



# CITY OF BLACK DIAMOND

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## REQUEST FOR PROPOSALS

### GENERAL GOVERNMENT FACILITIES PLAN

The City of Black Diamond is soliciting proposals from qualified firms to complete a general governmental facilities plan. The City is anticipating significant growth in the upcoming 15-20 years as a result of two recently approved Master Planned Developments (MPDs), which authorize the development of 6,050 homes and approx. 1.2 million square feet of commercial/office space. The government facilities plan will evaluate needs for the following types of improvements/facilities: City Hall, Municipal Court, Public Works (corporate yard including vehicle storage, material storage and vehicle maintenance), Police Station, and associated equipment for each listed improvement/facility. The plan will serve as the basis for establishing mitigation fee rates for the required improvements.

This study is required pursuant to Section 13.9 of the signed MPD Development Agreements. The study will need to be completed and delivered to the City by December 1, 2012.

#### SUBMITTAL REQUIREMENTS

Submittals should include the following information: Firm name, phone number and email contact address; Name of Principal-in-Charge and potential staff to perform work (provide a resume for each individual (excluded from total submittal length)). Submittals will be evaluated and ranked for an initial screening based on the following criteria: 1) Key personnel; 2) Firm's/assigned individual(s)' experience in performing similar type of work; 3) familiarity with the City of Black Diamond and the MPDs; and 4) past performance/references from other municipalities.

The City of Black Diamond encourages disadvantaged, minority, and women-owned consultant firms to respond.

Please submit (5) five copies of your Proposal to: Andy Williamson, Executive Director of Engineering Services, City of Black Diamond, P.O. Box 599, Black Diamond, WA 98010 by February 24, 2012, no later than 10:00 AM. No electronic submittals. Submittals shall not exceed 25 pages, single sided.

No submittals will be accepted after that date and time. Questions: contact Steve Pilcher, Community Development Director, [spilcher@ci.blackdiamond.wa.us](mailto:spilcher@ci.blackdiamond.wa.us), 360-886-2560.