



FAIR PARK FIRST

Fair Park, A National Historic Landmark

Fair Park: Signature Community Park Design RFQ – Q+A

Submittal Requirements

- The RFQ asks for 5 References with current contact information aligned with projects submitted above - would this be from the whole team (including subconsultants) or just the prime firm? **This is for the whole team. At least 3 references must be from prime firm.**
- Outlined on page 4 of the RFP, the RFP states “5 References with current contact information aligned with projects submitted above,” to clarify, do these references need to be the references from the selected project experience? **Yes.**
- Please clarify: you would like 1-2 projects from each key subconsultant firms? **Yes. You are not required to submit 1-2 projects from every sub, you can decide which subs are key and have projects that will help make the case for the team. However, 1-2 projects per sub is the limit allowed.**
- The RFQ states that teams shall “strive to meet 25.66% M/WBE participation with firms certified by local certifying agencies.” In order to meet the M/WBE participation goals, which entity needs to certify the firm? Dallas County? TUCP? Or can you provide a list of firms that are certified to meet the DBE requirement? **The City of Dallas recognizes and accepts M/WBE certifications from various agencies. Please refer to link included in RFQ for list of agencies. Include a copy of the current Certification form in your response. The City of Dallas does not provide certification of M/WBE firms.**
- Will you be sharing a list of MWBE firms in Dallas? **Please refer to City of Dallas link.**
- Should the M/WBE certificates be included in an appendix at the back of the proposal? **Yes.**
- Outlined on page 4 of the RFP, the RFP states “Please provide copies of current certificates with your submission and include the forms utilized by the City of Dallas BID department,” can you clarify which forms are required for this submission, and where on your website we can locate them? **We have asked the City of Dallas to provide the form they use, and we will put that on the Fair Park First website when we receive it. You can also inquire with the City of Dallas BID department - the link is provided in the RFQ and contact info is on their webpage. Responding teams need to show they can meet the MWBE requirement, and the papering will be finalized with the selected team in the contracting process.**
- There is a 1-page maximum note next to identification of MWBE firms. Can you clarify what this means? **We would like a list or table identifying the MWBE firms that are part of the team, and the approximate percentages each MWBE will contribute to the team based on theoretical fee. Knowing that proposed fees are not part of this RFQ, we understand the percentages are a rough estimate and subject to change.**
- Is Perkins + Will precluded from pursuing this or are they retained in some capacity within the owner's team? **No, they are not precluded and are not part of the client team.**
- Is an 11x17 page permitted for the org chart? If not, may we submit an 8.5x11 page in landscape orientation? **Either is fine.**
- Outlined on page 4 of the RFP, submittal requirements include a page count per requirement - does this page count include graphics and other imagery? **Yes, however, you can provide a divider between sections with an image, which does not count.**

Scope of Work

- For the collateral and pre-concept materials for distribution and use for fundraising purposes, would this include only 2D renderings, or is there an expectation to have a physical model or digital model flythrough? **The collateral will include high resolution 2D**



FAIR PARK FIRST

Fair Park, A National Historic Landmark

and 3D renderings. Physical models and fly-through animations may be requested as additional services during the design and donor development process.

- Please provide clarification on the anticipated signage/wayfinding scope: Will these services involve branding and identity for the new park? Wayfinding for the park only, or the larger Fair Park itself? **Yes, these services will involve branding and identity for the new park. The scope will be for the new Community Park only, and not for the larger Fair Park.**
- Please identify numbers of meetings per phase for Stakeholder, Client, and Community Coordination. **The number and frequency of meetings will be set during the negotiation of final scope and fees with the selected firm, but likely there will be at least 3 client meetings per phase, and 2 community meetings each for concept and schematic design.**
- Can you clarify what parking or streetscape is included in this scope? I believe page 3 (11-acre park, 2-acre surface parking) supersedes the reference scope of page 9 (11-acre park, 3-acre surface parking, public realm improvements, storm water management and streetscape.) Can you clarify the project scope as it relates to parking and streetscape improvements surrounding the 11-acre park? **The park is approximately 11-acres, associated adjacent surface parking is approximately 2-acres, and surrounding public realm improvements are approximately 1-acre. These portions will all be included in this design scope.**
- Will the future bus stop be custom and included in the park design or be a DART standard? **The bus stop along Fitzhugh will not be part of this scope.**
- Understanding that the master plan update team has included a historic preservation specialist, is that particular consultant already on board for the community park project, or should we assume that we would bring one on as a member of our team? **The Community Park does not need a historic preservation specialist, and the team can rely on Fair Park First and associated contacts for assistance on these aspects. Please note, the Community Park is outside the National Historic Landmark Boundary inside Fair Park.**
- Is there a possibility to further refine the boundaries of the 11acre park? **As a part of the Master Plan Update, this park location, size, and boundaries are all supported by the community and stakeholders and have been approved by City agencies. Therefore, the Community Park's boundaries and location are set. That said, the precise boundaries and exact edges of the Community Park can be refined as part of design process.**
- Is the permitting a part of the consultant team's scope or handled by the client? **This is to be part of the consultant team's scope. It is recommended that the selected team include members with a track-record of successfully navigating the permitting process in the City of Dallas for projects of a similar nature. The selection committee reserves the right to pair a qualified consultant with the selected team, if needed, to ensure a seamless permitting process.**
- Any flexibility for the Parking Strategy or location adjacent to the community park? **This location was approved as part of the Master Plan Update, but there could be a little flexibility on its final location.**
- Will there be a need to pause the design process after Schematic Design to complete the park fundraising efforts, or will the design process be a continuous sequence of work through Construction Documents? **We do not anticipate a pause.**

Survey, Assessments, Studies, Reports

- Has a phase one environmental site assessment (ESA) been completed for the proposed site? If not, should that be part of the team's scope? **A Phase I Environmental Site**



FAIR PARK FIRST

Fair Park, A National Historic Landmark

Assessment has not been completed for the site and is not required as part of the current project scope.

- Did the traffic study for the parking structure include anticipated park impacts, or is a separate traffic study needed? **A traffic study will be part of the scope of work for the parking structure and does not need to be part of this project's scope of work.**
- Is a traffic study required by the city for the 2-acre surface parking included in the scope? If so, is there already a traffic engineer on board for the project, or should we assume that we would bring one on as part of our team? **A traffic engineer is not needed for this scope of work.**
- Has a survey already been prepared of the site or is the team to provide? **This is in process. The selected design team will assist in develop of survey requirements for project site.**
- Is there a geotech report completed for this site, including soil percolation testing? If not, should geotechnical services be part of the team's scope? **A geotechnical report for the project site will be provided to the consultant team by the client and therefore will not be required as part of the project scope. The report will include soil percolation data.**
- Is a Geotechnical Engineer and/or Land Surveyor be required under the scope of the RFQ or will the client/owner provide that information? **The client will provide a site survey and geotechnical report.**
- What existing conditions data/studies already exist? **The design team will be provided with a site survey and geotechnical report. The design team will also be provided with the prior Fair Park Master Plans, and the recently completed Fair Park Master Plan Update, all which include analysis of the existing conditions of Fair Park as a whole.**

Approvals and City Involvement

- Should the RFQ respondents assume that the permitting coordination noted in the scope of work on page 3 includes design review through SHPO and the Dallas Historical Commission? **The Community Park is entirely outside of Fair Park's National Historic Landmark boundary, and therefore the Community Park will not need design review through SHPO and the Dallas Historical Commission. However, these agencies will request a briefing from the design team.**
- How will City agencies be involved in the project? (City Transportation, Planning and Urban Design office, others?...) **City agencies will not be involved in the day-to-day management of this project, but the Dallas Park Board will need to approve the final design. Other City agencies may need to be briefed or may need to be consulted in an advisory capacity, but no other City agencies will have an official role in the Community Park design.**

Project Management and Selection Committee

- Understanding that Fair Park First is tasked with the private management of Fair Park and has contracted/partnered with Spectra and BRV, will a representative of Fair Park First serve as the primary point of contact and project manager throughout the project duration? Or will the selected design team be reporting to a representative from BRV or Spectra? **BRV will be the project manager for the Community Park's design and construction, but representatives from Fair Park First and Spectra will be part of the client oversight committee.**
- Who is on the selection committee? **The selection committee will be made up of members from Fair Park First, Spectra, and BRV.**



FAIR PARK FIRST

Fair Park, A National Historic Landmark

- Are any community representatives among the selection committee? **Fair Park First's Board does include members and residents of the community, and the selection committee will be limited to a small group from Fair Park First, Spectra, and BRV.**

Community Outreach

- Was K Strategies involved in the larger Fair Park master planning efforts that led up to this RFQ? **Yes. K Strategies facilitated the outreach process including large meeting logistics, planning, notifying the public and the community, and recording data. The Master Planning team and BRV were directly involved in all aspects of the outreach process.**
- Could K Strategies be made available to debrief teams on their community engagement process and the outcomes? Could a summary document be provided outlining key findings of the engagement process thus far? **A short summary of the outcomes from the outreach process can be found within this presentation to the Park Board (see Community Park section): <https://fairparkfirst.org/wp-content/uploads/2020/06/Fair-Park-Master-Plan-June-Park-Board-Meeting-6-18-2020.pdf> The project kick-off meeting with the selected design team will include a transfer of gathered data.**
- Is there additional information from past public engagement related to the project that can be shared? **Please see the answer above for information that is publicly available at this time. Please also look at the 'news' section on Fair Park First's website for additional information on the individual public meetings that were held over the last year: <https://fairparkfirst.org/news/>**
- Seeing that K Strategies is assigned to lead Community Outreach during the Community Park Design, what strategies do they have in place in light of Covid-19 safety issues? **These strategies are being developed and modified as conditions warrant. K Strategies is working with various clients across the City utilizing differing methods to gather input and knowledge from various constituencies.**
- Who are the stakeholders for this project? Same with Master Plan? **Fair Park First, Spectra, BRV and the City of Dallas are your primary stakeholders. The City of Dallas has two primary entities that must be addressed, and the design must receive their approval: The Park Board and the City Council. As with any large construction project, various City agencies will require coordination. Additional interested parties that will have input on the design process include residents and businesses from the surrounding communities, Fair Park resident institutions, Texas Tree Foundation, and the Trust for Public Land, among other similarly aligned organizations. The additional interested parties list is not all inclusive. At various stages of the design process, donors and philanthropic organizations may enter into conversations.**

Community Park Priorities, Elements, and Programs

- One of the stated priorities on page 2 of the RFQ is an improvement of connectivity. Assuming that this connectivity extends beyond the boundary of the Community Park site, are these extended areas assumed to be a part of the Community Park project or will they be addressed as enabling work or subsequent phases? **The work for this RFQ will be within the boundaries of the 11-acre Community Park and adjacent 2-acre surface parking and 1-acre public realm improvements. All other improvements (connectivity or otherwise) outside the Community Park will be done in subsequent phases and separate contracts. Your design must accommodate and plan for future connectivity to work done by others.**



FAIR PARK FIRST

Fair Park, A National Historic Landmark

- What is the program and total area of programmable architectural space for the park pavilion? **To be determined – it will likely be open air but provide shade and rain protection.**
- Please clarify the event-support scope for the stage pavilion. Should the team anticipate providing full theater light and sound for this structure, or just “plug and play” infrastructure for artists to connect equipment to? Should the sub-consultant team include a theater consultant? **There are already many performance venues within Fair Park, so the pavilion is not intended to be another performance venue. The pavilion is intended to provide shade and rain protection for outdoor programming including smaller informal performances. “Plug and play” infrastructure makes sense, and there isn't a need for a theater consultant, or theater lighting or sound consultant.**
- Will there be an extensive donor recognition program for the park with individual amenities being recognized and/or a singular donor recognition wall? **Please plan on some recognition as part of overall design.**
- Are there any current signage/wayfinding programs within the community or Fair Park that this Community Park will need to relate to or emulate? **No – the Community Park can establish its own signage/wayfinding/branding.**
- Are there any proposed future daily programs or activations that we can consider? **The Community Park is intended to be an active park with daily programs and activations. The exact number/type of programs is yet to be determined. Refer to the Community Park chapter of the Master Plan Update included in the RFQ for some ideas of what the programming may look like.**
- Are there any proposed pop-up events or neighborhood events that might seek to use the community park in the future? **Yes, but the specifics are to be determined. See answer above.**
- Is the Park programming identified in the RFQ still flexible to update accordingly through this project process? **Yes.**

Budget and Funding (note: there were many questions on this topic, so questions are summarized and answered together)

- Has an estimated construction budget been established for this park? **The construction budget has not been set and will need to continue to be refined. The Master Plan Update gave an estimated construction cost of approximately \$34M for the Community Park and associated 2-ac surface parking lot and associated 1-ac public realm improvements.**
- How is the Community Park design and construction being funded? Is the project exclusively dependent on outside fundraising or is funding also being secured (in whole or in part) through City or State sources? **The Community Park design will be funded by Fair Park's operational budget and philanthropic support. The Community Park construction will be funded by a combination of private and public funds.**
- Have funding benchmarks been established for the project that will dictate the schedule for construction? (i.e. is the commitment to the Oct 2023 completion timeline in the RFQ tied to funding that has already been secured or targeted) **Yes, and these will continue to be refined once a final design has been approved.**
- What is the Project Budget for the design consultant team? **We will work with the final selected team to define a detailed project fee and budget.**



FAIR PARK FIRST

Fair Park, A National Historic Landmark

Other

- Will the Community Park, once completed, be managed by the City of Dallas Parks and Recreation? **No – the park will be managed by Fair Park First, with partners Spectra and BRV.**
- Is there a Fair Park archive of documentation or an archivist / historian that we will have access to for historical information? **The historic records for Fair Park are currently spread across several different entities. Fair Park First is actively working to gather and identify records and has not yet completed that task. We will share all records we have, and the design team will have access to all our historic research, but there may be a need for some original research.**
- Can you share the architect of the associated parking garage listed on page 3? **The architect has not yet been selected.**
- Is there more information available regarding location and design of the parking garage to be built north of the community park? **Not yet – the design process for the garage has not yet started.**
- If a firm is included in this scope of work (for example, a cost estimator) would they be limited to only these preconstruction services if they were the team cost estimator, or would they be allowed to bid for construction? **If a firm is part of the team for preconstruction services, they will have to recuse themselves from bidding for construction.**