

RFQ No. 24-C3033
Landscape Architecture and Other Services
Questions and Answers

Last updated 4-4-2024

Q1: I am interested in reviewing the City's Standard Contract as referenced within RFQ No. 24-C3033 Landscape Architecture and Other Services.

A1: The City's standard contract template is now available on the RFQ webpage.

Q2: What do you anticipate the range of the architect's role that may be needed for the project?

A2: RFQ Page 6, B. Approach, includes the potential for developing a conceptual design for the entire 45-acre property. Page 3 of the RFQ states the vision for Lakepointe. The role of the architect would be to support the team in developing a conceptual plan and renderings to illustrate the vision. **The role of the architect as part of this RFQ may also include evaluating pedestrian, recreational, and landscaping connections and elements that may be planned by the future private development design team on land that adjoins the City's park and shoreline property.**

Q3: The page limit is 10 pages (8.5x11") double-sided. Does that mean 10 pages with printing on two sides, so effectively 20 pages of text that addresses items B) Approach, C) Firm/Key Staff/Subconsultant Experience, D) Client References, and E) Additional Information?

A3: Yes, the page limit is 20 pages. These pages are to include Items A-E described on page 6 of the RFQ. Page 7 of the RFQ document states "The RFQ response shall not exceed 10 pages (8.5" x 11"), double sided, not including cover letter and resumes. Supplemental information, such as brochures, photos, or videos, may be submitted if desired and do not count towards the page limit".

Q4: Are any areas on the site currently publicly accessible? Can it be visited?

A4: The property is privately owned and not accessible to the public.

Q5: Does the City have an anticipated budget for this scope of work?

A5: No, the budget is under development and would be refined during contract negotiations based on the scope of work.

Q6: Is there an architectural program for the sake of overall site design studies? If yes, can that be provided? If not, what level of development is the City looking for architecturally?

A6: No, there is not an architectural program. Conceptual level of development to illustrate options for a walkable urban village and integration with shoreline habitat restoration and a signature park.

Q7: Is there an existing site survey or will each consultant team need to provide this?

A7: No, there is not an existing site survey.

Q8: A prior question asked about the page limit and which items were included within it. The answer confirmed that the page limit is 20 pages, inclusive of Items A-E on page 6 of the RFQ, but also referenced that page 7 of the RFQ excludes the cover letter, resumes, and supplementation information from the page count. Can you confirm whether supplemental information (Item E) is included in the page limit?

A8: Item E is included in the page limit. However, supplemental information, such as brochures, photos, or videos, may be submitted if desired and do not count towards the page limit.

Q9: Can you confirm whether the "cover letter" (referenced in section G, page 7 of the RFQ, as being excluded from the page limit) and the Letter of Interest/Executive Summary (item A) are the same? If so, can you confirm whether this is included in the 20-page limit?

A9: Yes, the cover letter is excluded from the page limit. If there is a separate letter of interest/executive summary, then this is included in the page limit.

Q10: Can you confirm whether Additional Information (item E) is included in the 20-page limit?

A10: Yes, item E is included in the 20 page limit.

Q11: Who will be the City's project manager?

A11: The City Manager and Community Development Director are currently jointly leading this early project phase. Who will be the Project Manager leading the design phase of the project is to be determined.

Q12: Will the concept design include phasing and cost estimates?

A12: As noted in the RFQ document Page 6 under Approach, the approach and methods the Team would use in developing a design, plan, and cost estimate for several elements is described. Phasing can be considered part of the concept proposal.

Q13: Can you provide more information on the project schedule ? How long do you anticipate this process to be?

A13: The overall project schedule and process/tasks would be determined as part of the contract scope negotiations with the Team selected. As part of the RFQ response describing the approach and methods the Team would use in developing a design, plan, and cost estimate for the requested elements, the Team may describe a proposed schedule and process.

Q14: Is there a need to include an Economic Analysis consultant to help guide potential funding strategies for implementation?

A14: For the purpose of the RFQ, it is up to the Team responding to determine if an Economic Analysis Consultant should be part of the team.

Q15: What type of investigations are you anticipating will be needed for the site? Additional soil remediation investigation and or Geotechnical guidance?

A15: The Washington State Department of Ecology (DOE) regulates the environmental conditions of the site and has determined which actions the property owner must take to protect human health and the environment. DOE's web page for Lakepointe can be found here: <https://apps.ecology.wa.gov/cleanupsearch/site/2134>. The DOE would also play an important role during the acquisition process, if a portion of Lakepointe became a City park, and any subsequent development phase. Prior to acquiring the property, the City

would, in partnership with the Department of Ecology, hire experts to conduct its own due diligence of the property, including testing for contaminants.

Q16: Are there any key stakeholders involved in the process?

A16: Identifying and engaging with key stakeholders and building on broader community engagement should be considered part of the process and proposal.

Q17: Is there any consideration to moorage facilities and other structures?

A17: Community engagement supports access to the water, whether moorage or other structures are feasible is yet to be determined.

Q18: Is the City interested in developing revenue sources from the park etc. from concessionaires?

A18: Depending on the type of improvements proposed, there may be interest in evaluating potential revenue sources. It is too early to know if concessionaires would be part of a final park development proposal.

Q19: Has a program for the park been decided upon, or have community engagement efforts established certain elements or features that are considered more desirable?

A19: No, the program for park development has not been decided upon. The City has completed four workshops in the last month asking for community ideas for the park, comments are being compiled. In addition, the City is in the process of completing a statistically valid survey which will also provide insight into the level of support for types of park elements. Results are anticipated in the next several weeks.

Q20: Will there be any pre-submission meeting or presentation held by the city before the submission of qualifications date? **Response:** No.

Q21: Does the city have a “not to exceed” or maximum budget for professional services fees on this project? **Response:** No, not at this time. The budget for professional services will be negotiated with the Team selected.

Q22: Is there an anticipated construction budget for the park scope of work?

A22: No, the budget for construction will be informed based on the proposal developed.

Q23: How does the city proposed to fund the construction of the project?

A23: Funding sources for construction have not yet been determined.

Q24: Do you anticipate fundraising or pursuing grants to support the construction budget?

A24: The City is in the process of developing a funding strategy which may include grant funding as well as other funding sources.

Q25: Can you share a detailed plan document that clearly delineates the scope and limit of work for the park and the full site? The attached document does not note acreage or dimensions for example: [Lakepointe FAQ February 2024 8.5x14 \(kenmorewa.gov\)](#).

A25: The Lakepointe site is approximately 43 acres in size. The acreage for shoreline habitat restoration assuming a 100-150' buffer from the shoreline represents approximately 12 acres. The acreage for a park is approximately 4 acres.

Q26: Could you please clarify the details of any active or scheduled remediation work on the landfill? Is there a plan for another DOE periodic review?

A26: The Washington State Department of Ecology (DOE) regulates the environmental conditions of the site and has determined which actions the property owner must take to protect human health and the environment. DOE's web page for Lakepointe can be found here: <https://apps.ecology.wa.gov/cleanupsearch/site/2134>. The DOE would also play an important role during the acquisition process, if a portion of Lakepointe became a City park, and any subsequent development phase. Prior to acquiring the property, the City would, in partnership with the Department of Ecology, hire experts to conduct its own due diligence of the property, including testing for contaminants.

Q27: On page 4, first paragraph, the SOQ notes a signature park of 12-15 acres. On page 6, section B of "Submittal Requirements" it notes the signature waterfront park to be 4 acres? Can you clarify which is correct?

A27: The park acreage is approximately 4 acres.

Q28: Has the city performed any recent ecological surveys/ studies of the Sammamish River? If so, could they be shared?

A28: No, the City has not performed any recent surveys/studies of the Sammamish River.

Q29: Can the city share details on how robust they envision the community engagement process will be? For example, how many community workshops or presentations should be considered for this project? Will surveying and community canvassing be used?

A29: Community engagement is envisioned for this proposal. As noted in the RFQ Page 6, the response to the RFQ must include a description of the approach and methods the Team would use in developing a plan and cost estimate for several elements including community engagement. In the response, the Team can describe how they would approach community engagement and proposed methods.