

Rolling Hills Golf Course – Timeline Narrative

Kitsap County intends to issue a Request for Proposal (RFP) for operations of Rolling Hills Golf Course. The timeline proposes an operator transition (if needed) during the winter/spring months. This reduces any potential impacts of the transition over the busy summer season and provides buffer ahead of the current lease expiration date of October 2027.

Public Messaging

Public messaging includes four media releases:

- January/February 2026: Notify and invite golf community to community meeting
- April 2026: Share information about the history of the course, its ownership, and the purpose of the RFP
- June 2026: Mandatory public notice as part of the RFQ process
- November 2026: Announce the selected vendor and provide next steps

County Shares Process with Operator

At the October 2025 Oversight Committee Meeting, the County has made the current operators aware of the intent to not extend the current lease and to issue an RFP for course operations. This touchpoint in January 2026 is intended to share the proposed timeline and process.

Contract with NGF

The National Golf Foundation (NGF) has submitted a scope of work and cost to assist with preparing and distributing the County's RFP for golf operations, management, and maintenance of the course. Upon finalizing the scope and budget for this work, the County will contract with NGF.

Community Meeting

The community meeting, targeted for February 2026, is intended to meet with the golf community, share the process, and provide an opportunity to collect input on priorities and desired amenities for the course. The feedback collected at this meeting can be used to help inform the development of the RFP.

RFP Development

NGF will take the lead in preparing the RFP, with input from staff and the Board of County Commissioners (BoCC). The schedule for RFP development includes a touchpoint with the BoCC to review the draft RFP and provide any feedback which can be included in the final RFP. The RFP is scheduled to be open for two months (June and July 2026). NGF will assist with distribution of the RFP to their full list of vendors in golf operations, golf maintenance, and golf food and beverage services.

Evaluate RFP Submissions

Part of NGF's scope of work is to provide assistance in evaluating bid submissions. NGF will assist staff in evaluating the objective components of the submissions, such as respondent qualifications

and responsiveness to the RFP requirements. Submission evaluation process includes a touchpoint with the BoCC.

Select & Contract with Operator

Selecting an operator is anticipated in November 2026, with contracting to follow. A touchpoint with the BoCC is built into this process to discuss and collect feedback on the contract details.

Operator Transition

Operator transition (if needed) is scheduled to occur February-April 2027, which is intended to bypass the busy summer season to minimize any potential impacts to course users. Specifics of what the operator transition will entail are TBD know with details to be determined during contract development.