

## REQUEST FOR PROPOSALS

4930

### *Web Based Labor Compliance Software System*

The Seattle Housing Authority (SHA) is seeking proposals from qualified consultants to provide, implement and maintain a web hosted electronic labor compliance system which will provide the capability of tracking certified payroll records of contractors and subcontractors. The System shall be capable of tracking compliance of federal and state prevailing wage requirements. The System shall be capable of tracking and providing monthly, quarterly, semi-annual, annual and ad hoc reports for socioeconomic programs.

**Obtaining the RFP:** Visit our website at <http://www.seattlehousing.org/business/consulting/requests> to obtain a copy of the RFP. Any addenda issued for this RFP will be published at the above-referenced website and proposers are responsible for checking the website prior to submission of proposals for any addenda. If you are unable to download the RFP or addenda, you may call Mel Henley, Sr. Contract Administrator at (206) 615-3472.

**Questions:** Any questions or requests for further information must be submitted in writing no later than 3:00 PM, on *Tuesday, May 30, 2017* to the Sr. Contract Administrator noted above by fax at (206) 615-3410, by e-mail at [melissa.henley@seattlehousing.org](mailto:melissa.henley@seattlehousing.org) or by mail at the address below.

**Submission Deadline:** Proposals (one original and 5 copies), must be received not later than 3:00 PM, on *Friday, June 16, 2017* at SHA's street address below. Proposals sent by U.S. Mail should be addressed to the P.O. Box below and must be delivered to SHA by the deadline stated above. Faxed or e-mailed submittals will not be accepted.

Seattle Housing Authority  
Purchasing Division  
Attention: *Mel Henley*  
190 Queen Anne Avenue North  
P.O. Box 19028  
Seattle, Washington 98109-1028

**Diversity:** SHA strongly encourages minority-owned and women-owned businesses, socially and economically disadvantaged businesses, HUD Section 3 businesses, small businesses and veteran-owned businesses to submit proposals or to participate in a subcontracting capacity on SHA contracts.

**Rights Reserved:** SHA reserves the right to waive as an informality any irregularities in submittals, and/or to reject any and all proposals.

Jena Richmond  
Contracts and Procurement Manager