

REQUEST FOR QUALIFICATIONS

City of Sammamish – Land Acquisition Strategy & Implementation Policy

City of Sammamish
Sammamish, Washington

INVITATION

The City of Sammamish is soliciting qualification submittals to provide consultant services for a Land Acquisition Strategy and Implementation Policy for the City. Firms should have a collective experience that includes expertise in land use and environmental planning, policy development for land acquisition and real estate for public agencies.

Sealed submittals, plainly marked “**City of Sammamish – Land Acquisition Strategy & Implementation Policy**” on the outside of the mailing envelope, addressed to the City of Sammamish **801 - 228th Avenue SE, Sammamish, WA 98075**, will be accepted until **3:00 pm** on **Friday, August 12, 2016**. Qualification submittals may also be hand-delivered in person to the main desk on the first floor of City Hall by the required date and time. Submittals delivered after the posted deadline will not be considered for selection. No faxed, telephone or emailed submittals will be accepted.

PRELIMINARY SCOPE OF SERVICES

This preliminary scope of services is presented as a reference for the land acquisition strategy and implementation policy. The consultant team selected for this project will work with the City to confirm the final scope of work.

- **Review of City’s Plans**
- **Overview of City’s Assets**
- **Workshops with Advisory Boards and City Council**
- **Develop a Strategy for Acquisition and Criteria for Selection**
- **Adopt a Policy with Procedures for Implementation**
- **Develop a Confidential List of Properties for Potential Acquisition**

Qualification submittals are sought from firms with recognized expertise in strategies for land acquisition and policies for implementation. The project team shall have expertise in land use and environmental planning, as well as real estate for public agencies. Upon selection, the City and the successful firm will work together to finalize a scope of work and contract.

The Request for Qualifications packet may be obtained by visiting the City’s website at www.sammamish.us.

Any questions regarding the submittal process should be submitted via email to Anjali Myer, Parks Project Manager at amy@ammamish.us through July 29, 2016. Questions after July 29 should be submitted to Jessi Bon, Deputy City Manager/Director of Parks and Recreation at jb@ammamish.us. Any oral communications will be considered unofficial and non-binding on the City.

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