

# The Town of Belmont



## Building a New Ice Skating Rink

09.16.2019

# Presentation Outline

- 1. Current Status of Ice Skating Rink**
- 2. Site Location**
- 3. Process Recap**
- 4. Draft Request for Proposals (RFP)**
  - Program Elements
  - Evaluation Criteria
  - Selection Process
  - Draft Lease
  - Proposed Oversight Committee
- 5. Regulatory Requirements**
- 6. Site Access and Traffic Evaluation**
- 7. Next Steps**

# Current Status of Belmont Ice Skating Rink



**Existing rink is failing  
and Town obligated  
to maintain**

*Facility determined  
to be obsolete*



**Town needs to  
move quickly**

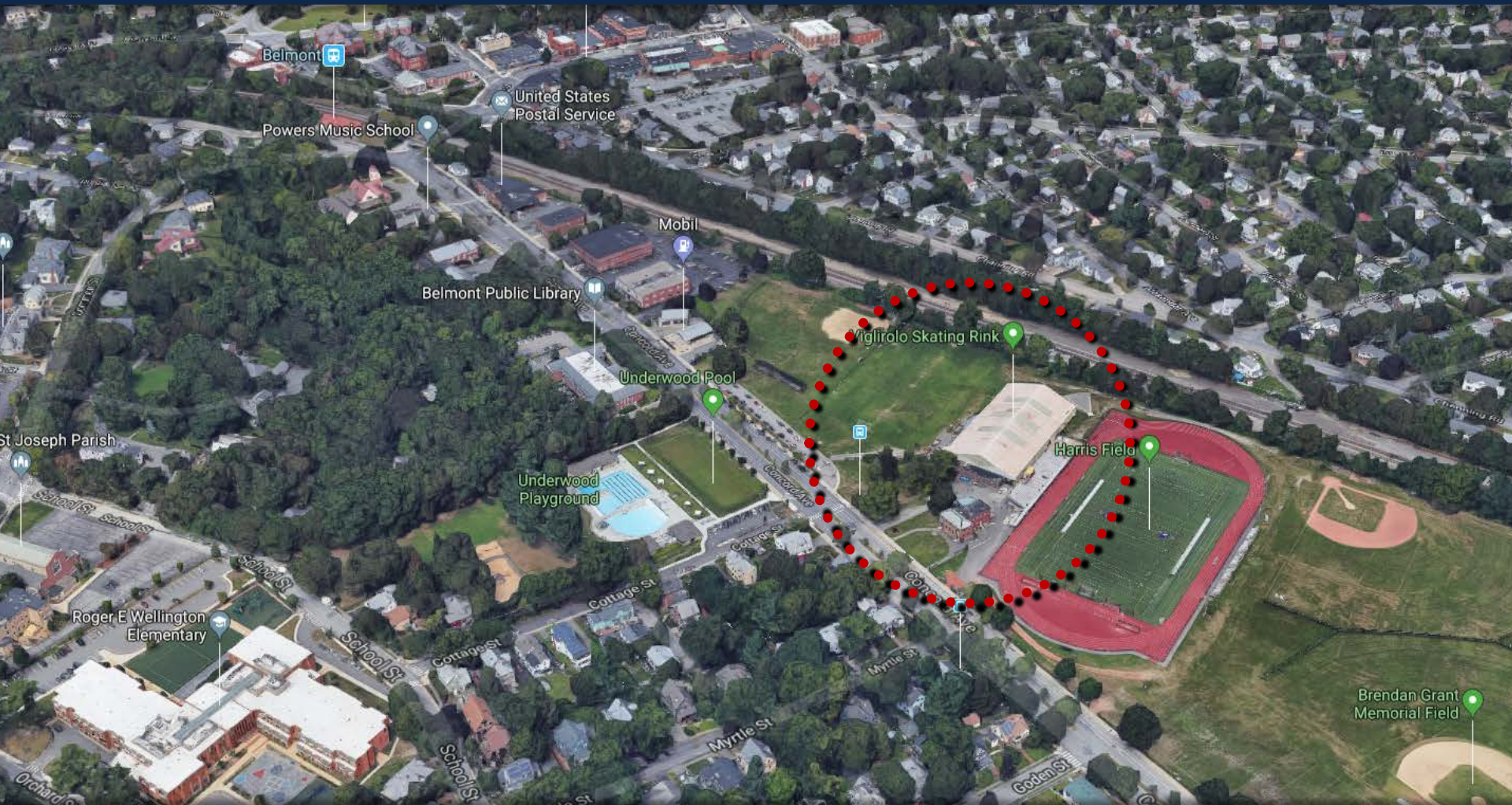
*Mechanical systems at  
risk for catastrophic  
failure each year*



**Ability to publicly  
fund construction is  
uncertain**

*Public debt currently  
funding Middle & High  
School, police station, DPW*

# Location of Existing Rink



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# Location of Existing Rink and the New Middle & High School



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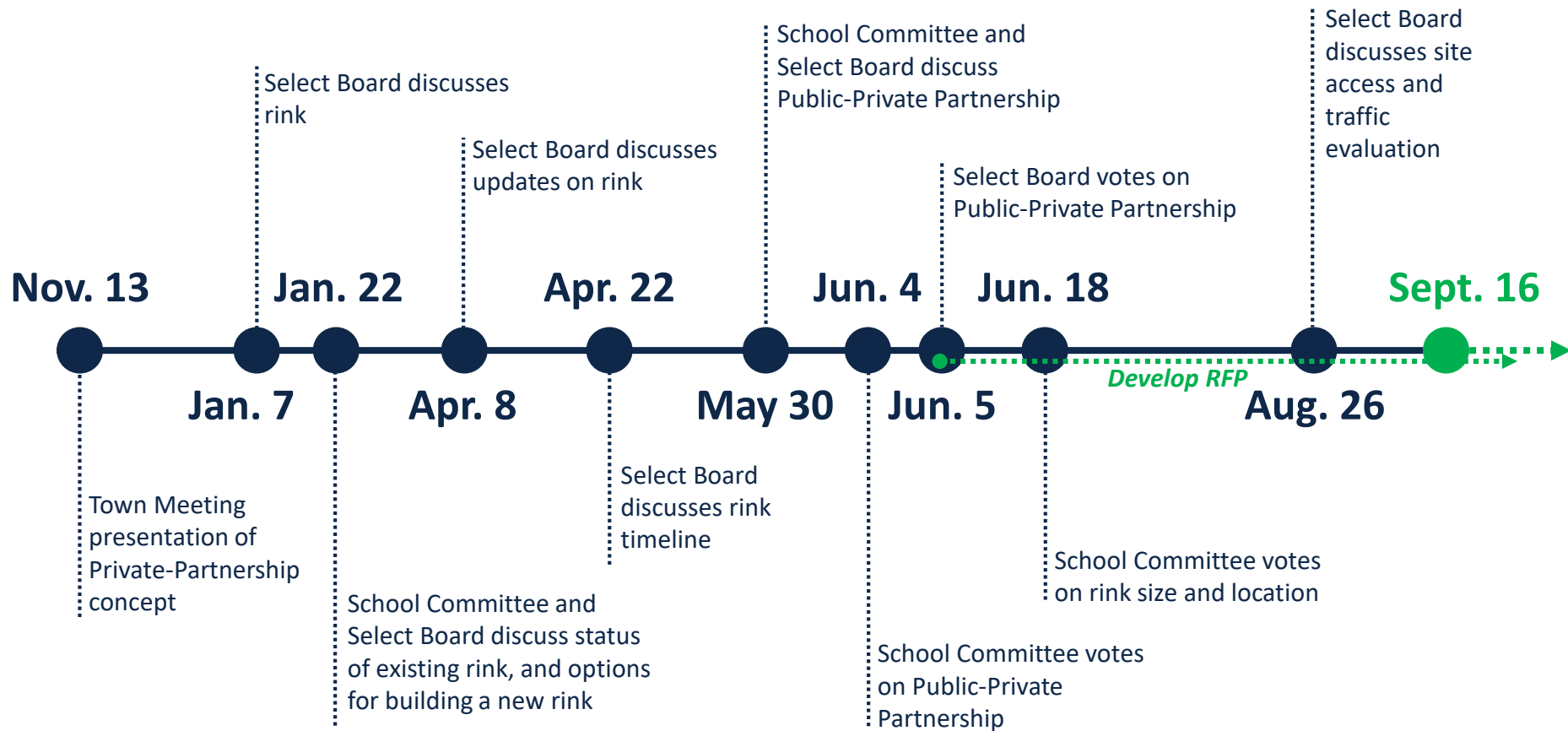
# Site for New Ice Skating Rink



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# Recap of Process and Meetings To-Date



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# Recap of Steps Taken



**Determined that the existing rink is failing**



**School Committee & Select Board investigate public-private partnership**



**School Committee & Select Board endorse exploration of public-private partnership**



**Drafted RFP and lease**



# Draft Request for Proposals (RFP)

**A Request for Proposals (RFP) is a tool used by the Town (public sector) to solicit proposals from the private sector.**

**It contains an outline of the programmatic priorities of the Town, and details how the proposal(s) will be scored to determine which, if any, effectively achieve the Town's goals and objectives.**

# Basic Outline for a RFP

1. Introduction
2. Project Overview
3. Building Overview
4. Submission Requirements
5. Review and Selection Process
6. Evaluation Criteria
7. Contract Negotiation and Payment Procedures
8. Conditions, Terms, and Limitations
9. Appendices

# Major Elements in the Ice Skating Rink RFP

**1.**

**Programmatic  
Needs  
(Site and Rink)**

**2.**

**Evaluation  
Criteria**

**3.**

**Selection  
Process**

**4.**

**Draft Lease**

# Site Programmatic Needs



Ice skating rink



Two throwing circles  
(discus and shot put)



Three regulation, junior varsity, athletic fields  
(baseball, softball, and soccer)



110 parking spaces  
(90 student spaces and 20 for daytime rink use)



# Rink Programmatic Needs



Maximum 1.5 Sheets of Ice



High School time  
(junior varsity and varsity)



Recreation Department and Public Time  
(free skate, learn to skate, adult leagues, and SPORT)



Time for Youth Hockey



Environmental Sustainability

# Evaluation Criteria

# 20

Separate Evaluation Criteria that fall within three categories:

- **Facility and Site**
- **Traffic and Parking**
- **Operations and Maintenance**

# Selection Process

**October 30 – Deadline to submit proposals**

**Town staff uses evaluation criteria to score proposals**

**School Committee and/or Select Board designee interviews and selects finalist**

**November 13 – Town Meeting votes to lease the land**

**Final terms of the lease negotiated with the selected respondent**

# Draft Lease Components

**Term – 20 years with the option of two five-year renewals**

**Town's ability to terminate in the event of default**

**Programmatic requirements**

**Maintenance expectations and obligations**

**Hours of operation**

**Creation of an Oversight Committee**



# Proposed Oversight Committee

- Will be established and will meet at least semi-annually to make sure that the terms of the lease are being fulfilled by the selected respondent.
- Will review the programmatic needs of the Town, and amend the lease accordingly.
- Will be appointed by the School Committee and/or Select Board, and it will consist of nine (9) members:



# Construction Coordination



**Construction of the Rink will be done in coordination with construction of the new Middle and High School.**

The RFP requires that the selected respondent maintain ongoing coordination with the Belmont Middle and High School Building Committee.

# Regulatory Requirements

- 
- Zoning Amendment** (Special Fall Town Meeting)
  - Zoning Compliance** (Office of Community Development)
  - Design and Site Plan Review** (Planning Board)
  - Building Permit** (Office of Community Development)
  - Additional Permits Required** (e.g. Street Opening Permit)

# Site Access Evaluation – Estimated Trip Generation

## Peak Weekday Afternoon



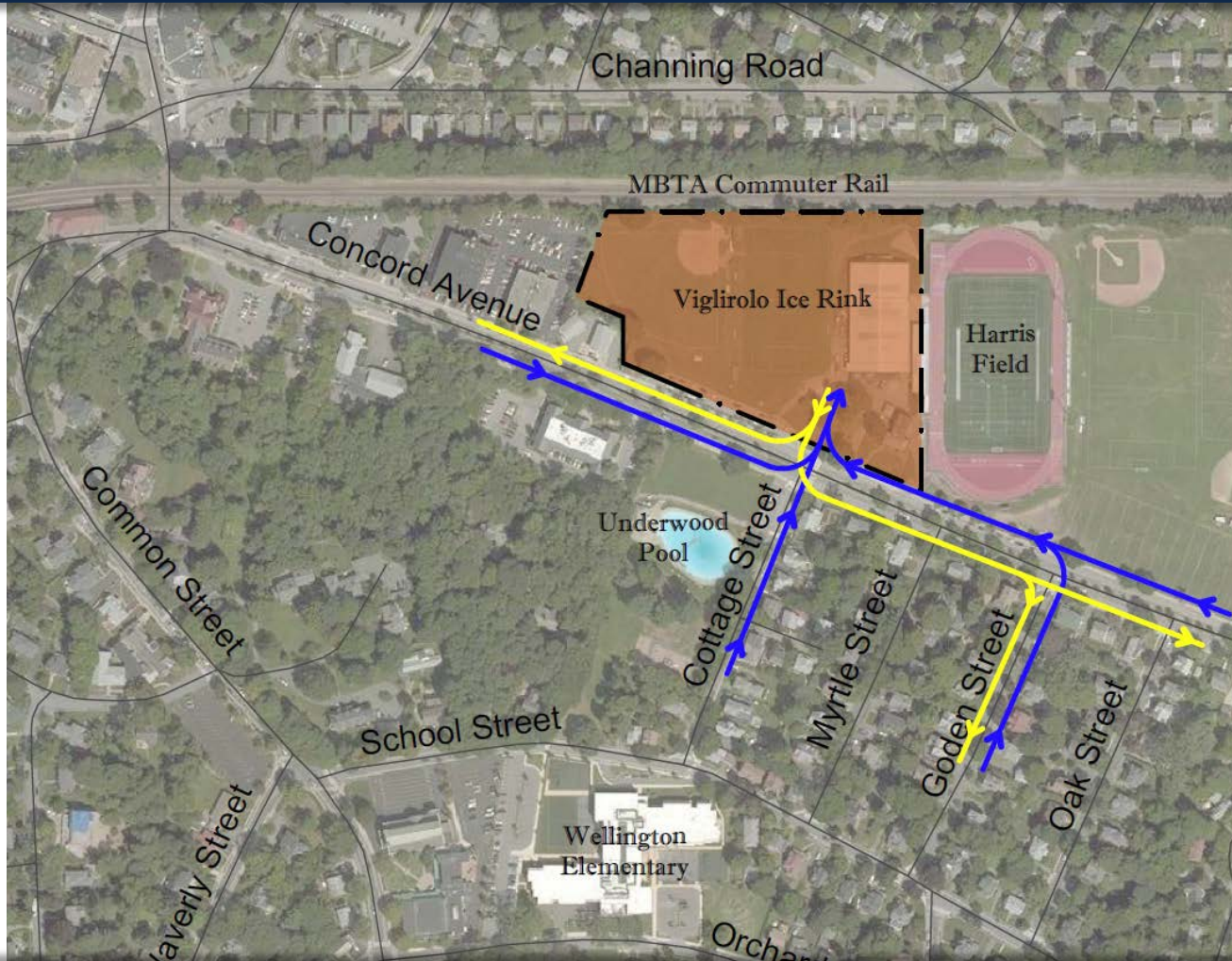
### Current Concord Ave Traffic at Rink Site Access

|             |             |
|-------------|-------------|
| Westbound   | 962 trips   |
| Eastbound   | 468 trips   |
| Total Trips | 1,430 trips |

**1.6%**  
Increase in trips  
during Peak Weekday  
Afternoon

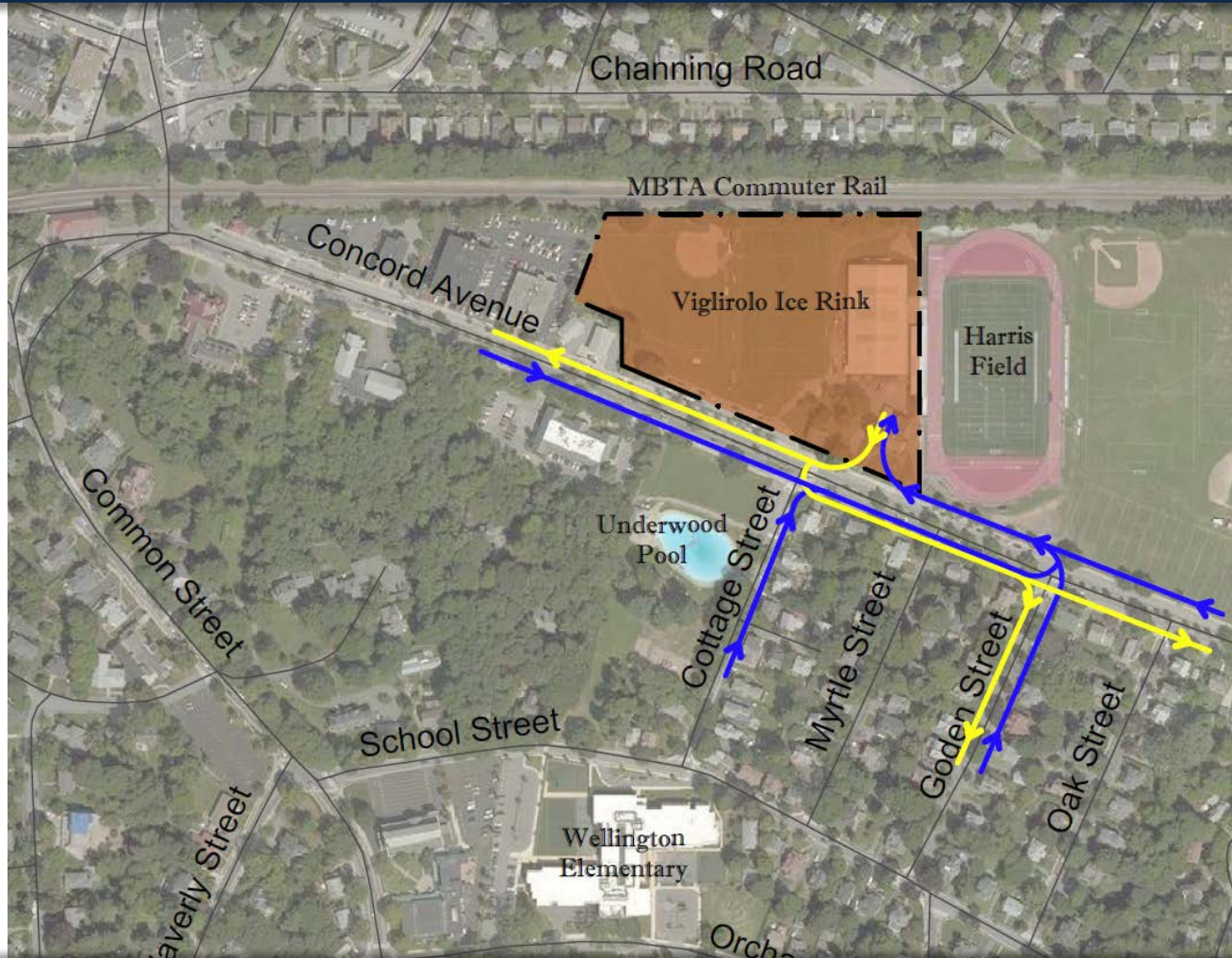


# Site Access Evaluation – Option 1



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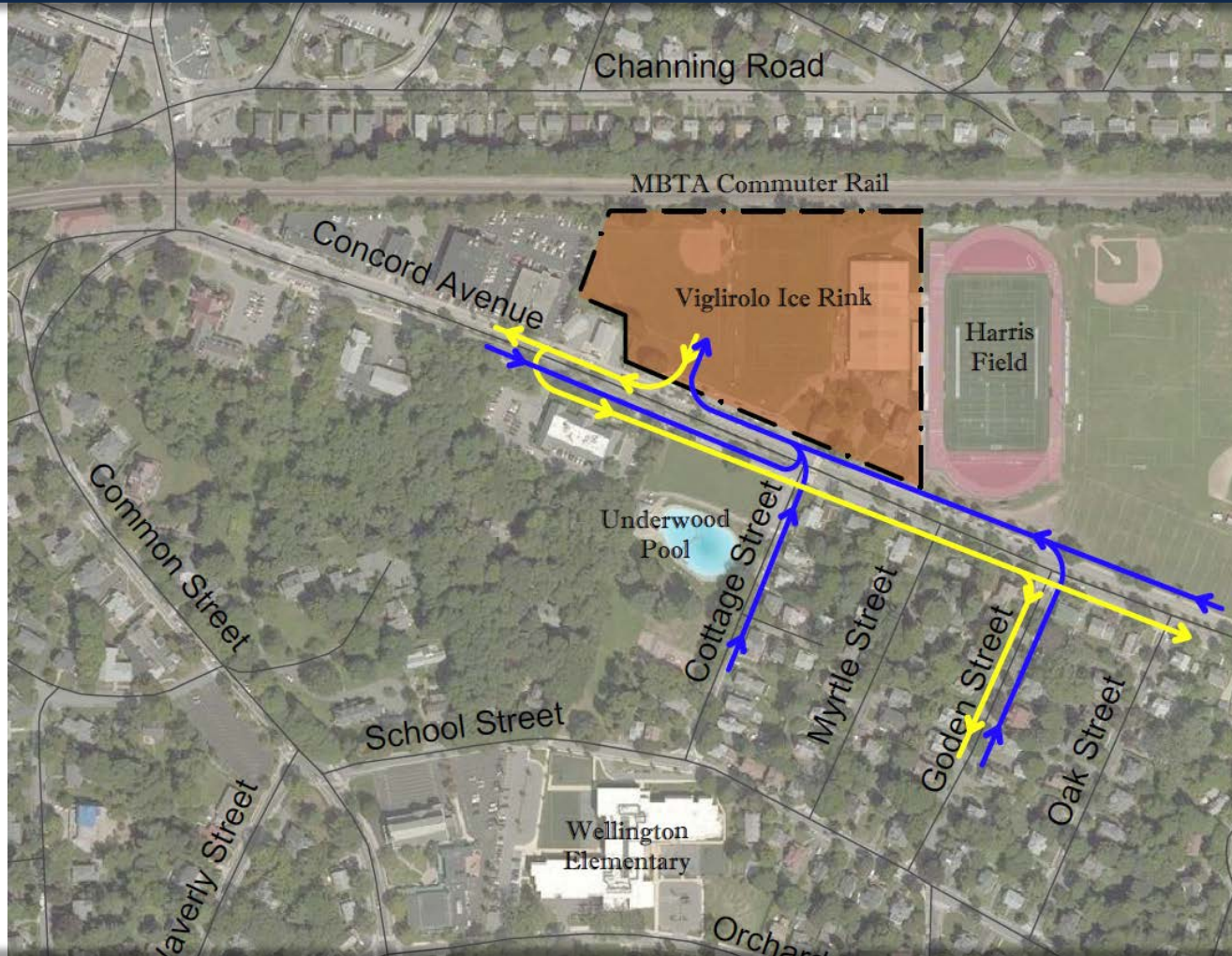
# Site Access Evaluation – Option 2



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# Site Access Evaluation – Option 3



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# Next Steps



School Committee and/or Select Board  
vote to approve release of RFP



RFP available to the public



Town  
receives proposals



School Committee and/or Select Board  
selects best proposal



Town Meeting:  
1. Votes to lease property to private developer  
2. Amends Zoning By-Law



# Discussion



**Additional Questions and Comments can be sent to:**

Patrice Garvin, Town Administrator

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617.993.2610

455 Concord Avenue, Belmont, MA 02478

**A draft of the RFP and supporting documentation can be found on the Town's website.**