



# **City of Kirkland**

## **Request for Information**

### **NE 85<sup>th</sup> St Station to Downtown First/Last-Mile Transit Solution**

### **Job # 40-22-PW**

**Issue Date: June 27, 2022**

**Due Date: July 25, 2022–5:00 p.m. (Pacific Time)**

## **REQUEST FOR INFORMATION**

Notice is hereby given that Information will be received by the City of Kirkland, Washington, for:

### **NE 85<sup>th</sup> St Station to Downtown First/Last-Mile Transit Solution**

File with Financial Operations Manager, Finance Department, 123 - 5<sup>th</sup> Ave, Kirkland WA, 98033

Information received later than **5:00 p.m. on July 25, 2022 will not** be considered.

A copy of this Request for Information (RFI) may be obtained from City's web site at <http://www.kirklandwa.gov/>. Click on the Business tab at the top of the page and then click on the Request for Information link found under "Doing Business with the City".

This RFI does not obligate the City to pay any costs incurred by respondents in the preparation and submission of any information. Furthermore, the RFI does not obligate the City to accept or contract for any expressed or implied services. The information submitted will allow the City of Kirkland to further assess the potential options provided that may lead to a further competitive process based on this RFI.

The City of Kirkland assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City of Kirkland further assures that every effort will be made to ensure non-discrimination in all its programs and activities, whether those programs are federally funded or not.

In addition to nondiscrimination compliance requirements, the Service Provider(s) ultimately awarded a contract shall comply with federal, state and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subjects.

**Dated this June 27, 2022**

Jay Gewin  
Purchasing Agent  
City of Kirkland  
425-587-3123

**Published in the Seattle Times – June 27<sup>th</sup> and July 5<sup>th</sup> of 2022**

## **EXECUTIVE SUMMARY**

The City of Kirkland is evaluating different strategies to create an integrated multi-modal system of transportation choices for balanced transportation as part of City Council goals for a livable city, and in anticipation of future employment and population growth as the City prepares its next comprehensive plan update.

The City intends to review information on a first-mile/last-mile transit solution between the vicinity of the future I-405/NE 85th Street Sound Transit In-line Stride Bus Rapid Transit (BRT) Station, Kirkland Urban, and the Downtown Kirkland Transit Center. Expansion ability of the system would also be considered for other locations in Kirkland, for example connecting activity centers along the Cross-Kirkland Corridor. The City is interested in services that would operate in a dedicated ROW space outside of the NE 85<sup>th</sup> St roadway and with clean or low emissions energy. The goal is to identify options for a frequent, fast, sustainable and reliable public transit option. This new public transit connection is intended to enhance the attractiveness of the new Stride BRT service on I-405, therefore reducing reliance on single occupancy vehicles, improving connectivity, and managing vehicle congestion and travel times. The information will allow the community and the Council to understand and identify possible infrastructure or service investments for community safety, health, and options for multi-modal mobility.

This RFI is issued as a means of technical discovery and information gathering. The City may request additional information or interviews from respondents as part of this discovery. This RFI is for planning purposes only and should not be construed as a solicitation, nor should it be construed as an obligation on the part of the City to make any purchases. This RFI should not be construed as a means to pre-qualify vendors. The City of Kirkland may utilize the results of this RFI in drafting a competitive solicitation (RFP or RFQ) for the subject services/products/equipment. Any future contract that may be awarded must comply with City procurement requirements.

Based on the information provided by the respondents to this RFI, a determination will be made regarding any actual contracting through a procurement process which, at the City's option, could include but not be limited to: a formal bid process, using an existing City contract, procurement via Federal GSA contract(s), or a piggyback of a contract established as a result of the public bid of another public agency.

Participation in this RFI is voluntary, and the City will not pay for the preparation of any information submitted by a respondent or for the City's use of that information.

## **AGENCY OVERVIEW**

The City of Kirkland, Washington, is in the Seattle metropolitan area, on the eastern shore of Lake Washington and approximately 10 miles east of downtown Seattle. It has a population of

over 92,000 and is the twelfth largest city in the State of Washington and the sixth largest city in King County, Washington.

Since its incorporation in 1905, Kirkland has grown in geographic size and now occupies 18 square miles. This growth occurred primarily through the consolidation of the cities of Houghton and Kirkland in 1968, the annexations of Rose Hill and Juanita in 1988 and the annexation of North Juanita, Finn Hill, and Kingsgate areas in 2011.

Kirkland operates under a Council-Manager form of government. The City Council is the policy-making branch of Kirkland's government and consists of seven members elected at large to staggered, four-year terms. The Mayor is elected from within the Council. The City Council is supported by several advisory boards and commissions and the City Manager. The City Manager is appointed by the City Council and serves as the professional administrator of the organization, coordinating its day-to-day activities.

## **PURPOSE OF REQUEST**

The purpose of this request is to gather information related to first-mile/last-mile transit solutions for public use with a focus on a service that utilizes clean or low emissions energy, operates outside of the roadway- preferably grade separated, and is frequent, fast, reliable, equitable and affordable. The Kirkland Public Works Department is requesting the following information from qualified companies:

## **INFORMATION REQUESTED**

1. General
  - a. Description and type of mobility service (e.g. aerial tram, people mover, underground transit etc.)
  - b. Company location, age, and size
  - c. List of operating cities
2. Infrastructure requirements
  - a. Physical space requirements (note above grade, at grade, and below grade infrastructure as applicable)
  - b. Power, fiber, lighting or other utility needs
  - c. Minimum fleet size (if applicable)
3. Operational requirements
  - a. Data needs
  - b. Staffing needs (note if supplied by third party partnership or vendor supplied)
  - c. Hours of operation (if applicable)
4. Costs
  - a. Capital investment cost
  - b. Annual operations cost
  - c. Annual maintenance cost

- d. Cost share model (with City and/or end user)
- 5. Implementation Schedule
  - a. Design and installation timeline
  - b. Phasing or scalability options
- 6. Sustainability Metrics
  - a. Replacement/renovation frequency
  - b. Supplier source for parts and maintenance
  - c. Recycling, waste, and energy policies
- 7. Safety and Security Measures
  - a. List of applicable safety codes and standards met
  - b. Emergency response plan or incident standard operating procedures
  - c. Software security features
  - d. Other physical safety design features or staff security needs
- 8. Case Studies
  - a. Similar installation examples (images, videos, testimonials)
  - b. User demographics
  - c. Ridership information
  - d. Partnership agreements including data sharing

**SUBMISSION INSTRUCTIONS**

Information must be received by no later than **5:00 pm PDT on July 25, 2022.**

We encourage that Information be submitted by email. Emailed Information should include "NE 85<sup>th</sup> St Station to Downtown First/Last Mile Transit Solution – Job #40-22-PW" in the subject line and be addressed to: [purchasing@kirklandwa.gov](mailto:purchasing@kirklandwa.gov). (Emailed Information must be in PDF format and cannot exceed 20MB).

As an alternate to email, Information can be mailed or delivered to:

City of Kirkland  
 Attn: Jay Gewin – Job #40-22-PW  
 123 5th Avenue  
 Kirkland, WA 98033

**Submittal Deadlines**

June 27, 2022	Release RFI
July 25, 2022	RFI Due by 5:00 PM PDT

**Questions**

Upon release of this RFI, all proposer communications concerning the RFI should be directed to the City’s RFI Coordinator listed below via email. Any oral communications will be considered unofficial and non-binding on the City. Service Providers should rely only on written statements issued by the RFI Coordinator. The City’s RFI Coordinator for this project is:

**Name:** Jay Gewin  
**Address:** City of Kirkland, Finance and Administration  
123 5<sup>th</sup> Avenue, Kirkland, Washington 98033  
**E-mail:** [jgewin@kirklandwa.gov](mailto:jgewin@kirklandwa.gov)

## **TERMS AND CONDITIONS**

1. The City reserves the right to request clarification of information submitted, and to request additional information on any Information.
2. The City shall not be responsible for any costs incurred by the agency in preparing, submitting or presenting its response to the RFI.
3. Any material submitted by a proposer shall become the property of the City. Materials submitted after a contract is signed will be subject to the ownership provision of the executed contract.
4. All Information and information submitted by proposers shall be public records and subject to disclosure pursuant to the Washington Public Records Act (RCW 42.56.270)
5. Proposers responding to this RFI must follow the procedures and requirements stated in the RFI document. Adherence to the procedures and requirements of this RFI will ensure a fair and objective analysis of your Information.
6. Once submitted to the City, Information shall become the property of the City, and all Information shall be deemed a public record as defined in "The Public Records Act," chapter 42 section 56 of the RCW. Any Information containing language which copyrights the Information, declares the entire Information to be confidential, declares that the document is the exclusive property of the proposer, or is any way contrary to state public disclosure laws or this RFI, could be removed from consideration. The City will not accept the liability of determining what the proposer considers proprietary or not. Therefore, any information in the Information that the proposer claims as proprietary and exempt from disclosure under the provisions of RCW 42.56.270 must be clearly designated as described in the "Proprietary Material Submitted" section above. It must also include the exemption(s) from disclosure upon which the proposer is making the claim, and the page it is found on must be identified. With the exception of lists of prospective proposers, the City will not disclose RFI Information until a bid selection is made. At that time, all information about the competitive procurement will be available with the exception of: proprietary/confidential portion(s) of the Information(s), until the proposer has an adequate opportunity to seek a court order preventing disclosure. The City will

consider a proposer's request for exemption from disclosure; however, the City will make a decision predicated upon RCW 42.56.