



Working with SDOT

Working with SDOT WMBE Team
October 15, 2015



Our mission, vision, and core values

Mission: deliver a high-quality transportation system for Seattle

Vision: connected people, places, and products

Committed to **5 core values** to create a city that is:

- Safe
- Interconnected
- Affordable
- Vibrant
- Innovative

For all

Agenda

- All About SDOT
- Procurement Processes
- SDOT Top Procurements
- WMBE Focus: Resources and Strategies
- Division Overview & Anticipated Projects / Procurements
- Breakouts & Networking

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Networking Guide

-  SDOT –City Staff
-  Yet to Work with SDOT
-  Have Worked as SUBS
-  Have Worked as Primes/ Primes & Subs

SDOT Overview

SDOT: The Basics

The Seattle Department of Transportation builds, maintains and operates Seattle's transportation infrastructure. Its engineers, road crews and planners are committed to delivering a safe, efficient, equitable transportation system that enhances Seattle's environment and economic vitality.



Elliott Bay Seawall Project



23rd Ave Corridor Improvements



Seattle Streetcar Network



Waterfront Redesign



Bike Lane Projects

SDOT: The Basics

- Seattle Department of Transportation has 8 Divisions.
 - Each division is responsible for different work areas of SDOT.
 - Each procures specific things through **Consultant Contracting** and **Purchasing** based on the type of work.



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SDOT: The Basics

- SDOT Finance & Administration
- Policy and Planning
- Project Development
- Street Use
- Capital Projects & Roadway Structures
- Transportation Operations
- Transit & Mobility
- Maintenance Operations

SDOT: The Basics

- Consultant Contracts and Purchasing of goods and services are key procurement methods at SDOT and the City of Seattle.

Consultant	Purchasing Services
<p>A one-time, stand-alone project & Professional expert & Providing you advice.</p>	<p>Routine, ordinary work &/or Repetitive, ongoing services &/or Responsible for a specific set of technical requirements and specifications.</p>
<p>These projects are professional in nature and require specific professional expertise. Consultants often include, but are not limited to, an attorney, architect, accountant, public relations advisor, dentist, physician, surgeon, psychiatrist, psychologist, veterinarian, engineer, surveyor, appraiser, planning consultant, investment counselor, and actuary. See SMC 20.50 for a detailed definition.</p>	<p>Purchasing Services include a wide range of services. Work is typically ordinary and routine. It is usually repetitive or routinely used from time-to-time in the City. Purchasing Services encompass such work as testing, financial services, training programs, routine analyses, routine graphic design or printing, roadway or building maintenance, repairs and services. A professional can also be providing purchased services. For example, systems design that is conducted as part of building an IT system, or a veterinarian providing on-call services.</p>

Equity/ WMBE Inclusion Lens

- What is a WMBE?
- How to engage in the process?
- What are the tools available for Inclusion?
- What are the available resources?

Procurement Methods

SDOT: The Basics in Consulting

SDOT Consulting

Full Solicitations
(Formal RFQ's)

Consultant Roster
Selections (Informal)

Direct Selection
(Informal)

Consultant Contracts: Direct Select & Roster

Direct Select Contract

- Contracts < \$47K
- PM selects qualified candidate

Roster Contract

- Contracts < \$285K
- PM selects candidates from City Consultant Contract Roster
- Accurate contact information critical

Consultant Contracts: Full Solicitation

- Contracts > \$285K
- RFQ /RFP
 - posted in Daily Journal of Commerce and E-Bid Exchange
 - Contain important dates, step-by-step instructions and current forms / templates
 - Important to register for E-Bid
- Pre-submittal meetings
 - Key project information provided
 - Forum for asking questions

How Do I Get Connected?

- Attend events like this
- Network and team with other consultants
- Attend pre-submittal meetings



SDOT: The Basics in Purchasing

City of Seattle Purchasing

Blanket
Contracts

Purchase
Contracts

Direct Purchases
(Direct Voucher)

About Blankets

- What type of work does this entail?
- Key procurement method of City of Seattle for Purchasing
- How can vendors join a blanket?



Purchasing Procurement Considerations

- Register on the Online Business Directory
- Keep profile information current. Denote all applicable service areas/product lines in profile.
- Consult with departments if your type of work is performed through blanket contracts
- Check if applicable blanket contracts are available/are set to renew/expire.

City of Seattle Purchasing Website

Purchasing Contract Search
Use the Purchasing Contract Search tool to find a blanket contract. For more detailed contract information or to request a complete official hard copy, please contact City Purchasing and Contracting Services at 206-684-0444.

Interlocal Agreements
Per the Revised Code of Washington Chapter 39.34, the Interlocal Cooperation Act, a local government may exercise any of its powers or perform any of its functions including purchasing, and participate in the financing thereof, jointly or in cooperation with other local governments. See a list of the City of Seattle's Interlocal Agreements.

Current Purchasing Announcements 

- WMBE Advisor List
4/14/2015
- Expiring Blanket Contracts
4/6/2015
- City Purchasing is revising the City Purchasing Director Rule
1/27/2015

Current Purchasing Solicitations 

- Irrigation Equipment and Supplies ITB #PKS-3482
6/17/2015
- U.S. COMMUNITIES – HVAC Products, Installation, Services and Related Products and Services RFP#15-JLP-023
6/15/2015

Sign up for Public Works email updates

Subscribe

A Look at Division Procurements/Purchases

Maintenance Operations

Responsible for keeping street pavement clean and in good repair, regulating, planting, maintaining trees and landscapes in the public right-of-way, traffic signs and markings.

The crews sweep and flush streets, remove snow and ice, repair potholes, and take care of minor asphalt and concrete paving jobs; build accessible curb ramps, sidewalks, paths and curbs.

Monitor performance of city streets and establish multi-year repaving priorities. The staff is also responsible for landslide cleanup on city streets.



Maintenance Operations

Main areas of work:

- Pavement Engineering Management
- Urban Forestry
- Paving – Asphalt & Concrete
- Maintenance Operations
- Signs and Markings Install/Maintenance

Key procurement activity:

- Blanket Contracts
- Direct Voucher
- Consultant Contracts

Key things Maintenance Operations looks for:

- Quality Products
- Customer Care/Responsiveness

Examples of Purchasing Areas

- Building Materials/ Equipment
- Snow Removal
- Street Cleaning Services
- Landscape Services & Supplies
- Sidewalk Safety Repair
- Emergency Services
- Bike Master Plan Implementation

Examples of Consultant Contracts

- Engineering
- Training

Capital Projects and Roadway Structures

The Capital Projects Division oversees all aspects of project management, communications, design, and construction of transportation projects small and big, after the 10% design phase.

The responsibilities of Roadway Structures include overseeing the city's bridges, retaining walls, public stairways and other structures.

CPRS employees also operate the city's five movable bridges.



Capital Projects and Roadway Structures

Main areas of work:

- CP: design and construction project delivery
- RS: maintenance and operations of our roadway structures

Key procurement activity:

- Consultant Contracts

Key things Capital Projects Looks for:

- Quality Customer Service
- Applicable Expertise
- Quality Products

Examples of Consultant Contracts

- Engineering: Civil, Electrical, Structural, Specialized, including non-motorized design
- Communications
- Construction Management Services
- Drainage/Hydraulics Design Services
- Environmental Consulting: Assessment, Cleanup
- Noise Monitoring
- Geotechnical Assessment
- Project Management
- Right of Way Services
- Surveying
- Traffic Analysis

Examples of Purchases

- Roadway Supplies
- Building Materials
- Construction Services & Equipment
- Bridge Monitoring Equipment
- Street Lighting & Signal Poles

Transportation Operations

Oversees the operations of SDOT's transportation system.

Focus areas include real-time transportation operations monitoring and information sharing, transportation operations inquiries, spot improvements, operational design, design review as well as managing our signs, markings and signal assets.

Key units include the **traffic data and records group** as well as the **traffic shop** which oversees signals.



Transportation Operations

Main areas of work:

- transportation operations monitoring and information sharing,
- managing our signal assets

Key procurement activity:

- Blanket Contracts

Key things Transportation Operations looks for

Examples of Purchases

- Sign Maintenance
- Signal Major Maintenance
- Sign Shop
- New traffic signals
- Ped Master Plan School Safety
- Neighborhood Traffic Control
- Bike Master Plan Implementation
- Urban Trail-Bikeways Spot Implementation
- Curb and Pavement Marking
- ADA Accessibility
- New Generation IT system improvements
- Curbspace Management
- Freight Spot Improvement Program

Transit & Mobility

Focused on delivering more attractive, reliable, and efficient travel solutions for Seattle.

This division is responsible for the following areas: transit policy, planning and procurement; transit design and construction oversight; transit operations and interagency coordination; and mobility options and parking programs that support transit.



Transit & Mobility

Main areas of work:

- Transit network development
- Curb space allocation
- Parking pay stations and permits
- Transportation demand management
- Streetcar system
- Bike Share
- Active transportation (i.e., Summer Parkways)

Key procurement activity:

- Blanket contracts
- Design contracts
- Planning contracts

Key things Transit & Mobility looks for:

- Commitment to schedule and budget
- Ability beyond minimum technical qualifications
- Bench strength

Examples of Consultant Contracts

- First Hill Streetcar
- Parking Program
- Broadway Streetcar Extension
- Paid Parking – Maintenance
- Transit Corridor Improvements
- Pay Stations

Examples of Purchases

- South Lake Union Streetcar
- First Hill Streetcar
- First Hill Streetcar Operations
- King Street Station O & M
- SLU Streetcar Operations
- Madison Street Bus Rapid Transit

WMBE Focus: Resources and Strategies

Notes & Guidelines: WMBE/DBE Status

Different guidelines and requirements to participate in Federal/Locally funded contracts – SDOT partakes in both types of contracts.

- Federally Funded Projects:
 - OMWBE Certification: DBE Certification
 - <http://omwbe.wa.gov/get-certified-registration/>
- Locally Funded Projects:
 - OMWBE Certification
 - Self-designation through the Online Business Directory (OBD)

OMWBE certification carries over to City of Seattle's Online Business Directory

Notes & Guidelines Systems & Registrations

- City of Seattle Online Business Directory
- WMBE Designation/Certification
- Consultant Services: Rosters
- Purchasing Services: Blanket Contracts
- E-Bid Exchange



Notes & Guidelines WMBE Inclusion

Consultant

- Small informal procurements vs. Larger formal solicitations.

Purchasing

- Procurements from pre-established Blankets, and one time purchases.

*Up-to-date OBD profile is important

Notes & Guidelines

WMBE Inclusion: **Inclusion Plan**

- Inclusion Plan applies to all locally-funded SDOT contracts valued over \$285,000.
- Opportunity for prime consultants to demonstrate good faith efforts to include Women- and Minority-owned businesses as subs on large projects.
- Subs expected to be used on core functions of work.
- SDOT monitors inclusion plans closely to ensure compliance and strong communication between primes and subs.

Notes & Guidelines

WMBE Inclusion: **Moving Forward**

- Resources
- Information
- Outreach



Additional Resources

- **City of Seattle Finance & Administration – CPCS First Fridays**
 - Meet buyers and learn about opportunities with the City.
- **Department of Transportation Small Business Transportation Resource Center (SBTRC)**
 - Office Hours with Lily Keeffe at the Seattle Municipal Tower (206-718-7250 or lilyk@economicalliancesc.org)
- **Procurement Technical Assistance Center**
 - Events, classes, and office hours to help with submittals
 - <http://washingtonptac.org/>
- **Other WMBE Contacts**

– Mayors Office	Javier Valdez	(206) 684-5584
– City of Seattle FAS CPCS	Forrest Gillette	(206) 684-3081
– City of Seattle Public Utilities	Jean Bailey	(206) 733-9155
– City of Seattle Light	John Trausch	(206) 233-1559
– City of Seattle FAS CPCS	Julie Salinas	(206) 684-0383

Additional Online Resources

- **City of Seattle WMBE Website**
(<http://www.seattle.gov/city-purchasing-and-contracting/social-equity/wmbe>)
- **SDOT WMBE Website**
(<http://www.seattle.gov/transportation/wmbe.htm>)
 - Upcoming Project Lists
 - Prime Contact Lists
 - News and Updates
- **Washington State OMWBE**
(<http://omwbe.wa.gov/>)
- **City of Seattle Online Business Directory**
(<http://www.seattle.gov/city-purchasing-and-contracting/online-business-directory>)

Anticipated Projects/Contracts

Networking

Questions?

edson.zavala@seattle.gov | (206) 684-7949

<http://www.seattle.gov/transportation/wmbe.htm>

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