

## **REQUEST FOR STATEMENT OF QUALIFICATIONS CLARKSVILLE, INDIANA**

The Redevelopment Commission of the Town of Clarksville, Indiana is seeking qualification statements from companies and individuals to perform certain professional services in conjunction with the town's desire to prepare a master plan for the Old Clarksville Historic District and the area referred to as the west riverfront area in the Clarksville Comprehensive Plan. The area is part of the Old Town of Clarksville Historic District and is listed on the National Registry of Historic Places. George Rogers Clark and the Corp of Discovery commenced their three year exploration of the Northwest Territory from this site. The area is also rich in archaeological sites with documented civilizations that encompass all archaeological periods: Archaic, Woodland, and Mississippian.

The intent of the Plan is to address challenges and opportunities related to recovery of land impacted by land uses that are not appropriate for the historic and environmentally constrained area. The intent is to develop a master plan for the sensible utilization of the area. The planning area is shown on Exhibit A.

### **1 GENERAL DESCRIPTION OF THE SITUATION AND PROJECT**

#### **1.1 General Description of the Situation**

The area contains 279 acres and is situated along the Ohio River and Silver Creek. The area is within the floodplains of the Ohio River and Silver Creek. This part of the Ohio River is a National Wildlife Conservation Area. Silver Creek is an impaired stream. However, on the west side of Silver Creek is another environmentally sensitive area known as Loop Island Wetlands. Indiana Department of Natural Resources owns approximately 84 acres and the Clarksville-Jeffersonville Flood Control own approximately 16 acres. The remainder is in private ownership.

The area continues to be abused by land uses that are not appropriate for an environmentally sensitive area. These land uses are filling, rock and concrete crushing, and automobile junkyards, among similar uses. In 1993 there was an environmental assessment of the area completed for the Ohio River Greenway. The results indicate a high probability of contamination from filling and dumping for at least 50 years.

Present plans, which this Plan will coordinate with, include continuation of the Lewis & Clark Trail, part of which will be constructed in 2009. The Ohio River Greenway bisects the area and will connect with the Trail. Plans are to complete another archaeological reconnaissance this year. Also, with an approved transportation enhancement grant commence the design of the extension of the Trail. The town has already purchased three parcels of land and intends to purchase another large area in 2009.

The town has a large floodplain area and the planning area has experienced flooding several times since 1937. The planing abuts Silver Creek on the west. Silver Creek is listed by the Indiana Natural Resource Commission as a navigable stream from it's confluences with the Ohio River to 3.0 river miles to the north.

#### **1.2 Project Description**

The location of the planning area an area in the southeast part of Town and is bounded by the Ohio River on the south and Silver Creek on the west. The first American town in the Old Northwest Territory of the new United States, which dates to 1783, was located here and it is on the National Register of Historic Places. Additionally, the site was inhabited at least 10,000 to 12,000 years ago by people of the Prehistoric Archaic culture.

The successful Plan will:

- Offer protection and interpretation of the historical and archaeological aspects of the site

- Highlight the archaeological and historic value of the site
- Include a state-approved curation facility for local archaeological study and display
- Include land set aside for archaeological study and survey
- Allow for replacement and signage marking the original streets of the town, as designed by George Rogers Clark
- Allow for reconstructions of original structures, such as Fort Clark and Clark's Mill
- Be compatible with the natural and cultural resources of the site and be in harmony with its particular environment
- Include and encourage passive, non-consumptive use of the area for such activities as wildlife observation and interpretation, river-viewing, bird watching, and fitness activities such as walking and hiking.
- Protect the area's wetlands that serve as an important resting place for migratory birds during high water
- Include a outdoor classroom which offers an opportunity for students and educators to instruct and study Environmental Education
  
- Any necessary utilities and infrastructure, including that for moving visitors to and around the site, must be environmentally friendly, unobtrusive, and consistent with existing themes and designs already present at the site.
- Details of design should be compatible with the established requirements of the Ohio River Greenway and Clarksville Parks Department.
- The route of the important prehistoric and pioneer path, The Buffalo Trace, should be incorporated and identified. Inclusion of water-based plans for recreational opportunities utilizing Silver Creek is recommended.
- The site evaluation must include field observations, past studies, historical documents research, and consultation with the Clarksville Parks Department, the Indiana Department of Natural Resources, Clarksville Historic Preservation Commission, the U. S. Army Corps of Engineers, the Clarksville Historic Society, the Flood Control Commission, the Ohio River Greenway, Loop Island wetland landowner Albert Goodman, Clarksville Community Schools, and any appropriate others.

In summary, the overall project should impart a sense of stewardship with all users and stakeholders, with the hope that the environment, its natural beauty, and the site's history and archeology can be enjoyed by area citizens and visitors, used for educational purposes, and preserved for future generations.

### **1.3 SERVICES NEEDED WILL INCLUDE**

- 1) Historical research and analysis including appropriate document review.
- 2) Expertise in natural and cultural resource preservation and use as well as proficiency in planning, engineering, and landscape architecture that emphasizes green and low-impact development and environmental sustainability.
- 3) Experience with a range of transportation modes that are unobtrusive to the natural environment and which fit existing themes and elements of the site.
- 4) Professionals who have experience and expertise with Brownfields redevelopment, since the site has probable contamination.
- 5) Field examination and evaluation of existing conditions of the site, including present infrastructure and transportation corridors, resulting in an interim report of the site.

- 6) Hosting a public meeting, using graphic illustrations and a summary of the findings of the interim report to gather comments and suggestions from the public regarding appropriate uses of the site.
- 7) Preparation of a draft concept plan for future use based upon public meeting comments and which considers historical and archaeological significance as well as the existing natural environment and its preservation.
- 8) Presentation of the draft concept plan to the Historic Preservation Commission and its Advisory Council.
- 9) Using comments and ideas from the Commission and the Advisory Council, development of a draft final plan for presentation at a second public meeting. The plan should include both a narrative and illustrative graphics which addresses elements stated in the Project Description.
- 10) Presentation of the draft plan to the Clarksville Plan Commission, the Clarksville Redevelopment Commission, and the Clarksville Town Council.
- 11) All services to be completed within 180 days of the notice to proceed.

#### **1.4 Type of Contract**

All services will be on the cost reimbursement basis (hourly rate and maximum hours fixed). The awarded contract will have a "not to exceed" clause, which will limit the allowable fees, charged in connection with these services through completion of scope. Hourly rates shall be included. A total fee shall not be submitted with the SOQ.

#### **1.5 Statement of Qualification**

The SOQ must include sufficient information regarding qualifications to determine that the offeror is qualified and experienced in the type of work required by this request. Do not include a proposed fee with the statement of qualifications, as this is a qualification based selection process. The SOQ must include the following:

- 1) A description of expertise, experience and resources directly relevant and available for the proposed project
- 2) A list of similar projects previously completed
- 3) A list of five references
- 4) Resumes and qualifications of all persons assigned to the project
- 5) Name of person to be in charge of project
- 6) Description of scope of services as per section 1.3 and proposed hourly rates.
- 7) A project timeline

#### **1.6 Proposal Evaluation Criteria**

**Proposal Evaluation Criteria Includes:**

<b>Criteria</b>	<b>Possible Points</b>
1) Specialized experience or technical expertise of the firm or group, considering the complexity of the project in providing a full range of activities from data gathering and analysis, public meetings, and master plan preparation for environmentally significant park, cultural and historic	25

Criteria	Possible Points
areas.	
2) Past record of performance on similar master planning that has resulted in actual development, That is, what has the offeror completed master plans that have been implemented and resulted in tangible real development	25
3) Capacity of the firm to perform the work within time limitations, taking into consideration the current and planned workload of the individuals assigned to this project. How much is subcontracted; have the members of the group worked together before; is there a designated lead firm that has management capabilities involving several firms?	25
4) Familiarity of the firm with the type of project and the type of problems applicable to this project. These include waterfront development, historic sites, parks, archaeological considerations, and significant environmental constraints, as well as potential contamination and brownfield development.	25
<b>Highest Possible Score</b>	<b>100</b>

### 1.7 Proposal Format

The format of the proposal is important to the ability to equitably evaluation proposals. SOQ's are to be assembled in the following order and pages numbered consecutively.

- 1) Name of firm and contact person with email and street, address, telephone and fax numbers
- 2) Name of person that can bind the firm if other than the contact person
- 3) Name of person to be project manager and in charge of the project
- 4) Description of experience, expertise and resources of both the firm and individuals to be assigned to the project, including personnel of any sub-contractors that will work on the project.
- 5) List and briefly describe at least three [3] similar projects and provide the clients contact person with telephone number and email address for each
- 6) List of at least three [3] references that are not among those listed in #5 above
- 7) Description of services per section 1.3
- 8) Time line for completion of project and critical bench marks

### 1.8 Hourly Rates

Do not include a fee. However, submit a fee schedule. Selection is quality based. Statements that include a fee in the SOQ will not be considered responsive.

### 1.9 Evaluation and Interview

After review and scoring, the intent is to interview the top-ranked firms during the week of June 8<sup>th</sup>.

### Submittal Instructions

If you are interested in providing the required services, please note that 1 bound copy, one unbound copy, and five [5] USB flash drives with copies of the Statement of Qualifications must be received no later than 3:00 p.m. on May 19 at the Clarksville Parks Department, Municipal Building, 2000 Broadway, Clarksville, Indiana 47129. Pages numbers are to be consecutive through the entire document and *not by sections*.

The Town may or may not negotiate the fee schedule with one or more offeror(s). The Town reserves the right to reject any and or all proposals. The Town of Clarksville is an Equal Opportunity Employer.

**1.10 Questions**

The town's contact person is Parks Superintendent, Brian Kaluzny. In order to assure comparable Statements of Qualifications, all questions for additional information, a regarding the project, are to be in writing, to Brian Kaluzny, Municipal Building, 2000 Broadway, Clarksville, Indiana 47129 and received by May 8, 2009. Written answers to questions will be available May 13, 2007.



**Planning Area  
Historic Preservation District and West Riverfront Area**