About Our Team

Procurement and Contracts Division
The Procurement and Contracts Division manages solicitation and awards contracts for construction (public works); architectural and engineering (A&E) services; consultant services; technology, maintenance and general goods, and other services. Most agency procurement functions are centralized within the division.

Materials, Technology & Services (MTS)
Sound Transit purchases a wide variety of goods and services, equipment, supplies and consultant services. Contract Specialists are dedicated to specific areas and work under the MTS Contracts Manager who oversees the entire section. Service areas range from janitorial to consulting to software.

Construction Contracts
Design & Construction Contract Specialists administer the contracting process for multi-million dollar projects using the standard public works and alternative public works methods, which are overseen by the Design & Construction Contracts Manager.

Architectural & Engineering (AE)

Recipient of the National Institute of Government Purchasing Pareto Award of Excellence in Public Procurement for outstanding achievements in procurement.
Register on Sound Transit’s eBid website
Sound Transit uses the eBid system for all solicitations over $100K, as well as for the Small Works Roster. We encourage companies to use eBid by visiting www.soundtransit.org/procurement: simply click on the information for vendors and contractors and you will be directed to our eBid registration.

Before signing up for eBid
- Have an active email address so that you can be notified of upcoming solicitations.
- Visit eBid and get familiar with the site.
- Know the right codes for the work you do. Sound Transit uses the North American Industry Classification System (NAICS).
- Know the status of your business. A firm is considered a bona fide small business by Sound Transit if its average gross receipts, over the last three years, do not exceed the Small Business Administration size standards for the NAICS codes in which it does work. A firm is also considered a small business if it is certified in the State of Washington with the Office of Minority and Women’s Business Enterprises, or the Small Contractors and Suppliers Program of King County. While a firm may “self-certify,” it may be required to corroborate its small business status if selected to perform work for Sound Transit.
- Know if you’re qualified as a Disadvantaged Business Enterprises and consider getting certified if not by visiting www.omwbe.wa.gov or calling 1-866-208-1064.

Thank you for your interest in doing business with Sound Transit. We are committed to fair, competitive and transparent procurement practices and to providing best value for our customers and the region’s taxpayers.

Design & Construction
Sound Transit issues competitive bids on public works construction in compliance with Title 39 RCW. These procurements are managed by the Design and Construction Contracts Section.

Standard public works
The most common construction contract bidding format is the standard design, bid, build. Plans and specifications are posted for public bid.

Small Works Roster
Sound Transit has a Small Works Roster (SWR) program for standard public works bids less than $200,000. You can join the Small Works Roster through Sound Transit’s eBid registration by selecting the SWR option during registration.

Alternative public works
Sound Transit also administers public works construction projects through approved alternative public works contracting methods, in compliance with Chapter 39.10 RCW. Alternative public works contracting procedures include design-build, general contractor/construction manager, and job order contracts.

Federal projects
Sound Transit receives federal funding on numerous capital projects, making them subject to federal contracting requirements such as Buy America and DBE participation.

Prevailing wage & licensing
Sound Transit complies with the State of Washington’s requirement that every contract using skilled crafts and labor meet the prevailing wage requirements. Companies must have the proper contractor licensing to bid on our public work projects.

Washington State prevailing wage and licensing requirements can be found at the State of Washington’s Labor & Industries website at www.inl.wa.gov/tradelicensing/.

Our Mission
Making a difference through exceptional procurement services