



City of Seattle  
Edward B. Murray, Mayor

**Seattle Parks & Recreation**  
Jesús Aguirre, Superintendent

July 12, 2017

TO: Jesús Aguirre, Superintendent

FROM: Paul Wilkinson on behalf of the **Jefferson Junior Golf Clubhouse RFP Evaluation Committee**

SUBJECT: Recommendation for the Jefferson Junior Golf Clubhouse award

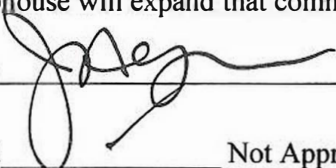
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On June 13, 2017, the Jefferson Junior Golf Clubhouse RFP Evaluation Committee was formed and asked to review the responses to the Jefferson Junior Golf Clubhouse RFP. We received a single submittal from the First Tee of Greater Seattle.

The Committee is forwarding you a recommendation for Seattle Parks and Recreation to enter contract negotiations with **First Tee of Greater Seattle**. Their proposal rated quite high in relation to the total possible points. The scoring totals were consistent amongst the members of the panel. We are confident that Seattle Parks and Recreation can successfully negotiate a contract to build and operate a Junior Golf Clubhouse at Jefferson Park GC.

While the Committee was impressed with the First Tee of Greater Seattle proposal, we believe the cost estimates submitted may be low. To address this, the panel asked First Tee to describe their commitment to the project if this proves true. As a group, we felt that their response was rational and appropriate. It was also noted that their team did not include anyone with golf landscape experience, and that this issue must be addressed when/if the short nine course is altered.

The First Tee of Greater Seattle has been a partner with Seattle Parks since 2001. Their growth demonstrates success and a commitment to provide high quality golf and life instruction to the youth of Seattle. The Junior Golf Clubhouse will expand that commitment and become a true asset to the community.

Signature  \_\_\_\_\_

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_ Date \_\_\_\_\_

cc: Christopher Williams, Deputy Superintendent  
Cheryl Fraser, EPIC Division Director  
Michele Finnegan, Finance Director

Attached: Jefferson Junior Golf Clubhouse RFP Evaluation Score Sheet  
Supplemental Question and Response

Jesús Aguirre, Superintendent  
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Recipient's Name  
Date

PAGE#

## Jefferson Junior Golf Clubhouse RFP Evaluation Score Sheet

<b>Evaluator</b>	<b>Office</b>	<b>Score</b>
Charles Humphrie	Youth Violence Prevention	218
Paula Hoff	Superintendent's Office	238
Michael McVicker	Central Budget Office	252
Sheila Barker	City Risk Manager	245
Brian Judd	Magnuson Park Manager	223
Paul Wilkinson	Golf Manager	245
Average Score		236.8
Possible Score		285
Spread		34

## Supplemental Question

### Question:

You've provided cost estimates for this project to be about \$1,500,000 including construction, professional fees and contingency. You have also demonstrated that you have the cash in hand to pay this amount and operate the program. Our question is this...

If the project in fact faces significant cost increases is First Tee of Greater Seattle willing to engage in another capital campaign to fund the additional cost? For this question, assume the cost increase is \$500,000 - \$700,000. What would a timeline be for such a campaign? Is there another source of funding to address this scenario?

*Answer: "Should we face significant cost increases, we would aggressively work to re-engineer the design and construction elements to avert those significant over-runs. If significant cost increases are unavoidable or deemed acceptable, we would certainly work to raise additional money in a short timeframe from our donor community through another capital campaign. In fact, we plan to continue to raise funds for our capital campaign when we have agreement from the City to move forward with our project.*

*Ultimately, we will not proceed with the construction of the building until we have solid estimates with adequate contingencies built into our budget. We plan to interview a number of construction firms who have expressed an interest in this particular project. We have the expertise on our board of directors to develop scoring criteria that prioritizes cost certainties and containment. The biggest uncertainty as we see it now is site location which will determine utility costs and any golf course mitigation costs. We will work with the City on a favorable site location and we will select a construction company that meets our budget parameters. We will proceed when we have adequately addressed all cost uncertainties to the maximum extent possible. "*

Sincerely,

Heidi Wills

Executive Director | The First Tee of Greater Seattle

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- *teaching core values, life skills and healthy habits to youth of all backgrounds through the game of golf.*

