



January 14, 2020

Invitation to Submit Qualifications

Centerville-Washington Park District (CWPD) is in search of a design firm that can assist with the development of a comprehensive master plan for **Grant Park**. Grant Park is one of two large nature parks owned and maintained by the CWPD. If your firm would be interested in being considered for a contract to provide the required services, please reply with a statement of qualifications no later than **Friday, February 7, 2020 by 4:30PM**. Statements received after this date and time will not be considered for this project.

The preliminary project description and evaluation criteria are as follows:

- **Project Name:** Centerville-Washington Park District- Grant Park Master Plan
- **Project Location:** Park has two main entrances 6588 McEwen Road and 501 Normandy Ridge Road. Pedestrian access is available at Grants Trail and Watts Elementary school.

Project Description: CWPD currently owns and maintains 51 parks that serve the residents of the City of Centerville, OH and Washington Township, Oh, for a total population of approximately 60 thousand.

Grant Park is a 189-acre natural area with trails and access along Holes Creek. The park is treasured by hikers, bird watchers and nature enthusiasts. It harbors many rare species of plant life, providing a home to a variety of animals in every season. The trails are of varying difficulty; some follow ridgelines or bottomlands, while others climb fairly steep hills. Two fire rings, located at the Chimneys and behind the Grant Nature Center, are available for reservations. More information regarding this park can be seen on our website at <https://www.cwpd.org/parks/grant/>

Goals of the Park Master Plan are to evaluate the park trails for sustainability, determine best practices regarding park maintenance standards, evaluate habitats and review park assets for safety and effectiveness. Determine which areas of the park that need improvement or re-routed trails, if necessary. Architectural input will be required for buildings that the park district owns and operates along with an evaluation for adequate parking. In 2019, a similar park master plan was completed for Bill Yeck Nature Park. The executive summary can be seen here <http://www.cwpd.org/wp-content/uploads/2019/07/bill-yeck-trail-exec-summary-2019.pdf>

Scope of Services to include:

- Evaluation of all existing park amenities, features, opportunities, and habitats.
- Public Engagement- Identify user groups, both public and staff, and intended uses of the park.
- Recommend design of a sustainable trail system using National Trail Builders Association (NTBA) design standards and practices.
- Determine improved wayfinding opportunities within the park

- Develop estimates for future design, engineering and construction cost of the completed master plan.
- Address streambank erosion concerns throughout the park.

Proposals should include the following information for evaluation:

- Information regarding the firm's history and experience of key personnel
- Technical expertise of the firm's staff, especially as it relates to the scope of this project.
- Brief history of previous work performed for Centerville-Washington Park District.
- Lead staff that will be working on this project (attach resume).
- A list of projects, with contacts, of similar scope completed within the 5 years.
- Additional information that details the firm's knowledge and experience as it relates to the scope.

Proposals should be submitted electronically to Mr. Nick Meyer, Planning and Project Manager, nmeyer@cwpcd.org

Submittal Deadline: 4:30PM, Friday, February 7, 2020