Request for Qualifications

Design and Construction Document Services for Painter Park Phase 1 Improvements AND
Design and Construction Document Services for Keewaydin Park Phase 1 Improvements

Park Locations:
Painter Park – 620 W 34th St, Minneapolis, MN 55408
Keewaydin Park – 3030 E 53rd St, Minneapolis MN 55417

Issued by the Minneapolis Park and Recreation Board

Release date: 16 April 2021
Qualifications due: 11 May 2021, 3:00 pm Central Time

CONTENTS

Part 1 General Information
Part 2 Project Information
Part 3 Request for Qualifications
Part 4 Contract Requirements
Part 5 Supporting Information
PART 1 GENERAL INFORMATION

1.1 REQUEST FOR QUALIFICATIONS
This Request for Qualifications is intended to solicit responses from qualified consultants or consultant teams for:

- Preparing a design including program review, community engagement, and preparing construction documents for Painter Park Phase 1 Improvements project OR Keewaydin Park Phase 1 Improvements project;
- Assisting Minneapolis Park and Recreation Board staff in reviews and submittals to permitting authorities and other agencies with jurisdiction; and
- Performing construction contract administration services oriented to compliance with documents and implementation schedules.

This Request for Qualifications is offered through the Minneapolis Park and Recreation Board (MPRB), which will act as the contracting authority for work resulting from this request.

This Request for Qualifications is organized around the following core elements:

Part 1 General Information
Part 2 Project Information
Part 3 Request for Qualifications
Part 4 Contract Requirements
Part 5 Additional Information

All information related to this Request for Qualifications shall be obtained as described in Section 1.2. The Minneapolis Park and Recreation Board is the sole authority to speak to issues related to this Request for Qualifications.

This Request for Qualifications is open to any qualified parties.

A Scope of Work and a fee for services will be negotiated with the successful responder.

1.2 CONTACT INFORMATION
The MPRB has assigned staff to manage the Request for Qualifications process, including any needs related to clarifications or questions. Any communications related to this request shall be directed VIA EMAIL ONLY to:

**Painter Park**
Andy Schilling, aschilling@minneapolisparks.org

**Keewaydin Park**
Colleen O'Dell, CODell@minneapolisparks.org

No other staff is authorized to respond to questions or requests for clarification of this Request for Qualifications. Failure to follow this instruction may be cause for disqualification.
Questions or requests for clarification must be received by the date indicated in Section 1.3. Responses and will be provided to all known proposers via email by the date indicated in Section 1.3.

Responses to questions or requests for clarifications and the summary of the pre-submittal meeting will be posted to the MPRB’s website under MPRB Business Opportunities.

1.3 REQUEST FOR QUALIFICATIONS SCHEDULE

The Minneapolis Park and Recreation Board will pursue the following schedule related to this Request for Qualifications and the engagement of a consultant or consultant team:

- Release of Request for Qualifications: 16 April 2021
- Questions or requests for clarifications due: 27 April 2021
- Last addenda posted, including MPRB responses: 29 April 2021
- Qualifications due: 3:00 pm, 11 May 2021
- Interview notifications, if required: 14 May 2021
- Interviews, if required: 19-21 May 2021

Updates to the schedule and answers to submitted questions will occur only via an addendum to this Request for Qualifications. All addenda will be posted on the MPRB Business Opportunities site.

PART 2 PROJECT INFORMATION

2.1 BACKGROUND

The MPRB has recently adopted park master plans for the South (2016) and Southwest (2020) Service Areas setting goals for long-term development and improvements to parks guided by extensive engagement from the communities MPRB serves. MPRB prioritizes the replacement and repair of park facilities and amenities through a Capital Improvement Program (CIP). Painter Park and Keewaydin Park are neighborhood parks that have been allocated funding through the CIP to implement phase 1 of improvements identified in master plans for each park.

The MPRB requires the services of a consultant team qualified to design a buildable project and prepare construction documents, including documents suitable for bidding, and perform construction contract administration services. The consultant team will also be responsible for assisting MPRB staff in securing approvals and permits required to advance the project.

The MPRB follows a policy that requires engagement of interested parties and the community for every project. MPRB staff will coordinate the engagement process and facilitate required community engagement meetings. The consultant team will support the engagement process by providing documents (drawings, illustrations, and other graphics) that are in-process. It is not anticipated that the consultant team will prepare documents beyond those necessary to directly prepare and advance the design.
Consultant teams may submit qualifications for one or both projects; however, it is anticipated that only project will be awarded per consultant team.

Work related to the project must be pursued so that substantial completion of the park improvements by December 31, 2022.

2.2 GENERAL SCOPE OF WORK
The MPRB is soliciting qualifications with the intention of entering a contract as separate projects for the preparation of design and construction documents and the performance of construction contract administration services for phase 1 improvements at Painter Park and phase 1 improvements at Keewaydin Park.

The budget for the constructed project (inclusive of design and engineering fees, administrative costs, municipal fees) has been established at $1,056,000 for Painter Park Phase 1 Improvements and $1,318,000 for Keewaydin Phase 1 Improvements. It will be important the development of a design of these park improvements that it can be achieved within the project budget.

The scope of work, at a minimum, is expected to:

Both Projects:

a) Must have experience with neighborhood park design and construction, community engagement, and special experience required per description below;
b) It is anticipated that a licensed landscape architect will lead the design team;

c) Use master plan items, community input, and MPRB staff input to design and deliver a project according from preliminary design, design development, final design through construction documentation;
d) Support, but not necessarily facilitate, engagement of the public and project stakeholders in conformance with the MPRB’s Community Engagement Policy;
e) Identify and provide supporting materials for any municipal permits and approvals, but not necessarily participating in meetings associated with those permits and approvals;
f) Provide incremental estimates of construction costs, including any fixtures, furnishings, and equipment and prepare recommendations for aligning estimated costs and community input with project budget; and

g) Perform other services necessary or intended to deliver a superior design and compelling project.

Painter Park Specific:
Early feedback from staff, partners, and available budget for phase 1 improvements indicate master plan items along the Lyndale Avenue side of the park are most appropriate for their use. The master plan for this area calls for a location shift in existing amenities – renovated/partially new tennis court moved closer to the rec center and Lyndale Avenue, removal of the 4 square area to shift full court basketball. This effort will free up space for a skate park near the NW corner of the site as well as a better gateway into the park. Some minor field improvements have also been of interest by park staff. Having a creative approach
to connecting and buffering these tightly spaced activities including vegetation, materials, and gathering spaces will be key to project success.

City of Skate (COS), a skate park partner to MPRB, will be collaborating on this project. Having a team member with experience designing a skate park facility with permanent in-ground features is desired.

**Keewaydin Park Specific:**
The master plan for this park calls for the removal/decommissioning of the existing wading pool and play area south of the school, site restoration, and construction of a new play area in the southeast corner of the park. The innovative new play area will contain not only traditional play structures but also nature play features, and an adventure play climbing zone with a vertical climbing/bouldering wall. This will be the first climbing facility of its type in the MPRB park system. Having a creative approach to incorporating all these elements within available space and budget will be key to project success. Having a team member with experience in themed, innovative, and/or one-of-a-kind play or adventure design is desired. Detailed design of the new play area will be developed incorporating results of community engagement and feedback.

### 2.3 PROJECT DEVELOPMENT STAGES

In order to guide the work, the MPRB anticipates deliverables according to logical stages of plan development. To align the work with expectations of staff review and any associated public engagement, the following general thresholds shall be considered by the consultant in defining a Scope of Work as part of a Professional Services Agreement:

At the completion of Preliminary Design/Schematic Design, the work shall be approximately 30 percent complete and:

- The project basis (need, scope, and intent) has been fully articulated;
- Investigations informing project directions and feasibility have been completed or scheduled in concert with other project activities and tasks;
- Key project criteria are defined and documented;
- Major project elements and systems have been defined according to criteria established by the MPRB and the consultant;
- Major project decisions have been made and are demonstrated in initial design drawings;
- Initial estimates of cost can be reasonably achieved;
- Regulatory compliance has been reviewed such that the project can be reasonably achieved;
- Engagement of the public has occurred such that knowledge of the project, its scope, and impacts on the park and neighborhood are understood by members of the public who have chosen to participate in meetings;
- The project has received “concept” approval from the Board of Commissioners, establishing the Preliminary Design as the proper path to implement; and
• A robust initial project development review has been completed with a log of issues and comments recorded.

At the completion of Design Development, the work shall be approximately 60 percent complete and:

• Design of major project elements and systems have been completed and the type, size and location of those elements and systems are fixed relative to the project site and building configuration;
• The relationship of elements and systems of the project can be fully assessed for agreement or conflict;
• The constructability of the project can be fully demonstrated;
• The project’s conformance with standards, regulations, and best practices can be determined;
• Updates to project costs can be reasonably determined;
• Methods of perpetuating the completed project can be reasonably assessed by the MPRB relative to cost, operational parameters, access, and other factors determined through the design process;
• Changes to the Preliminary Design in terms of scope, magnitude, cost, and program impacts have been communicated to MPRB staff and, if necessary, from the perspective of MPRB staff, to the public and the Board of Commissioners;
• Issues and comments identified in the initial project development review are resolved; and
• A project development review commensurate with this stage of design has been completed with a log of issues and comments recorded.

At the completion of Final Design and Construction Documents, the work shall be approximately 95 percent complete and:

• Project deliverables necessary to construct the proposed improvements have been substantially demonstrated in a set of drawings and associated specifications;
• Details associated with the construction of elements and systems of the project have been considered for compliance with standards, regulations, and best practices;
• Permits have been obtained or all documentation necessary to obtain permits is in place;
• Issues and comments identified in the project development review are resolved;
• Reviews by functional units within the MPRB have been accomplished with written comments provided to the design and engineering consultant;
• A final estimate of project construction costs can be reasonably delivered; and
• The application of signatures or stamps of responsible professionals can be reasonably assumed to be occurring within two weeks of the review.

2.4 PROJECT OUTCOMES
The MPRB has defined the following as necessary outcomes of the design process:

**Park design-related outcomes**
- A design addressing needs and opportunities related to the master plan developed for the park, community, and staff input;
- A design aligning with the sources and magnitude of funding available for the work and that demonstrates a path to implementation aligned with available funding;
- A design that can be implemented incrementally, if necessary, with respect for future needs and opportunities;
- A design that can be perpetuated with the latest and evolving technologies;
- A reliable opinion of probable cost, established in year-of-implementation dollars,
- A design that is efficient and demonstrates ease of operations, even to such a degree that it sustains itself; and
- A design that is compelling for the setting but does not overwhelm the intrinsic character of the park

**Process-related outcomes**
- A process that respects the MPRB’s Community Engagement Policy;
- A process that encourages innovation and invention, particularly relative to sustainability and function;
- Documents supporting a rich understanding of the design by staff and a community that may not be familiar with design processes;
- A vision for the project that can be realized in a relatively short timeframe, demonstrates consistency with input from the public and especially where that input can be elevated to new degrees of potential for the project;
- A design that can be approved by the MPRB and any jurisdictions with authority over the project; and
- A process that keeps MPRB staff assigned to this project at the forefront of interactions with the community.

**Community-related outcomes**
- A design capable of serving the community surrounding these parks well into the future; and
- A design that is unique and wholly appropriate for Keewaydin and/or Painter Parks.

2.5 **CONTRACTED SERVICES**
While the MPRB assumes the above listed tasks as core to the delivery of the project, it also believes that through this solicitation a fully qualified expert will be engaged. As a Scope of Work will be negotiated between the MPRB and the responder determined as most qualified through this solicitation process, it will rely significantly on the qualified expert to deliver the project. In that process, outcomes as indicated in Section 2.4 will need to be fully considered by the selected consultant.
2.6  PROJECT SCHEDULE
The MPRB anticipates a process related to the preparation of design and construction documents allowing for construction to begin in 2022. The following generalized schedule is provided as a guide for anticipated work and deliverables:

<table>
<thead>
<tr>
<th>Project Stage</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Mar</td>
<td>Apr</td>
</tr>
<tr>
<td>Program development</td>
<td></td>
<td></td>
</tr>
<tr>
<td>/Community Engagement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction documents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permitting/Bidding/Bid Award</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2.7  PROJECT BUDGET

2.7.1  Painter Park Phase 1 Improvements
The MPRB has established a budget for the Painter Park Phase 1 Improvements at $1,056,000 which shall include all project costs. On a preliminary basis, the budget might generally be directed to the project as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction, including contingency</td>
<td>$867,500.00</td>
<td>82.1%</td>
</tr>
<tr>
<td>Landscape architectural design and engineering (consulting fees)</td>
<td>$133,350.00</td>
<td>12.7%</td>
</tr>
<tr>
<td>Survey, geotechnical services</td>
<td>$12,000.00</td>
<td>1.1%</td>
</tr>
<tr>
<td>Project management, administration</td>
<td>$35,000.00</td>
<td>3.3%</td>
</tr>
<tr>
<td>Agency fees, permits</td>
<td>$3,500.00</td>
<td>0.3%</td>
</tr>
<tr>
<td>Miscellaneous expenses</td>
<td>$4,650.00</td>
<td>0.4%</td>
</tr>
</tbody>
</table>

$1,056,000.00  100.0%
2.72 Keewaydin Park Phase 1 Improvements
The MPRB has established a budget for the Keewaydin Park Phase 1 Improvements at $1,318,000, which shall include all project costs. On a preliminary basis, the budget might generally be directed to project as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction, including contingency</td>
<td>$1,079,000.00</td>
<td>81.9%</td>
</tr>
<tr>
<td>Landscape architectural design and engineering (consulting fees)</td>
<td>$172,500.00</td>
<td>13.0%</td>
</tr>
<tr>
<td>Survey, geotechnical services</td>
<td>$15,000.00</td>
<td>1.2%</td>
</tr>
<tr>
<td>Project management, administration</td>
<td>$40,000.00</td>
<td>3.0%</td>
</tr>
<tr>
<td>Agency fees, permits</td>
<td>$3,500.00</td>
<td>0.3%</td>
</tr>
<tr>
<td>Miscellaneous expenses</td>
<td>$8,000.00</td>
<td>0.6%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,318,000.00</td>
<td></td>
</tr>
</tbody>
</table>

2.8 PROJECT GUIDANCE
In addition to coordination of project activities provided by a consultant through MPRB staff, the design process is anticipated to include engagement and review by staff groups and members of the community around Painter or Keewaydin parks. Such engagement and review will be led by MPRB staff with support, as appropriate and necessary, by the consultant. The frequency and timing for engagement sessions and project reviews will be determined in concert with the selected consultant or consultant team, but MPRB staff will be primarily responsible for this work.

PART 3 REQUEST FOR QUALIFICATIONS

3.1 RESPONSES, IN GENERAL
A response to this Request for Qualifications shall contain information in the order indicated in the chart in Section 3.2. Where responses to questions are required the responder shall prepare a narrative response that may include graphic information, diagrams, or other means of communicating key messages. The MPRB anticipates a creative, unique response specific to this request such that all aspects demonstrate a clear relationship to the effort of designing Painter Park Phase 1 Improvements project AND Keewaydin Park Phase 1 Improvements project. Standardized or “boilerplate” information, including firm descriptions, personnel resumes, and project narratives shall not be provided as a part of a response.

One qualifications response can be sent for both projects; however, be clear in your response if you are responding to one or both projects and team members for each project. If preferred, applicants may instead submit two separate responses - one for each project.

Failure to follow the requirements for content and format may result in disqualification of the response.
3.2 FORMAT AND CONTENT OF RESPONSES
A response to this request shall be provided in PDF (portable data file) format, delivered digitally as noted in Section 3.7. Responders shall direct particular attention to the order and requirements of information to be included in a response as indicated in the following chart:

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cover letter</td>
<td>• There is no limitation on the content presented as part of this section.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• This section shall be limited to two pages.</td>
</tr>
<tr>
<td>2</td>
<td>Team identification</td>
<td>• The respondent shall provide the following information:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1) The name, address, and telephone number of the lead consultant, and the office location from which the work would be conducted for a lead consultant not located in the Twin Cities area;</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2) The name, address, and telephone number of other members of the consultant team, and the office location from which the work would be conducted if the consultant team member is not located in the Twin Cities area; and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3) The name, title, email address, and telephone number of the person who is primarily responsible for preparation of the response.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• This section shall contain no descriptive information about the consultant or consultant team other than the information requested.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• This section shall be limited to two pages.</td>
</tr>
<tr>
<td>3</td>
<td>Project understanding</td>
<td>• The respondent shall respond to the following information:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4) Beyond information contained in this Request for Qualifications, describe the consultant’s or consultant team’s understanding of the need and intent of this project.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5) How will the lead consultant ensure the work of this request is fully responsive to the outcomes identified in this request?</td>
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<tr>
<td></td>
<td></td>
<td>• No other information shall be included in this section.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• This section shall be limited to two pages.</td>
</tr>
<tr>
<td>4</td>
<td>Skills and experience of the lead consultant</td>
<td>• The respondent shall respond to the following information:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
6) What single project performed by the lead consultant is most similar to the focus of this request and what role did the lead consultant play in the project? Provide narrative, graphic, and pictorial support for that project.

7) What role did the Key Personnel play in the referenced project and how did their performance contribute to the project’s success?

8) Who may be contacted as a reference for detailed questions about the project identified as relevant similar experience?

9) What other projects demonstrate the lead consultant’s capacity to perform the work? Provide abbreviated narrative, graphic, and pictorial support for those projects.

- No other information shall be included in this section.
- This section shall be limited to three pages.

5 Skills and experience of other consultant team members

- The respondent shall respond to the following information:

10) What single project performed by each member of the consultant team is most similar to the focus of this request and what role did the consultant member play in the project? Provide narrative, graphic, and pictorial support for that project.

11) What role did the Key Personnel play in the referenced projects?

12) Who may be contacted as a reference for detailed questions about each project identified as relevant similar experience in the response?

- No other information shall be included in this section.
- This section shall be limited to five pages.

6 Key Personnel

- The respondent shall respond to the following information:

13) What roles or areas of expertise are needed to fully satisfy the requirements of the requested work?

14) Which members of the consultant or consultant team will be assigned to those roles or areas of expertise? Why are those individuals best positioned to perform those roles or address the areas of expertise?
15) Provide a summary of projects or other experience demonstrating capacity for performing this work for each Key Personnel.

16) What roles necessary to perform this work has the consultant or consultant team not included as part of its team?

- Key Personnel shall be those individuals responsible for assuming significant tasks and assuring the quality of key deliverables.
- In submitting a response and identifying Key Personnel, the MPRB assumes the individuals have sufficient time to fully serve in their respective roles. Substitutions after the project has commenced shall require review and confirmation by the MPRB. In the event of a departure of any Key Personnel, the consultant or consultant team assumes all responsibilities related to “onboarding,” gaps of information, delays of the project, or other similar issues resulting from a transition in high level project personnel.
- No other information shall be included in this section.
- This section shall be limited to four pages.

7 Approach

- The respondent shall respond to the following information:

17) In general terms, describe the general approach that will be pursued in the consultant’s or consultant team’s design process. Describe approaches that encourage a high degree of interaction between the MPRB, the consultant or consultant team, and the public. Highlight milestones and primary checkpoints in the consultant’s or consultant team’s design process. Frame the description in ways that the outcomes shared in this Request for Qualifications might be realized. Outline the general deliverables that will be important in demonstrating directions of the design at various stages of this process.

18) What tasks will be directed to the MPRB as a part of anticipated deliverables?

- No other information shall be included in this section.
- This section shall be limited to three pages.

8 Schedule

- The respondent shall respond to the following information:
19) **What are the key points for the consultant’s or consultant team’s deliverable and any incremental reviews by the MPRB?**

- No other information shall be included in this section.
- This section shall be limited to two pages.

<table>
<thead>
<tr>
<th>9</th>
<th>Quality management</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The respondent shall respond to the following information:</td>
</tr>
</tbody>
</table>

20) **What methods will be used to ensure the quality, completeness, and timeliness of interim and final deliverables?**

- No other information shall be included in this section.
- This section shall be limited to one page.

<table>
<thead>
<tr>
<th>10</th>
<th>Review of standard agreement for professional services</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The respondent shall respond to the following information:</td>
</tr>
</tbody>
</table>

21) **What components of the MPRB’s standard agreement for professional services are not acceptable to the consultant or consultant team (AIA B101 Attached)?**

- No other information shall be included in this section.
- This section shall be limited to two pages.

<table>
<thead>
<tr>
<th>13</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The respondent shall respond to the following information:</td>
</tr>
</tbody>
</table>

22) **The consultant or consultant team shall provide and agree to the following statement, executed by an individual with authority to represent fully the activities and interests of the responder:**

I hereby certify that I am a duly authorized representative of the company and that the information contained within this response to the Minneapolis Park and Recreation Board’s Request for Proposal is current, true and correct to the best of my knowledge. I hereby authorize and request any person, agency or firm to furnish any pertinent information requested by MPRB deemed necessary to verify the statements made in this application.
In addition to the requirements indicated in the chart above, responders shall note the following:

• In the requirements outlined above, the term “page” shall refer to the face of each page, such that one page is equal to one face (side) of a sheet of paper;
• No page shall be larger than 8-1/2 inches by 11 inches;
• No text shall be smaller than 11 point for any portion of the primary narrative or smaller than 9 point for any other text; and
• No other material or information shall be appended to a response.

3.3 EVALUATION OF RESPONSES

Responses to this Request for Qualifications will be reviewed by, at a minimum, the following representatives of the MPRB and any project partners:

Andy Schilling | Design Project Manager, MPRB
Colleen O’Dell | Senior Planner and Landscape Architect, MPRB
Jon Duesman | Construction Project Manager, MPRB
Cliff Swenson | Director, Design and Project Management, MPRB

Responses shall be reviewed using the following criteria:

• Adherence to the required format of the response: No consideration will be given to proposals failing to follow the format
  10 percent
• Clarity and directness of the response: 30 percent
• Experience of the consultant or consultant team, particularly with regard to Key Personnel: 20 percent
• Demonstrated understanding of the project: 30 percent
• Coherency of approach to the work, especially directed to design process, interactions with project staff, and appropriateness of anticipated deliverables: 10 percent
• Acknowledgement and understanding of project risks, the need for managing quality of the work, and the timeliness of milestones leading to full delivery:

Any determination relative to the selection of a consultant or consultant team made by the MPRB shall be considered final.

3.4 SELECTION OF CONSULTANT OR CONSULTANT TEAM

(Signature) (Title) (Date)

• No other information shall be included in this section.
• This section shall be limited to one page.
Should it be determined after a detailed review of responses that interviews are necessary to determine the best qualified consultant or consultant team, the MPRB will organize interviews as follows:

- The consultant or consultant teams selected for an interview will be notified not less than five calendar days prior to the date scheduled for the interview;
- Participation in the interview will be limited to four members of the consultant or consultant team;
- The interview format will be provided to those selected for interviews at the time of notification. The MPRB requests that responders selected for an interview allow up to 45 minutes for an interview.
- The interview may require the consultant or consultant team to develop and present an initial scope of work and associated fees. Such presentation may be used in selecting a consultant or consultant team, but the scope and fee shall remain subject to negotiation.

The MPRB reserves the right to negotiate a scope and fee with more than one responder in order to determine the best value for the services requested.

The consultant or consultant teams selected for an interview shall consider information contained in a response to this Request for Qualifications to be read and understood, with no need to repeat or review that information during an interview. Additional information regarding interviews may be provided to the consultant or consultant team at any time up to the start of the interview.

It is intended that the same individuals identified as reviewers in Section 3.3 will conduct the interviews. The interview panel may be expanded based on reviews of the responses received.

3.5 QUESTIONS AND CLARIFICATIONS
Questions regarding this Request for Qualifications shall be directed VIA EMAIL ONLY to:

Andy Schilling, aschilling@minneapolisparks.org; and Colleen O'Dell codell@minneapolisparks.org

Questions or requests for clarification must be received by the date indicated in Section 1.3. Responses will be provided to all known proposers via email by the date indicated in Section 1.3.

3.6 SUBMITTAL OF RESPONSES
Responses will be accepted only up to the time indicated in this Request for Qualifications. Responses shall be submitted in portable data file (PDF) format. Proposals shall be submitted VIA EMAIL ONLY to:

Andy Schilling, aschilling@minneapolisparks.org; and Colleen O'Dell codell@minneapolisparks.org
The email submittal must clearly state in the subject line that the communication contains:

Statement of Qualifications for DESIGN AND CONSTRUCTION DOCUMENT SERVICES RELATED TO PAINTER PARK PHASE 1 IMPROVEMENTS AND/OR KEEWAYDIN PARK PHASE 1 IMPROVEMENTS

PART 4  CONTRACT REQUIREMENTS

Attachment A - MPRB standard professional services agreement

PART 5  SUPPORTING INFORMATION

5.1  Attachment B - MPRB Master Plan Sheets for Painter Park - See below or Link to Master Plans page, click on ‘Southwest’, click on ‘Final Documents’, click on ‘Chapter 4: Neighborhood Park Plans M-Q’

Attachment C - MPRB Master Plan Sheets for Keewaydin Park – See below or Link to Master Plans page, click on ‘South’, navigate to ‘Chapter 4: Neighborhood Park Plans’, click on ‘Parks H-Ma’
I. CONTRACT

THIS CONTRACT is made between the Minneapolis Park and Recreation Board, referred to as the “MPRB” and Consultant Name, referred to as the “Consultant,” for Document Management Software services to be provided under the terms of this agreement (the “Contract”).

II. SCOPE OF SERVICES

The Consultant agrees to perform the following services for the MPRB:
Include a detailed description of services/deliverables expected under this contract.

III. COMPENSATION

The Consultant shall be compensated according to the compensation and fee schedule attached as Exhibit B.

The total compensation under this Contract for services (including eligible reimbursable expenses) shall not exceed $Total Compensation.

The Consultant shall submit invoices based on the compensation and fee schedule selected and details outlined in Exhibit B for services rendered and eligible reimbursable expenses as incurred. Invoices submitted by the Consultant that are not based on the compensation and fee schedule selected and details outlined in Exhibit B will be returned to the Consultant with the request that they resubmit the invoice. The timeframe for payment by the MPRB to the Consultant begins upon receipt of an approved invoice by the MPRB. The MPRB shall have no obligation to pay any invoices received more than 120 days after the Termination Date indicated in Section IV of this Contract.
Expense Reimbursement

Eligible reimbursable expenses must be included in Consultant’s scope of services and agreed to by the MPRB.

Eligible reimbursable expenses shall be paid upon submission of invoice and copies of all relevant itemized invoices, receipts, or other evidence reasonably requested to the Contract Manager identified in Section XVI of this Contract. The MPRB shall only pay for eligible reimbursable expenses. Eligible reimbursable expenses include, but are not limited to travel, mileage, printing costs and reproduction costs.

☐ Consultant’s eligible reimbursable expenses, if any, are included in the scope of services provided and/or attached to this Contract.

☐ Consultant’s eligible reimbursable expenses, if any, are over and above the stated cost in the Consultant’s scope of services; said eligible reimbursable expenses are estimated not to exceed $Expenses.

Note: The sum total for Compensation and eligible reimbursable expenses under this Standard Contract Form shall not exceed One Hundred Thousand ($175,000) dollars.

IV. EFFECTIVE DATE AND TERMINATION DATE

This Contract shall be in full force and effect from Date through Date unless otherwise extended by the MPRB or terminated earlier under Section XV, Cancellation, Default and Remedies. The duration of this Contract including any amendments shall not exceed five years.

V. SUBSTITUTIONS AND ASSIGNMENTS

Services by the Consultant will be performed by the following person(s):

Person performing services

Upon approval by the MPRB, the Consultant may substitute other persons to perform the services. If substitution is permitted by the MPRB, the Consultant shall furnish information to the person signing this Contract to allow proper review of the qualifications of the substituted person. No assignment of this Contract shall be permitted without the written amendment signed by the MPRB and the Consultant.

VI. SUBCONTRACTING PROHIBITED

The Consultant shall not engage in any subcontracting or sub-consulting of any of the services to be provided under the terms of this Contract without the written authorization
of the Contract Manager identified in Section XVI hereof. Should subcontracting or sub-
consulting be permitted by the Contract Manager, the Consultant shall only hire, retain or 
engage an “Approved Small Business Enterprise” as that term is defined in Chapter 18A of 
the Minneapolis Code of Ordinances.

VII. CONTRACT ADMINISTRATION

All provisions of this Contract shall be coordinated and administered by the Contract 
Manager identified in Section XVI.

VIII. INDEPENDENT CONSULTANT

The Consultant and its employees shall not be employees of the City of Minneapolis or 
the MPRB. It is agreed that the Consultant and its employees will act as an “independent 
contractor” and acquire no rights to tenure, workers’ compensation benefits, 
unemployment compensation benefits, medical and hospital benefits, sick and vacation 
leave, severance pay, pension benefits or other rights or benefits offered to employees 
of the City of Minneapolis or the MPRB, its departments or agencies. The parties agree 
that the Consultant and its employees will not act as the agent, representative or 
employee of the City of Minneapolis or the MPRB.

IX. CONSULTANT’S INSURANCE

The Consultant shall maintain the types of insurance and the limits of coverage identified 
in Exhibit A which is attached and made part of this Contract.

X. DATA PRACTICES

Consultant, its officers, agents, owners, partners, employees, volunteers and 
subcontractors shall abide by the provisions of the Minnesota Government Data Practices 
Act, Minnesota Statutes, Chapter 13 (MGDPA), the Health Insurance Portability and 
Accountability Act and implementing regulations, if applicable, and all other applicable 
state and federal laws, rules, regulations and orders relating to data privacy or 
confidentiality. If Consultant creates, collects, receives, stores, uses, maintains or 
disseminates data because it performs functions of the MPRB pursuant to this Contract, 
then Consultant must comply with the requirements of the MGDPA as if it were a 
government entity, and may be held liable under the MGDPA for noncompliance. 
Consultant agrees to defend, indemnify and hold harmless the MPRB, its officials, officers, 
agents, employees, and volunteers from any claims resulting from Consultant’s officers’, 
agents’, owners’, partners’, employees’, volunteers’, assignees’ or subcontractors’ 
unlawful disclosure and/or use of such protected data, or other noncompliance with the 
requirements of this section. Consultant agrees to promptly notify the MPRB if it becomes 
aware of any potential claims, or facts giving rise to such claims, under the MGDPA. The 
terms of this section shall survive the cancellation or termination of this Contract.
XI. COMPLIANCE WITH THE LAW

The Consultant agrees to abide by all federal, state and local laws and regulations prohibiting discrimination. In the event the Consultant has questions concerning these requirements, it shall request necessary clarifications from the MPRB. Violation of any of the above laws can lead to termination of this Contract.

XII. AUDITS

As provided in Minnesota Statutes, Section 16C.05, subdivision 5, the Consultant agrees that the MPRB, the State Auditor or any of their duly authorized representatives, at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, records and accounting practices and procedures that are relevant and involve transactions relating to this Contract for a period of six years after the final payment is made by the MPRB to the Consultant.

XIII. SUCCESSORS AND ASSIGNS

The terms and conditions contained in this Contract shall become the obligation of and the rights enure to the benefit of the parties’ successors and assigns.

XIV. LIABILITY AND INDEMNITY

a. The MPRB agrees to defend, indemnify and hold harmless the Consultant against any and all claims, liability, loss, damage or expense arising under the provisions of this Contract and caused by the negligent acts or omissions of the MPRB or its employees.

b. The Consultant agrees to defend, indemnify and hold harmless the MPRB against any and all claims, liability, loss, damage or expense arising under the provisions of this Contract and caused by the negligent acts or omissions of the Consultant or its employees, agents, subcontractors, sub-consultants, and volunteers.

XV. CANCELLATION, DEFAULT AND REMEDIES

Either party to this Contract may cancel this Contract upon thirty (30) days written notice, except in instances where the Consultant fails to fulfill its obligations under this Contract in a proper and timely manner, or otherwise violates the terms of this Contract, in which case the MPRB has the right to terminate this Contract, if the Consultant has not cured the default within seven (7) days after receipt of written notice of the default from the MPRB.
Notwithstanding Section XIV or this Section XV, the Consultant shall not be relieved of liability to the MPRB for damages sustained by the MPRB as a result of any breach of this Contract by the Consultant. The MPRB may, in such event, withhold payments due to the Consultant for the purpose of set-off until such time as the exact amount of damages due to the MPRB is determined. The rights or remedies provided here shall not limit the MPRB, in case of any default, error or omission, by the Consultant, from asserting any other right or remedy allowed by law, equity, or by statute. Nothing in this Contract shall be construed as a waiver of any right, remedy, liability limit or immunity of the MPRB or the Consultant under law.

XVI. NOTICES

Any notice or demand, authorized or required under this Contract shall be in writing and shall be sent by U.S. mail (receipt of which shall be deemed to have occurred five days after the notice or demand was delivered to the U.S. Postal Service) to the other party as follows:

To the Consultant:

Include complete mailing address here
Phone: Phone
Email: Email

To the MPRB:

Minneapolis Park & Recreation Board
2117 West River Road
Minneapolis, MN 55411

Attn: Name of contract manager, Contract Manager
Phone: Phone
Email:

XVII. INTELLECTUAL PROPERTY

All “Work” as defined below, produced by the Consultant under this Contract is classified as “work for hire” and upon payment by the MPRB to the Consultant will be the exclusive property of the MPRB and will be surrendered to the MPRB immediately upon completion, expiration, or cancellation of this Contract. “Work” covered includes all reports, notes, studies, photographs, designs, drawings, specifications, materials, tapes or other media and any databases established to store or retain the Work. The Consultant may retain a copy of the Work for its files in order to engage in future consultations with the MPRB and to satisfy professional records retention standards. The Consultant represents and warrants that the Work does not and will not infringe upon any intellectual property rights of other persons or entities.
Each party acknowledges and agrees that each party is the sole and exclusive owner of all right, title, and interest in and to its services, products, software, source and object code, specifications, designs, techniques, concepts, improvements, discoveries and inventions including all intellectual property rights thereto, including without limitations any modifications, improvements, or derivative works thereof, created prior to, or independently, during the term of this Contract. This Contract does not affect the ownership of each party’s pre-existing, intellectual property. Each party further acknowledges that it acquires no rights under this Contract to the other party’s pre-existing intellectual property, other than any limited right explicitly granted in this Contract.

XVIII. CONFLICT OF INTEREST/CODE OF ETHICS

Pursuant to Section PB 1-6 of the MPRB’s Code of Ordinances, both the MPRB and the Consultant are required to comply with the Minneapolis (City) Code of Ethics. Chapter 15 of the City’s Code of Ordinances requires MPRB officials and the Consultant to avoid any situation that may give rise to a “conflict of interest.” A “conflict of interest” will arise if the Consultant represents any other party or other client whose interests are adverse to the interests of the City. The Consultant may request that the MPRB assist the Consultant to determine whether or not a “conflict of interest” exists.

As it applies to the Consultant, the City’s Code of Ethics will also apply to the Consultant in its role as an “interested person” (as that term is defined in Section 15.280 of the Minneapolis Code of Ordinances) since Consultant has a direct financial interest in this Contract. The City’s Code of Ethics prevents “interested persons” from giving certain gifts to employees and elected officials.

XIX. MISCELLANEOUS PROVISIONS

1. **Severability** – If any provision of this Contract is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision, and this Contract shall be construed and enforced as if such provision had not been included.

2. **Entirety of Contract** – This Contract and the Attachments/Exhibits thereto, constitute the entire and exclusive Contract of the parties.

3. **Applicable Law** – The laws of the State of Minnesota shall govern all interpretations of this contract, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in those courts located within the County of Hennepin, State of Minnesota, regardless of the place of business, residence or incorporation of the Consultant.

4. **Waiver** – Failure to enforce any provision of this Contract does not affect the rights of the parties to enforce such provision in another circumstance. Neither does it affect the rights of the parties to enforce any other provision of this Contract at any time.
5. **Conflict and Priority** – This Contract shall take precedence over any attachments, exhibits or terms and conditions that may be attached to this Contract. In the event that a conflict is found between the provisions in this Contract and any attachments, the terms of the Contract shall prevail.

6. **Amendments** – Any amendments to this Contract shall be in writing signed by both the MPRB and the Consultant. Amendments are limited to increases in compensation (including reimbursable expenses) not to exceed $175,000 as provided in Section III, increases or reductions in the Scope of Services or Work, or extensions of the duration, subject to the limitation in Section IV hereof.

7. **Counterparts** – This Contract may be executed in counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same agreement.

8. **Standard of Care** – The standard of care for all Consultant services performed to execute the work as provided in the attached Scope of Services, shall be the case and skill ordinarily used by members of the Consultant’s profession practicing under similar conditions at the same time and locality of the project. If the parties agree upon specific performance standards for any aspect of the work performed, which standards are set forth in the Contract, the Consultant services shall be performed to achieve such standards.
The parties being in agreement, have caused this Contract to be signed as follows:

FOR THE CONSULTANT:

By ________________________________

Its ________________________________

By signing this Contract, I represent that I have the authority to enter into and bind the Consultant to this Contract.

FOR THE MPRB:

By ________________________________    Date: ________________________________
Its Contract Manager responsible for administering and monitoring this Contract

By ________________________________    Date: ________________________________
Its Department Head

By ________________________________    Date: ________________________________
Its Superintendent

By signing this Contract, I represent that I have the authority to enter into and bind the MPRB to this Contract.

Contract Code:

Fund Fund Department Department Account Account Task Task Project Number Project Number Activity Activity
Exhibit A
Standard Agreement Insurance Form

The following are the insurance requirements for the Consultant and any subcontractor or sub-consultant. Without written evidence of insurance coverage from each subcontractor or sub-consultant, the Consultant will either provide insurance coverage for the subcontractor(s) or sub-consultant(s) or assume full liability for their acts and omissions. The MPRB shall be named an “additional insured” on Consultant’s policies and shall be indicated on the ACORD declaration form. Please fill in a-e. Consultant shall check one box under each insurance area and sign at the bottom. Please note: No changes or additions can be made to this form other than indicating self-insurance status (if applicable, also attach a letter that outlines self-insurance coverage).

a) 1. Worker’s Compensation Insurance that meets the statutory obligations with Employer’s Liability limits of at least $100,000 each accident, $500,000 disease policy limit, and $100,000 disease each employee.

☐ Attached is certificate evidencing above insurance coverage in force as of the Contract start date.

☐ MN Statute Chapter 176 does not apply because Consultant has no employees and will not have any during the life of the Contract.

2. Workers Compensation Insurance for non-employees providing services under this Contract (i.e., subcontractors). Consultants are assuming full Workers Compensation coverage for uninsured subcontractors.

☐ Attached is certificate evidencing Workers Compensation insurance coverage in force as of the Contract start date (either umbrella coverage by Consultant or separate coverage by non-employees).

☐ Non-employees such as subcontractors will not provide any services under this Contract.

b) Commercial General Liability Insurance. The policy shall be on an "occurrence" basis, shall include contractual liability coverage and provide coverage limits at least equal to $2,000,000 per claim and $2,000,000 aggregate.

☐ Attached is certificate evidencing above insurance coverage in force as of the Contract start date.

c) Commercial Automobile Liability insurance covering all owned, non-owned and hired automobiles at coverage limits at least equal to $1,000,000 per claim and $2,000,000 aggregate for all claims arising from the same occurrence.

☐ Attached is certificate evidencing above insurance coverage in force as of the Contract start date.

☐ Consultant’s personal auto liability insurance coverage addresses the risk. Attached is a letter from insurance agent stating that personal automobile insurance policy covers business usage of all automobile(s) that will be used during the life of this Contract.

☐ Consultant will not drive any automobiles while performing services under this Contract.
d) **Professional Liability Insurance** providing coverage for the claims that arise from the errors of Consultant or its sub-consultants, omissions of Consultant or its sub-consultants, failure to render a professional service by Consultant or its sub-consultants, or the negligent rendering of the professional service by Consultant or its sub-consultants at coverage limits at least equal to $1,000,000 per claim and $2,000,000 for all claims that arise during the coverage period. The insurance policy must provide the protection stated for two (2) years after completion of work.

☐ Attached is certificate evidencing above insurance coverage in force as of the Contract start date.

☐ The Consultant is not providing services under this Contract which would enable the Consultant to obtain professional liability insurance. To the extent that Consultant otherwise fails to obtain professional liability insurance, the Consultant agrees to assume full responsibility for any and all damages that occur as a result of Consultant’s or its sub-consultant’s negligent acts, errors or omissions.

e) **Network Security and Privacy Liability Insurance** providing coverage for the claims that arise from the disclosure of private data and security breaches at coverage limits at least equal to $1,000,000 per claim. The insurance policy must provide the protection stated for three (3) years after completion of work. *(Only applies if Consultant is handling, receiving or producing City data and information.)*

☐ Attached is certificate evidencing above insurance coverage in force as of the Contract start date.

☐ Consultants providing service under this Contract who do not carry computer security and privacy liability insurance agree to assume full responsibility for any and all damages that occur as a result of Consultant’s negligent acts, errors or omissions.

☐ Insurance coverage is not required because Consultant does not handle, receive or produce MPRB data and information.

**Consultant Name (printed)** _________________________________________________________

**Consultant Authorized Signature** ____________________________________ **Date** _________
EXHIBIT B

Compensation and Fee Schedule

The Consultant shall be compensated as follows (check which applies):

☐ Flat Fee
☐ Per hour
☐ Per unit
☐ Revenue-based
☐ Other

Include the specific rates that will apply to the services provided and include any other payment terms or details regarding payment(s) to be made under this Agreement.

Click or tap here to enter text.
EXHIBIT C  Use this space for any attachments to the Contract.  If not needed, please delete this text/page.

Click or tap here to enter text.
EXHIBIT D Add Special Conditions for Federal and State Grant Funded Contracts if grant funds used in whole or in part to pay for Services.
PAINTER PARK

LOCATION AND HISTORY

Located next to Lyndale Avenue in the Lyndale neighborhood, Painter Park was originally known as Lyndale Park, or the old Lyndale School site. The land was acquired in 1976, the same year as Fuller park. It was purchased with funds the Park Board received from the Department of Transportation to compensate for land appropriated for freeways in the 1960s and 1970s. There was some debate over whether the neighborhood needed another park when Bryant Square was only a few blocks away, but the opportunity to acquire a block of open land in the heart of a residential neighborhood was too great an opportunity to pass up. In 1977 the park was officially named for Jonathan E. Painter, the first industrial arts teacher in the Minneapolis school system.

The site was redeveloped as a playground immediately after its acquisition, with athletic fields, playgrounds, tennis courts and a recreation center built in 1976. Playground and field improvements were completed in 2001, with additional landscaping added in 2002. The basketball court was resurfaced in 2015 and pickleball striping was added to the tennis courts in 2016.

Excerpted from history written by David C. Smith

EXISTING CONDITIONS AND CHARACTER

Partly because of its location next to busy Lyndale Avenue, Painter is a lively and active park. One of the most popular features is a full basketball court with four square courts next to it. South of this is a single tennis court with pickleball striping. The northeast corner of the park contains a multi-use diamond and multi-use fields, which occupy a large portion of the park. The diamond and field space is used for youth league sports as well as adult softball and a kickball league. While the north side of the park is athletics-focused, the south side is largely play and gathering focused. A play area sits in the center between a shaded picnic area to the east and the recreation center to the west. The recreation center and its entry plaza occupy the corner on Lyndale Avenue and West 34th Street, which is otherwise a commercial node. A small parking lot along the southern edge of the park serves the recreation center. Walkways connect all areas of the southern half of the park, while a single path extends north between the courts and the field area.

THE PROPOSED DESIGN

On the north end a new skatepark activates an open area while a vegetated berm along the park’s west side acts as a barrier to keep skateboards and basketballs from entering the street. The four square courts are relocated to south of the recreation center, adjacent to new native plantings and a tree grove. This allows the basketball court to move closer to the existing tennis/pickleball, thereby maximizing space available for the new skatepark. The small parking lot is removed and replaced with a splash pad and shade structure, introducing a recreational water feature to this area, and diversifying aquatics offerings in the neighborhood. Dedicated ADA on-street parking and a drop-off zone is created on 34th St. West just south of the recreation center. The east-side picnic area is expanded with tables and grills under tree canopy, while the play area, multi-use fields, and ball
The northwest corner of the park has a new, welcoming entry design surrounded by native plantings. In the center of the park supporting the new active uses there is a second shaded picnic area with grills as well as a climbable boulder seating and play area.

**CONNECTIONS BETWEEN PARKS**

Painter Park is less than a mile from several parks including Bde Maka Ska and the Grand Rounds, Lyndale Farmstead, King’s Highway, and The Mall. Only slightly farther away are 28th Street Tot Lot, Mueller, and Rev. Dr. Martin Luther King, Jr. Parks. While Central Gym Park is only a mile away, it is separated from Painter by Interstate 35W, making access challenging. Painter is located only about a half-mile south of the Midtown Greenway.

**KNOWN LAND USE AND COORDINATION ISSUES**

Construction of the splash pad at Painter would ideally be coordinated with removal of the wading pool at nearby Lyndale School Pool. Creation of an on-street ADA parking and drop-off zone would require collaboration with city departments. In order to maximize size, construction of the skate park would ideally be coordinated with relocation of basketball closer to tennis.
PAINTER PARK - EXISTING CONDITIONS

- FOUR SQUARE COURTS
- FULL BASKETBALL COURT
- TENNIS/PICKLEBALL COURT
- RECREATION CENTER
- MULTI-USE FIELDS
- PLAY AREA
- PARKING LOT
- MULTI-USE DIAMOND
- PICNIC AREA

MINNEAPOLIS PARK AND RECREATION BOARD  SOUTHWEST SERVICE AREA MASTER PLAN
PAINTER PARK - PROPOSED PLAN

PROPOSED DESIGN FEATURES

1. DEDICATED ADA ON-STREET PARKING AND DROP-OFF ZONE (work in conjunction with the City)
2. EXPANDED TREE GROVE
3. NATURALIZED AREAS
4. MULTI-SPORT COURT (with 2 four-square courts)
5. PARKING LOT REMOVED
6. SPLASH PAD WITH SHADE STRUCTURES
7. NATURALIZED PLANTINGS (perennial and pollinator plantings)
8. EXPANDED PICNIC AREA WITH GRILLS
9. VEGETATED BERM
10. TENNIS COURT w/PICKLEBALL STRIPING (1)
11. FULL COURT BASKETBALL (1)
12. SEATING
13. CLIMBABLE BOULDER SEATING AND PLAY AREA
14. SHADY PICNIC AREA WITH GRILLS
15. SKATE PARK
16. ENHANCED ENTRY

EXISTING FEATURES

A. SEATING AREA
B. RECREATION CENTER
C. PLAY AREA
D. MULTI-USE FIELDS (1-2)
E. MULTI-USE DIAMOND (1)
<table>
<thead>
<tr>
<th><strong>1: General Input</strong></th>
<th><strong>2: Initial Concepts</strong></th>
<th><strong>3: Preferred Concept</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Spring-Winter 2018</strong></td>
<td><strong>Winter-Spring 2019</strong></td>
<td><strong>Now</strong></td>
</tr>
<tr>
<td><strong>Input themes prior to initial concepts</strong></td>
<td><strong>Input themes on initial concepts</strong></td>
<td><strong>Key elements of the concept</strong></td>
</tr>
<tr>
<td>Interest in pool or splash pad</td>
<td>Need aquatics here</td>
<td>Parking lot removed and splash pad added with shade structure</td>
</tr>
<tr>
<td>Prefer splash pad – less dangerous</td>
<td>Support for splash pad</td>
<td></td>
</tr>
<tr>
<td>Support for removing parking, use space better</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Like existing play area</td>
<td>Keep existing play area</td>
<td>Play area retained and expanded with climbable boulder seating</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Field is used but poor quality, floods</td>
<td>Like diamond and field configuration now</td>
<td>Diamond and field configuration remains</td>
</tr>
<tr>
<td>Diamond used for youth leagues, adult kickball, t-ball</td>
<td></td>
<td></td>
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<tr>
<td>Like existing basketball – very popular</td>
<td>Support expanding basketball</td>
<td>Tennis and single basketball court retained as part of final plan adoption</td>
</tr>
<tr>
<td>Need 2nd basketball court at Painter</td>
<td>Mixed support for tennis</td>
<td></td>
</tr>
<tr>
<td>Tennis court used by some as dog park</td>
<td></td>
<td>Picnic area with grills and climbable boulder seating added next to courts and path</td>
</tr>
<tr>
<td>Need accessible spectator area</td>
<td></td>
<td>Four square relocated south of recreation center</td>
</tr>
<tr>
<td>Need separation between basketball and 4-square</td>
<td></td>
<td></td>
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<tr>
<td>No comments</td>
<td>No comments</td>
<td>No winter amenities planned for this park</td>
</tr>
<tr>
<td>Need barrier to keep basketballs out of Lyndale Ave.</td>
<td>Support for vegetated barrier</td>
<td>Vegetated berm added along west side of park</td>
</tr>
<tr>
<td>Need more shade near picnic areas</td>
<td>Support native plantings</td>
<td>Picnic areas expanded under tree canopy and near courts</td>
</tr>
<tr>
<td>Interest in covered shelter</td>
<td>Support for picnic &amp; grill expansion</td>
<td></td>
</tr>
<tr>
<td>Need better picnic, seating, grills</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest in skate park</td>
<td>Support for skate park</td>
<td>Skate park added</td>
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# COST ESTIMATE

<table>
<thead>
<tr>
<th>Park Name</th>
<th>Asset Type</th>
<th>Project Description</th>
<th>2020 Estimated Cost/Project</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Painter Park</td>
<td>Aquatics</td>
<td>Splash Pad with Shade Structures: includes parking lot removal</td>
<td>$1,693,824</td>
<td>Proceed in conjunction with the demolition of the wading pool at Lyndale School Pool</td>
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<tr>
<td>Painter Park</td>
<td>Play</td>
<td>Traditional Play Structure in existing container</td>
<td>$867,320</td>
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<tr>
<td>Painter Park</td>
<td>Play</td>
<td>Climable Boulder Seating and Play Area</td>
<td>$260,196</td>
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<td>Painter Park</td>
<td>Athletics</td>
<td>Athletic Field Renovation: 1 multi-use diamond and multi-use field space</td>
<td>$712,222</td>
<td></td>
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<td>Painter Park</td>
<td>Courts</td>
<td>Full Court Basketball (1)</td>
<td>$132,649</td>
<td></td>
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<tr>
<td>Painter Park</td>
<td>Courts</td>
<td>Renovate Existing Tennis Court (1)</td>
<td>$132,649</td>
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<td>Painter Park</td>
<td>Courts</td>
<td>Four Square/Multi-Use Court (2)</td>
<td>$81,630</td>
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<tr>
<td>Painter Park</td>
<td>Landscape</td>
<td>Naturalized Areas: includes perennial plantings and vegetated berm</td>
<td>$4,305</td>
<td>Implemented through annual forestry planting plan</td>
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<td>Painter Park</td>
<td>Landscape</td>
<td>Tree Grove</td>
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<tr>
<td>Painter Park</td>
<td>Other</td>
<td>Skate Park</td>
<td>$408,150</td>
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<td>Painter Park</td>
<td>Other</td>
<td>Renovate Walking Paths</td>
<td>$328,839</td>
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<td>Painter Park</td>
<td>Other</td>
<td>Miscl. signs, trees, furniture</td>
<td>$92,436</td>
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</tr>
<tr>
<td><strong>Painter Park</strong></td>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>4,714,220</strong></td>
<td>**</td>
</tr>
</tbody>
</table>
KEEWAYDIN

LOCATION AND HISTORY

Keewaydin Park, like Hiawatha School Park, shares a city block with a public school. The block is bound by 52nd Street, 31st Avenue, 53rd Street, and 30th Avenue. The park sits on the eastern half, and the Lake Nokomis Community School’s Keewaydin Campus sits on the western half.

Keewaydin came into being as the result of votes by the school board and park board in 1927 to cooperate on the purchase and use of a new school and playground. The school would provide a gym and shelter while the park board would develop outdoor playground and recreation facilities. The 1928 annual report called this the first instance of close cooperation between the two boards, although earlier efforts to develop Audubon and Stewart parks also involved collaboration between the two boards. The name comes from Henry Wadsworth Longfellow’s “The Song of Hiawatha.” Keewaydin was the “Northwest Wind, the Home Wind.”

The land to the east of the already built school was purchased through condemnation procedures. After the acquisition, Nokomis Avenue between the park and school was vacated. Improvements began immediately in 1928 and 1929, when 38,600 cubic yards of fill were used to create a level playing field. By the summer of 1930, the park board provided recreation instructors for the new park after playground equipment was installed and two tennis courts—with backstops—were built. In 1930 and 1931 the park board continued to haul in fill in a fight to keep the land at a level grade. Because the park was built on a former swamp, the fill kept settling. Finally in 1932, the fields were regraded and the tennis courts and a concrete wading pool were finished. In 1959 year-round recreation programming began at the park.

The park board redeveloped the park and built a recreation center there in 1971-1972. At that time the park board and school board considered making the recreation center part of the school, but ultimately decided to build a free-standing facility.

In the early 2010s, the school planned an expansion southward on the site. That would put the school’s front entrance in close proximity to the existing wading pool and would require shrinking of the playground—both facilities were on school property under agreement with MPS. MPRB created a new master plan for the park that relocated park facilities onto park land. Those improvements have not ye been completed.

EXISTING CONDITIONS AND CHARACTER

Keewaydin Park has a somewhat unusual layout, when property ownership is taken into consideration. The wading pool and playground, along with the shared parking lot, actually sit on MPS property. The recreation center building is half on MPRB land and half on MPS land. East of the school on MPRB property are four multi-use diamonds with open field space between them. This arrangement is typical of south Minneapolis parks, but at Keewaydin the diamonds are particularly tight because the park is so narrow.

South of the diamonds and above a slight rise is another open field. This used to be the location of tennis courts, which were previously removed.

Though MPRB spent considerable effort in the late 1920s filling the site for athletic fields, the park is still in a bowl below street level. On the east and north sides of the park in particular the land slopes steeply down into the park. The northern slope is somewhat heavily forested, with an understory of mostly volunteer grasses and other plants. Pathways flank the northern and western (school) side of the park.

The park is used regularly by the school for recess, and many kids participate in after school programs at the recreation center building. The school has a direct entrance into the park on its eastern side, where lower level doors allow a connection without slopes. A paved vehicle access to the building near the recreation center doubles as an area for basketball and other court games.

CONNECTIONS BETWEEN PARKS

Wayfinding and connections from Keewaydin Park should focus on:

- The existing City of Minneapolis bicycle/pedestrian route Nokomis Avenue, including an enhanced connection through the park, to connect to Minnehaha Parkway to the north and Bossen Field to the south. The southward connection is important as Bossen will have the nearest wading pool to Keewaydin.
- A proposed pedestrian and/or bicycle route running on 53rd Street west to Lake Nokomis. This connection is important for access to the 50th Street Beach.
THE PROPOSED DESIGN
The Keewaydin Park plan draws on but modifies—they master plan prepared when the school expanded. That plan called for all MPRB facilities to be moved off school property and onto the green space east of the recreation building (the building itself would remain). In addition, the plan called for reduction of the multi-use diamonds from four to two, to allow for greater flexibility in athletic use.

The Keewaydin Park plan developed as part of SSAMP makes the same changes to the athletic fields, positioning the two remaining diamonds on opposite corners, instead of on one side, as in many parks, due to the small size of Keewaydin. The slopes around the fields would be naturalized with pollinator-friendly plants, and new and refurbished pathways create a walking loop (with city sidewalks) around most of the park.

The entire grassy area east of the recreation building will become a play area with multiple options for multiple ages. All three play types will occur here: a smaller traditional play area in the center, a nature play area to the west under the trees, and an adventure play zone to the east made up of a vertical climbing/bouldering wall. This would be the first climbing facility in the MPRB system. It will be designed to be used either unsupervised or as part of MPRB programming.

There will be no aquatic facility in this park. The existing wading pool and playground in front of the school will be removed and the land returned to MPS use.

The addition of a varied and unique play environment will make Keewaydin a special park sure to draw users of all ages to try their hands at bouldering or experiment creatively with logs and stones.

KNOWN LAND USE AND COORDINATION ISSUES
Ongoing coordination with MPS is necessary, as some pathways and half the recreation center building sit on MPS property. MPRB should ensure the agreement with MPS is up to date prior to major capital improvements associated with play areas.

UPDATE EXISTING
- Traditional Play Structure
- Multi-use Field
- Multi-use Diamond

NEW/ADDED
- AP Adventure Play
- Nature play area
- Walking Loop Trail
### Processes

<table>
<thead>
<tr>
<th>1: General Input</th>
<th>2: Initial Concepts</th>
<th>3: The Preferred Concept</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring-Fall 2015</td>
<td>Fall-Winter 2015/2016</td>
<td>Now</td>
</tr>
<tr>
<td><strong>Input themes prior to initial concepts</strong></td>
<td><strong>Input themes on initial concepts</strong></td>
<td><strong>Key elements of the concept</strong></td>
</tr>
<tr>
<td><strong>Aquatics</strong></td>
<td>Wading pool not necessary, due to proximity of Lake Nokomis and other parks</td>
<td>No aquatic facilities planned for this park</td>
</tr>
<tr>
<td><strong>Play</strong></td>
<td>Many comments in support of climbing/bouldering wall</td>
<td>Addition of multi-faceted play area east of recreation center, to include traditional play elements, a nature play area, and a climbing/bouldering wall</td>
</tr>
<tr>
<td><strong>Athletics</strong></td>
<td>Very few comments with clear stances</td>
<td>Removal of two multi-use diamonds to create more multi-use field space (NOTE: this recommendation is included in the previous master plan for the park)</td>
</tr>
<tr>
<td><strong>Courts</strong></td>
<td>Concern about removing basketball court (NOTE: court is on school property)</td>
<td>No court facilities planned for this park (basketball and court games area exist on school property)</td>
</tr>
<tr>
<td><strong>Winter</strong></td>
<td><strong>No comments</strong></td>
<td>No formal winter facilities planned for this park</td>
</tr>
<tr>
<td><strong>Landscape</strong></td>
<td><strong>No comments</strong></td>
<td>Addition of naturalized areas on park slopes and near play area and recreation center</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td><strong>No comments</strong></td>
<td>Addition of paths to create walking loop around park</td>
</tr>
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## COST ESTIMATE

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Project</th>
<th>2017 ESTIMATED COST/PROJECT</th>
<th>Implementation Sequence</th>
<th>Prioritization Category</th>
<th>Applicable SSAMP Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Play</td>
<td>Play Area: small traditional structure and climbing wall in new containers, including demolition of existing wading pool</td>
<td>$1,256,685</td>
<td>stand-alone</td>
<td>FUNDED</td>
<td>7, 11, 16, 18, 23a, 23b, 23d</td>
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<tr>
<td>Play</td>
<td>Nature Play area</td>
<td>$349,079</td>
<td>stand-alone</td>
<td>PLANNED</td>
<td>11, 16, 23a, 23b, 21d</td>
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<tr>
<td>Athletics</td>
<td>Athletic field renovation, incl. demolition of 2 diamonds, renovation of 2 diamonds, renovation of 2 fields</td>
<td>$1,162,228</td>
<td>stand-alone</td>
<td>PLANNED</td>
<td>11, 16, 21a, 21b, 21d</td>
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<tr>
<td>Landscape</td>
<td>Naturalized areas</td>
<td>$23,409</td>
<td>stand-alone or with other projects, as appropriate</td>
<td>PLANNED</td>
<td>11, 25, 26, 29</td>
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<tr>
<td>Other</td>
<td>Renovate walking paths</td>
<td>$106,843</td>
<td>stand-alone or with other projects, as appropriate</td>
<td>PLANNED</td>
<td>11, 16, 17</td>
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<tr>
<td>Other</td>
<td>Misc. signs, trees, furniture</td>
<td>$57,827</td>
<td>with other projects, as appropriate</td>
<td>PLANNED</td>
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<tr>
<td>n/a</td>
<td>Update agreement with MPS related to capital improvement</td>
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<td>before major capital improvement</td>
<td>PLANNED</td>
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<tr>
<td>TOTAL</td>
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<td>$2,956,070</td>
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## OPERATIONS ESTIMATE

<table>
<thead>
<tr>
<th>FACILITIES</th>
<th>Total Per Unit Operations Cost</th>
<th>△ Qty</th>
<th>△ Cost</th>
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</thead>
<tbody>
<tr>
<td>Wading Pool</td>
<td>$15,000</td>
<td>-1</td>
<td>$(15,000)</td>
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<tr>
<td>Nature Play</td>
<td>$7,500</td>
<td>1</td>
<td>$7,500</td>
</tr>
<tr>
<td>Adventure/Climbing Play</td>
<td>$7,500</td>
<td>1</td>
<td>$7,500</td>
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<tr>
<td>Multi-use Diamond</td>
<td>$20,000</td>
<td>-2</td>
<td>$(40,000)</td>
</tr>
<tr>
<td>Full Court Basketball</td>
<td>$1,500</td>
<td>-1</td>
<td>$(1,500)</td>
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<tr>
<td>Walking Loop Trail</td>
<td>$5,000</td>
<td>1</td>
<td>$5,000</td>
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<tr>
<td><strong>Difference</strong></td>
<td><strong>$36,500</strong></td>
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