

REQUEST FOR QUALIFICATIONS

CITY OF SHORELINE

DATE ADVERTISED: February 21, 2007

RFQ Title: **Proposed Design-Build / Lease-to-Own Civic Center**

RFQ Number: **# 4224**

Due Date: **March 28, 2007 – no later than 2:00 P.M.**

Project Manager: **Jesus Sanchez (206) 546-2519**

Pre-Submittal Conference:

A conference to discuss questions related to this RFQ shall be held at **11:00 a.m.** on Tuesday, March 6, 2007, at the Shoreline City Hall, 17544 Midvale Ave. North, Room 305 Conference Room, Shoreline, WA 98133-4921.

Sealed Qualification Submittals are hereby solicited and will **only** be received by:

**City of Shoreline
Shoreline City Hall
17544 Midvale Avenue North
Shoreline, WA 98133-4921**

Office Hours - 8:00 a.m. - 5:00 p.m.
Monday - Friday

submitters must complete and sign the form below (Type or Print)

Company Name		
Address		City/State/Zip Code
Signature	Authorized Representative / Title	
E-mail	Phone	Fax

Submittal: The Submitter shall provide one (1) unbound original and six (6) copies of the submittal response, data or attachments offered, for seven (7) items total. The original shall be noted or stamped "Original". In addition, the Submitter shall provide one (1) copy of the submittal response on a compact disc in MS Word format.

Pre-Submittal Conference: A conference to discuss questions related to this RFQ shall be held at 11:00 a.m. on Tuesday, March 6, 2007, at the Shoreline City Hall, 17544 Midvale Ave. North, Room 305 (third floor), Shoreline, WA 98133-4921

Questions: After the Pre-Submittal Conference, Submitters will be required to submit any further questions in writing prior to the close of business Wednesday, March 7, 2007 in order for staff to prepare any response required to be answered by Addendum. Questions are best received and most quickly responded to when sent via e-mail directly to the City of Shoreline Project Manager, Jesus Sanchez, jsanchez@ci.shoreline.wa.us

SECTION I – GENERAL INFORMATION

- A. City of Shoreline is an Equal Opportunity Employer and does not discriminate against individuals or firms because of their race, color, creed, marital status, religion, age, sex, national origin, sexual orientation, or the presence of any mental, physical or sensory handicap in an otherwise qualified handicapped person.
- B. No other distribution of qualifications will be made by the Submitters prior to any public disclosure regarding the RFQ, the submittal or any subsequent awards without written approval by City of Shoreline. For this RFQ all qualification submittals received by City of Shoreline shall remain valid for ninety (90) days from the date of submittal. All submittals received in response to this RFQ will be retained.
- C. Submittals shall be prepared simply and economically, providing a straightforward and concise but complete and detailed description of the Submitter's abilities to meet the requirements of this RFQ. Fancy bindings, colored displays and promotional materials are not desired. Emphasis shall be on completeness of content.
- D. City of Shoreline reserves the right to reject any qualification submittals deemed not responsive to its needs.
- E. In the event it becomes necessary to revise any part of this RFQ, addenda shall be created and posted at the City of Shoreline Procurement web site. Addenda will also be conveyed to those potential submitters providing an accurate e-mail address. If desired, a hard copy of any addenda may be provided upon request.
- F. City of Shoreline is not liable for any cost incurred by the Submitter in preparing its response to this RFQ.
- G. City of Shoreline reserves the right to reject any or all qualification submittals. This RFQ is primarily designed to identify the most qualified firms. Selected firms shall proceed to the Request for Proposal (RFP) phase of the project.
- H. The contents of the qualification submittal of the selected Submitter may be included in contractual obligations if a contract ensues from the complete procurement process.
- I. City of Shoreline will not accept any submittal after the time and date specified on the Request for Qualifications. There shall be no exceptions to this requirement.
- J. City of Shoreline staff is prohibited from speaking with potential Submitters about the project during the solicitation.
- K. Electronic Commerce and Correspondence. City of Shoreline is committed to reducing costs and facilitating quicker communication to the community by using electronic means to convey information. As such, most Invitations to Bid, Requests for Proposal, and Requests for Qualifications, as well as related exhibits, appendices, and issued addenda can be found on the City of Shoreline Internet Web Site, located at www.cityofshoreline.com. Look under Popular Links/Bids & RFPs / RFQ 4224 City Hall Project. This information is posted at the Web Site as a *convenience* to the public, and is not intended to replace the City of Shoreline process of formally requesting bid documents and providing the City of Shoreline with contact information for the potential Submitter. Each Submitter bears the responsibility to confirm the completeness and accuracy of all documents pertaining to a given solicitation, including the receipt of all issued addenda.
- L. Washington State Public Disclosure Act (RCW 42.17) requires public agencies in Washington to promptly make public records available for inspection and copying unless they fall within the specified exemptions contained in the Act, or are otherwise privileged.

- M. Qualifications submitted under this RFQ shall be considered public documents and with limited exceptions qualification submittals that are recommended for contract award will be available for inspection and copying by the public.

If a Submitter considers any portion of his/her submittal to be protected under the law, the Submitter shall clearly identify on the page(s) affected such words as "CONFIDENTIAL," "PROPRIETARY" or "BUSINESS SECRET." The Submitter shall also use the descriptions above in the following table to identify the effected page number(s) and location(s) of any material to be considered as confidential (attach additional sheets as necessary). If a request is made for disclosure of such portion, the City of Shoreline will determine whether the material should be made available under the law. If the material is not exempt from public disclosure law, the City of Shoreline will notify the Submitter of the request and allow the Submitter ten (10) days to take whatever action it deems necessary to protect its interests. If the Submitter fails or neglects to take such action within said period, the City of Shoreline will release the portion of the submittal deemed subject to disclosure. By submitting qualifications, the Submitter assents to the procedure outlined in this paragraph and shall have no claim against the City of Shoreline on account of actions taken under such procedure.

Type of exemption	Beginning Page / Location	Ending Page / Location

- P. Submitters are urged to use recycled/recyclable products and both sides of paper for printed and photocopied materials, whenever practicable, in preparing responses to this RFQ.
- Q. During the solicitation process, City of Shoreline discourages the transmittal of Company information, brochures, and other promotional materials, other than address, contact and e-mail information, prior to the submittal of the RFQ response. Any pre-packaged material received by a potential proposer prior to the receipt of a RFQ response shall not be reviewed by the City of Shoreline.

SECTION II – PROJECT SPECIFICATIONS AND SCOPE OF WORK.

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EXHIBIT A – Statement of Qualifications Certification Form

EXHIBIT B – Statement of Qualifications Financial Resources Form

EXHIBIT C – Area Map / Aerial Picture

PART A – Introduction of Competitive Process:

This competitive process is for a proposed **Design-Build / Lease-to-Own Development Project for a new City of Shoreline Civic Center**. The competitive process is divided into two (2) parts.

- This Request for Qualifications (RFQ) is the first part.
- A Request for Proposals (RFP) will be the second part.
- Only successful applicants under this RFQ will be invited to submit proposals pursuant to the RFP.

1. RFQ Process:

By way of this RFQ, City of Shoreline is seeking qualified development teams (“Developers”, “Applicant/Developers” or “Development Teams”) to plan, design, and construct a build-to-suit, lease-to-own civic center development project (“Project”).

This Project requires City of Shoreline Council approval.

Based upon preliminary information, the Project will result in a new Shoreline Civic Center that will supply City of Shoreline with:

- + / - 60,000 rentable square feet of open office space to accommodate City administrative functions and City Council Chambers;
- Tenant improvements in accordance with City of Shoreline requirements;
- Potential for additional space that can be leased to third party tenants, which space may be constructed immediately as part of this project or might be constructed in a later phase. The City will explore public-private ownership alternatives.
- A Project that will achieve LEEDs certification; ideally a gold LEEDs certification;
- City of Shoreline would like to achieve occupancy as early as reasonably possible.
- The Project will be developed and constructed upon City of Shoreline-owned property located at the Northeast corner of 175th Street and Midvale Avenue North, Shoreline, WA.
- A map / aerial photo identifying this area is attached as Exhibit C,

As currently envisioned, this Civic Center Project does not include specialty service facilities such as courtroom facilities, a police station, a fire station, etc. This Project will be highly visible. City of Shoreline expects that the Project will be functional, efficient, safe and secure; will incorporate quality systems and materials; will be energy efficient with low operating and maintenance costs; will be distinctive in its urban design and architecture; and will offer excellent economic value.

This RFQ process is intended to identify qualified Developers and Development Teams that wish to develop the Project on behalf of the City of Shoreline. Developers and Development Teams that respond and tender a complete RFQ Submittal pursuant to the terms of this RFQ will be identified as “Applicants.” Applicant scores will be numerically ranked. Based upon the numerical ranking, the highest ranked Applicants, at the determination by City of Shoreline, will be identified as “Developer Finalists” and invited to submit proposals pursuant to the second phase RFP.

Each Applicant is encouraged to identify and describe its intended development team in its submittal to this RFQ. Identifying members of a development team will not limit or restrict an Applicant’s right to replace or substitute members of that development team at any time prior to its formal RFP Proposal.

Disclaimer: The information in this RFQ has been prepared with care, but mistakes are always a possibility. Therefore, it is each Applicant / Developer's responsibility to perform its own review and due diligence of the facts and assumptions that are identified in this RFQ.

2. Subsequent RFP Process (Phase II):

Developer Finalists selected pursuant to this RFQ will be allowed to prepare and present RFP Proposals in response to the second phase of this competitive process. The formal RFP is anticipated to be published in April, 2007.

A more comprehensive definition of Project scope and parameters will be identified by City of Shoreline in the RFP portion of this competitive process. This definition will include preliminary facility requirements and a form of proposal. Developer Finalists are expected to respond to the proposal form and to submit a description of their proposal in sufficient detail for a thorough evaluation.

RFP Proposals will be ranked. Each Developer Finalist will be notified in writing of its ranking. The top ranked proposal will result in a developer becoming the "Selected Developer." A negotiation will ensue based upon the Selected Developer's RFP Proposal. A successful negotiation will result in 1) a formal guaranteed maximum price development agreement; 2) a long term ground lease 3) a leaseback agreement to City of Shoreline for the Project, which Project shall become the property of the City of Shoreline upon expiration of the lease; and 4) any other documents necessary to effectuate this transaction.

If negotiations are not successful, negotiations with the Selected Developer will be terminated and new negotiations will begin with the next ranked Finalist, or the City may determine to terminate the process entirely.

Possible Financing Alternatives:

City of Shoreline anticipates entering into this alternative delivery method deal structure using some form of tax exempt financing, such as 63-20 financing or certificate of participation ("COP") financing. Pursuant to RCW 35.42.010-220, the ultimate development agreement may incorporate either of the following financing approaches or other approaches not yet considered:

- Using a COP financing methodology, the Selected Developer will master lease from City of Shoreline the property upon which the project will be constructed; self-finance the construction; use COP tax exempt debt in compliance with IRS regulations for COPs as take-out financing; enter into a comprehensive lease with City of Shoreline; develop the Project; and, upon substantial completion of the Project, leaseback the Project to City of Shoreline.
- Using a 63-20 financing methodology, a non-profit entity to be chosen by City of Shoreline through a separate procurement process will: master lease from City of Shoreline the property upon which the project will be constructed; finance the project with tax exempt debt in compliance with Internal Revenue Service (IRS) Revenue Ruling 63-20; enter into a comprehensive guaranteed maximum price development contract with the Selected Developer; and, upon substantial completion of the Project, leaseback the Project to City of Shoreline.
- Other business / legal arrangements proposed by Developer Finalists as part of their formal RFP Proposals will be considered.

PART B - Project Background and Lease / Leaseback

1. Project Background: The Civic Center project is a culmination of several studies and much consideration. The studies included a lease vs. owned cost benefit analysis and a planned space needs analysis. These translated into final site selection and property acquisition for a planned Civic Center construction project. In January 2007, Shoreline City Council authorized a design-build, lease-to-own own design, construction and delivery method. The Civic Center is planned as the signature building for City governmental public services. Current plans project 60,000+ square feet, which will include office space for general city functions and council chambers. The facility will be ADA accessible. The Civic Center will be a LEEDs Certified building (goal is LEEDs gold) with focus on low impact development.

2. Lease / Leaseback Authorized by RCW 35.42.010-220

As authorized by RCW 35.42.010 - 020, the City of Shoreline can have a Civic Center project developed for City of Shoreline use on City of Shoreline owned property by means of a lease-leaseback transaction under RCW 35.42.010 - 220. This statute says that the leaseback to the City of Shoreline "shall contain terms as agreed upon between the parties," and sets forth four required provisions at RCW 35.42.070(1)-(4):

- a. No part of the cost of construction of the building shall ever be or become an obligation of the City of Shoreline;
- b. The City of Shoreline shall have a prior right to occupy any or all of the building upon payment of rental as agreed upon by the parties, which rental shall not exceed prevailing rates for comparable space;
- c. During the time that all or any portion of the building is not required for occupancy by the City of Shoreline, the lessee of the land may rent the unneeded portion to suitable tenants approved by the City of Shoreline; and,
- d. Upon the expiration of the lease, all buildings and improvements on the land shall become the property of the City of Shoreline.

The City may exercise an option for an early buy-out of the lease.

In addition to the foregoing, the lease-leaseback statute requires that the lease arrangement be made "pursuant to a call for bids upon terms most advantageous to the (City of Shoreline)." RCW 35.42.080. Because this statutory language does not require that the lease arrangement be made with the lowest responsible bidder, it expressly differs in this respect from the conventional public bid process. As a result, City of Shoreline has fashioned this RFQ / RFP public competitive process for obtaining the "best value" package deal for the City of Shoreline.

This first phase RFQ is intended to identify the most qualified Developers / Development Teams based upon responses to the Statement of Qualification Submittal.

Any Developer or Development Team that is interested in this Project and believes that it has the expertise and experience to qualify to become a Developer Finalist should tender an Applicant Submittal to this RFQ and thereby become an Applicant. Each Applicant that is selected as a Developer Finalist will thereafter be qualified to respond to the RFP.

PART C - Submittal Preparation

1. General Submittal Requirements

The procurement of these services will be in accordance with City of Shoreline and other applicable federal, state and local laws, regulations and procedures. After reviewing this RFQ, any firm that determines it has the necessary expertise may submit an Applicant Submittal that includes the information requested.

All facts and opinions stated within this RFQ, and all supporting documents and data are based on information available from a variety of sources. Additional information may be made available at the Pre-Submittal Conference and via written addenda throughout the process. No representation or warranty is made with respect thereto.

Applicant Submittals shall be submitted as set forth in this RFQ. Applicant Submittals that fail to be submitted in accordance with the procedures and specified requirements herein may be considered "non-responsive" and will be subject to rejection by the City of Shoreline. Firms are discouraged from submitting lengthy Applicant Submittals. All costs incurred in the preparation and submittal of a Submittal process shall be borne by the proposing Applicants. The City of Shoreline shall not reimburse Applicants for such costs.

2. Minority and Women Business Enterprise Participation

The City of Shoreline encourages submittals from firms that demonstrate a commitment to equal employment opportunity. The City of Shoreline encourages Submittals from firms employing a workforce reflective of the region's diversity.

3. Schedule (some dates tentative and/or subject to change)

Feb. 21, 2007		Issue Request for Qualifications
March 6, 2007	11:00 a.m. – 12:00 noon	Pre-submittal Conference / Location
March 7, 2007	4:30 p.m.	Question deadline
March 14, 2007		Issue Addendum (as necessary)
March 28, 2007	2:00 p.m.	Submittals due to City of Shoreline
April 10-12, 2007	10:00 a.m. – 12:00 p.m.	Presentations and Interviews (tentative)
April 18, 2007		Final ranking and Notification of Finalists

4. Contents of the Submittal

Complete and include forms from Exhibit A and Exhibit B of this RFQ. Submittals must respond to the questions in Part E - Statement of Qualifications Submittal Instructions. Answer all parts of each question. Incomplete submittals may be rejected as non-responsive. Please use a legibly sized font (11 or 12 point size).

Submit one original unbound copy and six (6) comb-bound copies of the completed Submittal. Provide one (1) copy of the submittal response on a compact disc in MS Word format.

PART D - Selection Process and Submittal Evaluation

1. Selection Process

This RFQ outlines the information necessary to understand the selection process.

After reviewing this RFQ and the attending the Pre-Submittal Conference, any Developer / Development Team) that determines it has the necessary expertise, experience and financial resources to successfully plan, design, and construct this Project may apply for consideration by submitting a Letter of Interest and Statement of Qualifications.

Each Applicant's Submittal will be evaluated by a selection committee ("Selection Committee") comprised of City of Shoreline staff and consultants. Applicants may be requested to interview and make oral presentations to the Selection Committee as part of the selection process. In such event, the Selection Committee will review and evaluate oral presentations using the evaluation criteria set forth in this RFQ. The Selection Committee reserves the right to request additional information.

The Applicant Submittals will be ranked. The Selection Committee will determine and select the highest ranked Finalists, based on the rankings. City of Shoreline reserves the right to reject any and/or all Applicants.

2. Statement of Qualifications – Criteria

Applicants are advised that the Statement of Qualifications Submittal Instructions identify the criteria that will be used in evaluating Applicants' Submittals. These are the criteria by which the Selection Committee will score and rank each Applicant's Submittal. Applicants are hereby informed that the information sought shall be used to score each Applicant's Statement of Qualifications.

Experience	100 points
Past Performance	100 points
Design Process	50 points
Management & Quality Control Plan	50 points
Capacity to Perform the Work	50 points
Financial Resources	Pass / Fail
Total Points (before interviews, in any)	350 points

If a final ranking of the Applicants is not made based on the evaluation of the submittals alone, City of Shoreline may interview Applicants and their development teams. Oral presentations and interviews may be held and contribute to point totals for each category.

3. Notification

City of Shoreline shall provide notification to all Submitting Applicants of its ranking by the Selection Committee, including any recommendation of Finalists.

PART E – Statement of Qualifications Submittal Instructions

The focus of the RFQ is to understand the Applicant development team and to allow qualified teams to respond to the following Request for Proposal (“RFP”) phase of this competitive process. For its submittal (“Submittal”) hereunder, each Applicant shall submit:

- On the cover of the original and all copies of the Submittal, indicate the name of the Project: **Proposed Design-Build / Lease-to-Own Civic Center**, name of the Applicant, and the date,
- one (1) signed and completed copy of this RFQ document, returned in its entirety,
- one (1) original Letter of Interest (no more than 2 pages, includes index),
- one (1) original unbound Statement of Qualifications,
- one (1) executed Statement of Qualifications Certification Form
- one (1) original response to the Financial Resources Form
- six (6) copies of its Letter of Interest, Statement of Qualifications, executed Certification Form, and response to the Financial Resources Form, comb-bound.
- one (1) copy of the submittal response on a compact disc in MS Word format

Applicants shall respond to the following questions in the order stated below. Answer all parts of each question. Incomplete submittals may be rejected as non-responsive. Please use a legibly sized font (11 or 12 point sizes). Each page shall contain the name of the Applicant in either the header or the footer.

1. Statement of Qualifications:

- a. Experience (100 points):** Specialized experience and technical competence of the Applicant and its development team, considering the types of development problems that may be encountered and the potential complexity of this Project. Identify recent experience and expertise with development projects of a similar type, including:

- Experience in development, construction and management of office and civic facilities and projects;
- Parking facilities;
- Low rise / mid rise office structure(s)
- Experience with restricted urban sites where operations of existing business must be maintained;
- Experience with various city and county entitlement and permitting agencies, police, fire, etc.;
- Experience in projects using tax exempt financing;
- Experience in LEEDs certified projects and low impact development.

In no more than two pages of narrative, describe the Applicant development team including the organization and responsible parties. Identify the proposed Project Manager and key staff assigned to the Project, including name, title, and Project responsibilities. Identify each individual and the firm they represent who will provide expertise for the item(s) identified below.

- Project management

- Construction management
- General contracting
- Office and civic facilities expertise
- Parking facilities and their construction
- Architectural design and efficiencies
- Landscape design
- Engineering (geo-technical, civil, structural, mechanical, electrical)

For each individual identified above, provide a resume not to exceed one page describing their relevant expertise and past project experience. Include a separate one (1) page organization chart showing the relationships.

Include applicable licensing information, if appropriate, for a given expertise. Include Washington State Tax Registration Number for the Applicant and each member of the proposed development team. If the Applicant is a corporation, provide corporate information including date of incorporation, state in which incorporated and the incorporation number. If the Applicant is to be a newly formed LLC, corporation, partnership or joint venture, please describe in appropriate detail the constituent members that will comprise the newly formed entity.

Describe not less than 2 nor more than 4 projects that are comparable in scope to this Project performed by key personnel and proposed development team members. Use no more than one (1) page for each project to describe and show pictures, illustrations, etc.

- b. Past Performance (100 points):** Record of past performance of the Applicant and development team with City of Shoreline, other government agencies or public bodies, and private industry. Include such factors as cost control, quality of work, safety, ability to meet schedules, value engineering, cooperation, responsiveness, meeting time and budget requirements, and other managerial considerations.

Note past record working together as a team effectively on other development projects or on projects of similar scope and complexity. Comment on how performance on previous projects and contracts qualifies Developer to develop this Project. Please include reference to relevant project examples and resumes. Include narrative and references to demonstrate performance on budgets, schedules, cooperation and responsiveness. Submit a matrix, not to exceed one (1) page, indicating other projects on which the proposed design, construction, and management team members have worked together. Submit the general contractor member of the development team's accident record for the last five (5) years, and if appropriate, any accident prevention program.

For a period inclusive of the most recent ten (10) years, attach a list identifying instances of commercial disputes that have resulted in arbitration or litigation in the State of Washington. If the dispute has been arbitrated, identify the cause of action, the arbitrator that handled the case (including address and telephone number), and the resolution. For disputes that have proceeded to litigation, identify each instance that (1) a lawsuit has been filed, (2) the court of jurisdiction, (3) the cause of action, (4) the filing number, and (5) the resolution, including settlements, compromises, and judgments. This information shall include instances where the Applicant/Developer was plaintiff or defendant. For each development team, this information shall be required for the Applicant/Developer, the contractor, and the architect, including predecessors in interest and affiliated legal entities formed for purposes of real estate development.

- c. Design Process (50 points):** Problem identification and proposed method to accomplish the work; ability to identify and solve issues related to ease of use, complementary relationships, density, neighborhood and traffic issues; appreciation of design potential to minimize cost and construction impacts; demonstrated capability to explore and develop innovative or advanced techniques and design. In no more than two (2) pages, describe the Applicant's design process including problem identification and proposed method to accomplish all work required: including, where appropriate, demonstrated capability to explore and develop innovative or advanced techniques and mixed-use design. Describe the demonstrated ability to identify and address issues related to this Project's constraints. Describe how the development team intends to collaborate with the City of Shoreline's project manager in post-award phases of the Project. In no more than an additional two (2) pages, include examples that demonstrate the Applicant's appreciation of design potential to minimize cost and construction impacts.
- d. Management & Quality Control Plan (50 points):** The Applicant's proposed management plan and staffing plan for predevelopment negotiation, design and construction. In no more than two (2) pages, provide Applicant's management & quality control plan and methodology for defining the scope, negotiating, and implementing the Project. The management plan shall describe the proposed approach to the Project, and the responsibilities of the Developer and team.
- In no more than two (2) pages, discuss the Applicant's ability to provide responsive coordination to the City of Shoreline, other consultant/contractors, and other involved agencies. Include a brief discussion of the key elements of the management plan, work scheduling, quality control, cost control and reporting, and quality assurance. Describe Applicant / Developer's approach to managing a development agreement that includes design, construction and management, including negotiating, administering and processing multiple subcontracts with different scopes of work and different schedules.
- e. Capacity to Perform the Work (50 points):** The Applicant's capacity to perform the work within reasonable time and budget limitations, considering the team's current and planned workload. In no more than one (1) page, describe how the Applicant proposes to provide timely submittal and quality services on multiple contracts with varying degrees of complexity, considering the current and planned work load of team members. Describe the Applicant's ability to provide the technical disciplines and services required to cover the work required by the Project.
- d. Financial Resources (Pass / Fail):** Evidence of the Applicant's financial strength and stability to complete this project. Evidence of established relationship with financial institutions under which financing would be available for the execution and completion of the work called for. If desired by the Applicant, these materials may be identified as confidential pursuant Section 1 General Information, sub-paragraph P above. (Alternatively, upon request, arrangements can be made to have the confidential materials reviewed by City officials or their designees at the offices of the Applicant or at the offices of the City, in such a manner that the City can satisfy itself of the completeness and accuracy of the financial materials.) The Applicant and all team members identified in this statement of qualifications must have a tax registration number from the Washington State Department of Revenue. Applicant shall provide the tax number for all firms listed as part

of its submittal. Applicant shall submit the information required by the Financial Resources Form Exhibit B.

Applicant's general contractor will be required to have a bonding capacity to obtain a performance and payment bond. Include a letter from the contractor's bonding company identifying the general contractor's ability to obtain a bond sufficient for this contemplated project. Applicant must establish that it has the ability to meet minimum general liability insurance levels. Applicant must provide a letter from its insurance broker or agent confirming commitment to insure Developer if chosen as the top rated Finalist.

Exhibit A – Statement of Qualification Certification Form

To: City of Shoreline
Attention: Jesus Sanchez, Project Manager
17544 Midvale Avenue North
Shoreline, WA 98133-4921

The undersigned (“Applicant”) has read and understood the Request for Qualifications for RFQ # 4224 on behalf of, and with the full authority of the development team, the undersigned Applicant submits the enclosed Submittal. The undersigned Applicant certifies that the development team shall meet all requirements contained in this RFQ solicitation document.

Applicant agrees that in addition to this Certification Form, the information submitted in Submittals to this RFQ shall constitute the Statement of Qualifications.

Applicant certifies that in preparing this Submittal, Applicant has not been assisted by any current or former employee of City of Shoreline whose duties relate (or did relate) to this RFQ and who was assisting in other than his or her official public capacity; nor does such a current or former employee or any member of his or her immediate family have any financial interest in the outcome of this RFQ. Any exceptions to these assurances are described in full detail on a separate page and attached to this Certificate From.

Applicant hereby designates the following as the representative of the Applicant and the development team to contact for additional information about this SOQ.

NAME: _____ EMAIL: _____

TELEPHONE #: _____ FAX #: _____

ADDRESS: _____

Signed this ____ day of _____, 2007.

APPLICANT: _____

ADDRESS: _____

BY: _____
Signature Print Name

Exhibit B – Financial Resources Form

1. Provide current financial statement, including balance sheet & income statement for last three years. If they are not audited, identify how City of Shoreline will confirm the accuracy thereof. Disclose the nature and status of any anticipated claims and the extent to which potential adverse settlements or judgments are insured.

2. Provide a history demonstrating financial capacity and ability to finance projects of a scale and complexity as identified in the RFQ. Identify sources and methods of obtaining equity, debt, and other types of financing for each identified project.

3. Disclose lines of credit. Identify the extent to which the lines are currently being utilized.

4. Provide letter from Applicant's surety company, broker, or agent confirming bonding capacity.

5. Provide letter from Applicant's insurance broker or agent confirming commitment to insure Applicant for general liability insurance levels of not less than \$2,000,000 per occurrence.