



Salary Repository Consultant-WSTA

RFP 2017-220

Procurement & Contracts

The Washington State Transit Association (WSTA) is a nonprofit corporation, representing 32 Washington State public transit systems. WSTA also represents Washington State's Department of Transportation (WSDOT's) Public Transportation Division and other transportation related agencies, organizations, vendors, consultants and individuals.

For more information, see <http://www.watransit.com/Pages/OurMembers.aspx>

WSTA has thirteen (13) standing committees comprising subject matter experts, who recommend and introduce outside trainers and experts to address current issues, and provide opportunities for problem solving, idea-sharing, and networking.

WSTA's HR Committee has identified a need for WSTA to create a central directory outlining individualized job descriptions and salary information. This directory is intended to assure data accuracy and appropriate job matches, and better information sharing. Therefore, WSTA issues this Requests for Proposals (RFP) to address this need.

Proposers are required to adhere to the terms and conditions of the solicitation packet. WSTA will not make any concessions for proposers who are not completely familiar with the scope or contract requirements.

A copy of the solicitation can be downloaded from Washington Enterprise Business Solutions (<https://fortress.wa.gov/ga/webs/>) or by requesting a copy from the Procurement office.

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Activity	Date – 2017
Procurement Request Released	July 11
Clarification Deadline	July 30
Submissions Due	August 11, no later than 4:00 PM PST
Finalist In Person Interviews*	No later than September 14, 2017
Final Selection (Best & Final Offer)**	By October 20, 2017
Estimated Award Date	November 17, 2017

Equal Opportunity: Small, minority and women-owned Disadvantaged Business Enterprises (DBE), as defined in 49 CFR Part 26, are encouraged to submit proposals in response to this solicitation. WSTA ensures non-discrimination in the award and administration of all contracts, creates a level playing field where DBE's can compete fairly, and remove barriers to the participation of DBE's in our contracts.