



Request for Qualifications Landscape Architecture Services Cedar Falls Park Design-2009

The Greenville County Recreation District (GCRD) invites Statements of Qualifications from professional landscape architecture firms for the design of a ninety-five acre passive park along the Reedy River in Southern Greenville County. Experience in passive park design is required. The project includes paved trails, kayak/canoe river access, a playground, group picnic shelter with restrooms, river vista overlooks, historic interpretative signage and wildlife habitat accommodations. The work will be done in phases. Total construction is estimated at \$1.5 million with Phase I estimated to cost approximately \$750,000.00. The Cedar Falls Park property is located on Cedar Falls Road (tax map #s 0578030101100, 0578020100100, 0578030101000, 0578030101000 and 0578020100400). It includes only the land between Cedar Falls Road and the Reedy River. Greenville County Recreation District has determined that all landscape architecture firms must be prequalified prior to submitting a bid on this project. It is mandatory that all contractors who intend to submit a bid complete a request for qualifications as prescribed. No bid will be accepted from a contractor that has failed to comply with this requirement. **Faxed, e-mailed or late statements of qualifications will not be considered.** Statements of Qualifications will be accepted until 11:00 am EST, February 26, 2009 at the Greenville County Recreation District Administrative Office, 4806 Old Spartanburg Road, Taylors, SC 29687. To obtain a Request for Qualifications package, please contact Katherine Hawthorne at 864.676.2180 x 139 or khawthorne@gcrd.org

General Information

Please submit five (5) bound packets by 11:00 am EST, February 26, 2009. **Faxed, e-mailed or late statements of qualifications will not be considered.** In addition to the items required in A-F below, you may include additional narrative or pictures.

PLEASE LABEL: **STATEMENT OF QUALIFICATIONS
CEDAR FALLS PARK LANDSCAPE ARCHITECTURE
ATTN: KATHERINE HAWTHORNE
4806 OLD SPARTANBURG RD
TAYLORS, SC 29687**

Deadline for questions is 12:00 pm noon, February 18, 2009. Please send all questions in writing to Paul Ellis at pellis@gcrd.org.

Park Concepts

Our goal for the general theme of the park is a design that is influenced by the English Landscape School represented by Lancelot Brown and Humphry Repton, and the early American Landscape School represented by Calvert Vaux and Fredrick Law Olmsted.

We envision a design that provides views of the park expanse, the natural beauty of the site and of the river. The property is covered primarily in mature hardwood forest and lawns, meadows, and or fairways are needed to reveal the picturesque pastoral rural landscape. Several large open areas with lawn avenues leading off them are required. An active use lawn area is required adjoining the playground and shelter site.

Trails interwoven around and through the open areas and along the river are key elements of a successful design. The park is also themed as a “wildlife habitat park” and considerations must be given to wildlife enhancements that compliment the natural wildlife corridors, the park design and landscape. Native plant materials are preferred for all landscaped areas except the turf areas.

Project Scope

The project scope includes landscape design, construction specifications, documents and drawings, and construction management. The picnic shelter and restroom architecture is not in the scope of this work and will be contracted separately after the park design work is completed and accepted by GCRD.

The GCRD staff will be actively involved with the chosen firm in the 90-day design process and several presentations will be needed during that timeframe.

Anticipated Timeline- Times beyond the submittal deadline are approximate and are supplied to give Vendors an idea of GCRD's expectations.

RFQ Questions due	Noon, February 18, 2009
RFQ due	11:00 am, February 26, 2009
Greenville County Recreation District review of submittals	February 26 – March 5
Notification of firms selected for interviews	March 6, 2009
Interviews with selected firms	week of March 16, 2009
Select three (3) firms to provide initial concepts	March 23, 2009
Concept plans due	April 6, 2009
Greenville County Recreation District Review of concept plans	April 6 – April 10
Select firm, begin negotiations for contract	April 10, 2009
Begin design phase	immediately
90 day design process	
60% completion review	June 1, 2009
Concluding	July 10, 2009
Construction bid process	
Begin construction management	

Statement of Qualifications

Please provide a response specific to each item listed. Statement of Qualifications shall include at a *minimum* a description of A-F. In addition to the required items, you may include additional narrative or pictures.

Please use the attachments provided to respond to every item

- A. Experience with Design and Construction Management of similar projects (large passive parks.) Describe projects including approximate budgets and time to complete. Include descriptions of the relationship of actual costs to budgeted costs.
- B. Design experience with rivers, waterfronts and kayak access, both active and passive
- C. Survey and Wetland delineation capability
- D. Experience working with SC DHEC, Greenville County codes and environmental permitting experience
- E. List any partnerships with architectural and engineering firms that may be involved in this project.
- F. Provide resume and location of key personnel, specifically noting recreation experience. Describe current workload and capacity to complete this project on time. Also, describe approach to managing travel costs if applicable.

Following receipt and review of information from all interested persons and firms, Greenville County Recreation District selection committee will hold interviews with at least five (5) persons or firms who have responded to the committee's request for qualifications and who are deemed most qualified on the basis of information provided. A list of firms selected for interview shall be sent to all firms that submitted a statement of qualification, prior to the date selected for the interviews. If less than five (5) persons or firms respond the committee will hold interviews with those that did respond. The purpose of the interviews shall be to provide such further information as may be required by Greenville County Recreation District's selection committee to fully acquaint itself with the relative qualifications of the selected interested firms.

The agency selection committee shall evaluate each of the persons or firms interviewed in view of:

- (a) Past performance
- (b) Ability of professional personnel
- (c) Demonstrated ability to meet time and budget requirements
- (d) Location of personnel in relation to project and projected travel costs
- (e) Recent, current, and projected work loads of the firms
- (f) Creativity and insight related to the project
- (g) Related experience on similar projects

The committee will rate the firms based on the interviews and the responses to A-F above. The selection committee will then choose three of the firms interviewed to return in two weeks to present their initial concept plans and ideas for Cedar Falls Park. Each firm will be paid \$1,000.00 for this work. Greenville County Recreation District will then negotiate a contract for the project with the firm it ranks as most qualified. If negotiations are not successful with that firm, the District will terminate negotiations with that firm and begin negotiations with the firm ranked as next most qualified.

Discussions may be conducted with responders for the purpose of clarification to assure full understanding of the requirements of the request for qualifications. All responders needing clarification will receive such an opportunity. Please submit all questions in writing via email to Paul Ellis at pellis@gcrd.org.