City of Seattle
Department of Finance and Administrative Services

City of Seattle Office of Intergovernmental Relations (OIR) 2013 Annual WMBE Plan

1. **Department Representative**: On page 1 of your Plan, name your department WMBE representative who will guide implementation of your department WMBE initiatives;

OIR's Deputy Director, Jasmin Weaver, is responsible for managing the office's WMBE activities.

2. **Traditional 2013 Goals**: On page 1 of your Plan, prominently state your department:
   - Purchasing goal (percentage)
   - Consultant goal (percentage)

   Do not inflate these goals to anticipate WMBE subconsultant ("second tier") spend. Consider all department purchases and consultant payments, whether for large projects or traditional expenditures. You can establish goals using any method appropriate to your department, such as a formulaic improvement upon 2012 or detailed analysis of budget, existing contracts, and/or industry composition.

OIR is a small department with 10.5 staff. The office is responsible for representing and promoting the city's interests in the international, tribal, federal, state, and regional arenas in which the city is a participant.

OIR Consultant Contracts:

OIR has very few consultant contracts. In 2011, the office had only one consultant contract which was for federal lobbying services. This contract is a multi-year contract ending in December 2013. In 2012, OIR signed one new contract, NLC consulting with Sound View Strategies. When OIR signed this contract we understood Sound View Strategies to be a WMBE consultant, but we have since learned that they are not a WMBE. Instead they are 50% WMBE owned (instead of 51%).

In 2013, we will strive to use WMBE contractors for any new consulting contracts, but at this time we do not anticipate signing any additional consulting contracts. **However, in 2013 OIR will likely have a 0% WMBE consultant contracting rate.**

OIR Purchasing:

OIR purchases from WMBE businesses whenever possible. In 2013 we aim to achieve a similar purchasing rate as in 2012, hoping to achieve a purchasing rate of 25% from WMBE businesses. **Specifically, we have a purchasing budget of approximately $15,000 and we hope to spend close to $3750 on purchases from WMBE companies.**

3. **Optional 2013 Project-Specific Goals**: On page 1 of your Plan, prominently state these optional goals *if you chose to have them*. Some capital departments have large, unique projects of such magnitude and complexity that they merit stand-alone goals and/or subconsultant spend goals. If you chose to establish project-specific subconsultant goals, you can expect an FAS on-line tracking system that will receive and track project-specific consultant subcontracting expenditures.
   - (optional) *project-specific* goal(s) (including consultant primes and subconsultant)

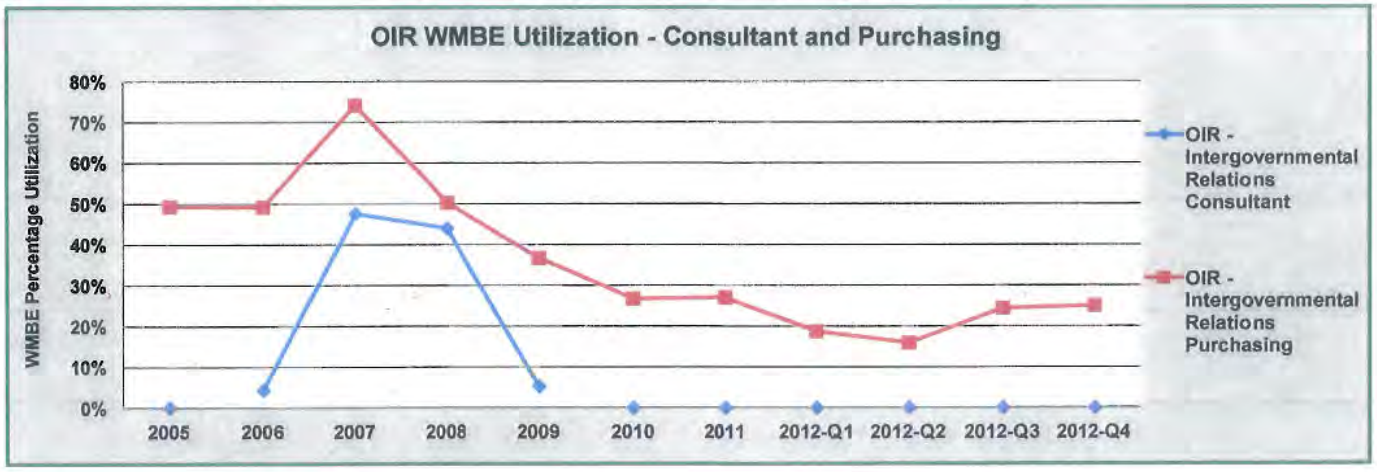
4. **Outreach Events:** Identify any plans to sponsor, support and/or participate in outreach events with WMBE community associations, vendors and industry organizations.

We have no plans for this in 2013.

5. **Plans and Strategies**: Identify any department-specific commitments, planning or strategies that department intends for 2013. If you anticipate training, department activities and policy work, or other activities designed to forward your WMBE Inclusion program

If necessary, OIR will undergo training to implement this plan.

OIR - Intergovernmental Relations						
	Consultant			Purchasing		
Year	Total	Percent	WMBE	Total	Percent	WMBE
2005	$ 145,000	0%	$ -	$ 18,778	49%	$ 9,260
2006	$ 230,855	4%	$ 10,128	$ 16,601	49%	$ 8,169
2007	$ 237,322	48%	$ 112,878	$ 16,053	74%	$ 11,903
2008	$ 307,196	44%	$ 135,000	$ 26,540	50%	$ 13,341
2009	$ 429,357	5%	$ 22,500	$ 17,245	37%	$ 6,318
2010	$ 148,234	0%	$ -	$ 21,712	27%	$ 5,794
2011	$ 85,909	0%	$ -	$ 12,971	27%	$ 3,499
2012-Q1	$ 15,000	0%	$ -	$ 2,135	19%	$ 398
2012-Q2	$ 52,500	0%	$ -	$ 4,734	16%	$ 753
2012-Q3	$ 75,000	0%	$ -	$ 6,913	24%	$ 1,686
2012-Q4	$ 97,500	0%	$ -	$ 8,968	25%	$ 2,240.50



1) 2012 year to date spend through 12/31/2012
2) Produced by PCSD/FAS on 1/2/2013
3) Source: Standard Summit Reports