



Consultant Solicitation

Regional Public Safety Campus – Facility Needs Assessment and Planning

March 28, 2025

Background and Project Purpose

Skagit County, through its Department of Emergency Management, is seeking consultant services to conduct a comprehensive facility needs assessment and feasibility study for the development and operations of a Regional Public Safety Campus (RPSC). The RPSC would include the co-location and daily operations for the Skagit County Department of Emergency Management with a co-located Emergency Operations Center, daily operations for Skagit 911, and a state-of-the-art facility that provides a space for different disciplines of public safety to work and train together in simulated real-life emergency situations, including fire, law enforcement, emergency communications, and emergency management.

Over the past decade, Skagit County has faced an era of increasing emergency situations simultaneously as access to regional training facilities for emergency service providers has decreased. The urgency for a comprehensive and integrated approach to public safety cannot be overstated. The vision for the RPSC is clear: to create a unified regional training campus that elevates preparedness and response capabilities of our community for a safer tomorrow. This initiative is timely and crucial, aimed at equipping our emergency personnel with the skills and technologies necessary to effectively manage and mitigate complex safety challenges.

The RPSC will address the need for a broad range of specialized training and operational facilities, catered to the diverse disciplines within public safety and emergency services. These include a firearms range, emergency vehicle operations course (EVOC), multi-story live fire facility, hazmat and technical rescue training areas, classroom facility, an emergency operations center, (including space for supply storage and staging) and a 911 dispatch facility that meets modern standards.

- **Firearms Range:** A dedicated area for firearms training, vital for law enforcement and emergency response personnel to maintain proficiency.
- **Emergency Vehicle Operations Course (EVOC):** Featuring advanced driving simulations including PIT maneuvers and skid pan training, essential for high-pressure driving scenarios.
- **Multi-Story Live Fire Facility:** A gas-powered structure to simulate realistic fire scenarios, enhancing fire response strategies and safety.
- **Hazmat and Tactical Rescue Training Areas:** Equipped with specialized props for handling hazardous materials and conducting rescue operations, preparing teams for chemical spills and extraction missions.
- **Classroom Facilities:** Designed to support theoretical training, dispatcher certification, emergency management training and other training facilitating inter-agency collaboration.

- **Emergency Operations Center (EOC):** The EOC is a critical facility that enhances emergency response and disaster management by providing centralized command, control, and coordination. It improves response capacity through advanced technology, streamlined resource allocation, and a dedicated Joint Information Center. Designed as a "hot EOC," it will feature dedicated, ready-to-use space requiring no additional setup, at least two breakout rooms, and state-of-the-art communication and incident management technologies to support efficient response planning and execution during emergencies.
- **911 Dispatch and Training Facility:** Acting as a daily operations 911 dispatch facility for multiple jurisdictions, the facility will enhance regional emergency response efforts through standardized training and protocols. The facility will be equipped with the latest technology to simulate real-life emergency dispatch scenarios, ensuring dispatchers are adept in handling a wide range of emergency calls. The facility must support Public Safety Telecommunicator resilience, including dedicated respite and exercise spaces. The campus must include a radio tower and diverse power and fiber connections.

Purpose

The establishment of the **Regional Public Safety Center (RPSC)** represents a key initiative to enhance community safety, preparedness, and resilience. More than just a training facility, the RPSC will serve as a hub for inter-agency collaboration, improved response capabilities, and increased community engagement in public safety efforts. The RPSC will:

1. Establish a comprehensive training campus equipped with specialized areas for a wide range of public safety disciplines.
2. Provide accessible, high-quality training opportunities to public safety personnel, reducing the need for out-of-region travel.
3. To integrate forensic training into public safety education.
4. Foster collaboration and interoperability among emergency services through use of technology and joint training initiatives.
5. Integrate advanced technology from core foundational infrastructure (such as networking/ internet connections) to third party software integrations, to hardware built into the facility itself.
6. Provide accessible, high-quality training opportunities to public safety personnel, reducing the need for out-of-region travel.
7. Develop infrastructure and support facilities that facilitate extended training programs and operations.
8. Enhance region-wide efficiency and effectiveness of disaster response and emergency management.

Project Objectives and Scope of Work

The primary objective of this feasibility study is to conduct a comprehensive analysis of the proposed project to determine its viability and potential for success. The study will include a preliminary analysis and needs assessment to identify fundamental requirements and justifications for the project.

Additionally, it will involve researching existing models across the nation to evaluate best practices, challenges, and insights from similar initiatives.

As part of the study, a detailed business plan will be developed, incorporating operations and maintenance strategies, financial modeling, and an assessment of land and infrastructure requirements. The study will also identify potential threats and natural hazards, providing recommendations for mitigation measures to enhance project resilience.

A thorough technical analysis will be conducted, encompassing land use considerations, economic impacts, construction recommendations and costs, as well as engineering and environmental constraints. Furthermore, the feasibility study will outline a proposed project timeline, including key milestones and benchmarks, to guide implementation. The findings will provide a well-rounded assessment to support informed decision-making and project planning.

We anticipate this project will unfold in two phases:

Phase I: Initial needs assessment which includes assessing current facilities and identifying deficiencies. The feasibility study should include the projection of growth with consideration of population projections and anticipated safety threats. Consider staffing, technology, and service level projections. Use various means including, but not limited to stakeholder interviews, current population and call volume trends, and 911 service delivery trends. The study should consider current and future trends in public safety threats and training needs, including researching and evaluating existing public safety training facilities or campuses in the Nation. Collect data on current usage, capacity, and operational requirements. The feasibility study should include stakeholder engagement, from sponsors and local authorities to end users to ensure all stakeholders agree on the project's goals and constraints as well as identify current and future public safety partnerships. The study should include an evaluation of land use policy, including zoning and comprehensive plans, and subarea plans.

Phase II: Development of a comprehensive Business Plan detailing findings, recommendations, and an implementation plan. The Business Plan should consider current regional trends in commercial real estate in the Skagit County (and North Sound service area) to produce general ideas for cost, property size, square footage and potential amenities. The Plan should include potential site identification and recommendations including identifying availability of broadband internet, dark fiber, utilities, natural hazard risks, flight or air restrictions, and other potential or known use restrictions.

The Plan should provide returns on investments for local training facilities compared to state training facilities, and considerations of co-locating essential services such as the daily operations of the Department of Emergency Management and the 911 Call Center. The Plan should include cost estimates for the development of the recommended capital project and provide financial modeling for operations and maintenance.

The consultant(s) will present findings and recommendations to the Board of County Commissioners and City Mayors in a public meeting.

Consultant Qualifications and Preferred Expertise

- Experience in the public safety sector, with specialized knowledge in assessing facilities for law enforcement, fire services, emergency dispatch, and emergency management.

- Demonstrated experience evaluating technical, financial, and environmental factors related to project viability.
- Determining land suitability, estimating costs, and understanding environmental impacts.
- Demonstrated experience in site master planning, including evaluation of site infrastructure needs.
- Experience with land use regulations and site environmental analysis, including assessing wetlands, flood risks, geological hazards, and other environmental factors
- Experience (may include consulting relationships) with economic analysis and land valuation.
- Ability to engage effectively with stakeholders and incorporate their input.
- Proven track record of working with public agencies and managing complex projects.

Skagit County will accept proposals from an individual firm or team of consultants working together. If consultants are teaming together on a proposal, one firm should be designated as the lead and if selected, would ultimately be responsible for any contract deliverables.

Letters of Interest

Interested consultants should submit a letter of interest via e-mail to juliedl@co.skagit.wa.us. Letters are due on April 30, 2025, at 4:30 pm. The letter should include the consultant's name, address, phone numbers, and name of Principal-in-Charge, and a primary contract for proposal review. Applicants should also provide three references.

The letter should present a general approach to achieving the project objectives. For both Phase 1 and Phase 2, it would be beneficial to outline the proposed methodology, key tasks, and expected deliverables, along with an estimated cost for each phase. Additionally, interested consultants should detail their background, experience, and relevant skills to successfully complete the tasks outlined in Phase 1 and Phase 2.

Review Process

Skagit County will review all proposals and may request interviews as part of the selection process. A consultant will be chosen, and the County will negotiate a professional services agreement based on the general scope of work outlined in the proposal. This solicitation does not obligate Skagit County to enter into an agreement, cover any costs associated with preparing a letter of interest, or procure any supplies, goods, or services. Skagit County reserves the right to reject any or all responses if deemed in its best interest.

Contact Information

Questions should be directed to Chief Julie de Losada at Skagit County Department of Emergency Management. Julie can be reached by phone at (360) 416-1857, or by email at juliedl@co.skagit.wa.us.

Estimated Timeline

To be considered, letters of interest must be received by April 30, 2025, at 4:30 pm, (20MB attachment limit).

Expected consultant selection: May 2025.

Submittals will be evaluated based on the following:

- Relevant Experience: Demonstrated success with projects of similar scope and complexity
- Project Team Experience and Qualifications
- Proposed Scope of Work: quality and organization of response and proposed deliverables
- Project Timeline and Milestones
- Clarity and appropriateness of proposed budget and cost assumptions.
- Contact information for at least three references.