and business owners can participate.

Please join us to learn about this important project and how you can participate. The dates of the public informational webinars are:

- **Tuesday November 9, 2021 at 7:00pm**
- **Tuesday November 16, 2021 at 5:00pm**

For more information, and access to register for the public informational webinars, please contact Edson Zavala at [Edson.Zavala@seattle.gov](mailto:Edson.Zavala@seattle.gov) or visit: <http://seattle.disparity-study.com/participate/>

## RFP Technical Assistance Services



The City of Seattle will be issuing a Request for Proposals to procure a Technical Assistance Services consultant. In preparation for contract procurement renewal/readvertising processes in 2021, the City undertook outreach to solicit feedback from the community. The City is incorporating this feedback into a new RFP. The City of Seattle anticipates issuing the RFP in Quarter 4 of 2021.

For more information about the project, please contact Krista Diaz at [Krista.Diaz@seattle.gov](mailto:Krista.Diaz@seattle.gov) or visit <https://consultants.seattle.gov/category/bids-proposals/>



### COVID-19 Vaccination Requirements for City Contractors and Volunteers webinar sessions:

On Sept. 28, Mayor Durkan issued Executive Order 2021-08: COVID-19 Vaccination Requirements for City Contractors requiring City of Seattle contractors and volunteers be fully vaccinated if their work involves being on-site or in-person. This order will become effective Dec. 5, 2021.



The City will be conducting webinar sessions to learn more regarding the requirement::

- **Tuesday, November 9**            **12:00-1:30 p.m.**
- **Wednesday, November 10**   **5:30-7:00 p.m.**
- **Monday, November 29**        **3:30-5:00 p.m.**
- **Wednesday, November 30**   **5:30-7:00 p.m**

For more information, please contact Miguel Beltran at [Miguel.Beltran@seattle.gov](mailto:Miguel.Beltran@seattle.gov) or visit <http://seattle.gov/contractorvax>

### Join our virtual Working with SDOT: Ready to Prime event

November 18, 2021

10 – 11:30 AM | **Main Program**

11:30 AM – 12:30 PM | **Breakout Groups**

This is a free event to help equip firms with tips and best practices to stand out as a competitive prime consultant partner for the Seattle Department of Transportation (SDOT). We'll host a refresher on key expectations and requirements to help your firm be a successful prime consultant with SDOT, plus networking opportunities with SDOT Project Managers and leadership staff.



**The event will be held online.** Please register at <https://readytoprime2021.eventbrite.com>.

By registering, we'll email the meeting link to you, and you'll be added to our distribution for future events and meeting materials. For more information, please contact the SDOT WMBE Advisor, Viviana Garza, at [viviana.garza@seattle.gov](mailto:viviana.garza@seattle.gov).



The City is committed to socially responsible procurement and promoting social equity through our contracts. We work to ensure open and fair procurements, competitive and fair pricing, environmentally sustainable solutions, best labor practices, access to equal benefits and utilization of WMBE firms, when applicable, in City bid decisions and contracts.

**City WMBE Team**

Division Director Purchasing and Contracting-FAS  
Director Equity and Policy – FAS  
WMBE Compliance  
WMBE Assistance  
Equity and Inclusion Advisor  
Equity and Inclusion Advisor  
Purchasing Contracting  
Construction Contracting

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**Edson Zavala** 206-305-4815  
**Pam Tokunaga** 206-233-7114  
**Mark Nakagawara** 206-684-4542

**Department WMBE Contacts**

Office of Arts and Culture  
City Budget Office  
Seattle Civil Service Commission  
Education and Early Learning  
Information Technology  
Department of Neighborhoods  
Planning and Development  
Construction and Inspections  
Seattle Employee Retirement  
Finance and Administrative Services  
Department of Human Resources  
Human Services Department  
Law Department  
Legislative Department  
Seattle Public Library  
Municipal Court  
Office of Economic Development  
Office of Housing  
Office of Hearing Examiner  
Office of Intergovernmental Relations  
Immigrant and Refugee Affairs  
Sustainability and Environment  
Office Labor Standards  
Seattle Parks and Recreation  
Seattle Police Department  
Seattle Police Pension Fund  
Seattle City Light  
Seattle Department of Transportation  
Seattle Center  
Seattle Fire Department  
Ethics and Elections Commission  
Seattle Office of Civil Rights  
Seattle Public Utilities  
Seattle Waterfront

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**Katia Garcia** 206-733-9155  
**Dorinda Costa** 206-615-0765

**WMBE Program**

The City actively supports utilization of WMBE on City contracts as both primes and subcontractors, and each City department establishes plans and annual voluntary goals for WMBE inclusion in consulting and purchasing contracts. The City recognizes WMBE firms that self-identify with at least 51 percent minority or women ownership. To learn more contact Miguel Beltran at 206-684-4525.

**WMBE Technical Assistance**

The City has contracted with NWMMSDC to provide technical assistance to firms on how to work with the City. The Council will support all businesses with a special focus on WMBEs. For more information visit their [website](#), call (253) 243-6964, or email [TAS@nwmsdc.org](mailto:TAS@nwmsdc.org)

**Priority Hire**

City construction projects of \$5 million or more operate under a community workforce agreement (CWA) and are required to have a percentage of project hours performed by workers living in economically distressed areas and to achieve goals for hiring women and people of color. For more information contact Anna Pavlik at 206-615-1112.

**Acceptable Work Sites**

The City requires that our construction work sites are respectful, appropriate and free from bullying, hazing and other similar behaviors. PC monitors work sites, provides trainings and materials, responds to complaints and conducts enforcement as needed. For more information, contact Michael DeGive at 206-386-4128.