

REQUEST FOR PROPOSALS

NewHolly Youth Leadership Program

The Seattle Housing Authority (SHA) is seeking a qualified service provider to assist SHA in providing year-round youth leadership and youth service programming for multi-ethnic middle- and high-school youth of all income levels living in the NewHolly community, located in southeast Seattle. Emphasis is to be placed on programming that helps youth foster their leadership skills. The estimated range for fees for the contract to be executed based on this solicitation is between \$79,000 and \$80,000 for a twelve-month period, beginning January 4, 2010. SHA may commit additional funding for youth leadership services for subsequent years, depending on program performance and available funding.

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 Pam Montgomery, Sr. Contract Administrator, at (206) 615-3378.

Questions: Any questions or requests for further information must be submitted in writing no later than 12:00 Noon on Thursday, November 5, 2009, to the Sr. Contract Administrator noted above by fax at (206) 615-3410, by e-mail at pmontgomery@seattlehousing.org, or by mail at the address below.

Submission Deadline: Sealed proposals (one original and five (5) copies) must be received not later than 2:00 PM on Monday, November 16, 2009 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: *Pam Montgomery, Sr. Contract Administrator*
120 Sixth 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, and small 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.

LIZ ALZEER
Contracting and Procurement Manager