



City of Kirkland

Request for Qualifications

Developer of Ice Skating Facilities, Restaurant and Community Center Job # 06-25-CMO

Issue Date: February 24, 2025
Due Date: March 28, 2025 – 4:00 p.m. (Pacific Time)

REQUEST FOR QUALIFICATIONS

Notice is hereby given that qualifications from interested firms will be received by the City of Kirkland, WA ("City") for:

Developer of Ice Skating Facilities, Restaurant and Community Center Job # 06-25-CMO

File with Purchasing Agent, Finance Department, 123 - 5th Ave, Kirkland WA, 98033

Qualifications from firms or teams of firms ("firms") received later than **4:00 p.m. March 28, 2025, may not be considered.**

A copy of this Request for Qualifications ("RFQ") may be obtained from City's web site at <http://www.kirklandwa.gov/>. Click on the Business tab at the top of the page and then click on "Doing Business with the City." All active projects can be found under the "Opportunities" tab.

The City reserves the right to reject any and all submissions, and to waive irregularities and informalities in the submittal and evaluation process. This RFQ does not obligate the City to pay any costs incurred by responding firms in the preparation and submission of qualifications. Furthermore, the RFQ does not obligate the City to accept or contract for any expressed or implied services.

A response that indicates that any of the requested information in this RFQ will only be provided if and when the firm is selected as the apparently successful firm is not acceptable, and, at the City's sole discretion, may disqualify the submission from consideration.

The City, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that disadvantaged business enterprises will be afforded full and fair opportunity to submit qualifications in response to this RFQ and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award of any contract entered into pursuant to this RFQ.

In addition to nondiscrimination compliance requirements, any firm ultimately awarded a contract shall comply with federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subjects.

Dated this 24th Day of February, 2025

Jay Gewin
Purchasing Agent
425-587-3123

Advertised in The Daily Journal of Commerce and the Seattle Times on February 24th and March 3rd, 2025

Background Information

The city of Kirkland is located on the eastern shore of Lake Washington. It is a suburban city, surrounded by other suburban cities and pockets of unincorporated King County. Kirkland is near several major transportation routes, including Interstate 405, State Route 520, and Interstate 5. These routes connect Kirkland economically and socially to the greater Seattle area.

At the time of incorporation in 1905, Kirkland's population was approximately 530. The current estimated population is 92,900. Kirkland is the twelfth largest city in the state of Washington and the sixth largest in King County.

Since its incorporation, Kirkland has grown in geographic size to eighteen square miles – approximately 20 times its original size. This growth occurred primarily through the consolidation of the Cities of Houghton and Kirkland in 1968, the annexations of Rose Hill and Juanita in 1988, and the annexation of the North Juanita, Finn Hill, and Kingsgate areas in 2011.

The City of Kirkland ("City") operates under a Council-Manager form of government. The City Council is the policy-making branch of City government and consists of seven members elected at large to staggered four-year terms. The Mayor and Deputy Mayor are appointed from within the Council. The Council is supported by several advisory boards and commissions and the City Manager. The City Manager is appointed by the Council and serves as the chief administrative officer of the City, coordinating its day-to-day activities.

Scope and Approach

The City is considering the possibility of an agreement with the Seattle Kraken Hockey Club ("Kraken"), the region's National Hockey League ("NHL") franchise, to bring professional ice hockey activities and public benefits generally described herein to Kirkland. A firm chosen as the developer ("Developer") through this RFQ process would design, construct and potentially manage a new, two-story facility ("Facility") to be located on City-owned property at the former Houghton Park and Ride site located at 6920 NE 70th Place, Kirkland, WA 98033 ("Site").

The Facility would consist of two professional quality ice hockey rinks and seating ("Ice Skating Facilities"), a restaurant ("Restaurant"), and a parks and recreation community center ("Community Center"). The Community Center would be operated by the City. Pursuant to the authority provided by Chapter 35.42 RCW, the City anticipates the most likely development scenario as follows: the City will negotiate and execute a ground lease for the Site with the selected Developer; the Developer will design and construct the Facility at its sole cost and expense; and the City will lease back all or a portion (e.g., the Community Center) of the Facility from the Developer, with an option to purchase the completed Facility at any point during the term of the ground lease. The Kraken would lease the Ice Skating Facilities and Restaurant, either through a lease with the Developer or a sub-lease with the City, in the event the City has leased the entire Facility. Ownership of the Facility would revert to the City at the end of the ground lease term unless the City has earlier exercised its purchase option.

General Facility Descriptions and Anticipated Contracting Relationships

The Facility would have a distinctive urban design and architecture and would be identifiable as a Seattle Kraken facility. The Facility would include three primary components and a possible fourth component. First, the Facility would include two ice skating rinks and associated seating (“Ice Skating Facilities”) meeting the required standards of the Kraken. Pursuant to a separate agreement with the City, which is an anticipated prerequisite to moving forward with the development of the Facility, the Kraken would use the Ice Skating Facilities for practices of visiting NHL teams and perhaps other Kraken professional ice hockey purposes. The Ice Skating Facilities would also be available for public uses, such as skating lessons and junior hockey league play. Second, and as is the case at the Kraken’s Northgate practice facility in Seattle, the Facility would include a restaurant (“Restaurant”), which would be operated by the Kraken and generally be open to the public during its specified operating hours. The Facility would also include common areas similar to those at the Northgate facility, where members of the public could congregate during Facility open hours. Third, the Facility would include a second story community center, together with possible rooftop amenities (“Community Center”). The Community Center would be operated by the City and consist of a minimum 12,500 square feet of parks recreation and community space. A potential fourth component would be an additional on-site stormwater detention vault to meet other needs and goals of the City as the owner of the Site. The City is open to possibly combining this detention vault with the detention vault that would be required as part of the Facility itself. Among other things, inclusion of the City’s detention vault depends on multiple factors, including but not limited to available funding, cost, maintenance responsibilities and the project’s construction schedule for the three required Facility components.

Known Design Requirements

Based upon preliminary information, the Project will result in a Facility that includes and meets the following:

- Two ice skating rinks of NHL size (200’ x 85’) together with associated bleacher seating and locker room facilities meeting the requirements of the Kraken
- A community center of a minimum 12,500 square feet that meets City requirements
- A restaurant space meeting the needs of the Kraken and the City
- A Facility that achieves LEED certification, ideally a gold LEED certification
- A Facility that has a distinctive urban design and architecture and is easily identifiable as a Seattle Kraken ice skating facility
- The City and the Kraken expect to achieve occupancy by October 2027
- The City on-site detention vault, if pursued, would be approximately 70’ x 200’ x 12.5’ (these dimensions could differ if combined with the detention vault that would be required as part of the development of the Facility)
- The Project will be constructed upon City-owned property located at 6920 NE 70th Place, Kirkland, WA 98033 (a map / aerial photo identifying this area is attached as Attachment A)

Procurement Process: Chapter 35.42 RCW

The City intends to negotiate a series of agreements with the selected Developer, likely including a Site ground lease, development agreement, and Facility lease, pursuant to which the

Developer will design, construct and possibly manage the Facility pursuant to a design and specifications approved by the City. The City would coordinate that review and approval process with the Kraken to assure the design and specifications related to the Ice Skating Facilities also meet the requirements of the Kraken.

As noted, Chapter 35.42 RCW authorizes development of the Facility on the Site by means of a lease-leaseback transaction on terms acceptable to a successful firm and the City provided that:

- a) No part of the cost of construction of the Facility shall ever be or become an obligation the City;
- b) The City shall have a right to occupy the Facility or a portion thereof based in exchange for lease payments agreed upon by the parties, which lease payments shall not exceed prevailing rates for comparable space;
- c) During the time that all or any portion of the Facility is not required for occupancy by the City or a sub-lessee such as the Kraken, the Developer may rent the unneeded portion to suitable tenants approved by the City; and
- d) Upon the expiration of the lease, and unless an earlier purchase option is exercised, the Facility shall become the property of the City.

The statute provides for this contract to be awarded pursuant to a procurement process on terms most advantageous to the City result, City has initiated this this RFQ process to obtain the best possible Facility for the City on the best possible terms.

This project will be highly visible and **requires City Council approval**.

RFQ Process

The City expects that the Facility will be functional, efficient, safe and secure; will incorporate quality systems and materials; will be energy efficient with low operating and maintenance costs; will be distinctive in its urban design and architecture; and will offer excellent economic value.

This RFQ is intended to identify the most qualified firms based upon responses to the Statement of Qualifications ("SOQ") submittal. Any firm interested in this project and having the expertise, experience, and financial and other resources necessary to become the Developer is invited to tender an SOQ submittal. Firms that respond and tender a complete SOQ submittal pursuant to the terms of this RFQ will be identified as "Applicants." Applicant scores will be numerically ranked. Based upon the numerical ranking, the highest ranked applicants, at the determination by the City, will be identified as "Applicant Finalists" and invited to participate interviews and/or contract and lease negotiations. Each Applicant is encouraged to identify and describe its intended development team in its SOQ.

Submission Criteria

SOQs should be prepared simply, providing straightforward, concise descriptions of the Applicant's capabilities to satisfy the requirements of the RFP. SOQs should not exceed 50 single-sided pages (8-1/2" x 11") in length.

SOQs must include the following:

1. Previous Experience in Similar Projects including References (please identify the specific members of your proposed team that have the required or preferred relevant experience):
 - Preferable experience in design, construction, and management of ice rink facilities of NHL caliber.
 - Project specific experience related to the design, construction, and management of large recreation and community center facilities.
 - General project experience of a similar size and scope.
 - Company information including time the company has been in business and business experience.
 - Experience in LEED certified projects.
 - A list of names and phone numbers of at least three (3) client references that would be most knowledgeable of your company's performance on these similar projects. Please verify both name and contact phone number in advance before including this information in the qualifications.
2. Expertise of Key Personnel and/or Team Partners for Identified Roles
 - Specialized experience and technical competence of the team members with their titles and roles identified. This should include the team for both design, construction, and possible management of the Facility.
 - Highlight the experience of identified personnel with projects of similar scope and scale, particularly of ice skating rink facilities and restaurant spaces.
 - Explain your company's experience in LEED certified projects.
3. Project Understanding and Proposed Strategy for Success
 - A statement of your understanding of the various aspects of the Project.
 - Capacity to perform the work within desired time and budget limitations.
 - Proposed methods to accomplish the work; ability to identify and solve issues related to ease of use, identify problems, and manage density, neighborhood and traffic issues; appreciation of design potential to minimize cost and construction impacts.
 - Demonstrate capability to explore and develop innovative or advanced techniques and design.
4. Approach to Project Management and Delivery
 - A discussion of your firm's approach to this Project.
 - A complete description of method to complete the scope of work.
 - A summary work coordination plan and schedule(s) describing how the goals, tasks, and other elements of the Project can be expected to be completed during the Project duration.
5. Financial Resources (Pass/Fail)
 - Evidence of the Applicant's financial strength and stability to complete this project.
 - Evidence of established relationship with financial institutions under which financing would be available for the execution and completion of the work called for.

SOQ Submittal Instructions

Please note: The following general requirements are mandatory for all SOQs. SOQs submitted after the deadline date and time or lacking one or more of the following requirements may not be accepted, at the discretion of the City.

1. **Qualifications must be submitted by e-mail and be received no later than 4:00 pm PST on March 28, 2025.**
2. E-mailed qualifications should include “Developer of Ice Hockey Facilities, Restaurant, and Community Center – Job # 06-25-CMO” in the subject line and be addressed to purchasing@kirklandwa.gov.
3. All qualifications sent electronically must be in the form of a PDF and cannot exceed 20MB.
4. Please make sure you stay within 50-page limit on your proposal.
5. All qualifications must include the legal name of the organization, firm, individual or partnership submitting the SOQ. Include the address of the principal place of business, mailing address, phone numbers, emails, fax number and primary contact person.
6. To be evaluated, SOQs must address all requirements and instructions contained within.

Questions: Questions regarding the scope of the Project, RFQ, or the SOQ evaluation process must be submitted in writing and addressed to Jay Gewin, Purchasing Agent, at purchasing@kirklandwa.gov . Questions must be submitted by 2:00 PM PST on March 17, 2025.

Submittal Deadlines

The Department’s schedule for review of the RFQ submittals and final selection of the Contractor is as follows:

February 24, 2025	RFQ posted
March 4 March 17, 2025	Deadline for questions: 2:00 p.m.
March 21, 2025	Responses to questions posted: 5:00 p.m.
March 28, 2025	Request for Qualifications Submittals Deadline: 4:00 p.m.
April 1-15, 2025	Evaluation Period – including interviews
April 28, 2025	Developer Selected / Negotiations Commence

Selection Criteria

The City will make a selection based on the evaluation of the SOQs. The City may also conduct a selective interview process with additional scoring to determine the highest rated proposed Developer, but the City reserves the right to make a selection based only on the evaluation of the SOQs.

SOQs will be evaluated based on the following criteria:

Criteria	Points
Previous experience in similar projects/references included	0-15
Expertise of key personnel and/or team partners for identified roles	0-20
Project understanding and proposed strategy for success	0-35
Approach to project management and delivery	0-30
Financial Resources	PASS/FAIL
Maximum Points	100

Optional: If conducting interviews, each interview shall not exceed one hour and will generally follow this format:

- Consultant presentation, specific prompt to be provided (approximately 20 minutes)
- Predetermined interview questions from City staff (approximately 20 minutes)
- Open question and answer session (approximately 20 minutes)

Interview scoring will be based on the following criteria and relative weighting:

Criteria	Points
Presentation	0-30
Approach to project management and delivery	0-30
Predetermined interview questions	0-30
Open question and answer session	0-10
Maximum Points	100

Predetermined interview questions from City will be provided to each firm selected for interview within three (3) business days of being notified of their selection, along with the scoring criteria and weighting to be used by the panel of City staff interviewers. Questions asked during the open question and answer session will not be provided to the interviewed firm in advance.

Selection Process and Contract

A City selection committee will review all SOQs and may conduct interviews and check references prior to selecting the highest rated proposed Developer.

Prior to the commencement of work, the City and the Developer will meet to agree on Facility components, design, construction, management, and lease terms, including those related to the Kraken as a sublessee of the City or a lessee of the Developer. Definitive agreements are expected to include a Site ground lease, development agreement, and lease agreement. The Developer will be expected to enter into contracts with the City that includes standard contract provisions acceptable to the City such as those related to:

- Standards of performance
- Schedule
- Lease Terms
- Compliance with any applicable public works requirements
- Insurance
- Hold Harmless, Indemnification, and Defense
- Breach of Contract and Remedies
- Termination

- Ownership of work product
- Resolution of disputes
- Governing law and venue for actions
- Nondiscrimination

Other RFQ Terms and Conditions

- A. The City reserves the right to reject any and all applications or to waive any irregularities in such applications.
- B. Applicants responding to this RFQ must follow the procedures and requirements stated in the RFQ document. Adherence to the procedures and requirements of this RFQ will ensure a fair and objective analysis of firm qualifications. Failure to comply with or complete any part of this RFQ may result in rejection of a firm's application.
- C. The City reserves the right to request clarification of information submitted, and to request additional information in connection with any submission.
- D. The City reserves the right to terminate this RFQ process at any point in the RFQ process.
- E. The City reserves the right to negotiate a contract with the next most qualified Developer if it cannot come to an agreement on contract terms acceptable to the City.
- F. The contract(s) resulting from acceptance of a qualification by the City shall be in a form supplied or approved by the City and shall reflect the specifications in this RFQ. The City reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFQ.
- G. The City shall not be responsible for any costs incurred by the any applicant in preparing, submitting or presenting its response to this RFQ.
- H. Any material submitted by a proposer shall become the property of the City. Materials submitted after a contract is signed will be subject to the ownership provisions of executed agreements.
- I. The City reserves the right not to award any portion or all of the project if it finds that none of the qualifications submitted meets the specific needs of the project. The City reserves the right to modify the scope of work and award portions of this RFQ to the selected Developer.

Public Disclosure

Once submitted to the City, qualifications shall become the property of the City, and all qualifications shall be deemed public records as defined in Washington's public records statute, Chapter 42.56 RCW. Any qualification containing language which copyrights the submission, declares the entire submission to be confidential, declares that the document is the exclusive property of the applicant, or is any way contrary to public disclosure laws may be removed from

consideration in the discretion of the City. The City cannot accept responsibility for determining what an applicant may consider to be confidential and proprietary and exempt from public disclosure. Therefore, any application materials the applicant claims is confidential and proprietary and exempt from disclosure must be clearly designated as such and the applicant will be given notice and an opportunity to seek a court order preventing disclosure.

OWMBE Participation

The City encourages OWMBE firms to submit qualifications and encourages all firms to team with OWMBE firms in their pursuit of this project.

Federal Debarment

Neither the Applicant nor any member of the Applicant's team shall be currently debarred or suspended by the Federal government. The Applicant shall not be listed as having an "active exclusion" on the U.S. government's "System for Award Management" database (www.sam.gov).

Attachment A

Aerial images of property are shown. Approximate outline of subject property for Facility development is on the next page. For illustrative purposes only.



