



Snoqualmie Community Center Pre-proposal Conference Notes

April 2, 2010

The following questions and answers are summarized from the City of Snoqualmie's April 2 pre-proposal conference for the community center. A list of attendees follows.

Can you describe the relationship between the YMCA and the City and how the mitigation payments play into it?

The YMCA of Greater Seattle is the operator of the center. The City Council approved the operations agreement March 22. The successful developer will put together a package to design, construct, finance and equip the center. After bid award, the City will begin negotiating the lease-lease-back agreement with the developer. The City will lease the grounds for the center to the developer during construction with the obligation to lease the facility back upon completion and an option to purchase with the first lease payment. The mitigation payment would be the financing source for the City to exercise that option to purchase.

Can you tell me what the preferred construction timeline is?

The City would like to see ground broken this construction season but realize that the window is closing and a spring construction start date in 2011 might be more feasible. In addition, the YMCA is pursuing a state grant from the Department of Commerce that could aid with costs for the facility and won't know if they were successful in acquiring those funds by this fall. Therefore, it might be more advisable to wait until 2011. Ultimately, the City is looking for options and advice from a development team on the best starting date and options.

Can you explain the option to buy and the option to lease?

The lease-leaseback agreement creates an obligation to lease with an option to purchase. The City cannot be obligated to purchase. However, we have a real incentive to purchase the facility back or lose the mitigation fees from developers specifically assigned to the community center.

What do you anticipate the public process to entail besides design review? The Architectural Review Committee?

The design will require Design Review Board approval. We have Neighborhood Center general design standards but not standards specific to City facilities. The Architectural Review Committee may comment but the design is not subject to approval by the Committee. The Mayor has asked Planning Director Nancy Tucker to participate in the preliminary planning process as type of an ongoing pre-application review and Building Office Dan Thomason to the extent he can. This should help expedite the process. Building permit review may take three to four weeks. The Mayor commits to having two public meetings during the design phase—one with some preliminary options and one with near-final design. The design options are significantly constrained because of the need to work within available funding.

Has any geo-technical work been done on the site yet?

No, no investigation has been done to date.

Does the City have financing for the purchase of the building right now?

The City does have the REET (real estate excise tax) funds set aside for this project. The mitigation funds from developers are payable when the City asks for them. Funding includes \$217,000 from the Snoqualmie Tribe, as well. The funds are committed at approximately \$3.9 million. Part of the role of the development team is to provide the best option available to the City within available funding.

Who will be selecting proposals and designing the facility for the City?

The group at the pre-proposal conference will be selecting the development firm/team to award. That includes Mayor Matt Larson, City Attorney Pat Anderson, Planning Director Nancy Tucker, Building Official Dan Thomason and Public Works Director Dan Marcinko (Mike Roy, Operations Manager, substituted for this meeting). The primary contact for the project is Parks and Recreation Director Gwen Voelpel. The successful bid awardee will be responsible for design of the facility to operate as a facility of the YMCA of Greater Seattle so the YMCA will have a large role in the design work. The two primary staff people who will consult on design matters are Gwen Voelpel and Nancy Tucker.

How will/when will you decide how big the facility is—9,500 to 15,000 square feet?

That’s the function of the successful developer. The dollar amount the City has available to expend is set. The development team will have to provide the City with a proposal to show what is possible within those funds.

What is the decision timeline?

The bid proposals are due April 15. The evaluation committee will meet April 19 with the intent of making a recommendation to the City Council’s Finance and Administration Committee April 20. If those deadlines are met, a bid award could go to the City Council as soon as April 26.

When will there be greater clarity on the design and the equipment, furniture and fixtures?

Once the City award the bid to a successful development firm or team, the final design work will begin. However, it is clear that the successful bidder will have to work very closely with the YMCA of Greater Seattle as they are the operators and have the best understand of what they will require in a facility.

STAFF PRESENT:

- Mayor Matt Larson
- City Attorney Pat Anderson
- Planning Director Nancy Tucker
- Public Works Operations Manager Mike Roy
- Building Official Dan Thomason
- Parks and Recreation Director Gwen Voelpel
- Parks and Recreation Office Assistant Ilyse Burke

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