



**Office of Economic Development  
Request for Proposals  
An Evaluation of Public-Private Investments in South Lake Union**

The City of Seattle's Office of Economic Development (OED) is seeking an evaluation of the impacts of public sector investments and public-private sector partnerships in South Lake Union (SLU). The study should quantify the value of SLU's public and private investments and identify benefits associated with public-private partnerships, including:

- how public investment supported private investment (and vice versa), and
- how public policies encouraged private investment, including new commercial and residential development and employment

This analysis should incorporate previously conducted economic impact analyses for a complete understanding of the economic activity in SLU in recent years. The study should also provide guidelines on how to evaluate future public-private partnership opportunities.

This evaluation must be completed by May 15, 2012.

**BUDGET**

Total budget for this work is \$25,000.

**REQUEST FOR PROPOSALS (RFP) SUBMISSION REQUIREMENTS**

Responses to the RFP must include:

1. A description of your organization/firm's experience and capacity in analyzing public-private partnerships
2. Submission of qualifications and background for key staff
3. A concept-level description of your approach to the evaluation
4. A detailed project scope of work and timeline that outlines:
  - a. Specific work items
  - b. Key milestones
  - c. Deliverables
5. Proposed budget and schedule

**SUBMISSION PROCESS**

An electronic submission of your response must arrive no later than 5:00 p.m. on Friday, March 30, 2012 to:

Brian Surratt  
Office of Economic Development  
[brian.surratt@seattle.gov](mailto:brian.surratt@seattle.gov)

**SCHEDULE**

Submission deadline: March 30, 2012 (5:00 PM PST)

Notification of selection: April 4, 2012

Contract executed by: April 9, 2012

OED staff will review the responses to this RFP and select the successful respondent.



## **CONTRACT**

OED will develop a contract with the successful organization. The contract will include a scope of work and project milestones and outcomes. Reimbursement will be based on achievement of project milestones and outcomes. OED retains the right to revise budget requests to reflect funding availability.

## **PROTEST PROCEDURES**

The City of Seattle retains the right to reject any responses and is not required to award any funds if in its opinion the response failed to meet its requirements.

In the event that an unsuccessful RFP respondent wishes to protest the selection of a successful respondent, they must do so by submitting in writing the reason for the protest to the Director of OED. Any such protest must be received within three (3) business days of receipt of notification of the successful respondent.

The decision of the Director will be final and conclusive unless the respondent affected makes a written request for reconsideration by the Director. Such a request must be received within three (3) business days after receipt of the Director's decision. A request for reconsideration will be denied unless the respondent affected shows the request is based on information that was not available prior to the protest. The Director shall consider all the facts available and issue a decision within five (5) business days after receipt of the request for rehearing, unless additional time is necessary, in which case, the affected respondent will be notified of the delay.

## **WOMEN AND MINORITY-OWNED BUSINESS USE REQUIREMENTS**

There will be no Women and Minority-Owned Business (WMBE) set-aside requirements on the resulting contract. However, in accordance with the Seattle Municipal Code 20.46A, the selected contractor will be required to make affirmative efforts to utilize WMBEs in performing the contract, whether as subcontractors, suppliers, or in any other capacity. The selected contractor must also comply with affirmative action and equal employment opportunity provisions mandated by SMC 20.44.

## **FAIR CONTRACTING PRACTICES ORDINANCE**

The selected contractors will be required to comply with the Fair Contracting Practices Ordinance of the City of Seattle (Ordinance 119601), as amended. Conduct made unlawful by that ordinance constitutes a breach of contract. Engaging in an unfair contracting practice may also result in the imposition of a civil fine or forfeiture under the Seattle Criminal Code as well as various civil remedies.

## **QUESTIONS**

If you have any questions about this RFP, please contact Brian Surratt at (206) 684-8591 or [brian.surratt@seattle.gov](mailto:brian.surratt@seattle.gov)