SDOT’s Mission & Vision

Mission: delivering a first-rate transportation system for Seattle.

Vision: a vibrant Seattle with connected people, places, and products.
SDOT’s core principles

- Keep it safe
- Provide great service
- Focus on the basics
- Support a thriving economy
- Build healthy communities

Who You Will Meet:

Edson I. Zavala
City of Seattle:
Department of Transportation (SDOT)
SDOT WMBE Program Manager

Julie Salinas
City of Seattle:
Finance & Administration Central Purchasing
Contract Services (FAS-CPCS)
Online Business Directory
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Name</th>
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<tbody>
<tr>
<td>SDOT</td>
<td>Seattle Department of Transportation</td>
</tr>
<tr>
<td>SCL</td>
<td>Seattle City Light</td>
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<tr>
<td>SPU</td>
<td>Seattle Public Utilities</td>
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<tr>
<td>FAS-CPCS</td>
<td>Seattle Finance &amp; Administration Central Purchasing Contract Services</td>
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<tr>
<td>PW</td>
<td>Public Works (Construction)</td>
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<tr>
<td>CWA</td>
<td>Community Workforce Agreement</td>
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<tr>
<td>CM</td>
<td>Construction Management</td>
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<tr>
<td>DBE</td>
<td>Disadvantaged Business Enterprise</td>
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<tr>
<td>HUB</td>
<td>Historically Underutilized Business</td>
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<tr>
<td>MBE</td>
<td>Minority-Owned Business</td>
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<tr>
<td>OCR</td>
<td>Office for Civil Rights</td>
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<tr>
<td>OED</td>
<td>Office of Economic Development</td>
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<tr>
<td>OMWBE</td>
<td>Office of Minority and Women-Owned Business Enterprises</td>
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<tr>
<td>OBD</td>
<td>Online Business Directory</td>
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<tr>
<td>PTAC</td>
<td>Procurement Technical Assistance Center</td>
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<tr>
<td>PLA</td>
<td>Project Labor Agreement</td>
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<tr>
<td>PM</td>
<td>Project Manager</td>
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<tr>
<td>PIO</td>
<td>Public Information Officer</td>
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<tr>
<td>RFP</td>
<td>Request for Proposal</td>
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<tr>
<td>RFQ</td>
<td>Request for Qualifications</td>
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<tr>
<td>WMBE</td>
<td>Women- and Minority-Owned Business</td>
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<tr>
<td>WBE</td>
<td>Women-Owned Business</td>
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<tr>
<td>TABOR 100</td>
<td>Community Group</td>
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<tr>
<td>NAMC</td>
<td>National Association of Minority Contractors</td>
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**Doing Business with the City of Seattle**

- What are potential work opportunities?
- Where do you start?
- What are the steps?
- Where can I receive assistance?
What are the main work areas?

Aside from construction activity, the City obtains a variety of goods and services through two primary methods:

- **Consultant** Contracts and **Purchasing**:

<table>
<thead>
<tr>
<th>Consultant</th>
<th>Purchasing Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>A one-time, stand-alone project &amp; Professional expert &amp; Providing you advice.</td>
<td>Routine, ordinary work &amp;/or Repetitive, ongoing services &amp;/or Responsible for a specific set of technical requirements and specifications.</td>
</tr>
</tbody>
</table>

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.

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.
Why be aware of Capital Departments?

*Capital Departments [SDOT, SCL, SPU, FAS-CPCS] account for about 77% of the City's spend*

Types of Work with SDOT & City of Seattle

- Roadway Maintenance
- Building Maintenance
- Landscape Services and Supplies
- Roadway Signals
- Safety Supplies

- Architecture
- Engineering
- Communications & Outreach
- Transportation Services
Getting Started: How to Prepare

- Gather Information
- Registration:
  - Online Business Directory*
  - E-Bid Exchange

- Other Information:
  - WMBE Designation / Certification (if applicable)

*Common things needed for OBD Registration
  - Contact Information
    - Address
    - Email
    - Phone number
  - EIN (Federal)
  - Statement of Qualifications
  - WMBE Status
  - Brief Description of Services
    - Key words

* Refer to needed information list

Moving Forward: How to Connect & Engage

Prepare
- Gather Information
- Register OBD / E-bid
- Keep information current

Connect & Engage
- Follow-up with the Information Portals
- Attend City Events
  - Pre-bids
  - First Fridays

Engage with Staff & Resources
- Buyers
- WMBE
- PMS
Resources: Where Can I Find Help When I’m Ready?

- Departments: WMBE Program Managers
  - Seattle Department of Transportation
    Edson I. Zavala
  - Seattle City Light
    John Trausch
  - Seattle Public Utilities
    Jean Bailey

- City Finance & Administrative Services
  - OBD Technical Assistance
    Julie Salinas

Programs that can help: City of Seattle WMBE Program

What is WMBE and why is it important?

How do I get this designation?
OBD Hands-On Workshop

Julie Salinas,
City of Seattle: FAS-CPCS

*Refer to your Information Sheet

Resources

City of Seattle – WMBE Website

City of Seattle Online Business Directory
https://web6.seattle.gov/FAS/OBD/Logon/Logon.aspx

City of Seattle E-bid Exchange Portal
https://www.ebidexchange.com/seattle/

The Consultant Connection Blog: (Open City of Seattle Consultant Contracts)
http://consultants.seattle.gov/category/bids-proposals/

The Buy Line Blog: (Open City of Seattle Purchasing Opportunities)
http://thebuyline.seattle.gov/

Washington State Office of Minority & Women’s Business Enterprises (OMWBE)
http://omwbe.wa.gov/

Seattle Department of Transportation Website
http://www.seattle.gov/transportation/wmbe.htm

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<th>Julie Salinas</th>
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<td>WMBE Program Manager</td>
<td>Online Business Directory</td>
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<tr>
<td>206-684-7949</td>
<td>206-684-0383</td>
</tr>
<tr>
<td><a href="mailto:edison.zavala@seattle.gov">edison.zavala@seattle.gov</a></td>
<td><a href="mailto:julie.salinas@seattle.gov">julie.salinas@seattle.gov</a></td>
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Questions?

edson.zavala@seattle.gov | (206) 684-7949
www.seattle.gov/transportation/wmbe.htm

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