



Haughville Riverfront Parks Master Plan

Request for Qualifications | Released August 1, 2022

Deadline for Questions: August 10, 2022 @ Noon EDT

Deadline for Responses: August 26, 2022 @ Noon EDT

Question responses and updates will be posted on <http://indydestinationvision.com/rfp-rfq-opportunities>

1. Project Description

Development of a master plan for four existing or potential public open spaces on or near the west bank of the White River in the Haughville community of Indianapolis. After a robust community engagement and regulatory diligence process, a detailed and estimated master plan for Belmont Beach (a historic cultural site and potential public park) and Reverend Mozel Sanders Park (an existing public park) will be developed. A broader conceptual plan will be developed for connections of these parks to River Station (an emerging river access point) and adjacent floodplain forest.



Google Map: <https://bit.ly/3OrMpOF>

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2. General Information

- 2.1. Tourism Tomorrow Indy (TTI), in partnership with Friends of Belmont Beach (FoBB) and the Indianapolis Department of Parks and Recreation (IndyParks), is seeking responses to this Request for Qualifications (RFQ) to select a qualified vendor to develop a park master plan for several park and park opportunity sites along the White River in the Haughville community of Indianapolis.
- 2.2. The vendor response to this RFQ must be received by TTI no later than Friday, August 26, 2022 at Noon EDT.
- 2.3. Questions pertaining to this RFQ should be directed to Brad Beaubien at brad.beaubien@tourismtomorrow.org no later than Wednesday, August 10, 2022 at Noon EDT.
- 2.4. TTI reserves the right to reject any or all responses to this RFQ, to waive any informality or irregularity in any RFQ responses received, and to be the sole judge of the merits of the respective RFQ responses received.
- 2.5. It is expected that all final deliverables for this project will be completed prior to December 31, 2023.
- 2.6. It is anticipated the value of this master plan work will not exceed \$300,000. Of this amount, at least \$50,000 will be earmarked to community organization Friends of Belmont Beach to provide community engagement services in partnership and consultation with the selected consultant. TTI may consider changes to desired scope through negotiations with vendors to meet this budget.
- 2.7. Given the culturally sensitive history of the site and lived experience of neighborhood residents, TTI expresses a very strong desire to have significant leadership of minority design professionals among any RFQ response. This may take a variety of forms, including a minority-owned or minority-led firm serving as the prime consultant, a significant portion of the proposed project team and associated budget directed toward minority-owned sub-consulting firms, and/or predominantly minority professionals working on the project.

3. Background Information

- 3.1. Tourism Tomorrow Indy is the non-profit, future-focused arm of Visit Indy, the Destination Marketing Organization (DMO) for Indianapolis. Its work focuses on research, planning, and product development that is both visitor-focused and resident-aligned. Like Visit Indy, TTI is concerned with the Indianapolis metropolitan statistical area (MSA) with a priority focus on Indianapolis and Marion County.
- 3.2. TTI's long-term destination-wide plan is known as Indy's Destination Vision, with prior iterations referred to as the Tourism Master Plan or Tourism Master Vision. The Destination Vision seeks to align the needs and desires of residents and visitors to create a community attractive to both live and visit. The Destination Vision defines an operational approach called Tourism with Purpose, a philosophy that seeks to harness the power and impact of travel and tourism to address community needs and challenges. The plan, available at indydestinationvision.com, uses guiding principles related to people, place, and prosperity to focus the impacts of dozens of recommended actions.

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- 3.3. One of the most active of these recommendations is to restore, celebrate, and activate the White River. To this end, TTI served as the fiscal agent for a \$1.5 million, two-county vision planning process for the White River from 2018 to 2020 and has continued to work with regional partners to lead the resulting vision forward, including development of a new river information and marketing portal at DiscoverWhiteRiver.com and regional conversations on governance. The White River Vision Plan is a framework plan seeking to guide generational investment in projects on and along the river through guiding principles relating to environment, economy, and equity.
- 3.4. One of the case study sites identified in the White River Vision Plan is the site of the former Belmont Beach, just south of the failed Emrichsville Dam near 16th Street. Belmont Beach was a water recreation site accessible to Black residents during the time when Indianapolis public parks and swimming pools were segregated. This portion of the river was incredibly polluted and unsafe for swimming and is an example of environmental racism. The Vision Plan sought to elevate this history and restore the site to public access in a way that told the story of the Beach and celebrated the resilience of both the river and the Black community in and around the Haughville neighborhood. More detailed history about Belmont Beach is available from IUUI Professor Paul Mullins at <https://bit.ly/3OEgyDv>.
- 3.5. In 2021, Haughville neighbors joined TTI in building a temporary 1.5-acre pop-up community park at the Beach site. As an early implementation step of the White River Vision Plan, it was important to begin with a project that sought to elevate and illustrate the equity focus of the plan. The coalition of neighbors convened for this purpose has been formalized with the creation of the Friends of Belmont Beach as a non-profit corporation. After a very successful pilot year with positive reception, the group has worked to keep the park open for another year in 2022 and is actively pursuing plans to continue it for another year into 2023. If successful, this third year of operation provides an opportunity to coincide with community engagement activities for this master plan. More information on this pop-up park is available at <https://belmontbeachindy.org>.
- 3.6. Across White River Parkway West Drive from the Beach site is Reverend Mozel Sanders Park, an IndyParks property with a master plan dating from the 1990s. IndyParks, officially the city's Department of Parks and Recreation, provides parks, greenspaces, trails, and recreation opportunities for Marion County residents and visitors. The agency offers 213 parks, 11,258 acres of greenspace, 130 playgrounds, 155 sports fields, 153 miles of trails, 23 recreation and nature centers, 19 aquatic centers, 21 spray grounds, 13 golf courses, and four dog parks. Indy Parks also provides a range of sports, art, education, and recreation programs and more than 2,400 programs throughout the year.
- 3.7. The 25-acre Reverend Mozel Sanders Park is home to an Indianapolis Public Schools Innovation Network school, Matchbook Learning at Wendell Phillips School 63 and shares some recreational facilities. School teachers and students have been actively engaged with Belmont Beach as well as environmental education using the park and river. The park has also served several public utility purposes over the years, including currently as part of the DigIndy deep rock tunnel system under construction by water and wastewater utility Citizens Energy Group. Much of the existing master plan calls for athletic fields, none of which have been constructed. The park is classified by IndyParks as a neighborhood park intended to serve the needs of immediate neighbors living with a half mile of the park.

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- 3.8. Just south of the Beach site along the river is an informal public access site known to the community as River Station. Located adjacent to an unused (though not formally abandoned) CSX railroad trestle, this area is accessed by a steep dirt access path and is the target of frequent illegal dumping. The Indiana Department of Natural Resources is working with IndyParks to construct a new public boat ramp at this location and non-profit Friends of the White River actively monitors and mitigates dumping.
- 3.9. Between the Beach site and River Station is a floodplain forest through which neighborhood residents have made an informal nature trail. A formal greenway trail lies across the river on the east bank levee, while the White River promenade on the west bank begins a few blocks south at 10th Street and continues on both sides of the river south to Washington Street. A large portion of the riverbank above the floodplain in the study area is armored with concrete for flood control.
- 3.10. At the beach site in the White River is the failed Emrichsville Dam, built in the late 1890s to pool river water for the Riverside Regional park upstream. This 10-foot tall low-head dam suffered a series of issues in 2018 leading to its partial collapse, leaving a very hazardous partial wall and spillway. It has been replaced by a new rock ramp several blocks upstream and the Indianapolis Department of Public Works is actively working on funding and plans to remove the remaining failed Emrichsville structure. While this master plan does not include addressing Emrichsville Dam, and plans are not final as to whether the dam would be completely removed, partially removed, or converted into a recreational-type facility, this master plan will need to engage in those parallel conversations and be flexible in anticipating various alternative solutions to the ultimate Emrichsville dam solution.
- 3.11. White River Parkway West Drive and all lands on its river side in the study area are listed on the National Register of Historic Places as part of the Indianapolis Park & Boulevard System. This system of parks, parkways, and boulevards served as the primary city planning guiding development of Indianapolis from 1909 through the 1930s
- 3.12. For site context, much of the adjacent Haughville neighborhood is comprised of single-family homes, although two apartment towers that serve primarily IUPUI students are located near River Station and a new affordable multi-family apartment community recently opened immediately north of the Belmont Beach site. The Haughville community is one of Indy's earliest settlements and has always been a strong working class neighborhood. For decades it bore the brunt of racially-motivated disinvestment. Development of IUPUI across the river and resurgence of downtown in the past decades, combined with high vacancy rates and lower property values, has led to persistent fears of displacement with few policy tools to intervene. Several blocks north the Riverside Regional Park system begins with the Municipal Gardens park. Riverside Park has a recently completed master plan. To the east across the river, and connected by the railroad trestle, lies the emerging 16 Tech innovation district campus that includes, or will include, research, commercial office, restaurant and retail, open space, and multi-family development. Further south of this is the historic Indiana Avenue corridor, home to a once-thriving Black community and cultural center that is the focus of renewed efforts to rebuild. Taken all together, much of this context has a significant history and value for the broader Black community in Indianapolis.

- 3.13. Development of a master plan for this ecosystem of existing or potential open spaces is part of a process to establish Belmont Beach as a permanent public park and provide the Haughville community with a connected network of parks and riverfront access points. TTI is managing this process in full partnership with IndyParks, who is committed to adopting this plan and is working in good faith for the acquisition of the Belmont Beach site.

4. Desired Scope of Work and Deliverables

- 4.1. The following scope and deliverables are intended to serve as a starting point for conversations with a selected vendor, whose experience, expertise, and input is desired in shaping the ultimate structure and scope of this study.
- 4.2. **Inventory & Assessment.** Provide an analysis and understanding of the history, existing conditions, and current plans or initiatives for the project site and its context. Develop an understanding of how broader community, park and recreation, land use, transportation, and infrastructure plans inform or impact the project site.
- 4.3. **Community Engagement.** Develop and execute a robust community engagement process that provides a wide variety of engagement methods and opportunities to reach the broadest number of stakeholders.
 - 4.3.1. This process will be developed in consultation with the Friends of Belmont Beach (FoBB). FoBB is a required member of the consulting team that has demonstrated important connections and has built trust with the Haughville community. It is also an emerging organization built to steward the legacy of Belmont Beach long-term, and their participation on a consulting team provides important capacity-building experience critical to the long-term success of the project. Rather than having a separate engagement team, FoBB will be serving as a paid subconsultant working on the consulting team. The consultant should provide community engagement thought leadership, strategy, and coaching with FoBB, and FoBB will provide the necessary on-the-ground execution of engagement activities. For the purposes of the RFQ responses, please do not contact anyone associated with Friends of Belmont Beach. Focus instead on your approach and experience with community engagement. If selected, you will work with FoBB to develop a detailed engagement process.
 - 4.3.2. A process name and brand should be developed along with an associated wordpress-powered website. Consideration for developing sub-sites within existing brands and sites, such as BelmontBeachIndy.org or DiscoverWhiteRiver.com, could be considered.
 - 4.3.3. A facilitated stakeholder committee should meet at least three times to guide and provide feedback on the process. Enrichment activities for this group, such as day field trips, are encouraged.
 - 4.3.4. Consultants should anticipate providing updates to, or participating in engagement opportunities with, existing neighborhood groups or organizations. Similarly, consultants should engage any technical or regulatory partners.

- 4.4. Master Plan.** Develop a master plan for Belmont Beach and Reverend Mozel Sanders Park. Because of the unknowns about the Belmont Beach property becoming a formal IndyPark property, this master plan should be developed in such a way that the plan for Reverend Mozel Sanders Park is able to stand alone and not be contingent on facilities or activities at Belmont Beach for its success. At a minimum, this master plan should include:
- 4.4.1. Scaled site plan identifying: all property boundaries, easements or other legal restrictions; walks and trails; drives and parking areas; recreation fields or facilities; shelter or picnic facilities; performance/event areas or facilities; public art opportunities; landscape and environmental improvements; service areas or facilities for restrooms, maintenance, or trash; and similar park improvements.
 - 4.4.2. Identification and description of phasing opportunities. It is likely any park investments will take place incrementally, and the master plan should provide guidance so that each investment can occur independently of one another.
 - 4.4.3. All master plan elements should be reviewed for current compliance with the existing Indianapolis zoning code using the PK1 classification, as well as all local, state, and federal regulations regarding the White River and its floodway. All work with floodway permit implications should be identified and deemed feasible after consultation with appropriate regulatory agencies.
 - 4.4.4. All master plan elements should be cost estimated. While no budget has been established for implementation of the master plan, projects should be financially feasible. An understanding of recent park investments by IndyParks and regional peers should be considered when evaluating financial feasibility.
 - 4.4.5. Renderings, illustrations, and/or character images of the proposed improvements.
- 4.5. Concept Plan.** Develop a concept plan for River Station and the connecting floodplain forest between 10th Street and Belmont Beach, as well as for regional multi-modal connectivity to nearby river and recreational assets, notably including the Riverside Regional Park system. At a minimum, this concept plan should include:
- 4.5.1. Conceptual site plan for River Station and the connecting floodplain forest between 10th Street and Belmont Beach that provides guidance on the types of activities each area should offer when viewed in the context of the entire Haughville Riverfront system. Identify key investment opportunities needed.
 - 4.5.2. Connectivity plan that documents existing connections, connections already proposed in other plans, and proposed new connections. This plan should look more broadly at how the Haughville Riverfront system connects to other neighborhood parks or centers, nearby parks including White River State Park and Riverside Regional Park, trails and greenways, the 16 Tech campus, and the Indiana Avenue area.

4.6. Final Deliverables.

- 4.6.1. Formatted PDF report organized in a modular way that allows the portions of the plan related to Reverend Mozel Sanders Park and Belmont Beach to be isolated for independent adoption. This PDF should include documentation and results of the entire engagement process as an appendix. A packaged version of the report with all text, fonts, images, and vector artwork, in editable format (i.e. InDesign package) shall also be provided.
- 4.6.2. Formatted summary powerpoint document with speakers notes.
- 4.6.3. High resolution images of the master plan, concept plan, and any renderings in JPG format.
- 4.6.4. Any GIS or CAD files developed for the plans.
- 4.6.5. All work related to adoption of the plan by appropriate municipal boards shall be handled internally by IndyParks staff.

5. Statement of Qualifications (SOQ)/Selection Criteria

- 5.1. **Desired Expertise:** TTI seeks qualified consultants with demonstrated expertise related to community park planning. Qualified teams will possess demonstrated experience related to:
 - Community park and public space planning
 - Community engagement, especially in communities of color
 - Landscape architecture and civil engineering
 - Environmental planning, permitting, and review
 - Project prioritization, phasing, and cost estimating in Central Indiana
- 5.2. **Minority Participation:** Given the culturally sensitive history of the site and lived experience of neighborhood residents, TTI expresses a very strong desire to have significant leadership of minority design professionals among any RFQ response. This may take a variety of forms, including a minority-owned or minority-led firm serving as the prime consultant, a significant portion of the proposed project team and associated budget directed toward minority-owned sub-consulting firms, and/or predominantly minority professionals working on the project.

6. Submittal Requirements. Adherence to the maximum page criteria is critical; each page side (maximum size 8 ½" x 11") with criteria information will be counted. Pages that have photos, charts and graphs will be counted towards the maximum number of pages.

- 6.1. Cover Letter (1-page) containing at a minimum consultant name, contact name, address, phone number, and email address.

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- 6.2. Team Organization, project understanding, and project approach (6-pages), containing: description of team; a brief description of the roles of each team firm and key staff; organization chart with names; description of your understanding of the project; proposed project management approach; description of proposed project processes to be used for scope tasks; a general (i.e. month 1, month 2) timeline of scope tasks; and, discussion of any potential issues or concerns. Single-page resumes of each proposed team member may be included as Appendix A (resumes do not count toward page limit).
- 6.3. Relevant experience (4-pages), addressing overall reputation, service capabilities and experience as it relates directly to the tasks and desired expertise outlined in this scope; and a brief description of up to 3 comparable projects completed or in progress by the team or its members, including member roles, contract value, project owner, project location, client contact name, title, phone number, and email address; and up to 3 additional reference contacts with reference name, title, phone number, and email address.
- 6.4. Other factors (1-page), containing a description of current workload and ability to complete tasks by the project deadline and a description of the consultant's, or any subconsultant's, registration as a disadvantaged business with any local, state, or professional entity nationally.
- 6.5. Vendors must submit a digital copy of their response as a single PDF document and be no larger than 25MB in file size. All responses must be received by the deadline, should be labeled with the subject "RFQ: Haughville Riverfront", and emailed to Brad Beaubien, brad.beaubien@tourismtomorrow.org. Gifts accompanying the submission are not accepted.

7. Selection Process and Schedule

- 7.1. A review team selected by TTI will evaluate each SOQ according to the above criteria, provided references, and any past performance evaluations and other information available to TTI. Subject to the quality of submitted SOQs, TTI will select one or more qualified finalists for interviews, which may be conducted in-person or through videoconferencing. The purpose of these interviews will be to expand on the information provided in the SOQ, not to repeat information already provided.
- 7.2. The following tentative schedule applies to this RFQ. Submitting vendors must be available to meet with the review team on the interview meeting date.

Activity	Date
RFQ Released	August 1, 2022
Questions Due	August 10, 2022 @ Noon EDT
Question Response Sent to All	August 12, 2022 by 5pm EDT
SOQ Due	August 26, 2022 @ Noon EDT
Vendors Notified for Interviews (Tentative)	September 7, 2022
Interviews	September 30, 2022 Morning EDT