

ADDENDUM TO REQUEST FOR QUALIFICATIONS

December 23rd, 2019
Master Planning Services Cedar Lake-Lake of the Isles Master Plan
Minneapolis, Minnesota



The sign-in sheet and presentation from the pre-submittal meeting is attached to the back of this addendum.

RESPONSES TO WRITTEN QUESTIONS TO-DATE

Q1. What level of interest is there in telling stories and creating user experiences informed by the historic uses of each park site?

A1: MPRB is interested in working with a consultant who brings creativity around how to understand the history of the site and interpret how/what to bring into the future vision. We welcome new ideas, including storytelling and user experiences, to do that.

Q2. What types of interpretive messaging is MPRB interested in related to historic use, natural resources, recreation, and other topics relevant to the use of the park areas, agency goals, and user needs?

- If MPRB is uncertain at this time, should this question be incorporated into considerations for project approach and strategies?

A2: MPRB is uncertain at this time, and yes, this question can be incorporated into considerations under approach and strategies.

Q3. Can you clarify the relevance of Upper Harbor Terminal to this project as referenced in Section 2, Requirement 5?

A3: Requirement 5 under Section 2 that names Upper Harbor Terminal should be deleted. Applicants should only respond to Requirements 1-4 in Section 2 under Team Identification. Apologies for the oversight.

Q4. Can you clarify the relationship between MnDOT CRU and MPRB on this project?

A4: MPRB is the lead on the master planning process, including oversight of the historic preservation planning. We anticipate MnDOT CRU and the Met Council will provide technical assistance as necessary to ensure commitments outlined in the SWLRT MOA are met. Once the design team is selected, we can collectively define how to best communicate with external partners.

Q5. Page 4 of the RFP states “Portions of the master plan shall also meet the requirements for a cultural landscape report for the Grand Rounds Historic District.” Can you confirm that this would be related to the preservation plan, and that the cultural landscape study would be focused on Cedar Lakes-Lake of the Isles and/or the canal system as stipulated in the SWLRT MOA, and not the entire Grand Rounds Historic District?

A5: Language in Section 2.1, which begins on page 3 of the RFQ, includes language about what is needed in the master plan to meet requirements to plan for historic landscapes. The cultural landscape report is a best practices model that outlines what to follow for a preservation plan for historic landscapes: <https://www.nps.gov/tps/how-to-preserve/briefs/36-cultural-landscapes.htm>. The entire master plan area may be subject to the preservation plan requirements; there are historic properties, such as archaeological sites and historic districts, in the master plan study area, that have significance that is different from, or unrelated to the Grand Rounds Historic District. We will work to further define historic study areas and scope as the process gets up and running.

Q6. Can you please clarify what would be the expected Consultant’s role in the engagement or activities involving the PAC and the TAC groups?

A6: The design team’s participation in the PAC and TAC varies for each master plan process. For Cedar-Isles, we anticipate the design team attending many, if not all, of the TAC meetings (usually 2-4 meetings) over the course of the project. It may not be as relevant for them to attend PAC meetings, but the team would most likely be brought into 1-2 meetings over the course of the project. It is anticipated that MPRB staff would lead and facilitate both the TAC and PAC; this would not fall under the consultant’s purview.

Q7. To what extent the Midtown Greenway and Lake Street segments touching the project area be part of the study?

A7: The park land directly adjacent to Lake Street was master planned in the Bde Maka Ska-Harriet master plan completed in 2017. You can see final redesign recommendations in Section 8: https://www.minneapolisparcs.org/wp-content/uploads/2018/11/8.-Lake-Calhoun_Bde-Maka-Ska-Calhoun_Bde-Maka-Ska-Harriet-Master-Plan.pdf. We do not anticipate revisiting the land adjacent to Lake Street that has already been planned. The

Midtown Greenway is not owned by MPRB, however, the park land and paths that cross the Greenway (west of E Bde Maka Ska Pkwy) is owned by MPRB and will be able to be discussed. Master plans can make recommendations for park land or connections on land that MPRB does not own, however, it will take external partnerships to implement; we have less control about outcomes on land we do not own.

Q8. At the pre-proposal meeting it was mentioned that an updated topographic survey may not be ready at the time of the project study takes place. Can you please clarify what project area data and background information will be available for the consultant to use?

A8: The consultant may use all GIS data that MPRB has access to. Accuracy of files will vary. For example, we have a comprehensive GIS layer for path lighting in the area that was completed in 2017, a full tree inventory, and georeferenced aerial photos.

Q9. Will the MPRB provide the consultant base GIS maps of the study area? Will the consultant be responsible for providing the MPRB with updated GIS files at the end of the study process?

A9: Yes, MPRB will provide all GIS and mapping data that we have access to. There is often a need to request data from other agencies, like the city or DNR, to have all necessarily layers. It would be ideal if the consultant could provide updated GIS files at the end of the study process.

Q10. The sub-bullet #5 under the team identification section (page 9) of the RFQ refers to requirements from another project. Should the consultant team assume such requirement not to be applicable to this RFQ?

A10: See response to Q3.

Q11. Can you confirm what was said in the meeting that this project will have greater costs due to the additional coordination and scope associated with the Historic Preservation work?

A11: It is true that the Historic Preservation Plan work is more comprehensive than we typically include on our master planning efforts. However, master plans vary widely based on likely community engagement levels, project area, and other factors. Consultants should provide competitive pricing for complete master plan efforts that include the Historic Preservation Plans as described in the RFQ.

Q12: Can you confirm the role for Community Engagement on this project? The discussion at the pre-proposal suggested that responders have an opportunity to lay out some ideas and strategies in our response.

A12: The CE Plan that is linked on page 7 of the RFQ and on the project page: www.minneapolisparcs.org/cedar-isles gives an overview of the audiences and demographics MPRB aims to engage with over the course of the project. Our master planning processes do not have a prescribed way to engage said audiences; it is up to the project manager working in collaboration with the advisory committees, design team,

and community groups to implement outreach that ideally engages with all identified demographics over the course of the process. Some elements have already been mapped out, such as implementing listening sessions this spring with adjacent neighborhood groups, but much of it is TBD based on how the process unfolds.

Q13: Please speak more to the role of architecture in the assessment and planning portions of the project. The in-meeting discussion suggested it would be minimal.

A13: The area of the master plan currently has one permanent structure; a restroom on the south side of Cedar Lake and staff anticipates conversations around future and/or existing structures to be minimal in the master planning process. MPRB master plans traditionally map out existing and future locations of facilities or buildings, but do not include actual building designs, so we anticipate that architecture will play a secondary role to many other elements in the plan. We do anticipate discussions around how the character and historic vision of the lakes and the surrounding park land interact with programming and water mitigation needs.

Q14: Is there any kind of documentation for existing architectural elements available for the teams to review before proposals are due?

A14: Any GIS or mapping information that MPRB has is available to the public upon request.

RESPONSES TO QUESTIONS/COMMENTS AT THE PRE-SUBMITTAL MEETING

Q15. What sustainability agenda do you have in terms of flood prone areas and climate change?

A15: Process will determine outcomes; there are no preconceived ideas.

Q16: How will the Dakota people be involved in the project as a stakeholder?

A16: We hope for representation on the TAC. We are also doing outreach to the community to hopefully find individuals to serve on CAC. Additional opportunities for that voice to be included in general community engagement. We welcome ideas from consultants on how to engage.

Q17: Can you give more detail on the interface between design consultant and staff on community engagement?

A17: MPRB staff will be the face of the Community Engagement, but the design team will join Community Advisory Committee (CAC) meetings. Primary responsibility rests with MPRB staff, but consultant team will be a partner in the process and will be expected to innovate.

Q18: There is no work plan required as part of the submittal but a fee is requested as part of the submittal. How do you anticipate changing the fee after selection?

A18: We will work with consultant after the fact to adjust scope and fee. A fee is not required to be submitted with the RFQ response. The shortlisted consultants will be asked to produce a scope of work with a fee proposal and we will work with the selected consultant to refine both scope of work and fee proposal.

Q19: Is fee a factor at all in selection?

A19: RFQ language states "Upon review of submittals and interviews, one or more shortlisted consultants will be invited to draft a scope of work and fee proposal." It is not required to submit a fee proposal at this time with the original RFQ response. If a consultant team would like to include a fee at this time, MPRB will assume that this cost will potentially change once the scope of work is confirmed. The SUBP sheet should be completed by the selected consultant after the final scope of work and fee proposal is defined. Though it is not required to submit a fee at this time, responders should keep SUBP goals in mind and make a good faith effort to meet them as an SUBP form will need to be submitted by the selected consultant once a final scope of work and fee is confirmed.

Q20: Clarify that the boundary and topo survey is under separate contract.

A20: Yes, survey is under a separate contract. The survey is currently out for the bidding process. Please assume survey will not be available during master plan process. We will provide partial survey areas as they become available.

Q21: Clarify needs for ecological design. Will it be similar to Mississippi Gorge Master Plan?

A21: We anticipate needs for ecological design to be similar to the needs of other master plans. This would include an overview, mapping, and assessment of existing conditions within the master plan area and recommendations based on current conditions and future projections. Mapping must use MLCCS and meet the Met Council's requirements for land cover mapping.

Q22. Will funding be higher than other master plans? Are there sources beyond MPRB for the historic work?

A22: Funding availability is similar to other master plans. The entirety of the project is funded by MPRB.

Q23: What role do you see architecture playing in the master plan?

A23: Secondary to other master plan elements.

Q24: What type of infrastructure will be the primary focus, if not architecture?

A24: Preliminary survey has lots of conversation about walking and biking, so we expect trails will be a significant area of consideration.

Q25: It sounds like community engagement is leading the way right now. Can we see additional data?

A25: **Snapshot of Survey Data:** Please keep in mind that this information is majority “local” voices. It does not adequately represent input from regional users and leans towards demographics who tend to participate in online surveys. Overall, it does not adequately represent the themes or priorities we may hear through a comprehensive engagement process.

Survey Question: What do you currently value about this area?

- The existing amenities and activities available
- That this area feels more secluded than other parts of the park system
- The natural spaces and wooded areas

Survey Question: What is your vision for this area?

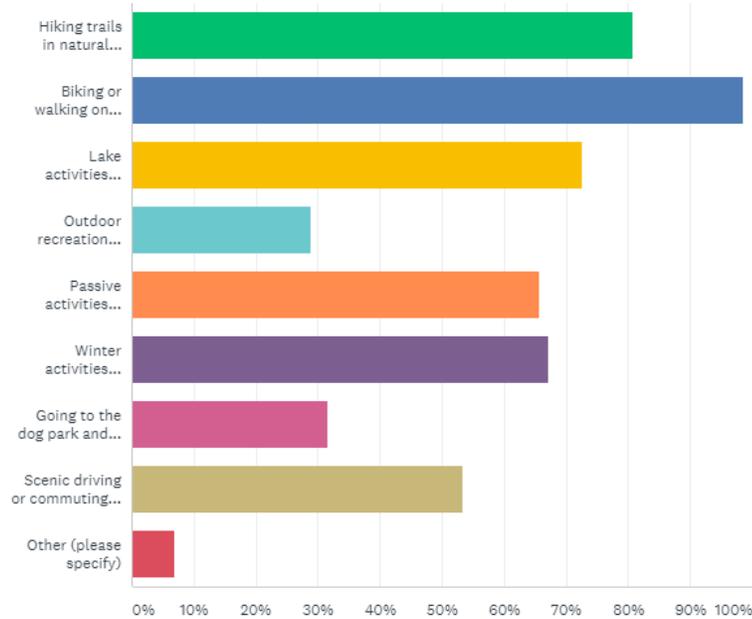
- Keep the same – maintain the natural spaces
- Increase access to and improve trails in area
- Increased regional amenities – ie bathrooms, wayfinding, potable water

Survey Question: What concerns do you have about the area?

- Construction and impact of SWLRT
- That this area will attract more people and it will lose what’s unique about it
- MPRB will choose to over-program and over-develop the area

What activities do you participate in? (check all that apply)

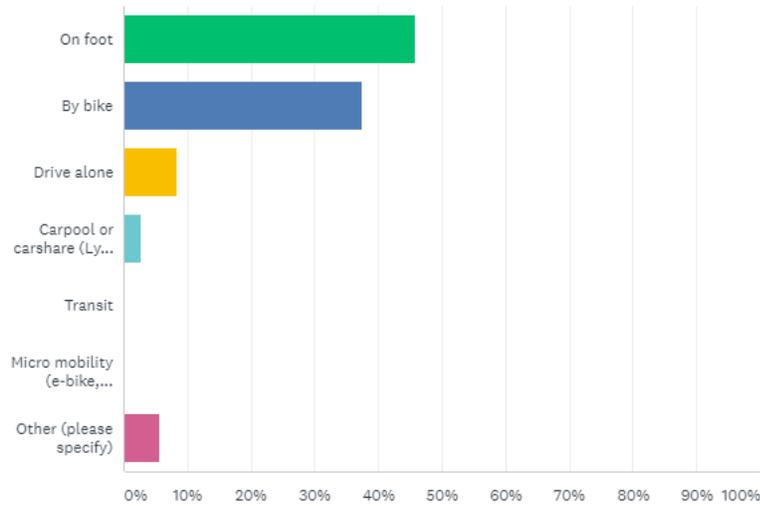
Answered: 73 Skipped: 3



ANSWER CHOICES	RESPONSES
▼ Hiking trails in natural areas	80.82% 59
▼ Biking or walking on paved trails for commuting and/or recreation	98.63% 72
▼ Lake activities (paddling, swimming, fishing, etc.)	72.60% 53
▼ Outdoor recreation (frisbee, yoga, soccer, etc.)	28.77% 21
▼ Passive activities (reading, picknicking, bird watching, etc.)	65.75% 48
▼ Winter activities (skiing, snow-shoeing, ice skating, etc.)	67.12% 49
▼ Going to the dog park and/or dog walking	31.51% 23
▼ Scenic driving or commuting on the parkway	53.42% 39
▼ Other (please specify)	Responses 6.85% 5
Total Respondents: 73	

How do you normally access this area?

Answered: 72 Skipped: 4



ANSWER CHOICES	RESPONSES	
▼ On foot	45.83%	33
▼ By bike	37.50%	27
▼ Drive alone	8.33%	6
▼ Carpool or carshare (Lyft, HourCar, etc.)	2.78%	2
▼ Transit	0.00%	0
▼ Micro mobility (e-bike, scooter, etc.)	0.00%	0
▼ Other (please specify)	Responses 5.56%	4
TOTAL		72

Q26: How do you anticipate including SHPO during the process, outside of the required submissions?

A: Proposers should consider that in their submittal of qualifications.

**Sign-in Sheet for Cedar Lake-Lake of the Isles Master Plan Pre-Submittal Meeting
MPRB Headquarters December 13th, 2019 3:00pm-4:30pm**

#	Name	Firm	Phone	Email
1	Jason Naber	EOR	651-203-6028	jnaber@eorinc.com
2	Tamara Ludt	New History	612-843-4140	ludt@newhistory.com
3	Doug Mensing	AES	612-202-2252	dougm@appliedeco.com
4	V. Eickhoff	Perkins Will		Vanaessa.eickhoff@parkinswill.com
5	Zak CK Lockrem	Asakura Robinson (DBE)	612-702-2455	zakcq@asakurarobinson.com
6	Abigail Gray	""	651-271-4088	abbie@asakurarobinson.com
7	Regine Kennedy	106 Group	651-403-8713	reginekennedy@106group.com
8	Ana Nelson	Cunningham	612-851-5053	anelson@cunningham.com
9	Scot Norton	106 Group	651-403-8713	scotnorton@106group.com
10	Rachel Peterson	Hess, Roise & Co	612-338-1987	rachel@hessroise.com
11	Sarah Harding	HTPO	952-829-0700	sharding@htpo.com
12	David Juliff	Be Civil	612-599-3948	djuliff@becivil.net
13	Evan Hall	Alliance	612-874-4134	Ehall@alliance.us
14	Nikki Schlep	LHB	612-766-2879	Nikki.schlep@lhbcorp.com
15	Terry Minarik	Confluence	952-451-0144	tminarik@thinkconfluence.com
16	Erica Christenson	TenxTen		erica@tenxtenstudio.com
17	Jack Poling	MSR Design	612-384-7574	jac@msrdesign.com
18	Marcus Larson	Sundial Energy	712-301-4372	MLarson@sundialsolarenergy.com
19	Daniel Green	Miller Dunwiddie	612-278-7698	dgreen@millerdunwiddie.com
20	Jody Rader	HKGi	612-252-7136	jody@hkgi.com

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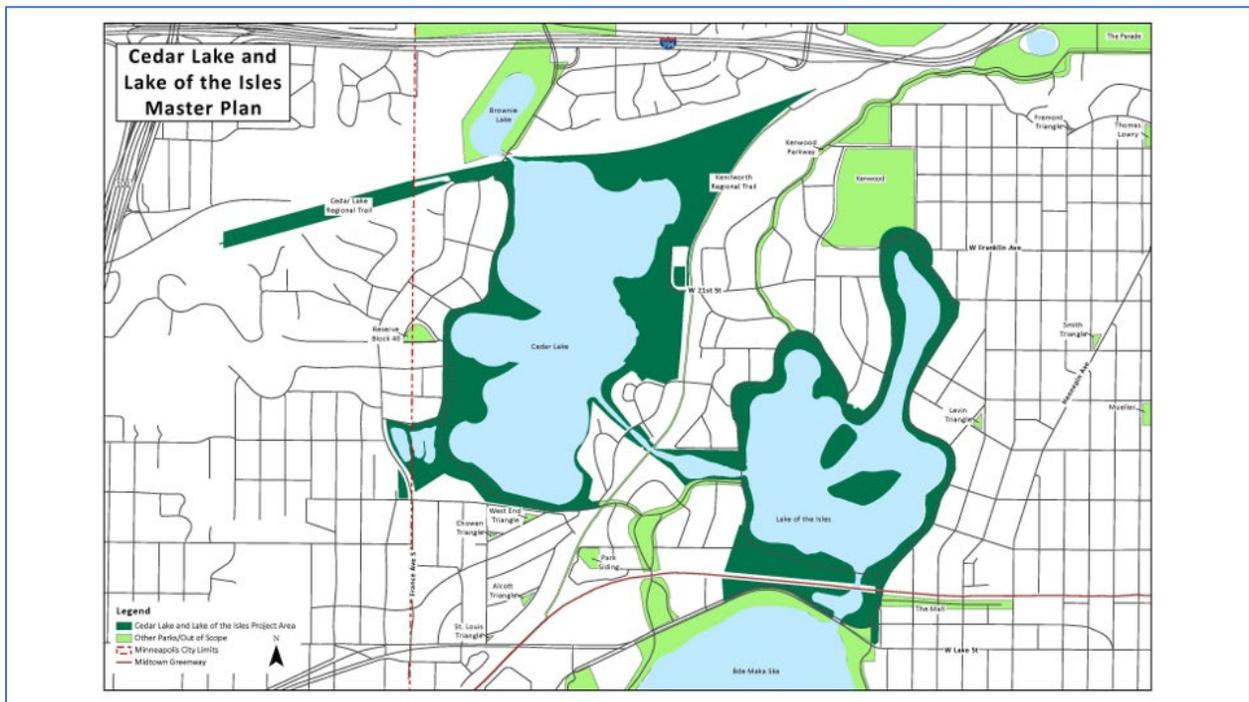
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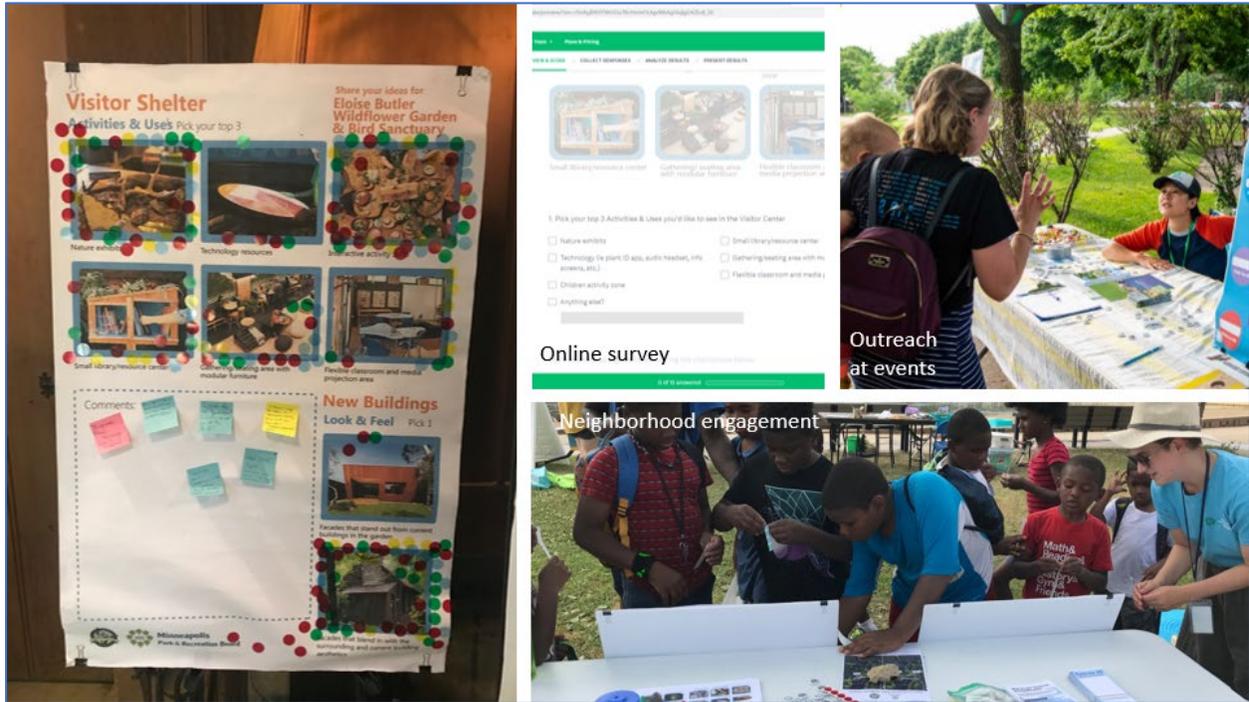
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21	Sarah Sutherland	Studio Gro SUBP	612-642-1382	sarah@studiogro.com
22	Ken Sheehan	Alliance	612-874-4189	ksheehan@alliance.com
23	Jeff McMenimen	Damon Farber	651-249-4129	jmcmenimen@damonfarber.com
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Cedar Lake-Lake of the Isles Master Plan Pre-Submittal Meeting Presentation
December 13th, 2019





Regional Park Master Plan Requirements

- Stewardship Plan
- Demand forecast
- Development concept
- Conflicts
- Public services
- Boundaries and acquisition costs
- Public engagement and participation
- Equity analysis
- Public awareness
- Accessibility
- Natural resources
- Operations

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- **Historic Preservation**

Early feedback that we're hearing from community

- Addressing climate change resiliency and increased flooding
- Love of what is already there and the existing natural spaces
- Historical context of land
- Transportation and access
- Local vision and regional vision

Information for Submitters

- SUBP Goals
7% MPE/WBE (combined)
- Submittal Schedule

Questions Due:	Tuesday, December 17th 2019
Final addenda issued:	Monday, December 23 rd , 2019
Qualifications Due:	Friday, January 3 rd , 2020 by 5:00pm CST
Shortlisted Firms Notified:	Tuesday, January 14 th , 2020
Interview Date:	Thursday, January 23 rd , 2020

Questions?



www.minneapolisparcs.org