

## **Addendum # 3**

### **City of Kirkland Kirkland Teen Union Building Operational Lease (Job# 47-22-PCS) Answers to Questions – Part 2**

**Q: Can you clarify the existing question and answer “What funding can the City provide for operating the facility and what kind of operational support can be funded?” – in the RFP can the organization request the operational lease and additional funding to run a specific youth program or pay site staff/expenses?**

A: Yes. The City is looking for an operator for the Kirkland Teen Union Building and may fund operating expenses as well as offering a lease that may be little to no cost for an organization who demonstrates ability to operate KTUB in a manner that will further the goals of the City.

(Previous answer: Historically the City provided \$160,000 to the operator of KTUB annually. As part of the budget submitted, proposals should include any City support requested to successfully operate the facility.)

**Q: How much funding is the City of Kirkland making available for operations of KTUB?**

A: Historically the City provided \$160,000 to the operator of KTUB annually and this amount is reflected as such in the City’s proposed 2023 2024 budget. The budget is being reviewed this fall and expected to be finalized and approved in December 2022.

**Q: How many years of funding is the City able to commit to operating funding of KTUB?**

A: The City’s budget is approved in two year cycles, with the 2023 2024 budget completing the approval process this fall. However, the City of Kirkland has a long history of supporting and funding KTUB, since its opening in 2001.

**Q: Has the City of Kirkland prepared its proposal to operate KTUB and is that proposal publicly available?**

A: The City has not yet prepared its proposal. We anticipate the proposal will be published as part of the agenda packet when City Council evaluates the finalist’s proposal alongside the City’s proposal to operate KTUB.

**Q: What is the typical monthly utility bill?**

A: Please note that utility costs can vary dramatically depending on hours of operation, building occupancy, and building use. A good approximation based on recent use is \$1,000 \$1,200 per month, with most of that cost going towards Puget Sound Energy, which has ranged between \$400 – \$1,200 per month with higher expenses in the winter. This does not include telephone or Internet, for which recent costs were not available.

**Q: Do subcontractors or partners invited into the space by the organization have to be youth serving or can they be multi generational?**

A: KTUB is to be operated as a teen center with programs and services for teens, but multi generational programs and services are possible so long as that priority focus on teens is not lost. Please see the RFP’s scope of services for more details about the City’s goals for KTUB.

### Scope of Services

The City of Kirkland desires to offer a lease and operating agreement of the Kirkland Teen Union Building (KTUB) to an organization willing and able to offer comprehensive youth programming for youth in 6th to 12th grade. The building is to be operated as a teen center with programs and services for teens. Important goals of the teen center are to provide a safe place for teens and to facilitate positive social interactions. Types of programs desired include, but are not limited to recreation and physical activity, art, music, life skills, and job and academic support. Types of services of interest include, but are not limited to behavioral health services, drug and violence prevention, and connection to other support services available in the community.

These services are informed by the City's Comprehensive Plan Chapter XII.B. Human Services HS 3.2 3.7, summarized below. The City is seeking an organization that can play a role in meeting these goals through lease and operations of KTUB.

- Provide a safe place for teens to spend their time and to learn, socialize and do recreational activities.
- Disseminate information on social service programs, enrichment classes, teen employment and issues around safe driving, swimming and biking.
- Promote healthy lifestyles through leisure time activities that enrich lives, prevent social isolation and increase a sense of belonging to the community as well as offer positive choices for how youth spend their time.
- Help youth maintain positive relationships with the community, referring youth to services and preventing risky behavior, such as drug, alcohol and tobacco use. Efforts are focused on working with the youth after school, on weekends and during the summer when youth have more free time and thus may get involved with risk behavior.

The City recognizes that organizations interested in lease and operations of KTUB may have a particular program specialty versus the ability to offer comprehensive services. The City is interested in learning what the organization's primary youth programming would be, as well as any additional youth services that might be accomplished through partnerships or subcontractors. For example, an organization with a primary focus such as behavioral health or art could partner or subcontract with another organization to provide youth career counseling and academic support.

### **Q: Can a third facility tour be scheduled?**

A: No, but below are some photos of the space taken in August 2022.

Front Entrance



Front Office (view toward entry/snack shop)



Mackie Stage and multipurpose open area



Kiwanis Lounge



Snack Shop



Hallway (view toward Art Studio)



Office (Listed as Tech Center on building map)



Art Room



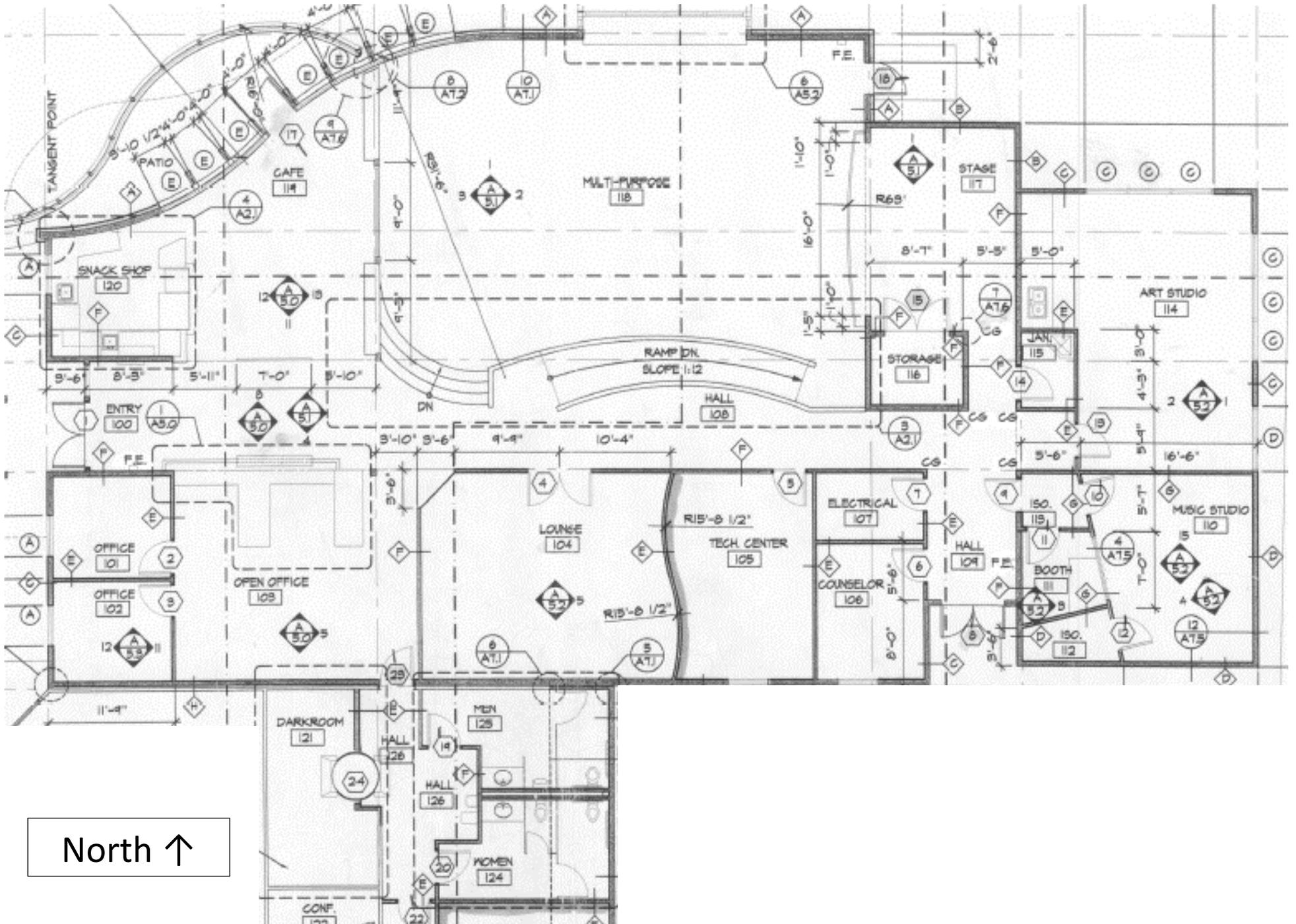
Office (listed as Counselor on building map)



Recording studio



Building Map



North ↑