



**Snohomish County**  
**Purchasing Division**  
**(425) 388-3344**  
**purchasing@snoco.org**

# REQUEST FOR PROPOSAL

**RFP Number:** RFP-17-16SB  
**Advertised Date:** 6/20/2016

**REQUEST FOR PROPOSAL (RFP) TITLE:**  
**Public Private Partnerships for Snohomish County Parks**

**DUE DATE:** 7/6/2016 - not later than 3:00 p.m., Local Time

**SEALED** Proposals are hereby solicited and will only be received by:

Snohomish County Purchasing Division  
 Robert J. Drewel Building, 6<sup>th</sup> Floor  
 3000 Rockefeller Avenue, M/S 507  
 Everett, WA 98201  
 Office Hours: 8:00 a.m. – 4:30 p.m.  
 Monday - Friday

**Pre-proposal Conference:**  
*There will be no pre-proposal conference for this RFP.*

BIDDERS SHALL COMPLETE AND SIGN THE FORM BELOW  
 We acknowledge that all Addenda ( 1 through 4 )have been examined as part of the Proposal documents.

Company Name: High Trek Ventures, LLC

Address: 7009 136<sup>th</sup> PL SE City/State/Zip Code: Snohomish

Signature: *Luke Goff* Authorized Representative / Title (Please Print Name and Title):  
 Luke Goff / Operations Manager

E-mail: luke@hightrekventures.com Phone: 425-770-6608 Fax:

**Please complete the following information:**

- Is your firm a:
- Women Business Enterprise (WBE)? Yes  No
  - Minority Business Enterprise (MBE)? Yes  No
  - Disadvantaged Business Enterprise (DBE)? Yes  No
  - Small Business Enterprise? (SBE)? Yes  No
  - Veteran Business Enterprises? (VBE)? Yes  No

Do you have a certification number?  
 Yes  No

If yes, please provide certification number and state or entity who issued the number:

Certification No.:		State or Entity Issued:	
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# Paine Field Community Park Aerial Adventure Course Proposal

High Trek Ventures, LLC

Brad Halbach – President, Brad@HighTrekVentures.com c: 206-949-4800

<https://www.linkedin.com/in/bradhalbach>

6464 195<sup>th</sup> PL NE, Redmond, WA 98052

Luke Goff – Operations, Luke@HighTrekVentures.com c: 425-770-6608

7009 136<sup>th</sup> PL SE, Snohomish, WA 98296

<https://www.linkedin.com/in/luke-goff-9030466>

## Definitions for Acronyms used in the proposal:

HTV – High Trek Ventures

SC – Snohomish County

PFCP – Paine Field Community Park

## Proposed Location

HTV proposes that the aerial adventure course and accompanying ziplines be located in the northern corner of Paine Field Community Park located at: 11928 Beverly Park Rd, Everett, WA 98203.

The diagram to the right represents a potential layout and scale of the installation. Small sales office located near parking lot, C shaped structure is the primary course, and the remaining squares are remote towers for the ziplines. There would be between 800'-900' of total ziplines with the longest run extending about 320'.



## **Project Description**

HTV is proposing to build an aerial adventure park in Paine Field Community Park. The course design features an organic look and feel through the use of wood pole construction and offers guests amazing views of Paine Field Community Park and surrounding area. The main course has been designed using the cutting-edge technology which promotes self-exploration, while an integrated kids course uses continuous belay to provide age-appropriate challenges for kids as young as 4 years of age. A self-navigating 4-line mini zip tour travels around the perimeter of the course, punctuating this dynamic aerial park.

Most rope courses and zipline parks in our region are linear in their design. Those linear design tours creates a number of limitations. For example, the format requires all guests to follow a designated path. They are not free to deviate from the path because there is only one way to advance. As a result, if a single guest is struggling with a particular element, all of the guests behind that person are forced to wait.

A linear park also requires that each element is simple enough for the majority of visitors to traverse. Those capable of a more challenging experience are left wanting more. Finally, it is important to note that most conventional ziplines require guides which adds to the number of employees and can create a less fluid experience.

HTV's proposed adventure park design is unique in that it addresses all of these issues. The technology empowers guests to safely guide themselves through their entire experience. If there is a guest struggling with a particular element, other guests are not impeded, but can simply choose from a number of alternate routes in order to avoid a delay.

Guests desiring more thrill or advanced challenges can proceed to the upper levels of the course, and are not forced to go through all basic challenges. Since the course allows you to choose your own adventure and level of difficulty, guests are more likely to return to the park because their experience will be different every time. Staff are primarily used in the course to provide coaching and encouragement, rather than guiding individuals through each element. Guests are free to move at their own pace and work at their own skill level.

All these factors play into a global user experience designed to engage a variety of age and skill levels. This past summer, our family visited the Yellowstone Aerial Adventures Park in West Yellowstone, Montana. This park has three elevation levels which accommodate 4 different skill levels (White- being the easiest, Green, Blue and Black). Our 5-year-old started in the White section, gradually worked his way up to the Green elements and ultimately the zipline. Our 8-year-old spent the majority of his time in the Blue elements located on the 2<sup>nd</sup> level and then challenged himself with some of the Black elements on the 3<sup>rd</sup> level. Grandma who is in her upper 60's enjoyed Green and Blue elements as well as the zipline. Lastly, I initially spent my time assisting my 5-year-old, but when he was comfortable enough to work independently, I explored the challenging Black elements.

The aerial adventure park at Paine Field Community Park is modeled after the Yellowstone Aerial Adventures Park as well as the High Gravity Adventures park in Boone, North Carolina. It will include the same three elevation levels and 4 different skill levels. Each elevation level will have 20-25 different challenge elements which test balance, strength, and/or comfort with height.

The structure requires a minimal footprint and is designed for extreme seismic conditions. To ensure the safety of our guests, each participant will be provided a full body harness and be required to attend a brief training session explaining the course elements and how to properly use the equipment. Once a guest enters the course, he or she is immediately locked onto the safety line, and cannot become separated from the line unless released by either a key located at the ground level exit point or a staff member.

The course will be designed to operate year round with only a few exceptions that would prompt closure. Only in cases of high winds, snow, or lightning storms will the course be required to close. The course will have canopies stretched over the upper levels to provide shade as well as some coverage for rain.

HTV will also offer guests of the park a zipline only option for those who would like to zip and not use the challenge course.

### **Benefits to Snohomish County**

The new adventure park uses cutting edge technology to provide a variety of challenges that are not currently found in our region. The adventure park will draw additional visitors to the Paine Field Community Park thereby generating providing a steady income stream for other park operations. HTV will assume all of the risk and take on the approximately \$1.2M capital investment to build out the adventure park.

The course would also provide an excellent venue for local businesses and organizations to host team building activities. The adventure park can also increase the diversity of visitors to Paine Field Community Park in that it appeals to individuals who might normally shy away from team sports or athletics.

The esthetics of the park will naturally spur the attention of passers by, drawing new visitors in to enjoy the diversity and beauty of Paine Field Community Park. The park encourages wellness and fosters an appreciation of the outdoors.

Finally, this feature will be a unique amenity that can be enjoyed by a broad spectrum of ages ranging from 4 to active retirees and will be used by varied Snohomish County groups such as businesses and their employees as well as Snohomish County residents.

### **Proposed Terms**

HTV would propose that Snohomish County would provide HTV permission to build and operate an Aerial Adventure Park in Paine Field Community Park. HTV would finance all costs associated with constructing the Adventure Park. HTV will pay for all design, infrastructure improvements, and necessary permits. HTV will insure, maintain, and operate the park without any assistance from Snohomish County.

HTV is seeking a minimum of 10 year lease, but would prefer a 15 year lease based on the capital investment. HTV would own all equipment and structures above ground. If Snohomish County decided not to renew the lease at least 12 months in advance of the end date of the lease HTV would execute the *Exit and Removal Procedure*.

During the term of the lease HTV would pay Snohomish County a 10% revenue share on the first \$1M annual gross revenues from all park receipts. HTV would pay 15% on all annual gross revenues exceeding \$1M. HTV will share State Sales Tax filings with Snohomish County for determination of gross revenues before tax.

### **Projected Revenue**

Minimum Revenue Share: \$48,000 a year

Projected Revenue Share: \$100,000-\$300,000 annually.

Projected revenues are based on annual visitors ranging from 30k-80k

### **Experience & Qualifications**

HTV has partnered with Challenge Towers who is an industry leader and provides the following services for HTV:

- Course Design and Engineering
- Offsite Prefabrication of course elements and equipment
- Onsite construction and build out of course.
- Staff Training and Certification
- Annual Accredited Inspections and Maintenance

For additional information see additional document titled: *Proposal Supplement - CT Experience*

### **Implementation Schedule**

The course itself can be installed in a 6-8 week construction schedule. Challenge Towers and HTV have a construction window available in **September and October 2016**. Initial designs are completed and much of the implementation schedule would depend on the requirements as determined by Snohomish County. In other states permits have only been required for the Quad Deck central entrance to the course.

## **Phasing Construction**

### *Phase One*

1. Informal approval of proposal
2. Soil/Geo Testing
3. Final Site Design and Engineering
4. Verbal OK from Snohomish PDS
5. Formal RFP Submission and Approval
6. Permitting
7. Course Construction (6-8 weeks)
8. Electricity (and water as necessary)
9. Temp Sales Office delivered and connected to utilities.

### *Phase Two*

1. Permit for more permanent Sales Office structure and potential for dedicated bathrooms.
  - a. HTV recommend starting with a non-permanent mobile office trailer to act as the sales office and equipment storage location. This will simplify of the initial startup and permitting requirements, by only requiring power. The assumption would be that HTV would initially leverage Paine Field Community Park's existing restrooms, until a permanent structure can be designed and water and sewer can be connected.
2. Construction of Sales Office.

### *Phase Three (optional and depending on performance of park)*

1. Additional course features/attractions and swap outs to keep it "fresh"
  - a. Climbing wall for more advanced climbing
2. Additional park amenities and services such as team building stations
3. Addition of covered group event areas.
4. Room for skate park if desired.

## **Insurance**

HTV will purchase several types of insurance to protect against loss including Builder's Risk Insurance, General Liability Insurance, Property Insurance, and Workers Compensation Insurance. HTV will provide insurance certificates as required.

## **Exit and Removal Procedure**

In the event that the course needs to be removed, 12 months notice must be provided. The cost of the removal of the course will be \$100,000. This cost will be charged against Snohomish County's revenue share for the final 12 months of operation. In the event the revenue share during this period exceeds \$100,000, HTV will remit any excess revenue share.

In the event that the revenue share does not cover the \$100,000, HTV will not seek any further funding from Snohomish County to pay for the removal of the course.

Removal of the course is defined by the removal of all course towers and poles. All concrete footings will be left below ground and filled. The surfaces below the course will then be returned to the state that they were prior to construction. Any permanent buildings will become the property of Snohomish County. Any non-permanent buildings or storage containers on the site will also be removed.

### **Snohomish County Parks Involvement**

HTV asks that Snohomish County Parks facilitate the access to basic utilities such as electricity, water, garbage to HTV at PFCP. Most importantly HTV will require parking for visitors and staff and cooperation from Snohomish County to meet the parking requirements. HTV also looks for this to be a partnership whereby Snohomish County Parks takes pride in this amenity at PFCP and is encouraged to market, promote, and evangelize the availability of the aerial adventure park to their constituency through cross-promotion with Snohomish County Parks or other traditional marketing methods.

### **Course Capacity**

The capacity of the proposed course is approximately 125 people, however HTV plans on limiting the capacity at any given time to 75 active guests on the course (60 Bornack & 15 Safe Roller). HTV will leverage a capacity based Point of Sale system to enforce these requirements. Passes will be sold in 1 hour or 2 hour time blocks but will be able to be scheduled on half hour intervals and individuals will be rotated in and out on the half hours.

### **Parking Requirements**

Based on course capacity and staffing levels, HTV would require 40 parking spaces. However, the more the parking the better.

### **Zipline Only Option**

HTV will offer a zipline only pass which allows guests to do 2 revolutions on the zipline for a fixed cost. These guests will be required to go through the same training as all other guests but will bypass all challenge elements and advance directly to the zipline entry.

### **Team Building and Other Programming**

As the park matures, HTV intends to be able to build a more advanced programming schedule. This could include summer camp programs, corporate or youth team building, and specialized climbing training.

### **HTV Community Involvement**

HTV believes in taking care of those less fortunate and building programs to provide access to the park for these individuals. HTV will provide free admission to a foster child with any adult paid admission.

### Daily Operations & Hours

The courses hours of operations will vary over the course of the year. During the winter months, for example, the course will be closed on week days, except for group events booked in advance. The course will be open on weekends year round with the exceptions of a few holidays. The course will normally never open before 9am and should never stay open past dusk.

The course is outdoors and as a result peak seasons will be the months with nice weather. Peak summer weekends we expect between 400-500 guests a day.

### Staffing Matrix

Event or Day	Active Guests in course	Number of Staff
Private Group	20	2-3
Weekday operation	40	3-4
Weekday operation	60	5-6
Weekend Peak	80	7-8

Photos, Videos, and Details regarding course design.

<https://sway.com/ilQFCphpFGw8QOG3>

### Additional References

<http://www.yellowstoneparkzipline.com>

<http://www.highgravityadventures.com>

<http://www.challengetowers.com>