



City of Tacoma

Questions and Answers

Economic Disparity Study RFP Specification No. **ED23-0102F**

All interested parties had the opportunity to submit questions in writing by email to Ryan Foster, Senior Buyer by date questions were due. The answers to the questions received are provided below and posted to the City's website at www.TacomaPurchasing.org. Navigate to [Current Contracting Opportunities](#) / *Services Solicitations*, and then click *Questions and Answers* for this Specification. This information IS NOT considered an addendum. Respondents should consider this information when submitting their proposals.

Question 1: When did the MWBE or the Equity in Contracting Program start operations?

Answer 1: The Equity in Contracting Program started in 2020

Question 2: Was this after the conclusion of the Disparity Study?

Answer 2: Yes

Question 3: Are you setting specific goals per contract now?

Answer 3: We set separate goals on separate projects; as different projects come in. Right now the program only applies to public work and improvement contracts. When different departments request information on how we would set Equity in Contracting requirements on those projects, we are looking at the availability of firms within specific NAICS codes, to then set requirements. We set three separate requirements for Minority Business Enterprises (MBEs), Women's Business Enterprises (WBEs), and Small Business Enterprises (SBEs).

Question 4: Are you applying workforce goals/requirements/labor hour requirements?

Answer 4: Yes, there are labor hour requirements, and that is specific to the Local Employment & Apprenticeship Training Program (LEAP). Depending on the dollar amount of the project, there are either requirements that there's 15% of labor hours by local employees, and/or 15% of labor hours completed by apprentices. That requirement is for a separate program.

Question 5: Do you want to know the effects of LEAP in connection with the Equity in Contracting Program?

Answer 5: Yes



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Question 6: If the prime and sub have worked on projects together, does that count towards the three similar projects required or do projects have to be exclusive to each firm?

Answer 6: Yes, projects do not have to be exclusive to each firm

Question 7: What is the definition of functional and municipal in this requirement: “The expertise and/or role of each firm on the team: Functional; Municipal”

Answer 7: Functional Expertise: This term refers to a consultant's (or individual person's) general, industry-wide knowledge and skills. It is their proficiency and depth of knowledge in a particular field or discipline. This could include, but is not limited to, project management, strategic planning, process improvement, change management, data analysis, and so forth. Functional expertise is often gained through years of education, training, and practical experience across a variety of sectors and industries. Consultants with high functional expertise are able to understand and navigate complex problems, develop and implement effective solutions, and provide valuable insights and advice based on their depth of knowledge in their field.

Municipal Expertise: This term refers to a consultant's specific knowledge and skills that are applicable to working within, or on behalf of, municipal agencies. This is a deeper understanding of the unique structures, functions, challenges, and regulatory environments of municipal agencies or similar public sector organizations. Municipal expertise might encompass knowledge of local government operations, municipal law and regulations, community engagement, public policy, budgeting and financial management in a public sector context, public infrastructure and services, and so on. Consultants with municipal expertise are able to tailor their functional skills and knowledge to the unique needs and constraints of municipal clients, navigate the specific regulatory and political landscapes, and provide advice that is both effective and feasible within a municipal context.

Question 8: Are we allowed to use references from the City of Tacoma for this proposal?

Answer 8: Yes

Question 9: The city lists a study end date of December, 31 2023 on page 6 of the RFP. In our experience studies take 10-12 months to complete, will the city consider a 10-12 month performance period?

Answer 9: Yes



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Question 10: Does the City maintain subcontract data for M/WBEs and non-M/WBEs for all City contracts?

Answer 10: The City's Equity in Contracting Office (EIC) Office maintains subcontract data for M/WBEs and non-M/WBEs for public work and improvement contracts that have EIC requirements.