

Request for Qualifications
Fire Station 6 Cultural Innovation Hub, Feasibility Study RFQ
November 2015

INTRODUCTION

The City of Seattle’s Office of Economic Development (“OED”) is seeking qualifications to develop a feasibility study for use of the City-owned Fire Station 6 as a cultural innovation hub focused on culturally relevant programming and business development for entrepreneurs in the creative economies such as music, film, gaming, digital design, software, industrial design, culinary arts, and fashion. The purpose of the RFQ is to provide a thorough analysis of possible uses of Fire Station 6 as identified by the Black Community Impact Alliance (“BCIA”) in its William Grose Center for Cultural Innovation Center proposal. The RFQ is intended for a consultant or team of consultants that are able to analyze the real estate implications of BCIA’s proposed uses, including the costs associated with building renovations and ongoing operations.

OED is committed to creating a vibrant economy which benefits the whole city by promoting access to economic opportunities for all of Seattle's diverse communities. OED works to maximize Seattle's potential as a thriving hub for businesses, jobs, robust neighborhoods and economic opportunity for everyone in our city. As part of this, OED’s approach includes a focus on supporting the city’s entrepreneurs and identifying innovative ways of supporting their development.

BACKGROUND

Former Fire Station 6 is excess to the needs of the Seattle Fire Department and the Department of Finance and Administrative Services (FAS). The City recommends the sale of this property with the proceeds placed in the Fire Facilities and Emergency response Levy Fund. The City will give priority to a buyer who will use the property in ways that will benefit neighborhood residents.

Originally constructed in 1931, the former Fire Station 6 is located at 101 23rd Avenue South. Due to its small size and historic landmark designation, the station was replaced with a state-of-the-art facility located at 405 Martin Luther King Jr. Way South. This decommissioned station is being utilized by the Seattle Police Department’s Parking Enforcement division during the construction of a new parking garage for the East Precinct.

Former Fire Station 6 is sited on the southwest corner of the intersection of 23rd Avenue South and East Yesler Way in the city’s Central District. The property dimensions are approximately 115 feet (fronting 23rd Avenue South) and 180 feet (fronting East Yesler Way) for a total area of 20,400 square feet (0.47 acres). The lot slopes down to the west an estimated 16 feet. The building is set back 15 feet from the northerly property line (fronting East Yesler Way), 40 feet from the easterly property line (fronting 23rd Avenue South, traditionally firefighting apparatus entered and exited from this side), 55 feet from the westerly property line, and 25 feet from the southerly property line. An existing fence on the westerly portion of the property extending from the southerly boundary to northerly boundary is located

approximately 10 feet within the property. There is parking for up to sixteen vehicles on the westerly portion of the property.

The station now comprises of approximately 6,300 square feet of interior space, including the partial daylight basement housing an exercise room, laundry room, storage and furnace.

BCIA has proposed to renovate Fire Station 6 as space to support business development for entrepreneurs in creative economies such as music, film, gaming, digital design, software, industrial design, culinary arts, and fashion. Also, BCIA has proposed to include a café in the building. BCIA proposes that the goal of this property is to expand opportunities for African-American entrepreneurs, with a specific focus on equitable outcomes. Finally, BCIA proposes to construct residential units benefiting homeless youth in a new structure located behind the current building.

See more information on the Fire Station 6 on the [City of Seattle website](#) and [Fact Sheet](#).

SCOPE OF WORK

The consultant(s) will evaluate the feasibility of BCIA's proposal in developing and operating Fire Station 6. The acquisition of Fire Station 6 is not included in the scope of this analysis and will need to be determined at another time. In particular, the consultant(s) will be required to address the following issues:

Phase 1: Building Wide Issues – the property will require a certain base level of development costs and operational needs, regardless of the type of uses/tenants selected

- Development Feasibility: Full development budget describing construction/renovation costs, professional fees, financing fees and all other soft costs; Development analysis should include the following:
 - Exterior: potential roof repair/replacement and other needed exterior improvements consistent with historic building status
 - Code upgrades: potential seismic and other improvements needed to bring the building up to current code standards
 - Electrical: building wide upgrades
 - HVAC: building wide upgrades
 - Fiber/internet: building wide upgrades
- Operational Feasibility: Full operational pro forma describing expenses and revenue needs; Operational analysis should include the following:
 - Fixed expenses: taxes, insurance, management fee, utilities, janitorial, repairs and maintenance
 - Projected vacancy rate
 - Reserves: replacement and capital reserves
 - Revenue needed to cover operational expenses/costs

Phase 2: Specialized Needs for Uses – following evaluation of the building wide issues, the analysis will focus on specialized development and operational needs for certain uses in BCIA’s proposal

Co-working

- Electrical specialized needs
- Operational revenue from rent, fundraising or membership; gross or triple net lease

Business Incubator

- Operational revenue from rent, fundraising or membership; gross or triple net lease

Industrial Design/Maker Space

- Space requirements: analysis regarding the size and/or location of this use in the building to accommodate ventilation and floor load for manufacturing activity
- Electrical and HVAC specialized needs
- Operational revenue from rent, fundraising or membership; gross or triple net lease

Cafe

- Space requirements: analysis regarding the size and/or location of this use in the building to accommodate ventilation for cooking activity
- Electrical and HVAC specialized needs
- Operational revenue from rent and clarification whether gross or triple net lease

Event Space

- Space requirements: analysis regarding the size and/or location of this use in the building
- Operational revenue from rent, fundraising or membership; gross or triple net lease

Culinary Arts

- Space requirements: analysis regarding the size and/or location of this use in the building to accommodate ventilation for cooking activity
- Electrical and HVAC specialized needs
- Operational revenue from rent, fundraising or membership; gross or triple net lease

Fashion Design

- Operational revenue from rent, fundraising or membership; gross or triple net lease

Digital Design

- Operational revenue from rent, fundraising or membership; gross or triple net lease

Software Design

- Operational revenue from rent, fundraising or membership; gross or triple net lease

Phase 3: Housing

- Development feasibility analysis regarding the construction of residential units in a new structure that will be located behind the current building. Analysis will include full development budget.
- Full operational pro forma describing expenses and revenue needs; Operational analysis should include the following:

- Fixed expenses: taxes, insurance, management fee, utilities, janitorial, repairs and maintenance
- Projected vacancy rate
- Reserves: replacement and capital reserves
- Revenue needed to cover operational expenses/costs and the anticipated revenue source (fundraising, operational subsidies)

TIMELINE

November 4, 2015 - RFQ released

December 4, 2015 – RFQ due

December 18, 2015 – RFQ decision made

January 1, 2016 – Signed Contract

COST AND BUDGETING

Up to \$50,000 available.

APPLICATION, SUBMISSION AND SELECTION PROCESS

If your organization is interested in developing the feasibility study for Fire Station 6, please prepare a letter outlining qualifications. Describe in detail your organization's experience in providing feasibility analysis on the development and operational issues identified in the Scope of Work section above. OED will accept a response that includes multiple consultants working together as a team to complete the Scope of Work; however, OED will require the identification of a lead consultant who will be responsible for the other consultants in the team.

Hardcopy or electronic submissions must be delivered by 4:00 p.m. PST on December 4, 2015 to:

Mikel Davila
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Office of Economic Development
700 Fifth Avenue, Suite 5752
Seattle, WA 98104 (hardcopy hand delivery and FedEx)

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City of Seattle
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P.O. Box 94708

Seattle, WA 98124-4708 (hardcopy US mail)
mikel.davila@seattle.gov (electronic)

A Selection Committee will review responses, conduct interviews and select the most qualified candidate. You will be notified if you have been selected for an interview. The City of Seattle retains the right to reject any responses and is not required to award any funds if in its opinion the response failed to meet its requirements.

If you have any questions about this Request please contact Mikel Davila, City of Seattle's Office of Economic Development, (206) 386-97483 or mikel.davila@seattle.gov.