



**City of Auburn**  
**DOWNTOWN FAÇADE IMPROVEMENT GRANT PROGRAM**

**ARCHITECT ROSTER GENERAL INFORMATION**

The City of Auburn has historic and unique buildings, as well as many wonderful, family-owned and compelling businesses. The Downtown Façade Improvement Grant Program seeks to preserve and enhance the charm of our Downtown commercial area through strategic physical improvements to buildings. The City is awarding façade improvement grants to facilitate exterior building (façade) improvements for businesses within the designated Business Improvement Area (BIA) during 2015 and 2016. We are seeking out architects who can provide preliminary assessments of potential façade improvement projects and advise the City on the project's merits and viability.

Being an active roster member will require meeting with City of Auburn staff and business owners to conduct a preliminary assessment of the building and discuss improvement ideas with staff and potential applicants. Assessments would be scheduled on an as needed basis and paid for based on a predetermined hourly rate.

The City of Auburn strongly encourages businesses owned and operated in Auburn, small businesses, as well as Minority and Women-owned business enterprises to apply to be a part of the roster.

In order to be considered a certified WMBE, please visit the State of Washington's Office of Minority and Women's Business Enterprises website: <http://omwbe.wa.gov/>

To be considered a small business, your business concern must be independently owned and operated, not an affiliate or subsidiary of a business dominant in its field of operation, and qualified as a small business under the criteria and size standards in 13 CFR 121. Furthermore, a business is considered small according to the Small Business Administration's established guidelines provided to such businesses.

**CLOSING DATE: Wednesday, June 3, 2015**

**PLEASE RETURN THE APPLICATION AND SUPPLEMENTAL INFORMATION TO:**

Permit Center  
City of Auburn  
25 W Main Street  
Auburn, WA 98001

or Email:  
lflemister@auburnwa.gov – Email

Contact:  
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253.931.3092 – Telephone