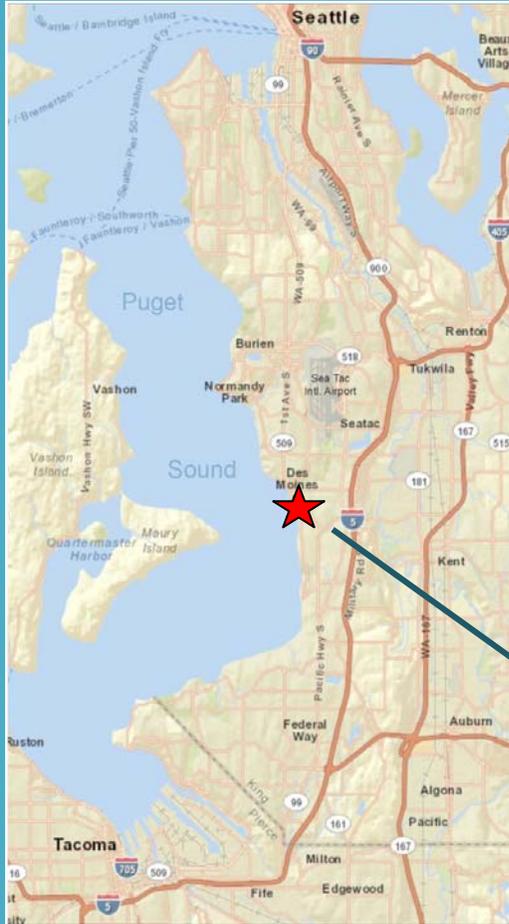


Request for Developer Qualifications - Part 1

City of Des Moines Marina & Beach Park Development

Issue Date: April 19, 2013



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City of Des Moines

Des Moines Marina and Beach Park Redevelopment

Request For Qualifications

Issued: April 19, 2013

SUBMISSION DUE: May 31, 2013

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PUBLIC NOTICE

The City of Des Moines is seeking qualifications from firms demonstrating the capability to develop the upland portion of certain waterfront property owned by the City of Des Moines in King County, Washington. The property will be available for a long-term ground lease.

The property is situated along Puget Sound at the western edge of the Marina District Neighborhood (downtown) approximately 2.5 miles from I-5 as shown on Figure 1.

The City of Des Moines will conduct an information session and site visit on May 8, 2013 at 10:00 a.m. at the Des Moines Founders Lodge, located at 22030 Cliff Avenue S, Des Moines, Washington 98198-6398. While attendance at this meeting is not a condition for offering qualifications, all interested developers/end users are encouraged to attend. It is the City's intent that this meeting and the site visit will provide the primary means of disseminating information and responding to questions.

The City will post answers to all questions submitted by prospective proposers on its website at www.desmoineswa.gov/beachpark

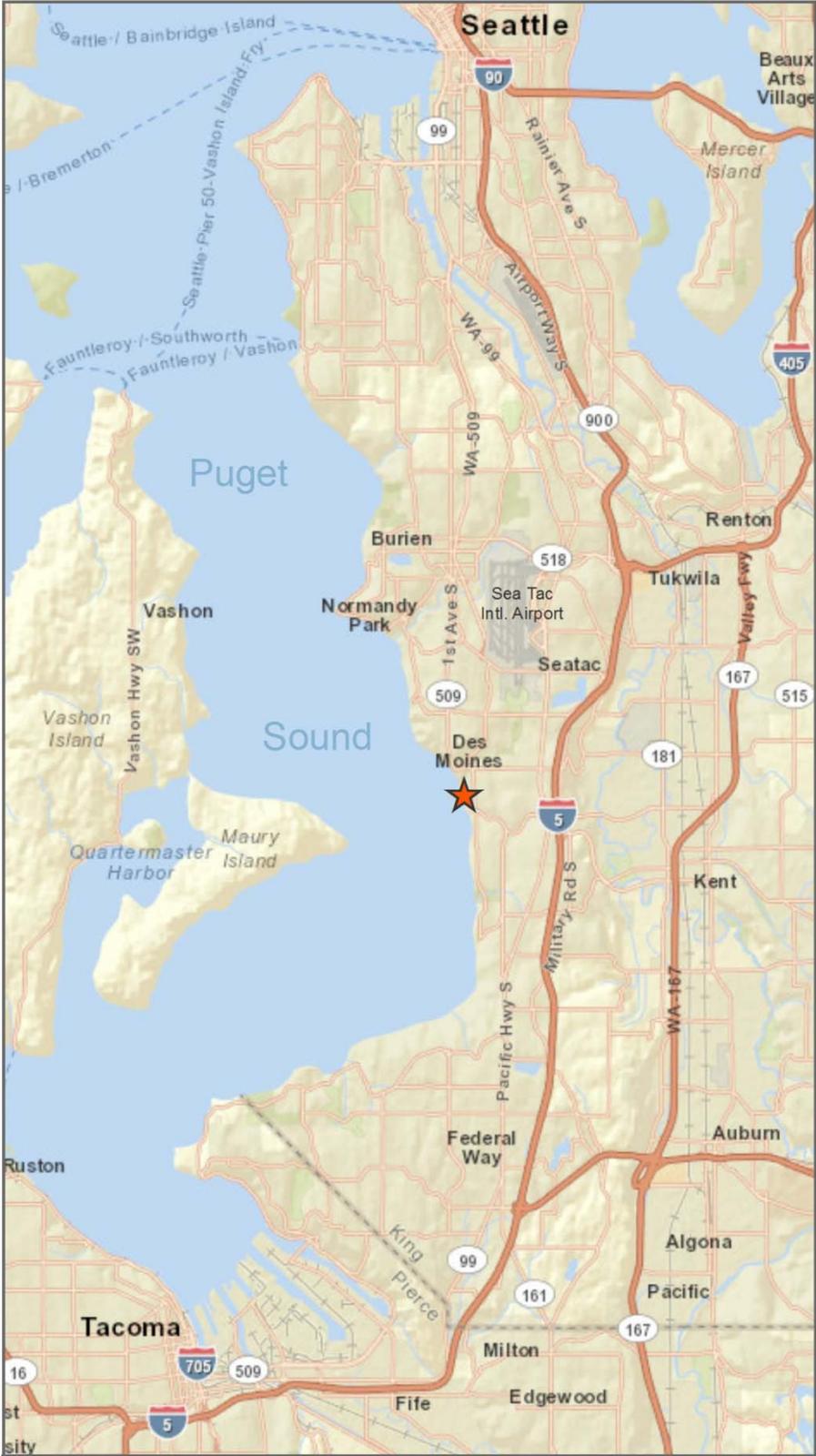
Responses to this RFQ must be delivered to Marion Yoshino, Economic Development Manager, City of Des Moines, 21630 11th Avenue S. Suite D, Des Moines Washington 98198 no later than 4:00 p.m. May 31, 2013.

The City is using this process as a means of identifying interested and qualified developers. The City is not obligated to limit its discussions exclusively to those developers responding to this request. The City may re-advertise the RFQ or simply accept statements from other developers for consideration by the City Council. The City reserves the right to negotiate with any developer of its choosing, in any manner that best meets the interests of the City or to reject any or all submittals and re-advertise.

We sincerely look forward to your submission.

Tony Piasecki
City Manager

Figure 1 – Project Vicinity



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EXECUTIVE SUMMARY

The Development Site	Approximately 3-acre site owned by the City of Des Moines.
Project Objectives	To develop the City's waterfront properties in a manner that: <ul style="list-style-type: none">• Revitalizes City's Waterfront and central business district referred to as the Marina District• Attracts Both Local Citizens and Tourists• Generates Economic Activity in an Underused Area• Enriches Surrounding Area With an Attractive and Vibrant District• Enhances City Revenues
Development Concept	Initial site development options include a mix of uses such as office, restaurant, retail, hotel, marine services, marine industrial, parking garage and public open space uses that are compatible with ongoing operations of the Des Moines Marina, Beach Park, and Farmers Market. The City will consider other viable and compelling concepts and phasing strategies that meet the City's vision and objectives for development of the waterfront.
Long Term Lease	The site is available for long-term lease. The terms are to be negotiated.
Selection Process	A two-step selection process is used (see Sections IV – VI).
Submittals Due	May 31, 2013 at 4:00 PM. Submittals may be mailed to the address below or delivered on May 31, 2013 to the attention of: Marion Yoshino, Economic Development Manager, 21630 11 th Avenue S, Suite D, Des Moines, Washington 98198.
Information Session	An information session will be held on May 8, 2013 at 10:00 AM at the Des Moines Founders Lodge located at 22030 Cliff Avenue S, Des Moines, Washington 98198. All interested developers are encouraged to attend the information session.
City Representative (For further information contact via letter, fax or e-mail only)	Marion Yoshino, Economic Development Manager City of Des Moines 21630 11 th Avenue S, Suite D Des Moines, Washington 98198 Fax: (206) 206-870-6544 E-mail: myoshino@desmoineswa.gov
	The deadline for receipt of written questions is 4:00 PM on May 20, 2013.

I. INTRODUCTION

A. Synopsis

The City of Des Moines (City) is pleased to issue this Request for Qualifications (RFQ) for a development team capable of designing, financing, constructing, and managing a financially successful mixed use development under a long-term lease on approximately 3 acres of the City-owned Des Moines Marina which is located on Puget Sound between Seattle and Tacoma and near Seattle-Tacoma International Airport (Sea-Tac Airport).

The process for selection of a development team consists of the following two stages:

Stage One - RFQ:

The Council-appointed review committee will evaluate all submittals, contact references, and industry sources, and select from those firms deemed most responsive to this RFQ. The committee will then make recommendations to the City Council for final selection. Materials submitted by all interested proposers must conform to the requirements of Section VI. **SUBMISSION REQUIREMENTS**. Additional materials may be requested by the Team or the City Council. The criteria for evaluation of the RFQ is detailed in Section V. **SELECTION PROCESS AND CRITERIA**. One or more proposers may be selected to advance to a second stage selection process and Request for Proposal (RFP).

Only the proposers selected by the City Council will be permitted to submit an RFP in Stage Two. This RFQ represents Stage One of a two-stage process.

Stage Two - RFP:

Upon completion of Stage One-RFQ, and the evaluation of Qualifications, the City may issue a Request for Proposal (RFP) to one or more qualified firms. Based on the evaluation of qualifications and proposed development concept(s), the City reserves the right to issue the RFP or reject all submittals. All submitted Proposals will be evaluated using the criteria and the process as generally outlined in Section V. The review committee will select a development proposal they determine to be most reflective of the City's objectives and project evaluation criteria. The review committee will make a recommendation of a preferred candidate and an alternate to the City Council. If the Council confirms the review committee's recommendation, City staff will enter into exclusive negotiations for a long-term ground lease to be submitted for City Council ratification.

The City seeks a development team that demonstrates expertise in working closely with public entities. The City will work closely with the selected firm throughout the development process.

B. Vision

The City of Des Moines is making the north end of the Des Moines Marina available for development. As such, the City formed a citizen's advisory committee to help identify potential land uses and development options for the Marina floor that support the Marina, Beach Park and Marina District Neighborhood. The City also partnered with GeoMetrics LLC, LMN Architects, and BERK to provide the supporting market analysis, fiscal analysis of site development concepts, and a project implementation plan.

Des Moines' Marina and Beach Park waterfront is envisioned as a lively destination with multiple uses such as shops, restaurants, a hotel, offices, recreational opportunities, and

events that attract visitors and residents throughout the year. New development will compliment the character and history of the area; support the Marina, Beach Park and Farmers Market operations; facilitate linkages to the downtown business district; and create economic benefits in the form of increased local spending and additional tax revenues for the City.

The City will consider other viable and compelling concepts and phasing strategies that meet the City's vision and objectives for development of the waterfront.

C. Success Indicators

The City has identified the following indicators of a successful process and project. As the site planning, entitlement, and development process proceeds the objectives are:

1. A clear, efficient and predictable process that facilitates prompt implementation.
2. Integration of the site within the surrounding neighborhood.
3. Protection of critical areas and the shoreline environment.
4. Engagement of key stakeholders.

The City would like the Marina and Beach Park Development Plan to result in an attractive and vibrant community asset that:

- Revitalizes City's Waterfront and Downtown Business District
- Attracts Both Local Citizens and Tourists
- Generates Economic Activity in an Underused Area
- Enriches Surrounding Area
- Enhances City Revenues

D. Available Reference Documents

1. Information about the City of Des Moines is available at:

www.desmoineswa.gov/beachpark

2. The following documents are available for review and download.

- a. Site Analysis Report
- b. Marina & Beach Park Development Plan - Financial Analysis (BERK)
- c. Conceptual Development Options - Illustrates potential land use options (LMN Architects)
- d. Marina and Beach Park Advisory Committee
- e. Marina Master Plan

- f. Des Moines Comprehensive Plan
- g. Des Moines Municipal Code
- h. Marina District Design Guidelines
- i. City Council's recommended development option (Option2 – Option3 Blend)

II. DEVELOPMENT CONTEXT

A. City of Des Moines

1. Overview

Des Moines is a waterfront community that offers an excellent blend of natural beauty and business opportunity located midway between Seattle and Tacoma with easy access to and from Interstate 5 (2.5 miles), Pacific Highway South/International Boulevard (SR 99), and Sea-Tac Airport. The city is well-served by RapidRide and METRO transit, making commuting to and from work simple and convenient for employees. The nearby airport and two deepwater seaports provide additional direct transportation connections for goods and services.

The City Council and staff are eager and ready to help new businesses thrive in “The Waterland City.” The City delivers public services with a blend of small-town friendliness, a dedication to excellence, and a culture where business investment is appreciated and valued.

As a business in Des Moines' Marina District, you are just steps from our 900-slip Marina. Our downtown is home to a variety of businesses, from boat repair to hand-crafted jewelry to software development. High-end apartments and condominiums in the immediate area provide tremendous market opportunities for local goods and services. The proximity of Sea-Tac Airport brings 32 million air passengers per year to this local gateway.

The City's six miles of shoreline include public beaches, natural areas, waterfront parks, a 900-slip marina, fine dining, and a popular boardwalk. Des Moines neighborhoods offer housing of every type and price range-from waterfront mansions to affordable apartments. The City is home to Highline Community College, a satellite campus for Central Washington University, as well as degree programs through Heritage University.

2. Demographics

Des Moines is a community with a population of 29,700 making it the 38th largest city in the state as of April 1, 2012. According to the 2012 Census, the median age was 39.4 years old. The median household income for Des Moines was \$60,762.

B. Marina Development Area

There is approximately 133,500 square feet (sf) of land that is suitable for development in the central area of the Marina. The site can be roughly divided into three site development areas (Figure 2).

Currently, there are no dedicated road rights-of-way on the Marina floor which makes re-aligning vehicle traffic routes and relocating parking areas relatively easy. Area 2 and Area 3 are separated by a utility corridor that contains power, water and a 36 inch storm water line. A 12 inch water main and a sewer line are in the roadway between Area 1 and Area 2. Area 2 is also constrained on the north side by the underground fuel tank facility in the central parking lot. There are water and power lines in the roadway on the east and south side of Area 3 and there is a 4-inch water line and power and communications duct banks along the entire west side of the site. Depending on the site layout, some utility relocation/s may be necessary.

Figure 2 – Site Development Areas

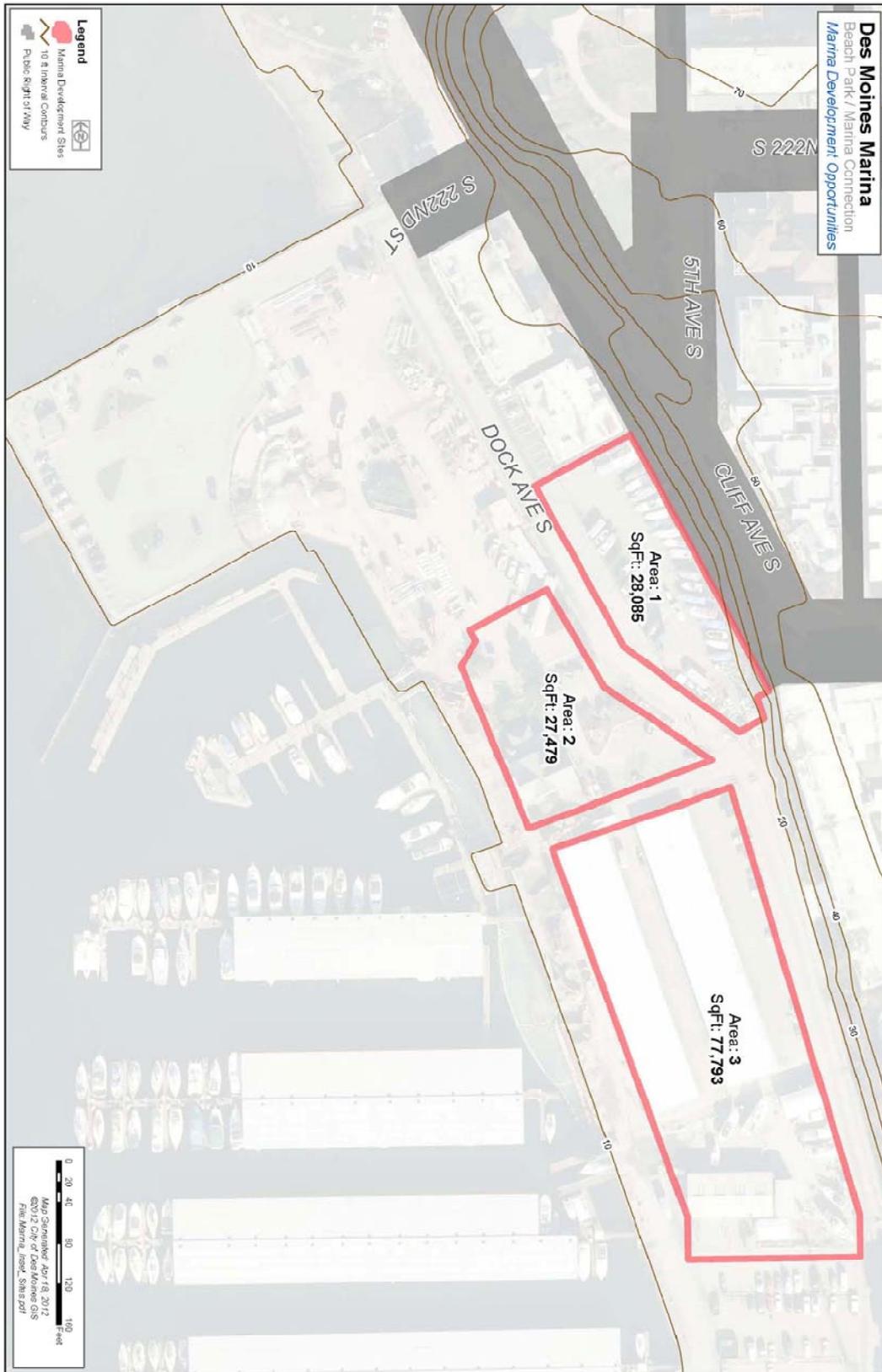


Table 1 provides a summary of the site characteristics as well as site constraints and considerations. More detailed information can be found in the Site Analysis Report.

Table 1: Site Characteristics	
Area	<ul style="list-style-type: none"> • Area 1: 28,000sf • Area 2: 27,700sf • Area 3: 77,800sf
Zoning D-C Downtown Commercial (Ch 18.27 DMMC)	<ul style="list-style-type: none"> • maximum building height: 35 ft, as measured from the Marina Floor • maximum gross floor area = lot area x 2.5 (FAR) • setback of 10' when lot lines lie adjacent to public/private ROW or residentially zoned property • development subject to review under Marina District Design Guidelines
Utilities: Electric Natural Gas Sewer Water	<ul style="list-style-type: none"> • Cliff Ave (Area 1) and Marina Grid (Areas 2 and 3) • Cliff Ave/S 227th St • 8" main in Dock Ave • 12" main in Dock Ave
Surface Water	Improvements required
Sub-surface Conditions	Sandy-gravel fill over glacial deposits
Groundwater	<ul style="list-style-type: none"> • Area 1: +8.0 to +9.5 ft • Area 2: +5.2 to +10.5 ft • Area 3: +9.0 to +10 ft
Current Use	<ul style="list-style-type: none"> • Area 1: Open boat storage • Area 2: Harbor Masters office, shops and guest moorage restroom facilities • Area 3: Covered boat storage, CSR Marine business and boat yard
Constraints/Considerations	<ul style="list-style-type: none"> • Shoreline Substantial Development or Shoreline Conditional Use permit • Boat yard should remain a viable use within close proximity to travel lift • Maintain access and parking for Marina tenants at K, L, M and N Docks • Marina Office – need to determine whether to maintain, relocate or redevelop

III. DEVELOPMENT STANDARDS & ENTITLEMENT PROCESS

A. Permitted Uses and Development Standards

Des Moines will have primary jurisdiction for land use regulation, site plan review and development permits. The Marina site has a "PF" Public Facility designation under Des Moines Comprehensive Plan and is zoned "D-C" Downtown Commercial. The development standards applicable to the site such as setbacks, design standards, building heights, parking, and lot coverage are driven by the proposed uses and are contained in the Des Moines Municipal Code Chapter 18.27 DMMC.

The Developer will be required to comply with the requirements and procedures established by the City of Des Moines Development Regulations which include but are not limited to the following Municipal Code sections:

- DMMC 12.56 - Traffic Impact Fees
- DMMC 18.27 – Downtown Commercial Zone
- DMMC 18.41 - Landscaping and Screening
- DMMC 18.42 - Signs
- DMMC 18.44 - Loading Areas and Off-Street Parking
- DMMC 18.58 - Design Review
- DMMC 18.86 - Environmental Critical Areas
- DMMC 18.90 – Shoreline Master Program

Creation of parcels for potential users will be the responsibility of the Developer. Any land sub-division must result in recordable parcels. If the Developer decides to short plat (1-9 lots), the Developer will be required to comply with the procedures of DMMC 17.12 Short Plats. Short plats and subdivisions are required to comply with the layout and design standards in DMMC 17.36.

B. Developer's Responsibilities

This section provides a general overview of the anticipated responsibilities of the Developer. These responsibilities will be further defined in the ground lease once it is negotiated. All "due diligence" and development activities will be undertaken solely at the cost of the Developer. The Developer will assume the following principal responsibilities related to development:

- Entitlements and Approvals. The Developer will obtain all necessary permits and regulatory approvals for development of the site. This includes any required environmental documentation, building permits, and land use approvals. Following selection, once the Lease Agreement between the City and the Developer is finalized the Developer will proceed with the entitlement process and will have sole financial responsibility for the process as outlined in the Lease. The City will cooperate with the Developer during these processes.
- Infrastructure Financing and Construction. The Developer will assume responsibility for financing the infrastructure for the project development under the terms of the ground lease. The Developer's financing plan must be approved by the City prior to construction. The land use options developed during the planning phase provide a conceptual depiction of the anticipated roads and circulation network.

- Marketing and Subleasing. The Developer will be responsible for packaging and marketing individual parcels within the site development area. The City will require the Developer to provide a marketing plan. The Developer will also be responsible for negotiating subleases within the development. The City must approve the form of the sub-lease agreements prior to execution.
- Management. The Developer will manage the day to day operation of the development including maintenance of common areas, parking areas and roadways.

C. City's Responsibilities

The City will assume the following principal responsibilities:

- Cooperate, and assist where needed, in obtaining key entitlements and regulatory approvals.
- Prompt review and processing of proposed site and development plans.
- Certify compliance with SEPA.
- Prompt review and processing of all development permits.

IV. TERMS AND CONDITIONS

A. General Terms

This RFQ is not a contract or a commitment of any kind by the City, and does not commit the City to begin exclusive negotiations or to pay any cost incurred in the submission of a response. The submission of a response to this RFQ is an expression of the proposer's interest in participating in a public selection process by the City. The City, at its sole discretion, reserves the right to accept or reject, in whole or in any part, responses to this RFQ, to request new responses, reissue the RFQ, or not to proceed with this project or any part thereof.

All submitted responses will become the property of the City and will become public documents. Upon receipt by the City, the responses submitted including any and all attachments to the response and any interim reports and investigations prepared by the development team shall become the property of the City. The City shall have the right to copy, reproduce, or otherwise dispose of each response received. The City shall be free to use as its own, without payment of any kind or liability, therefore, any idea, scheme, technique, suggestion, layout, or plan received during the RFQ process.

Failure to provide any of the requested data within the specified submission period may cause the City, at its sole discretion, to reject the submitted response or require the data to be promptly submitted.

The qualifications of each member of the development team are important criteria in the selection process. The selected Developer will not be allowed to substitute any members of the development team without prior approval by the City. The City, at its sole discretion, reserves the right to accept or reject proposed changes to the development team.

All facts and opinions stated within this RFQ and in all supporting documents and data, including but not limited to statistical and economic data and projections, are based on available information from a variety of sources. No representation or warranty is made with respect to this information. The developer will be responsible for conducting all feasibility analyses required to undertake the development.

In the interest of a fair and equitable selection process, the City retains sole responsibility to determine the timing, arrangement and method of proposal presentations throughout the selection process. Developers and members of their team are cautioned not to undertake any activities or actions to promote or advertise their qualifications or proposal except in the course of City-sponsored presentations.

B. City Representative

The Joe Dusenbury, Harbormaster, or designee, is the designated City representative for this RFQ ("City Representative"). All contacts and communications regarding this RFQ should be submitted in writing only by mail, fax or e-mail. The deadline for receipt of questions is 4:00 PM on May 20, 2013. Questions received after this date and time will not be considered. Answers to all questions will be posted on the City website. Only questions answered by the City in writing will be binding. Oral and other interpretations, clarifications or submittal instructions will be without legal effect. Interpretations, clarifications or supplemental instructions will be issued by addenda and posted on the City's website at:

www.desmoineswa.gov/beachpark

Submit questions to: Marion Yoshino, Economic Development Manager
City of Des Moines

Mailing address: 21630 11th Avenue S, Suite D
Des Moines, WA 98198

Fax number: (206) 870-6544

E-mail: myoshino@desmoineswa.gov

C. Lease Terms

The site can be ground leased from the City of Des Moines who holds title to the property. During the negotiation period, the City and the developer will jointly determine the length of the ground lease and the other lease provisions. Typically the ground lease accompanies the RFP.

D. Competitive Integrity

The City seeks to maintain a neutral competitive environment for all potential respondents to protect the integrity of the RFQ process. The City Representative is the only authorized representative of the City with whom a potential respondent, or anyone on its behalf, shall have contact with concerning this solicitation from the release date of this RFQ until the City completes its review process and publishes its recommendation for award. Any communication concerning the content of this solicitation by a potential or actual respondent, or anyone on its behalf, with any City official or employee other than the City Representative will result in the rejection of that respondent's response unless, in the reasonable judgment of the City's Legal Counsel, the communication could not reasonably be believed to have given the respondent a competitive advantage or have impaired the neutral competitive environment of this solicitation. The information session is the only contact contemplated by this solicitation between the City and potential respondents.

E. Rejection of Responses

The City reserves the right to accept or reject any or all responses in their entirety or in part, and to waive informalities and minor irregularities. During the evaluation process, if the City determines that a particular requirement may be modified or waived, then the requirement(s) will be modified or waived for all respondents and all responses will be re-evaluated in light of the change. In the event that, in the City's sole determination, there is not an acceptable response, the City reserves the right to enter into direct negotiations with any party it chooses on such terms and conditions as shall then be acceptable to the City, notwithstanding any provisions of this RFQ.

F. Disputes

By submitting a response to this RFQ, the proposer agrees that in the event any dispute should arise concerning the responses to this RFQ or the selection of a candidate(s) for further discussion, the sole venue of any resulting action or litigation shall be in the Superior Court of King County, Washington and shall be governed by the laws of the State of Washington.

G. City of Des Moines Tax and License

The Official Code of the City of Des Moines provides that ALL transactions within the City, wherever consummated, are subject to collection of City Business and Occupational Taxes and sales taxes. It is the responsibility of the selected candidate(s) to obtain a business license with the City.

H. Compliance with Regulations

By submitting a response to this RFO, the proposer agrees to abide by all laws, regulations and rules promulgated by the United States of America, the State of Washington, City of Des Moines or any agencies or subdivisions thereof, specifically including WISHA and OSHA regulations. The selected candidate(s) will be responsible for obtaining all necessary project permits and approvals.

I. Applicable Taxes

The selected candidate(s) will be solely responsible for determining its tax status, identifying applicable exemptions, and complying with all applicable laws and regulations.

J. Public Disclosure

As a public agency, the City is subject to the Washington State Public Disclosure Act, Chapter 42.17, Revised Code of Washington (RCW). As such, the City may be required to disclose information provided in respondent's submittal. The City will promptly notify respondent of any requests for public disclosure of respondent's documents. Respondent shall be responsible for and bear the costs of taking legal action in an attempt to prevent disclosure of such documents. In no event shall the City be liable to respondent for disclosure of respondent's documents the City deems disclosable under Chapter 42.17 RCW.

V. SELECTION PROCESS AND CRITERIA

A. Selection Process

A City Council review committee consisting of designated representative/s will review all responses for their relative strengths and weaknesses based on the submission requirements and will follow a two-step process.

1. Stage 1 - RFQ

Initial responses to this RFQ will be evaluated and a short list of the best qualified development teams will be recommended to City Council and Council shall make final selection

2. Stage 2 - RFP (Provided for informational purposes only.)

The RFP that may be issued may differ materially from the form of RFP set forth below. The City may, at its sole discretion, change these requirements in the RFP or to request additional materials as part of the RFP process. The development teams selected by the City Council must include the following elements, using the heading provided below for organizing content. Responses should address all of the elements identified below and should provide a sufficient level of detail to allow the City to evaluate proposals.

- Proposed development – include the site plan and size of the development
- Development and phasing schedule;
- Identified level of investment;
- Financial pro-forma – including operation of the proposed improvements;
- Provide proof of financial capacity to undertake the project;
- Construction financing commitment – a letter or other document stating the ability of the development team to undertake and successfully complete the project and the ability to be considering for financing.
- Project timeline (and phases of development if applicable) – permitting and construction schedule;
- Proposed Lease Terms (not to exceed 30 years) plus options (if any);
- Identification of noise abatement procedures;
- Use of site – massing, density and scale, public amenities;
- Graphic representation of development concept;
- Completion of the Project Proposal Summary (APPENDIX B)
- Marketing plan.

The City Council review committee will then evaluate the responses and may ask for presentations to them and/or City Council (not to exceed 30 minutes). The review committee will then select a preferred candidate and a preferred alternate and make a recommendation to the City Council. The City Council may then act on the recommendation and select a preferred candidate and a preferred alternate. The preferred candidate will then have ninety (90) days to negotiate a lease with the City. In the event, the preferred candidate cannot reach a lease agreement with the City, negotiations with the alternate shall commence and the alternative shall have ninety (90) days to reach a lease agreement with the City.

B. Projected Selection Schedule

ITEM	DATE
RFQ-Part I Available	April 19, 2013
Information Session	May 8, 2013
Cut Off Date for Written Questions	May 20, 2013
RFQ-Part I Response Due	May 31, 2013

C. Selection Criteria

The City intends to select a development team to be considered in the Stage 2 – RFP based on the information contained in the responses to this RFQ, an investigation of the team's past projects and performance, potential interviews with the development teams, and other pertinent factors. The following criteria and weighting will be used to evaluate the submissions:

1. Relevant Developer Team Experience and Qualifications (40%)

- A demonstrated track record in securing appropriate entitlements and completing development of high-quality, mixed-use business /retail/hotel projects of comparable size, land use and level of investment.
- Experience in successfully collaborating with public sector partners to achieve multiple project objectives.
- Economic success of past projects that generate job creation and government revenues.
- Architectural and urban design quality of past projects.
- Timeliness of performance.
- Qualifications of members of the development team.

2. Initial Development Concept (40%) (See Section VI-D)

- Responsiveness of the preliminary development concept to the City's development objectives described in Section 1 that best balances the City's mission and role in enhancing economic

development to increase its revenue to support the growing demand for City services and create a vibrant waterfront uses for residents and tourists to enjoy.

- Overall approach and strategy for executing the project that reflects a thoughtful and realistic understanding of the existing site context and preliminarily demonstrates market and financial feasibility.
- Understanding of the City's redevelopment objectives will be evaluated based upon respondent's demonstrated familiarity with local conditions, understand of the long term goals of the Marina and Beach Park, and willingness to conform its development program to the standards and processes of the City.

3. Financial Capacity (20%)

- Past record of financially successful projects.
- List of past financial institutional investors and extent of participation.

VI. SUBMITTAL REQUIREMENTS

A. Cover Letter/Executive Summary

Each response must contain information highlighting how the respondent meets the requirements of this RFQ. This summary should be written to allow the evaluation panel to quickly ascertain the highlights of the response.

B. Developer Identification

1. Identify the lead development entity's name, street address, mailing address, phone number, fax number, and e-mail address. Specify the legal form of the organization (e.g., corporation, partnership, joint venture, other). Specify the date the organization was established.
2. Identify the principal point of contact with the City, who will be authorized to represent the developer in negotiations and make legally binding commitments for the entity. Describe the limitations of the negotiator's authority.
3. List all officers, partners, or owners of the development entity by name, title, and distribution (percentage) of ownership.
4. Identify (including resumes) professional qualifications of team members including relevant education, licensing, specialized training, professional memberships and other indicators of relevant knowledge and expertise. Identify the specific role and responsibilities of each member of the team. Provide relevant experience for each, a description and photographs of relevant previous projects, and their role in the cited projects. This section cannot exceed ten (10) pages for all members of the team combined.
5. Provide an organization chart including the key personnel of development team.

C. Relevant Development Team Experience

List and describe the development entity's experience in securing entitlements and developing high-quality mixed-use business/retail/hotel projects. In total, this section is limited to a maximum of ten (10) pages, including photographs. For each project, describe the following:

- Project description, including date of initiation and completion, location, size of development, concept, land uses and cost.
- The precise role that the entity and principals of the entity who are assigned to the City's project played in the project's development.
- Financial structure of the project, including amount and source of equity and debt financing.
- Key performance dates, including the property acquisition date, the date construction started, and the date completed.
- Evidence of market and economic success, including generation of jobs and direct and indirect local government revenues.
- The development entity's philosophy regarding long-term holding of its assets. If a management firm is to be employed to manage the project, submit sufficient data on its experience to enable determination of its ability to manage this development.

- The extent to which there was close collaboration with public sector partners to attain several project outcomes.
- Experience in dealing with surface water and stormwater management during both construction and operation of the project. Experience working with a public entity and in waterfront sites.
- Experience in creating community consensus and successful public outreach.

D. Initial Development Concept

Respondents must provide a three-page narrative description of their initial development concept and vision for the site. The respondent's initial concept should reflect their own experience, market analysis, creativity, and overall independent assessment of the site's highest and best use. The uses may be phased over a period of years, with additional uses being developed contingent upon the success of initial uses, however the initial concept should allow the City to understand the respondent's overall vision for, analysis of, and approach to executing the project. The initial development concept should mention the following:

- Preliminary indications of the nature and type of development planned, including land use, building type and configuration, and relationship to surrounding uses;
- An indication of the design quality of the development through reference to other similar developments;
- A general indication of the types of tenants envisioned for the project and the approach to phasing infrastructure, construction and overall build-out of the project; and
- Understanding of the City's redevelopment objectives.

E. Financial Capacity

The City recognizes the sensitive nature of the financial information requested in this RFO. This information will be used solely by the City for purposes of evaluation and will be kept confidential to the fullest extent allowed by law.

1. Provide a letter or other evidence from the developer's lender, financial partners, or other established financial source(s) attesting to the developer's capacity to undertake a project. Identify the expected range of financing needed for this project. Indicate other recent projects where a similar level of investment was made and provide appropriate references.
2. Identify past financial participants in projects and extent of developer participation.
3. Is the development entity or any named individual in the proposed project involved in any litigation or other disputes that could result in a financial settlement having a materially adverse effect on the ability to execute this project? If yes, please explain.
4. Has the development entity or any named individual in the proposed project ever filed for bankruptcy or had projects that have been foreclosed? If yes, please list the dates and circumstances.

F. Respondent's Certification

A completed certification in the form attached as **Appendix A**.

VII. SUBMITTAL INSTRUCTIONS

A. Instructions

1. Deadline

Each development entity responding to this RFQ is required to submit one electronic copy and five (5) printed copies of its response by **May 31, 2013** at 4:00 PM to the City Hall, 21630 11th Avenue S, Suite D, Des Moines, Washington 98198.

Late submittals will not be considered. Facsimile or e-mail submittals are acceptable.

2. Delivery

Responses should be mailed or delivered to the City Clerk:

Attn: Marion Yoshino, Economic Development Manager
City of Des Moines
21630 11th Avenue S, Suite D
Des Moines, Washington 98198

3. Page Limit

All responses are limited to a maximum of twenty (20) pages, including the limits identified in Section VI(B)(4) and Section VI(C) above. A page is defined as a single piece of paper with double-sided print.

4. Waste Reduction

The City is strongly committed to waste reduction, recycling, and the use of recycled materials. All responses must be printed on both sides of 8 ½ x 11 inch sized paper having post-consumer recycled content. Responses should not contain any plastic or metal, except for easily removable staples, binder clamps or similar fasteners.

EXHIBIT A: RESPONDENT'S CERTIFICATION

By submitting a response, respondent understands, agrees and warrants that:

Respondent has carefully read and fully understands the information provided in this RFQ, including, but not limited to, Section IV (D) (Competitive Integrity).

Respondent has the capability to successfully undertake and complete the responsibilities and obligations of the response being submitted.

All information in the response is true and correct.

The City has the right to negotiate fees and other items it deems appropriate for the benefit of the City and public.

The City has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Respondent, and Respondent hereby grants the City permission to make said inquiries and to provide any and all requested documentation in a timely manner.

Dated this ____ day of _____, 2013.

(Respondent)

By: _____
Title: _____

TO BE ACCEPTED, ALL RESPONDENTS MUST SIGN THIS CERTIFICATION

EXHIBIT B: PROJECT PROPOSAL SUMMARY

TYPE & SIZE OF DEVELOPMENT	DEVELOPMENT TEAM:
Primary Use	Sq. ft. _____ Class _____
Specialty	Sq. ft. _____ Uses:
Parking	Sq. ft. _____ No. of stalls _____
Other	Sq. ft. _____
INVESTMENT	
Estimated cost of project	
Type of financing	
Proposed terms	
PROJECT TIMELINES	
Design completion	
Est. construction start date	
Est. completion date	
Proposed Contingencies (if any) and/or requirements for construction	
Market Analysis	
Brief statement of project feasibility	

