

2013 FAS WMBE Plan Summary

Department Representative

Forrest Gillette will serve as the Department representative for the city initiative.

2013 Goals

	Purchasing	Consultant
2013 Goal	16%	18%
2012 Goals	10%	12%
2012 Actual	16%	17.5%

This 2013 FAS WMBE Plan provides strategies to ensure inclusion of minority-owned and women-owned businesses, per Executive Order 2010-05, Ordinances 119603 and 121717, and Seattle Municipal Code 20.42. FAS is a department with a broad spectrum of internal and external service functions:

- Facility Operations
- Capital Development and Construction Management (CDCM)
- Fleet Services
- Accounting Services
- Treasury Services
- Economics and Fiscal Management
- Business Technology
- Revenue and Consumer Protection
- Seattle Animal Shelter
- Risk Management
- FAS Department Support
- Office of Constituent Services
- City Purchasing and Contracting Services

FAS Purchasing Goal 16%

FAS WMBE purchasing spend exceeded our goal, and achieved the highest ever for the combined department. We achieved 16% compared to a goal of 10%. This was the result of significant attention to WMBE utilization by each Division; FAS improved utilization throughout the calendar year. It also reflects success of our sub-procurement contracts by CBRE, as well as evidence that our Olympic Security contracts are actually woman-owned.

FAS Consultant Goal: 16%

Consultant WMBE spend also exceeded our greatest levels ever, exceeding our 12% goal and achieving 17.5%. This year our goal strives to maintain this significant upward achievement. We note significant efforts by Facilities Operations (Property Management) to establish a roster of Real Estate Brokerage Consultant Contracts with great WMBE representation, CDCM efforts to recruit WMBEs for commissioning work on 2013 Fire Station projects and other design consultants working on projects.

Vendor Trade Fairs

FAS participates in local or regional outreach events including:

- Regional Contracting Forum;

- PCSD Hosted Trade Show

Community Meetings

An FAS representative will continue to attend:

- Tabor 100;
- National Association of Minority Contractors (NAMC);

Individual Vendor Meetings

FAS staff continue to meet one on one with WMBE vendors to facilitate future opportunities with department purchaser and or project managers.

Plans and Strategies

Training

In 2013 FAS will provide procurement training for vendors and contractors. Training includes PowerPoint presentations.

CWA

FAS will champion implementation of the new Community Workforce Agreement (CWA) for the Seattle Seawall Project including leading and guiding the city's Joint Advisory Committee (JAC).

CITY LEADERSHIP AND VISION

FAS through PCSD provides leadership and the key strategic direction for the City's overall WMBE program. Some major initiatives for 2013 are underway:

- **Worker Diversity on Construction**
PCSD is implementing a vision for city-wide inclusion of minority and woman workers in City construction projects. PCSD will pursue an ordinance to promote worker diversity.
- **WMBE on Alternative Public Works**
PCSD, in collaboration with Law, will revisit WMBE requirements on GC/CM and D/B projects to implement yet another layer of rigor into the selection process and requirements.
- **WMBE on Consultant Contracts**
PCSD will develop and present some alternative models for more aggressive WMBE approaches on consultant contracts. This might consider alternatives such as "responsiveness" evaluation on consultant RFQ responses (similar to the responsiveness threshold for Public Works), greater weighting criteria, or scored points with guaranteed utilization lists.

- **Community Communications**
PCSD will continue our monthly newsletter to WMBE advocates and community associations, updating the community on recent WMBE activities, strategies and progress.
- **Training**
Manage a training initiative that educates construction subs
- **Annual Plans and City Goals**
PCSD coordinates the City Annual Plans for Mayor's review and approval. PCSD will continue to lead the Equity in Contracting Interdepartmental Team (IDT), the Consultant Contracting Advisory Group (CCAG) and other City purchasing and contracting outreach related teams. FAS utilizes these avenues to advise City Departments on new outreach tools, increase City Department awareness of the City's existing WMBE B-contracts, upcoming B-Contract rebidding opportunities, WMBE outreach event schedules, etc.
- **Resources**
FAS will engage outside resources to help City Departments in their outreach efforts. Such resources include minority and women business focused groups and industry organizations such as Tabor 100, the Northwest Minority Supplier Development Council, and others.
- **The 2013 Regional Contracting Forum (RCF)**
FAS represents the City as one of eight public agencies who plan and host the annual RCF. The RCF provides information about and access to contract opportunities. FAS is recruiting departments to host tables and meet vendors.
- **First Fridays**
City Purchasing and Contracting Services (PCSD) hosts First Fridays each month. Any company can attend to learn how to do business with the City. We educate them on bid policies, procedures, forms, registration and rosters and provide "tips" about selling to the City. PCSD staff then work one-on-one with attendees to give them customized information and advice.
- **Tabor 100 Meet and Greets**
PCSD and Tabor 100 will host periodic "Meet and Greet" events as needed for specific purposes.