

**REQUEST FOR PROPOSAL**  
**2010-150**  
**PROFESSIONAL SERVICES**  
North Kitsap Legacy Partnership  
Timber and Residential Land Appraisal Services

**1.0 PROJECT DESCRIPTION**

Kitsap County and Olympic Property Group (OPG), a subsidiary of Pope Resources, are partnering on the development of a regionally significant environmental, recreational and community vision for North Kitsap County—called the North Kitsap Legacy Partnership. This project is focusing on 8,000 acres of OPG properties located in North Kitsap County. These properties are currently used for forestry activities but are zoned with a residential designation. In exchange for additional density in the Port Gamble area, cash payment and/or infrastructure improvements, OPG will transfer to the County or other public agency, up to 7,000 acres of this land for open space, wildlife habitat and trail systems. This transfer will occur over several years and will require a detailed development agreement between the two parties. Kitsap County is seeking a qualified consultant to assist in the property transfer negotiations and act as an advocate on behalf of Kitsap County on property assessment and valuation methodologies of these 8,000 acres.

**2.0 PROJECT SCHEDULE**

This project will require services through 2011. As the project requires on-call expertise, the County and successful applicant would develop a scope of work and timing of the applicant's services upon selection.

**3.0 EXPERIENCE**

Listed below is a list of experience required for a successful applicant:

- Expertise in large-scale project management.
- Expertise in residential and timberland real estate transactions, appraisals and negotiations.
- Demonstrated expertise of meeting project timelines and deliverables.
- Expertise in residential and timberland acquisition methodologies and practices, as well as market values.
- Expertise in preparing appraisals consistent with industry standards.
- Expertise in using Geographic Information Systems (GIS) and Microsoft applications.

Listed below is a list of experience considered desirable:

- Expertise in assessing timber inventory and surveys large in size.
- Expertise in timberland acquisition finance mechanisms at the state and federal levels.
- Expertise in Washington State public/private capital funding mechanisms.

**4.0 CRITERIA FOR SELECTION**

The County may use the following criteria for selection of consultant firm and/or team:

- Demonstrated success with similar projects.
- Demonstrated verbal and written communication skills.
- Demonstrated negotiations skills in real estate matters relating to timber and residential lands.

- Demonstrated ability to act as an advocate on behalf of a public agency in negotiations.
- Organization and project management skills.
- Quality of references.
- Ability to undertake and complete projects in a timely manner.
- Cost of producing project deliverables.

#### **5.0 SUBMITTAL REQUIREMENTS**

The consultant's summary of qualifications should include, at a minimum, a coversheet that contain pertinent contact information (i.e. firm name, address, phone and fax numbers, and name of project manager), as well as identification of all key personnel and associated capacities to be assigned to the project. Eight copies of an expanded summary of qualifications must be received at the address noted below **no later than 4:00PM (P.S.T) Monday October 18, 2010**. Responders are solely responsible for ensuring that summary of qualifications is delivered on time. Responses received after the due date and time may be returned unopened. Faxed responses will not be accepted. Please submit eight (8) copies of the expanded Statement of Qualifications to the following contact person:

R'Lene J. Orr  
Kitsap County Department of Administrative Services  
Purchasing Office  
614 Division Street MS-7  
Port Orchard, WA 98366  
Phone: 360-337-4410

Technical questions should be directed to Eric Baker, Special Projects Manager, Office of Board of Commissioners (360) 337-4495 and [ebaker@co.kitsap.wa.us](mailto:ebaker@co.kitsap.wa.us).