

Parks and Recreation RFP Questions/Answers

1. Is the new Recreation Program the main reason for updating plan?

This is a very important and new component of the Plan, but not the only reason. In addition to the updating the parks project list, the City ideally also wants more flexibility with the current SDC methodology.

2. What is the connection to the Waterfront Redevelopment Project to the new Plan?

Mostly to update the parks project list to incorporate the Riverwalk Phase I Project (which is being implemented currently) and to add more detailed cost estimates for Riverwalk Phase II which are being developed currently

3. How will the new Plan address future parks, particularly in the underserved, growing residential areas that the 2015 Plan describes (e.g., west of Highway 30)?

It should look at potential acquisition of property and existing City-owned properties to help address the underserved areas with proposed future parks.

4. On page 5, in “Directions for Submission”, the RFP says proposals are due on Tuesday, November 19th. Please clarify. November 19th is a Friday.

Yes, Friday, November 19th is the correct date. The RFP error on page 5 will be corrected.

5. Is there a page limit to consider for proposals?

No, there is no page limit

6. Is there a defined project budget or budget allocation for this project? Any guidance on a budget range would be helpful to customize our recommended approach to the project, especially for public engagement.

There is no defined budget or allocation for this project. After a finalist is chosen, negotiations will continue that will help develop what the budget is for the project to complete all tasks and the City will work with the chosen consultant through the negotiation process if a reduction is needed at that time.

7. For the SDC fee update, do you envision a complete overhaul of the SDC methodology or more of an update based on new capital cost inputs?

The City is looking to update and review a new methodology if needed to ensure that we can use our SDCs with the upmost flexibility. Current methodology only allows SDCs to be used in only a couple parks. We would like to see about expanding the flexibility to be able to use funds in additional parks.

8. Can you provide an electronic copy of the current SDC methodology for review?

A separate report completed in 2017 by Donovan Enterprises will be attached as a separate addendum the outlines the methodology of the SDCs.

9. Given COVID-19, do you anticipate public engagement to be virtual for some/most of the project?

The City has facilities that can be spaced out for engagement events. There are options we believe to offer both virtual and in-person engagements and we anticipate using all options to ensure that everyone in the community has the opportunity to be a part of the process.

10. What is the intended completion timeframe for final approval by Council?

We envision the project to be completed in 2022 sometime but do not have a specific deadline to meet.

11. What role do you see for the Parks & Trails Commission in the project

The Commission will be key stakeholders throughout the process. They have elected one person to be their main representative throughout the project, however I would anticipate 2-3 potential meetings with the commission throughout the project just like engagement events with the public.

12. Will this project include review/approval by the Planning Commission?

Yes, the master plan will need to be reviewed/recommended for City Council adoption through the Planning Commission and Parks/Rec Commission.

13. Please confirm that a fee proposal is not required for this submittal.

A fee proposal is not required in the submittal. If your firm is selected to move forward, the city will then work with you on a scope and budget for the project. If that scope and budget is not acceptable to the City/firm, then the City will move onto the next high-scoring candidate from the RFP process for scope and negotiations.