

City of Seattle
Request for Statement of Qualifications
Consultant Services

**Project Name: Northgate Coordinated Transportation
Investment Plan (CTIP)**

GENERAL INFORMATION

The City of Seattle, through Seattle Department of Transportation (SDOT), requests Statements of Qualifications (SOQ) from qualified firms/teams to develop the Northgate Coordinated Transportation Investment Plan (CTIP) as directed by Seattle City Council Resolution 30641 (Attachment EXHIBIT C).

PROJECT LOCATION

While precise project boundaries will be finalized as part of the CTIP scope development, the core of the project area will consist of the Northgate Urban Center as shown in Attachment as EXHIBIT A, which also identifies the boundaries of the Northgate Planning Area. set by the 1993 Northgate Area Comprehensive Plan.

OVERVIEW

The NACP was developed in response to strong community desires to, one; transform Northgate into a more urban, pedestrian-scale landscape, and two; to manage traffic impacts within the Northgate core and surrounding single-family neighborhoods. The Northgate plan established a vision for a community with dense commercial multi-family development at its core, surrounded by a low-density residential base and it reaffirmed a commitment to Northgate Mall as a dynamic regional shopping center.

Northgate plays unique regional transportation roles. It is bisected by Interstate 5, and crossed by Northgate Way, a major arterial transporting traffic between Ballard and Lake City Way. Today the Northgate Transit Center is the second largest after downtown with 670 buses providing almost 7,000 passenger boardings per weekday. The future Sound Transit station is planned to be part of a King County Transit Oriented

Development project, and potentially the Seattle Monorail may also serve Northgate.

The Seattle Comprehensive Plan designated Northgate as an urban center and set housing and job targets. The Northgate 20 year (1995-2015) housing target is 3000 net new units, and to date only six percent (6%) of the target has been achieved (168 units). All other Seattle urban centers have achieved thirty percent (30%) or more of their respective housing targets. Twenty-one percent (21%) of the Northgate jobs target has been achieved (2001), as compared to other urban centers that have achieved significantly greater percentages of their job targets. (Source: *Monitoring Our Progress: Seattle's Comprehensive Plan, March 2003*). Furthermore, the NACP sets a policy direction that the land use pattern in the Northgate area should concentrate employment activity where the infrastructure and transportation system can best accommodate growth; this objective also has not been achieved

The Seattle City Council recently passed legislation to reduce burdensome land use regulations to encourage new private sector investment. The Council also adopted Resolution 30642 that directs future work tasks related to economic development, multifamily housing incentives, pedestrian and open space improvements, integrated natural drainage strategies, sustainable design and green building, public art, planning for major commercial and multifamily residential development, and community involvement. This work program is intended to further progress toward the Northgate Area Comprehensive Plan vision.

Today, the area is poised on the brink of significant and positive public and private redevelopment. (See Attachment EXHIBIT B.) In 2004, construction will begin on a new public library, community center and park to be co-located on 5th Avenue NE between NE 105th and 106th Street, and in conjunction with major streetscape improvements on 5th Ave. between 105th and just south of NE Northgate Way

The City Council approved a development agreement with Simon Property, the Northgate Mall owner, which allows the mall to demolish abandoned buildings and build up to 230,000 new square feet. The city is allowed a one-year option to purchase 2.7 acres on the south lot site and the City plans to develop it as public open space with some type of stormwater treatment improvements to benefit Thronton Creek. Lorig Associates plans to buy the adjacent 5.9 acres and develop 150,000 square feet of retail or commercial, 300 or more mixed income residential units, and attractive public plazas and walkways. Lorig and the City will collaborate with King County's Transit Oriented Development strategy so that the entire south lot is a well-planned development integrating

attractive public open spaces, good pedestrian circulation and environmental improvements

In the longer-term, King County/Metro intends to redevelop its existing transit center and park and ride lot to include a mixed-use transit oriented development. Both Sound Transit and the voter-approved Seattle Popular Monorail Authority have plans to bring light rail and monorail respectively to Northgate.

Taken together, these projects have unique potential create more of a balance between vehicular and pedestrian travel modes in the core area, diminish growth in single-occupant vehicle traffic and increase transit access and service.

Therefore, the City wishes to undertake a Coordinated Transportation Investment Plan (CTIP) to facilitate public and private investment in Northgate area transportation projects and services; and coordinate transportation investments that best reflect the long-term goals of the Comprehensive Plan. The CTIP will be built upon an extensive history of prior planning activities and analyses.

PROJECT OBJECTIVES

1. By April 15, 2004, and conjunction with City staff, and with community participation, define the study area and develop a scope of work, public and agency involvement plan and budget to accomplish all of the following objectives (2-9). As part of budget development, suggest to the City a mechanism to apportion the total cost of the CTIP across all relevant public and private beneficiaries of the project. (See also the “Budget” section of this document for further details.)
2. Implement a public and agency involvement plan to seek community input throughout all phases of the CTIP.
3. Identify existing transportation conditions and identify and evaluate transportation needs and deficiencies.
4. Analyze anticipated transportation needs based upon a future year scenario defined by projected growth in the Northgate area.
5. Provide a strategy for enhancing the existing transportation network so it may evolve from one that is primarily auto-oriented to one that strives toward more balance across all transportation modes.

6. Identify measures to calm traffic where appropriate throughout the area and particularly to support residential neighborhoods adjacent to the commercial core.
7. Provide a well-defined and prioritized list of transportation projects and programs to address existing and future transportation needs within the Northgate area.
8. Develop costs and funding sources to implement recommendations including innovative strategies to link developer mitigation funds to meaningful area transportation improvements.
9. Undertake analysis of the transportation impacts of the forecasted growth and development in such a manner that this review can serve as the transportation component of a possible later Planned Action EIS for the Northgate area.

SELECTION PROCESS

The Seattle Department of Transportation will use a two-step process for selecting a consultant. The first step will evaluate all consultants submitting their qualifications. The second step will consist of an interview of no more than five of the most qualified consultants. Those selected for interviews will be asked to submit a brief proposal and make a short presentation to an interview panel consisting of City staff and others outlining their approach to achieving project objectives. In addition, one public presentation may be required of all finalists.

The following is an outline you must follow in SOQ. SOQs will be evaluated using points assigned to each of the following criteria:

A. Qualifications

1. Describe your firm's specific background and experience in conducting multi-modal transportation planning projects that seek to determine short and long term transportation needs and propose appropriate improvements and funding strategies (35 points).
2. Describe your firm's specific background and experience in developing and implementing a comprehensive community and agency participation plan (35 points).

Northgate planning history has, at times, been a contentious one with significant conflict over issues related to development guidelines, stream restoration and traffic impacts. Competing

approaches to realizing the shared public vision for Northgate continue to exist. The experience and expertise of the consultant to implement and successfully manage an inclusionary public involvement process within a challenging community and political environment will be a critical determinant of the final consultant selection.

Agencies are to include, but not be limited to, City of Seattle Office of the Executive and City Council, other City departments, King County/Metro, Sound Transit, Seattle Popular Monorail Authority and Washington State Department of Transportation.

3. Identify and describe your proposed project team key personnel's background and experience in 1 and 2 above (30 points).

TOTAL POINTS AVAILABLE: 100

B. References

Submit specific references, including name of client, mailing address, telephone number and contact person, which demonstrate the form's experience and success in performing work similar to this project. References will not be scored but will be used to verify qualifications, which may affect the rating of the respondent.

C. Resumes

Attach the resumes of the major project team members. The resumes should be no more than three (3) pages per person. Information in the resumes will allow better evaluation of experience in A. above but will not be scored separately.

TIMELINE

By April 15, 2004, the consultant will have developed a scope of work, budget and community involvement plan. Once these products are reviewed and approved, the consultant will have up to 12 months to complete the project.

BUDGET

\$50,000 for scope, budget estimate and developing community involvement plan. An additional \$200,000 is currently budgeted. Total funds available for the project will not exceed \$500,000.

PROJECT MILESTONES

See “Timeline” above.

CITY PROJECT TEAM MEMBERS

Seattle Department of Transportation’s Policy, Planning and Major Projects Division is the City’s lead for this project. The Division’s project manager will be responsible for leading the CTIP and provide direction to the selected consultant.

The project team will include representatives from several SDOT divisions along with participation by the City’s Office for Policy Management. Outside agencies such as King County/Metro and Sound Transit will also be invited to participate as necessary.

ADMINISTRATIVE DETAILS

SOQs shall be limited to a maximum of 10 pages, not including attachments, and shall clearly indicate principal team members and subconsultants if used. Five (5)-printed copies of your SOQ, including attachments shall be submitted.

A. Notwithstanding any other provisions in the solicitation documents, the resultant Agreement does not require any specific utilization levels of minorities or women in the Consultant’s workforce, except as may be specified in any federal regulations or statutes included or referenced in the resultant Agreement. The City encourages the Consultant to employ a workforce reflective of the region’s diversity. The Consultant shall adhere to all non-discrimination requirements as set forth in Federal and State laws and regulations and Seattle municipal code provisions.

B. Non-Discrimination

Consultants or proposers shall not create barriers to open and fair opportunities for WMBEs to participate in all City contracts and to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction and services. In considering offers from and doing business with subconsultants and suppliers, Consultants or respondents shall not discriminate on the basis of race, color, creed, religion, sex, age, nationality, marital status, sexual orientation or the presence of any mental or physical disability in an otherwise qualified disabled person.

C. Record-Keeping

The selected Consultant shall maintain, for at least 12 months after completion of the resultant Agreement, relevant records and information necessary to document level of utilization of WMBEs and other businesses as subconsultants and suppliers in the resultant Agreement and in its overall public and private business activities. The Consultant or respondent shall also maintain all written quotes, bids, estimates, or proposals submitted to the Consultant or respondent after the date of the issuance of this SOQ by all businesses seeking to participate as subconsultants or suppliers in the resultant Agreement. The City shall have the right to inspect and copy such records. If the resultant Agreement involves federal funds, Consultant shall comply with all record-keeping requirements set forth in any federal rules, regulations or statutes included or referenced in the Agreement.

D. Affirmative Efforts to Utilize WMBEs

The City encourages the utilization of minority owned businesses (“MBEs”) and women-owned businesses (“WBEs”) (collectively, “WMBEs”), in all City contracts. The City encourages the practices outlined in SMC 20.44 to open competitive opportunities for WMBEs.

E. Sanctions for Violation

Any violation of the mandatory requirements of Paragraphs B and C of this Request for SOQs shall be a material breach of contract for which the Contractor may be subject to damages and sanctions provided for by contract and by applicable law.

F. Nondiscrimination in Employee Benefits

Compliance with SMC Chapter 20.45: The Consultant shall comply with the requirements of SMC Chapter 20.45 and Equal Benefits Program Rules implementing such requirements, under which the Consultant is obligated to provide the same or equivalent benefits (“equal benefits”) to its employees with domestic partners as the Consultant provides to its employees with

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its employees with domestic partners as the Consultant provides to its employees with spouses. At the City's request, the Consultant shall provide complete information and verification of the Consultant's compliance with SMC Chapter 20.45. Failure to cooperate with such a request shall constitute a material breach of this Agreement. *(For further information about SMC Chapter. 20.45 and the Equal Benefits Program Rules call (206) 684-0202 or review information at <http://cityofseattle.net/contract/equalbenefits/>).*

- Remedies for Violations of SMC Chapter 20.45: Any violation of Section A9 of this Agreement shall be a material breach of the Agreement for which the City may:
- Require the Consultant to pay liquidated damages in the amount of five hundred dollars (\$500.00 USD) per day for each day that the Consultant is in violation of SMC Chapter 20.45 during the term of the Agreement; or
- In the event the Consultant willfully refuses or repeatedly fails to comply with the requirements of SMC Chapter 20.45, terminate the Agreement; or
- Disqualify the Consultant from bidding on or being awarded a City contract for a period of up to five (5) years; or
- Impose such other remedies as specifically provided for in SMC Chapter 20.45 and the Equal Benefits Program Rules promulgated thereunder.

The consultant selected must be licensed to do business in the State of Washington and the City of Seattle.

SOQs must be submitted to the following address no latter than 5:00 p.m. on. Wednesday, January 7, 2004.

**Tony Mazzella
Seattle Department of Transportation
700 Fifth Avenue, Suite 3900
Seattle, Washington 98104-5043**

Any questions regarding this Request for SOQs may be directed to Seattle Department of Transportation's Project Manager Tony Mazzella at (206) 684-0811 or tony.mazzella@seattle.gov. Consultants must limit their contact to this person when seeking information on the project or

the selection process. Legal and ethical considerations constrain the contact person, as well as other Department employees or members of the Consultant Evaluation Committee from giving out information on this project or the process which might possibly give an inquiring consultant an advantage over other consultants competing for this contract. Failure to follow this instruction may result in disqualification. process and, as stated earlier, in all subsequent phases of the project.