

Seattle Parks and Recreation

Request for Proposal (RFP)

Assessment of Warren G. Magnuson Park Management and/or Governance Options

Mailing Address and Contact Information:

Seattle Parks & Recreation
Attention: Brian M. Judd, Manager
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Seattle, WA 98115

Email: magnusonrfp@seattle.gov

RFP Packet and Supplemental Information can be found at the following web site:

www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/magnuson-rfp



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Seattle Parks and Recreation

Public-serving organizations work best when they are purpose-driven and guided by defining principles.

For this reason, Seattle Parks and Recreation is proud to present organizational affirmations to drive our strategic direction and illuminate our commitment to be a shining park and recreation system for all residents and visitors.

Land Acknowledgment

Seattle Parks and Recreation acknowledges and affirms the Indigenous Coast Salish as the original caretakers of our waters and landscape, who nurtured and shaped today's parkland. We honor their legacy with gratitude and appreciation and will safeguard their knowledge and stewardship as enduring treasures to promote community welfare, cultivate inclusive expressions of nature and recreation and commit to land acknowledgment for each ensuing generation.

Vision

Seattle Parks and Recreation envisions an accessible and sustainable park and recreation system, led by a dynamic workforce, where visitors and residents come together to play, recreate, strengthen our environment and build community; a place which fosters collaboration and where everyone is park proud!

Mission

Seattle Parks and Recreation equips employees and the public for well-being as we support healthy people, a thriving environment and vibrant community. We provide safe and accessible spaces for residents and visitors to work, recreate, rejuvenate, and enhance quality of life and wellness for children, teenagers, adults and seniors.

Equity & Inclusion

Seattle Parks and Recreation commits to advancing equity and social justice in our department and in every neighborhood by growing a dynamic and diverse workforce, developing strong investments, growth opportunities and beneficial partner strategies as we acknowledge and pledge to close disparities created by historical practices which often hindered workforce development, environmental justice, access to quality open spaces, programs and facilities.

1. RFP Introduction and Overview:

Since the federal government conveyed the property to the City of Seattle in the mid-1990s, Warren G. Magnuson Park has developed into a dynamic, complex ecosystem of recreation opportunities, public-private partnerships, and environmental stewardship activities. The park resides within the Sand Point Naval Air Station Landmarks Preservation District (established 2012) and neighbors six additional landowners within the Sand Point peninsula.

Since 1995, Seattle Parks and Recreation (SPR) has managed Magnuson Park, yielding many successes and learning moments during the park's initial 25-year development. SPR seeks a consultant who will review and assess a variety of management and/or governance models that could be used to support the next 25 years of development and operations (including a review of the status quo current management structure and operational approach). SPR is seeking options that will expand capacity for significant capital improvements and attract well-resourced partners seeking building development opportunities aligned with parks and recreation functions.

Through this study, *SPR seeks to understand the pros and cons of proposed models in support of organizational learning, and continuous improvement of meeting the needs of this regional asset and its customers.*

Deliverables: Individual consultants or consultant teams interested in this opportunity should submit proposals that outline how the Proposer will:

- Identify the process(es) and timeline for investigating management and/or governance models. These process(es) should include public outreach that includes Sand Point residents, businesses located in and around Magnuson Park, neighboring landowners, the Magnuson Park Advisory Committee, the Board of Parks and Recreation Commissioners, and other key stakeholders.
- Review and evaluate the current management model; concurrently, explore new, alternative management and/or governance options.
- Develop an options analysis and menu of management and/or governance structures, identify strengths and weaknesses for each, and identify which structures could be successful for operating Magnuson Park. This menu should assume Magnuson Park will remain public space owned by Seattle Parks and Recreation.
- Review potential policy issues, including opportunities and limitations of properties with federal Public Benefit conveyances, opportunities and limitations imposed by relevant master plans and ordinances, the Landmarks Preservation District and National Parks Service, ensuring public assets are widely available to park visitors within new structure options, etc.

Scope of Work: SPR intends to select one lead proposer and negotiate a consultant agreement to accomplish the scope of work outlined above. The selected proposer shall be responsible for fulfilling all aspects of the contract, including (but not limited to):

- Conducting outreach with stakeholders, adjacent Sand Point residents, and general community to elicit input and feedback to influence proposal development. SPR will work with the selected Proposer to develop a comprehensive list of stakeholders.
- Developing a communications plan in partnership with SPR.
- Studying and recommending a menu of governance/management structure options, including the current structure. The options should highlight opportunities for significant capital improvement fundraising and attracting well-resourced partners seeking building development opportunities aligned with parks and recreation functions.
- Developing and confirming assessment criteria in partnership with SPR.
- Complying with (and exhibiting a working knowledge of) historic preservation and federal property deed requirements.
- Reviewing archival materials and historical documents related to Magnuson Park's development, including relevant ordinances, master plans, and strategic plans. Working all acquired knowledge from these reviews into final recommendations.

- Developing a thorough assessment of the financial implications of any model identified by the consultant as potentially successful.
- Folding in principles from the City’s Race and Social Justice Initiative. Resources related to this initiative are located on the RFP web site and successful proposals will reference this initiative comprehensively.

SPR has defined a maximum budget of \$100,000 for this consultant agreement. SPR holds the discretion to set the final budget and payment terms for the selected consultant.

To be selected, the proposer(s) must provide verifiable information demonstrating background, experience, and qualifications executing management and/or governance studies and the additional items outlined in this section.

The consultant is expected to confer with all associated governmental and non-governmental entities that have some relationship, ownership, regulation of, and/or interests in Magnuson Park. The Proposer(s) will also be responsible for upfront costs involved in undertaking the scope of work described in this RFP document. The negotiated consultant agreement will include agreed-upon reimbursement for expenses.

The successful proposal will align with:

- SPR’s mission, the City’s Race and Social Justice Initiative, and all master and strategic plans developed for Magnuson Park. These initiatives and documents are all available to reference on the RFP web site listed here: <http://www.seattle.gov/parks/about-us/do-business-with-us/current-opportunities/magnuson-rfp>
- Property Covenants. Several deed covenants exist on SPR-owned buildings at Magnuson Park. A key covenant specifies that properties “...shall be used and maintained for public park and recreation purposes in perpetuity.” Any new uses will require approval by the National Park Service (NPS), in addition to City approval processes. For additional information about deed covenants and the Federal Lands to Parks transfer please visit: <https://www.nps.gov/orgs/1508/whatwedo.htm>. The [RFP website](#) will contain all available park master and strategic plans for historical context.
- All documents and reference materials provided by SPR including, but not limited to, this RFP are solely to provide general background to potential proposers. Information provided by SPR is not intended to be complete and should not be considered a substitute for each Proposer(s)’ own due diligence. SPR disclaims any warranties or representations that information within this RFP and other background documents is complete or accurate for any Proposer(s) intended uses, and Proposer(s) are urged to seek additional information as appropriate for their proposal.

Table 1 – RFP Schedule

Event	Date	Location (if applicable)
RFP Package Available	May 22 nd , 2023	--
Site Tours <ul style="list-style-type: none"> • SPR staff will provide an optional park tour as an introduction to the park and its operations. • All visitors will be required to sign in; all questions and answers addressed during the tour will be published on the RFP web site. • Applicants are invited to conduct additional, independent site visits in support of developing their proposals. 	Option #1: June 6 th , 2023 9 a.m. – 10:30 a.m. Option #2: July 12 th , 2023 2 p.m. – 3:30 p.m.	Meeting Location: Warren G. Magnuson Park Building 30 6310 NE 74 th St. Seattle, WA 98115

<p>Q&A Sessions</p> <ul style="list-style-type: none"> • SPR staff will host virtual Q&A sessions online via web conference. • These sessions will be recorded and posted on the RFP web site. • All questions and answers addressed during the tour will also be published in text on the RFP web site. 	<p>Session #1: June 1st, 2023 11 a.m. – 12 p.m.</p> <p>Session #2: June 13th, 2023 10 a.m. – 11 a.m.</p> <p>Session #3: June 28th, 2023 2 – 3 p.m.</p>	<p>Web conference links can be found on the RFP Website</p>
<p>Deadline for Written Questions</p> <ul style="list-style-type: none"> • Written questions can be sent to magnusonrfp@seattle.gov • All received questions and related answers will be posted to the RFP web site on a weekly basis. 	<p>July 10th, 2023</p>	<p>magnusonrfp@seattle.gov RFP Website</p>
<p>Proposals due</p> <ul style="list-style-type: none"> • All proposals must be submitted by 12 p.m. 	<p>July 21st, 2023</p>	<p>Brevity is appreciated; proposals should not exceed 10 pages.</p>
<p>RFP Evaluation Period</p> <ul style="list-style-type: none"> • During this time, Proposer(s) may receive questions with a response timeline from the SPR evaluation team. • Proposer(s) may also be invited by the evaluation team for an in-person interview. 	<p>July 21st – August 31st, 2023</p>	
<p>Evaluation Team Submits Award Recommendation to the SPR Superintendent</p>	<p>August 31st, 2023</p>	
<p>Superintendent Announces Decision</p> <ul style="list-style-type: none"> • The Superintendent holds full authority and discretion to award or not award this opportunity to one of the Proposers. 	<p>October 2023</p>	

SPR reserves the right to modify this schedule at its discretion. Notification of changes will be posted on the RFP website or as otherwise stated. All inquiries regarding this RFP must be directed to the staff members listed on the first page via email or other written communication.

2. Basis of Selection

In partnership with an assigned review panel, SPR will review and evaluate the submitted proposal based on the written response to the proposal Questionnaire outlined in Section 3 of this RFP. This panel will score each proposal according to the criteria outlined in Section 3 and may invite top candidates to an interview. SPR and its review panel reserves the right to seek additional clarification or information through written questions. The panel will make a recommendation identifying the successful proposal to the Superintendent of Seattle Parks and Recreation.

The Superintendent will, at Superintendents' sole discretion, make the final decision regarding acceptance or rejection of the panel's recommendation. The Superintendent reserves the right to reject all proposals, or to select a different proposal, as the Superintendent determines it to be in the best interest of SPR. If the Superintendent selects a Proposal, SPR will work to negotiate an agreement with the Proposer. If SPR and the initial successful Proposer are unable to negotiate a mutually acceptable agreement, SPR reserves the right to select another proposal for negotiation until the RFP process either terminates or results in an agreement.

3. Request for Proposal Questionnaire

Please be sure to answer each question and submit the entire proposal package by 12 pm, July 21st, 2023. No applications will be accepted after this due date and time.

In support of applicants submitting complete proposals, SPR has provided key documents and other supplemental information about Warren G. Magnuson Park at the [RFP web site](#). SPR will be using these questions to determine the next steps. Please be thorough with your answers.

Brevity is appreciated; proposals should not exceed 10 pages.

QUESTIONNAIRE

A. Project team and organizational structure (10 Points)

Please provide a detailed description of your proposed lead entity or organization and project team including a list of key team members, their experience and qualifications, and business references for each; clearly identify the project lead or manager.

Please indicate how the lead organization will be structured, whether as a corporation, non-profit, etc. If your proposal includes multiple organizations, please indicate how the overall group will be organized and how the member organizations will interface.

B. Overview of experience relevant to the requested deliverables in section 1 of this RFP (15 Points)

Section 1 of this RFP document outlines a specific scope of work and deliverables. Please provide a detailed, thorough description of the professional experience your proposal team holds to implement your proposal. Please include professional experience, certifications, examples of past projects and associated outcomes, and any additional information that will highlight your team's ability to accomplish the work. Also include any successful work projects and outcomes from your team that align with the scope outlined in this RFP.

C. Proposed approach to achieve requested deliverables (25 Points)

Section 1 of this RFP document outlines a specific scope of work and deliverables. Please provide a detailed project implementation plan outlining how your project team will implement your proposal and provide each deliverable outlined in section 1. This schedule should include clear timelines and

benchmarks toward completing the scope of work and outlined deliverables, identify which areas require SPR input, and the schedule by which you will seek this information from SPR.

D. Community outreach plan (25 Points)

A central component of achieving the scope of work and deliverables in section 1 of this RFP is community outreach. Magnuson Park has a substantial number of stakeholders and SPR expects the selected Proposer from this RFP process to engage strategically and meaningfully with these stakeholders. Refer to section 1; the intent of this outreach is to receive input and identify options. This outreach is not about finding a definitive answer from only community outreach.

Please outline how your proposal team will engage in this community outreach, engage with SPR on a communication plan, identify key stakeholders, and develop an engagement strategy and schedule. The successful proposal will include how the Proposer will partner with SPR on this work to ensure cohesive communication and outreach strategies.

Successful proposers will incorporate the resources below to develop answers to this question:

- **The City of Seattle’s Race and Social Justice Initiative (RSJI):** <https://www.seattle.gov/rsji>
- **The Parks & Recreation Public Involvement Policy:**
<https://www.seattle.gov/Documents/Departments/ParksAndRecreation/PoliciesPlanning/PublicInvolvementPolicy.pdf>
- **The Inclusive Outreach and Public Engagement (IOPE) Guide:**
<https://www.seattle.gov/documents/Departments/RSJI/IOPE%20guide%2001-11-12.pdf>

E. Race and Social Justice Initiative (25 Points)

The Race and Social Justice Initiative (RSJI) is a central component of the City of Seattle’s work. Please refer to the link provided in Question D for the full background on the initiative.

For this question, please answer the following portions in detail:

- Outline how your proposal aligns with RSJI in general terms.
- How you have used the RSJI to outline accomplishing the deliverables and scope of work outlined in Section 1.
- How has RSJI informed your answers for Questions A – D in this questionnaire.
- How will your team use RSJI to guide the implementation and completion of this work should your proposal be selected to move forward?
- How have RSJI principles been folded into your team’s work in past projects and deliverables? Please include specific successes and benchmarks in this answer.

F. Women & Minority-Owned Business (WMBE) registration (3 Points)

- To receive these points, you must be registered with the City of Seattle and/or State of Washington as a WMBE prior to the RFP submittal date outlined in the RFP calendar. You are welcome to self-register with the City of Seattle at: <http://www.seattle.gov/obd>. For assistance, call 206-684-0383.

Questionnaire Signature: Please include the following template on your questionnaire to formalize the submission. Any proposal without a signed questionnaire will be deemed incomplete and ineligible for consideration.

I, the undersigned, attest to the accuracy and intent of the information presented herein.

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

ORGANIZATION OR
COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

DATE: _____

Please be certain to provide complete contact information and sign the Questionnaire.

Proposal Submittal

Submit one (1) electronic copy of the response via email or on a USB Drive. Delivery information is specified in Table 2.

- A. **Email Delivery:** The proposal may be submitted via email to the address listed in Table 2 by the submittal deadline.
- B. **Physical Delivery:** The submitted proposal may be hand-delivered or received via delivery service by an SPR Magnuson Park Administrative Office staff member at the address provided in Table 2 by the submittal deadline.
- C. All pages are to be numbered sequentially and follow the provided questionnaire format.
- D. Brevity is appreciated; proposals should not exceed 10 pages.
- E. The Proposer(s) has full responsibility to ensure their proposal arrives by the deadline.

Table 2 – RFP Delivery Information

USPS & Hand Delivery Physical Address	Due Date and Time
Seattle Parks & Recreation Warren G. Magnuson Park Attention: Ben Burtzos 6310 NE 74 th St., Suite 109E Seattle, WA 98115 magnusonrfp@seattle.gov	Friday, July 21 st , 2023 12 p.m.

Only the following SPR officials may speak for SPR regarding this RFP: SPR Superintendent, SPR Assistant Superintendent, the Deputy Superintendents, Magnuson Park Manager, and any other such official(s) the Superintendent may designate. If any Proposer seeks information, clarification, or interpretations from any other City official or City employee, SPR will not be bound by these unofficial communications. Any Proposer(s) relying on or using such information does so at its own risk. Following the proposal submittal deadline, Proposers must continue to direct all communications regarding the RFP to the Manager listed below:

Brian Judd	magnusonrfp@seattle.gov
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PROPOSER(S) RESPONSIBILITY TO PROVIDE FULL RESPONSE

It is each Proposer(s) responsibility to provide responses which do not require interpretation or clarification by SPR and to ensure that all requested materials, forms, and information are included. Each Proposer is responsible for ensuring the materials are submitted properly. During scoring and evaluation (prior to interviews, if any), SPR will rely upon the submitted materials and shall not accept any unsolicited materials from the Proposer(s) after the RFP deadline. A Proposer(s)' failure to provide complete responses which conform to the requirements of this RFP may result in the rejection of the Proposal; however, SPR reserves the right to seek clarifications as needed, and to waive immaterial variations or defects in proposals as SPR or the Superintendent determines to be in the best interest of SPR.

MARKING AND DISCLOSING MATERIAL

Under Washington State Law (RCW Chapter 42.56, the *Public Records Act*) all written materials prepared, owned, used, or retained by SPR relating to a governmental or proprietary program are **public records**. These records include, but are not limited to: proposal submittals, agreement documents, financial documents, contract work product, or other written materials.

Washington's Public Records Act requires that public records must be promptly disclosed by SPR upon request unless a judge rules that the RCW referenced above or another Washington State statute exempts records from disclosure. Exemptions are narrow and explicit and are in Washington State Law (Reference RCW 42.56 and RCW 19.108).

It is the responsibility of the Proposer(s) to be familiar with the Washington State Public Records Act and the limits of record disclosure exemptions.

If you believe any records you are submitting to SPR, as part of your proposal, are exempt from disclosure you can request that SPR not release the records until SPR notifies you about the status of the identified disclosure(s). To make such a request, you must include it with your proposal, identify each record, and explain why the exemption(s) may apply.

SPR will not withhold materials from disclosure because you mark them with a document header or footer, page stamp, or a generic statement that a document is non-disclosable, exempt, confidential, proprietary, or protected. Do not identify an entire page as exempt unless each sentence is within the exemption scope; instead, identify paragraphs or sentences that meet the specific exemption criteria you cite in the Questionnaire. Only the specific records or portions of records properly listed on the Proposer(s) Questionnaire may be withheld pending notice. All other records will be considered fully disclosable upon request.

If SPR receives a public disclosure request for any records you have properly listed on the Questionnaire, SPR will notify you in writing of the request. While it is not a legal obligation, as a courtesy SPR will postpone disclosure for ten (10) business days, providing sufficient time for you to pursue a protective order and ruling from a judge (reference RCW 42.56.540). If you fail to obtain a court order within the ten (10) business days, SPR will release the documents.

By submitting a proposal, the Proposer(s) acknowledge(s) the obligation to identify any records within the questionnaire responses which a Proposer(s) is requesting notice prior to disclosure. SPR has no obligation or liability if any of Proposer(s)' materials, whether marked as exempt or otherwise, are publicly disclosed in response to a public disclosure request.

4. Additional RFP Information

Open Houses and Site Building Tours

SPR will conduct site tours at the time, date, and location indicated on page 3. Proposer(s) is highly encouraged to attend but attendance is not required for eligibility to submit a Proposal. During the Q&A sessions and tour, Proposer(s) may ask questions about the RFP and clarify issues, as well as raise any concerns they have. Failure to raise concerns over any issues during the Q&A sessions and tour will be a consideration if a protest is filed regarding items known or identified during the conference. Questions and issues raised during the Q&A

sessions and tour will be transcribed by SPR into written format and provided to all Proposers via the RFP website listed in this document.

Questions

Proposer(s) may submit written questions to the Manager until the deadline stated on page 3. All questions must be submitted via e-mail to magnusonrfp@seattle.gov. Failure to request clarification of any inadequacy, omission, or conflict will not relieve the Proposer(s) of responsibilities in any subsequent agreement. It is the responsibility of the interested Proposer(s) to ensure they receive responses to questions. Answers to all written questions received by the deadline (refer to RFP schedule on page 3) will be posted by the date indicated on the website listed in this RFP.

Changes to the RFP By Addenda

SPR may make changes to the RFP through written Addenda. Addenda will be posted by SPR to the [RFP web site](#) listed in this document and shall become part of this RFP.

Receiving Addenda and/or Questions and Answers

It is the obligation and responsibility of the Proposer(s) to obtain addenda, responses, or notices issued by SPR. Third-party services independently post SPR solicitations on their websites. SPR does not guarantee that such services have accurately provided all the information published by SPR. Proposers are encouraged to check the RFP web site regularly.

All submittals sent to SPR will be considered to have been made in response to the RFP, including all addenda, with or without specific confirmation from the Proposer that any addenda were received and incorporated. SPR may reject the submittal if it does not fully respond to a matter incorporated by any addenda.

Readability

Proposer(s) are advised that the City's ability to evaluate proposals depends on the Proposer's submittal document including organization, level of detail, comprehensive material, and readability.

Changes or Corrections to Proposal Submittal

Prior to the submittal closing date and time, Proposer(s) may change their proposal, if initialed and dated by the Proposer(s). No changes are allowed after the closing date and time specified on the RFP schedule.

Errors in Proposals

Proposer(s) are responsible for errors and omissions in their proposals. No such error or omission shall diminish the Proposer's obligations to the City under any resulting agreement.

Incurred Costs

All costs incurred in the preparation and submission of a proposal are the responsibility of the Proposer(s).

No Conflict of Interest

Proposer(s) (including officers, directors, trustees, partners, board members, or employees) must not have a business interest or a close family or domestic relationship with any City official, officer or employee who was, is, or will be involved in the selection, negotiation, drafting, signing, administration or evaluation of submitted proposals or Proposer(s) performance. SPR shall make sole determination regarding compliance.

Business License Requirements

Proposer(s) should have a current business license for Washington State and the City of Seattle. Any Proposer without either or both licenses will not be eligible for this consultant agreement.

Equal Benefits

The City Equal Benefits ordinance requires companies that enter City contracts worth more than \$58,000 to provide the same benefits to domestic partners or Vendor employees as they provide to an employee spouse. This RFP may result in a final consultant contract worth more than \$58,000. Bidders or companies with contracts above \$58,000 must complete the Equal Benefits Compliance Declaration.

SPR Rights Reserved

SPR reserves the right to reject all proposals and to re-advertise if desired. Any proposal which is incomplete, conditional, obscure, or which contains additions or deletions not called for, or includes irregularities of any kind, may be rejected. Protests regarding the City's decision of a respondent's qualification status shall be handled as outlined in the Protest Procedure section below.

SPR has the right to select portions of proposals for further negotiation.

Protest Procedure

Completed proposals are due by the date specified on the RFP schedule. Any Proposer wishing to protest or challenge the Superintendent's determination must do so within seven (7) calendar days of the notification of selection announcement. The basis for a protest shall be limited to claims of material deviation from the RFP or claims of bias.

All protests must be in writing and signed by the protesting party or its authorized agent(s). Such protest must state all facts and arguments on which the protesting party is relying for its protest. Copies of all protests should be mailed or delivered to the Superintendent within seven (7) days of notification of the selection. A Proposer's failure to submit a timely notice of appeal constitutes Proposer(s) waiver of all rights to challenge the evaluation and selection.

The Superintendent will review the RFP evaluation panel recommendations and the arguments posed in the protest. The Superintendent will render a written decision within sixty (60) business days after receipt of the protest, unless additional time is required, in which case, the protesting party will be notified of the delay by the Superintendent's Office. **The decision of the Superintendent will be final.**

Agreement Negotiation and Approval Process

A Consultant Agreement will be negotiated between SPR and the awarded Proposer(s).

Appendix A: List of Potentially Relevant Documents

The following documents relating to Magnuson Park may be of interest to Proposers. This list is not intended to be comprehensive, and the documents may have been amended or superseded by other documents. Please consult with a lawyer to answer any questions you may have about legal requirements or restrictions regarding management options for Magnuson Park.

All documents and links below can be located at: <http://www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/magnuson-rfp>

Land Use & Master Plans

- Community Preferred Reuse Plan for Sand Point. City of Seattle Planning Department (November 1993).
- Sand Point Physical Development Management Plan (1997 - Resolution 29429)
- Final Design Guidelines Manual for Sand Point / Magnuson Park (1997 - Resolution 29624)
- Report to the Mayor and City Council - Sand Point Blue Ribbon Committee (1999)
- Magnuson Park Concept Plan (1999 - Resolution 30063)
- Signage & Wayfinding Master Plan for Warren G. Magnuson Park (2004)
- Magnuson Park Master Plan (2006 – Ordinance 122318)
- Warren G. Magnuson Park Strategic Development Plan. Seattle Parks & Recreation (September 2012)

Historic Preservation

- Sand Point Historic Properties Reuse and Protection Plan (1998 - Resolution 29725)
- Sand Point Naval Air Station (NAS) Landmarks Preservation District (2011)
- Advisory Council on Historic Preservation, Section 106 Guidelines <https://www.achp.gov/protecting-historic-properties>
- Controls and Incentives - Sand Point Naval Air Station Landmark District. Seattle Landmarks Preservation Board (2013)

Appendix B: Definition of Terms

RFP – Means this Request for Proposal for reviewing management options for Magnuson Park.

CITY - Means the City of Seattle, a municipal corporation, its various departments, officers, officials, and employees.

SPR – Means Seattle Parks and Recreation.

SUPERINTENDENT – Means the Superintendent of SPR.

PARK – Means Warren G. Magnuson Park (Magnuson Park).

PROPOSAL – Means a written response to this RFP.

PROPOSER – Means individuals, groups or entity/entities submitting information for the RFP.

SUCCESSFUL PROPOSER - Means the group, individuals or entity/entities selected through this process to develop a menu of management options for Warren G. Magnuson Park.

Appendix C: Warren G. Magnuson Park Planning Priorities

Excerpt from the Magnuson Park Strategic Development Plan (2012):

In 2011-2012 Seattle Parks and Recreation developed the Magnuson Park Strategic Development Plan. Recognizing that many projects from previous plans were realized, the goal was to plan for the park's future by reconfirming the vision of the park as a multi-use, urban regional park with historic value, prioritizing needed unfunded capital improvements, and identifying desired programming, activities, and amenities for the park. A working group developed a vision statement for the park and a set of key values to help guide decision making.

Vision:

The park is conceived as an active urban regional park providing a balanced variety of user activities... organized as well as unstructured.

Table 3 – Strategic Development Plan Key Values

Key Value	Description
1. High levels of Public Access	<u>More public access is better</u> – the park is to be used for public benefit, providing access to the shoreline and other activity areas to diverse park users.
2. Sustainability	<u>Long-term sustainability of the park is critical</u> – look for revenue generating opportunities; maintain current partners and look for new creative partnerships; leverage private investment; develop clear understanding of expectations and responsibilities to ensure the greatest benefit possible to the park and the public.
3. Responsible stewardship of physical assets	<u>Maintain the property in a safe, clean, welcoming manner</u> – ensure the park is safe for motorists, pedestrians, and bicyclists; preserve the historic character; be attentive to environmental stewardship.
4. Integration of physical assets	<u>Develop a cohesive design for the park</u> – create common design themes throughout the park and connect activity areas in a way that each flow into another.
5. Develop support of and ties with regional community	<u>Develop a regional service approach</u> – find ways to build trust and support from the regional community and implement programs that attract diverse park users from around the region.
6. Programming responsive to the community	<u>More service to the community is better</u> – develop programs and services that are flexible and meet the changing needs of the community.
7. Be a good neighbor	<u>Be sensitive to the interests and needs of neighbors</u> – maintain awareness and sensitivity to the potential impacts of activities in the park to the surrounding neighborhood and residents and programs on the site.
8. Achieve citywide values and goals for use	<u>Implement the vision of the park consistent with city goals and policies</u> – park development must follow City and state laws and regulations, as well as federal requirements.

Appendix D: Master Plans, Zoning, and Land Use

Several successive master plans have been developed for Magnuson Park since the 1970s. All documents can be accessed at the RFP website: www.seattle.gov/parks/about-us/contracts-and-partnerships/partnership-opportunities/magnuson-rfp

Table 4 – Master Plans and Guiding Documents

Year	Plan	Activity Area
2012	Magnuson Park Strategic Development Plan	Implementation Plan – To Do List for 2012 and Beyond
1999	Magnuson Park Concept Plan (Res. 30063)	
1997	Sand Point Physical Development Management Plan (Res. 29429)	
1994	A Vision of Magnuson Park – Sand Point Liaison Committee <i>(citizen generated, not adopted by the city)</i>	
1993	Community Preferred Reuse Plan for Sand Point (Res. 28832)	Education and Community Activities Area
1988	Magnuson Park Master Plan	None

Appendix E: Historic Preservation and Use Covenant

Sand Point Overlay District (1997, 2008 - SF 7200, L-3)

Base land use zoning for Magnuson Park (SF 7200) and the historic campus (SF 7200, L-3) are for residential uses (see Figure 9). Relative to the Park, residential zoning is the norm throughout the SPR system. The Sand Point Overlay District was adopted by the City Council in 1997 and established other principal uses beyond single family and multifamily residential. It also established development standards which govern the height of structures, and where new structures may be constructed. Amendments were approved in 2008 to remove some uses and add others, allow limited new uses, and establish building heights for specific structures such as a tennis center. The goal of the Overlay District is “...to implement the Sand Point amendments to the Comprehensive Plan by regulating land use and development within the Sand Point Overlay District in order to integrate the property into the City of Seattle as a multi-purpose regional center that provides:

- a. Expanded opportunity for recreation, education, arts, cultural and community activities;
- b. Increased public access to the shoreline and enhanced open space and natural areas;
- c. Opportunities for affordable housing and community and social services with a special priority for addressing the needs of homeless families;
- d. Expanded opportunity for low-impact economic development uses which could provide employment and services for residents of the property and for the broader community.”

The Overlay District also requires that “...any area not occupied by structures in existence as of July 18, 1997, paved parking areas in existence as of July 18, 1997, or rights-of-way in existence as of July 18, 1997, is limited to open space, dry boat storage or recreation uses.” In effect, no new permanent, separated structures may be constructed within the Overlay District.

Note that while many land uses are listed as permitted in the Overlay District, an NPS deed covenant only allows “Parks & Recreation uses” within SPR-owned buildings. Also, note that the previous information is provided as an overview of the Seattle Land Use Code. **It is recommended that Proposer(s) thoroughly review code sections relative to their proposal.**

Historic Preservation

Three overlapping historic districts cover the former naval station campus. Review of alterations to character defining features is guided by the *Sand Point Historic Properties Reuse and Protection Plan* (1998, WA DAHP). This plan also established the basis for the Sand Point Historic District (WA DAHP 1998). The two other districts which apply to the campus are: NAS Seattle National Register of Historic Places District (2010), and the Sand Point NAS Landmark Preservation District.

Deed Covenants

The deeds for properties within the historic district include three (3) deed covenants as follows:

1. Recreation Use Covenant (1999)
This covers only properties conveyed by NPS to SPR and requires that properties “...shall be used and maintained for public park and recreation purposes in perpetuity”.
2. Historic Resource Covenant (1999)
This covers properties conveyed to SPR and the University of Washington. Approval is required by NPS or its designee, WA DAHP, for “...any construction, alteration, remodeling, demolition, disturbance of the ground surface, irrevocable disturbance of landscape settings, or other action that would materially affect the integrity, appearance, or historic value of structure or settings...”
3. Lead Based Paints and Asbestos Covenants (1999)
This covenant identifies that properties within the district were found to contain lead-based paints and asbestos and asbestos containing materials. The Navy completed asbestos and lead surveys on all

buildings within the district prior to conveying properties to SPR. Experience on previous redevelopment projects has shown that additional, up-to-date surveys are highly recommended.

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