

CITY OF ALEXANDRIA, VIRGINIA

LANDSCAPE ARCHITECTURAL DESIGN SERVICES REQUEST FOR PROPOSAL SUMMARY

PURPOSE

The **purpose** of this Request for Proposals (RFP) is to select a firm or team of firms (firm/team) to develop a holistic design concept for the parks, public space, and piers network along Alexandria's Waterfront (public realm) based upon the illustrative Concept Design and overall vision and specific recommendations in the City's recently-approved Waterfront Small Area Plan. **The successful firm/team must bring renowned experience in designing projects of this nature; sensitivity to Alexandria's unique character, charm and culture; and it must possess the interdisciplinary expertise** required to resolve complex technical and regulatory challenges/issues related to the public realm.

The **firm/team will produce schematics for the full extent of the Waterfront Planning Area at 15% design**, refining the Plan's illustrative Concept Design as necessary and **develop standards for the holistic design of common elements and park features**. For the smaller Core Area, the firm/team will refine, expand, and modify as necessary the Plan's Concept Design **and produce schematics for the Core Area at 30% design**. The RFP **glossary** defines such terms as 15% and 30% schematics, Planning Area, Core Area, Concept Design and more.

COORDINATION WITH FLOOD MITIGATION AND OTHER TECHNICAL WORK

The work performed under **this RFP for landscape architectural design services for the public realm is to be coordinated and compatible with work occurring simultaneously under a recently issued Request for Proposals for Waterfront Plan Implementation Flood Mitigation Engineering and Design Services** and, as appropriate, with other current Plan implementation-related initiatives listed in the RFP. City staff will facilitate and participate in this coordination effort.

SCHEDULE AND SCOPE OF SERVICES FOR THE RFP

Completion of **the design and construction work related to the public realm will be accomplished in four phases**. Phases I and II are the subject of this RFP and will produce the schematic drawings referenced above and described as deliverables below. **The schedule for final delivery of the schematics under Phases I and II is anticipated as June 2013, contingent on when the RFP is issued and proposals received**. Phases III and IV are anticipated to be completed under a subsequent solicitation process.

Phases I - IV

1. **Phase I – Project Development Services and Concept Design Feasibility Analysis** (To be completed under this solicitation)
2. **Phase II – Concept Design Refinement and Cost Estimates** (To be completed under this solicitation)
3. **Phase III - Construction Documents** (Anticipated to be completed under a subsequent solicitation with Phase IV)
4. **Phase IV – Construction Services** (Anticipated to be completed under a subsequent solicitation with Phase III)

Phase I Deliverables – Project Development Services and Concept Design Feasibility Analysis

- (1) Work Program and review/analysis of related Technical Material;
- (2) Concept Design Analysis and Findings;
- (3) Presentation Graphics (plans, sections, sketch perspectives, etc.); and
- (4) Production of minutes from meetings with staff and technical consultants and the community, highlighting key issues, consensus decisions on issues, comments, responses to comments, outstanding topics and next steps.

Phase II Deliverables – Concept Design Refinement, Cost Estimates and Critical Path for Construction Phasing

- (1) Refinement/Expansion of Concept Design;
- (2) 15% Schematics and written standards for the common elements for the entire planning area;
- (3) 30% Schematics for Core Area;
- (4) Design and construction cost estimates for each component of the Concept Design;
- (5) Critical Path phasing plan for completion of construction drawings and permitting; and
- (6) Production of minutes from meetings with staff and technical consultants and the community, highlighting key issues, consensus decisions on issues, comments, responses to comments, outstanding topics and next steps.

Phase I and II Deliverables - Community Meetings

As part of the deliverables in Phases I and II, the firm/team will assist with **up to 10 community presentations** to the City's Waterfront Commission and to other public bodies (Park and Recreation Commission, Planning Commission and City Council); and prepare for and participate in progress meetings with staff and monthly coordination meetings with staff and the flood mitigation consultants and other technical teams.

Phase III Deliverables – Design Services

This phase is to further develop the public realm design based on the refined and approved Concept Design. The design will be completed to the development of **final construction plans and specifications suitable for bidding**. Detailed requirements for this phase of work will be developed upon completion of Phase II.

Phase IV Deliverables – Construction Services

This phase of the work includes assisting the City in obtaining and evaluating competitive **bids for a landscape contractor and with certain services during construction**. Detailed requirements for this and Phase III will be developed upon completion of the Phase II. Services that may be provided are:

- Shop Drawings and Submittal Review
- Inspection Services
- Responses to Requests for Information from the contractor.

ANTICIPATED CRITERIA FACTORS FOR CONSIDERATION

- (1) Firm/Team Profile
- (2) Firm Qualifications for Similar Work
- (3) References
- (4) Proposed Staff Qualifications
- (5) Responses to desired Performance Outcomes

ANTICIPATED KEY STEPS IN THE RFP PROCESS: SUMMER/FALL 2012

- (1) Issue RFP
- (2) Pre-submittal Conference
- (3) Close RFP
- (4) Develop Shortlist of Top Candidates
- (5) Additional Information/Interviews
- (6) Selection of Successful Candidate