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Informal Solicitation

The City of Lowell is conducting an informal solicitation for landscape architecture services for the implementation of the City's Downtown Master Plan. The project is comprised of multiple phases. This solicitation is for the first two, which includes improvements to Rolling Rock Park and Cannon Street.

Phase 1: Rolling Rock Park Improvements

The project includes grading and topsoil placement, irrigation, lawn and tree installation in the area outlined in the attached conceptual plan. Selected firm shall use the plan to make design recommendations. Minor modifications to the plan are acceptable and anticipated.

Phase 2: Cannon Street

The project includes a conceptual drawing for the development of a festival area adjacent to Rolling Rock Park. The area will serve as a downtown street that can be easily closed via bollards or planters for special events. It is anticipated the area will include urban street improvements such as street lighting, stormwater facilities, planters and/or planting strips, trees, bicycle racks, and benches.

Minimum Requirements

Landscape architecture firms should provide a not-to-exceed quote to provide the following base services. Separate quotes shall be provided for each phase and any optional services. The City may select a single contractor for Phase 1 and 2, may select different contractors for Phase 1 and 2, or may decline to select a contractor for Phase 1 or 2.

Phase 1: Rolling Rock Park Improvements

- Pre-Design – Obtain existing conditions, planning documents relevant to the park, and assemble base plans. Conduct detailed site analysis and notate all existing conditions that will remain and influence future improvements. Prepare base plan from existing.
- Preliminary Design – Using the recently completed Rolling Rock Park Design Concept, prepare options to determine a more specific plan needed for identified improvements. Submit to staff for review, feedback, and revise plans accordingly.
- Base Plan Preparation – Draft site plan based upon accepted preliminary design.
- Site Prep and Demolition Plan – Identify existing improvements to be removed or relocated, sod stripping, vegetation removal, etc.
- Irrigation Plan, Details, and Specifications – Develop irrigation plans, details, and specifications to support the maintenance of the accepted landscape design.
- Landscape Plan and Specifications – Identify locations for imported topsoil, lawns, trees, and incidental landscape items. Provide topsoil, lawn and planting specifications as needed.

Optional Services

- Public Bid Documents and Project Manual Preparation – Coordinate documents with City staff.
- Construction Administration – Oversee construction process including specified inspections and close-out procedures.

Phase 2: Cannon Street Festival Area

- Preparation – Obtain all existing conditions and planning documents relevant to the festival area and assemble base plans. Conduct detailed site analysis and notate all existing conditions that influence future improvements.
- Preliminary Design – Prepare conceptual plan for the festival area that includes the improvements discussed and other design options to be considered. Submit to staff for review and feedback. Revise plan accordingly and prepare for review meeting.
- Design Review Meeting – Attend and help facilitate design review meeting with staff and interested stakeholders. The goal is to identify improvements that would be implemented in the short and long term.
- Conceptual Plan – Based upon feedback from the review meeting, prepare conceptual plan drawing that reflects the consensus for proposed improvements. The process will include a preliminary plan for staff review and feedback. A project budget and finished color rendered plan will be prepared following staff input.

Optional Services

- Construction Plan, Details, and Specifications – Prepare all necessary construction plans, details, and specifications for bid package. Coordinate with City Engineer for the development of street plans, details, and specifications.
- Public Bid Documents and Project Manual Preparation – Coordinate documents with City staff.
- Construction Administration – Oversee construction process including specified inspections and close-out procedures.

Evaluation Criteria

Proposals will be evaluated by the solicitation agent on price, project understanding, technical capacity, and references.

- Price (50%) – Proposed cost to complete Phases 1 and 2, including optional services.
- Project Understanding (20%) – Ability of the firm to clearly articulate an understanding of the identified projects and how they advance the goals of the Downtown Master Plan. Firm should provide a brief summary.
- Technical Capacity (20%) – Ability of the firm to provide services that meet base requirements. Firm should submit qualifications, including any licenses and/or certifications, and summaries of at least three (3) recent projects.
- References (10%) – Track record of success. Minimum of three (3) references should be provided.

Please submit information necessary to evaluate your proposal as identified above and return by email to Jared Cobb, jcobb@ci.lowell.or.us by no later than Monday, September 30 at 5:00 p.m.

The City of Lowell reserves the right to reject any and all proposals, and has the right, in its sole discretion, to accept the proposal it considers most favorable to the City's interest. The City also reserves the right to reject all proposals without awarding a contract to any vendor. The City reserves the right to seek clarification of any proposal submitted. The City also reserves the right to require other evidence of technical, managerial, financial, or other abilities prior to selection. The City further reserves the right to reject any and all proposals with or without cause. The City of Lowell may make an award based upon initial proposals received without discussion of such proposals with the submitting entity.

Rolling Rock Park Concept Plan

Introduction

Rolling Rock Park is currently an approximately 1.6 acre park located in the center of downtown Lowell, adjacent to North Shore Drive. Its main features include historical exhibits that showcase the town’s logging and railroad heritage, along with an amphitheater and open lawn areas that accommodate some of the Lowell’s summer events like the Blackberry Jam and the Farmer’s Market.

The town of Lowell is currently undergoing a planning process to re-envision a vibrant downtown infrastructure for new businesses, municipal buildings, residential living and public spaces. Within this master plan, Rolling Rock Park would become a slightly larger 2 acre park that is consolidated into a large block as opposed to its current linear layout. ICPE and the town of Lowell have come up with the following goals and conceptual plan to guide the development of the newly envisioned Rolling Rock Park.



Rolling Rock Park

Source: Institute for Policy Research and Engagement

- Develop versatile park spaces that can accommodate a variety of uses and events including the Farmer’s Market and Blackberry Jam.
- Represent important aspects of Lowell’s history through interactive and educational display and interpretation.

Goals

- Create a “Central Park” for Lowell that provides a diverse and vibrant open space to connect existing neighborhoods and schools with future downtown development.

Design Elements & Use Areas

Circulation - Develop a hierarchy of pathways and park entrances to allow visitors to access various use areas throughout the park and to connect to existing and future development. The

majority of pathways throughout the park will be 5-6' wide poured concrete. The grading of all pathways should conform to ADA design guidelines to allow equal access to and throughout the park for all abilities.

Parking - Create parallel parking on all adjacent streets (North Shore Drive, South Moss Street, Cannon Street, East Main Street).

Trees - A variety of trees should be located throughout the park to provide shade for seating and picnic areas as well as providing seasonal beauty. The West and South sides of the park will have the highest density of trees to provide some evening shade at events and provide some canopy for the playground and picnic areas. All trees within the park must be pruned for safety and to maintain open sightlines throughout the park. Native and drought tolerant species should be selected whenever possible.

Seating - Seating benches should be located throughout the park. Location and installation of benches can happen over time as areas are assessed for need, including; shade, views, and proximity to other park features (playground, pathways).

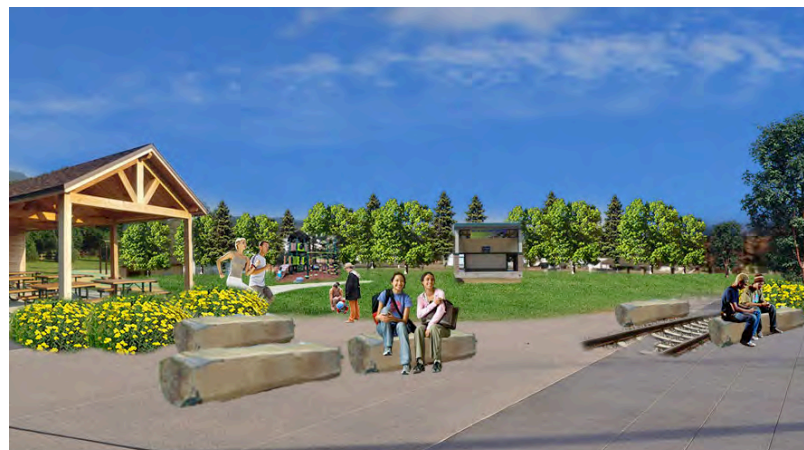
Picnic Pavilions and dispersed picnic tables - Picnic pavilions and tables are represented in the Rolling Rock concept plan. Because of the high cost of a new park, both of these amenities should be

assessed regarding their need and location, and could be phased in at a later time. Reuse of materials from the existing picnic pavilions should be considered.

USE AREAS

Historic Caboose and Railroad Interpretation - The concept plan proposes using the caboose as an interpretive feature along North Shore Drive. Portions of track will be constructed parallel to the historic alignment and inter-planted with grasses and flowering perennials to provide a nostalgic feel along with relaying the historic utility of the railroad. Interpretive signage should be provided as necessary, and some of the existing railroad features (lights, crossing signals) can be used to expand the historical and educational value for visitors.

Park Entrance Plaza - The northeast entrance is designed as the main entrance to the park, following work completed with the Lowell Downtown Master Plan. In order to connect with future urban planning, this will be a broad entrance that opens into the park looking onto the amphitheater and bandstand. This plaza is designed



to give recognition to the historic railroad line while also providing colorful plantings and seating benches to relax and enjoy the space. This plaza should also include park signage in addition to allowing space for public art. Whenever possible local materials should be used. This may include locally quarried basalt columns for seating benches or repurposed steel railroad track in the landscape and for construction of signage and other structures (pavilions).

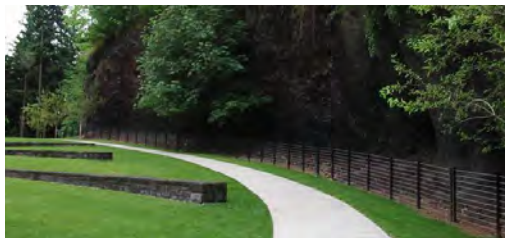


Tree Grove Picnic and Interpretive Area

– The tree grove will be planted with native and drought tolerant species to provide shade for a dispersed picnic area. Native species and species with particular importance to the logging industry can be marked with interpretation and used as an educational element. This area could also act as a site to display some of the existing logging equipment.



Amphitheater Seating Area – The amphitheater area will be regraded to allow for at least two 18” high terraced seating benches. The seating benches can be constructed from poured concrete, or local basalt can be used either as a veneer or stacked as a rough boulder wall. The surrounding amphitheater area will be maintained as relatively level grass terraces.



Covered Picnic Pavilion – The concept design proposes a 60’ x 30’ covered pavilion toward the northeast corner of the park. The pavilion would provide covered seating for picnic tables as well as restrooms and a small concessions area.









Playground – A small playground area is proposed in the concept design to diversify the park and provide activities for multiple age groups. Playground equipment should provide for a diversity of uses along with consideration for ADA access. A tall central tower structure could provide children with amazing views of the park and the surrounding natural landscape.

Open Lawn – The east side of the park, including a large lawn area, is designed as flexible open space to accommodate events like the Farmer’s Market, as well as being a versatile space for other active or passive uses. This flexible lawn area will be relatively level to serve as an events space and will be easily accessible from either Cannon or East Main Street.

Rolling Rock Park Design Concept



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| ① HISTORIC CABOOSE AND RAILROAD INTERPRETATION | ⑦ EXISTING BANDSTAND |  PICNIC TABLE |
| ② PARK ENTRANCE PLAZA | ⑧ TREE GROVE (PICNIC AREA) |  BENCHES |
| ③ SEATING BENCHES (BASALT COLUMNS OR FORMED CONCRETE) | ⑨ SMALL PLAYGROUND |  COVERED PICNIC PAVILIONS |
| ④ BUS STOP | ⑩ OPEN LAWN (FLEXIBLE SPACE USED FOR FARMERS MARKET) |  SOFT TRAIL |
| ⑤ AMPHITHEATER SEATING AREA | | |
| ⑥ COVERED PICNIC PAVILION (COULD INCLUDE CONCESSIONS AND RESTROOMS) | | |