

**DOWNTOWN RIVERFRONT PARK PROJECT  
JANESVILLE, WISCONSIN**

**REQUEST FOR PROPOSAL**

**Introduction**

The Downtown Riverfront Park Committee invites you to make a submission for:

- 1) an open-air structure to serve as a multipurpose facility and focal point for the Downtown Riverfront Park and/or
- 2) Main Street Overlook to serve as the main entrance to the park.

A park is being developed on a 3.5-acre site next to the public library in Janesville, Wisconsin. The site is on Main Street and along the Rock River. The Friends of the Library and the Janesville Noon Lions Club have joined together to fundraise for this park. The primary theme of the park is children and reading. A secondary theme relates to the Lions Club and focuses on sight and vision (Lions Clubs are known for service to people who are blind or visually impaired).

The Downtown Riverfront Park Project Committee is sending out this RFP to solicit interest, qualifications, and ideas; the latter to be described in writing and in rough sketches or models for a centrally located multipurpose shade/performance structure and/or the Main Street Overlook entrance to the park. From the responses, due **November 1**, a short list of candidates will be developed. Those selected will be asked to come for a site visit and interview between **December 5 and 16** (expenses paid). Final selection will be made by **March 17**.

**Additional Information**

If further information is needed, call Park Committee chair *Coral Swanson* at 608-752-2579 or committee member and JPAC Executive Director *Laurel Canan* at 608-758-0297 or committee member and city Community Development Director *Brad Cantrell* at 608-755-3085.

**Downtown Riverfront Park Project  
Janesville, Wisconsin**

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Enclosures:

- 1) Concept Plan (central structure to be located where fountain is indicated in the plan)
- 2) Photos of library exterior
- 3) Site photos (more available at <http://www.hedbergpubliclibrary.org/park.html>)
  - a) existing artwork
  - b) site from across the Rock River
  - c) site from Main Street
  - d) photos of JPAC/Marshall Apartments
  - e) artist's rendering of designed but not constructed River Overlook
  - f) artist's rendering of designed but not constructed Riverwalk railing

## **Background**

The Friends of Hedberg Public Library and the Janesville Noon Lions Club have joined together to create a unique park in the greenspace bordered by the library, Main Street, the Rock River, and Marshall Apartments (former school, now an apartment building and home to the Janesville Performing Arts Center). This space capitalizes on the downtown riverfront and its proximity to two cultural destinations for residents. A concept plan was created by JJR Associates in Madison, Wisconsin. The project has been approved by the City Council.

For the Janesville Noon Lions Club, the Downtown Riverfront Park Project is a continuation of its long-standing commitment to community development. For the Friends of Hedberg Public Library, the park brings the library outdoors to celebrate books and reading. Because of the proximity of the Janesville Performing Arts Center (JPAC), the shade/performance structure provides a unique opportunity to stage small outdoor events.

## **Elements of the Park**

Walkways, benches, lighting, trash receptacles, trees, shrubs and other plantings have been installed in the NW corner of the park. A parking lot has been constructed along the south Main Street frontage of the park to accommodate JPAC. Special features include a *centrally located shade/performance structure (to be designed)*; a river overlook (designed) and river walk (to be constructed); a large oak tree (installed) under which storyhours and other library programs for children are held; a long artist-designed performance backdrop that blocks out the under-the-building parking and traffic (installed); and an *overlook from Main Street (to be designed)*, which is the official entrance to the park. A sculpture arrangement serves to camouflage a utility area behind the library, adjacent to the walkway from the library to the park. The existing park artwork showcases children's favorite books. Park walkways include the titles of favorite books and around the oak tree are pavers that announce the results of an annual favorite books competition in the schools.

## **Project Budget**

To date, the Park Committee has raised and expended \$254,000 to construct the completed portions of the park. Before further park development is undertaken additional funds will be raised by the committee. Plans for the centrally located multipurpose structure will be a key element in further fundraising efforts. Cost estimates for the design, construction and installation of the multipurpose shade/performance structure should be in the range of \$100,000 to \$150,000. Cost estimates for the Main Street Overlook should be in the range of \$30,000.

## **Schedule**

The following schedule has been established:

November 1, 2005	Responses due with qualifications AND ideas
Nov. 7-19, 2005	Review responses and arrange site visits and interviews.
Dec. 5-16, 2005	Site visits and interviews.
February 24, 2006	Formal proposals due (drawings, models, etc.)
March 17, 2006	Finalist selected.

### **Design Criteria**

It is expected that the successful design(s) will include, in some way, at least one of the themes (children/reading & sight/vision) and complement the existing artwork, the park's special features and the site and its surrounding architecture. The multipurpose structure should be about 20 to 25 ft. in diameter and encompass about 400 to 625 sq. ft. It should be illuminated and fitted for electrical lights and outlets. Since the structure will be used for small performances (5 to 10 performers) consideration should be given to an audience's ability to view the "stage." Keep in mind that the multipurpose structure is considered a key park focal point and should be visible from Main Street and invite people into the park. Issues to be addressed include:

- Short and long-term maintenance (the City of Janesville wants low maintenance)
- Permanence
- Climate considerations (Wisconsin's temperature range is extreme)
- Security/vandal-proof

Original, site-specific work is preferred over pre-designed or previously created work. We are seeking structures that are unique to Janesville. Park users will be citizens of Janesville, visitors, neighbors, downtown workers, JPAC audience members, library users and Marshall Apartments' residents (who will see the park from inside their building). The park is not intended to serve as a playground. The committee wants to continue to include the community in this project and we are interested in receiving suggestions for community involvement.

### **Approval Process and Criteria for Selection**

A subcommittee of Park Committee members will select the preliminary short list of proposed projects. The final selection will be made by the entire Park Committee. The Park Committee includes representatives from Lions, Friends, city library, city engineering and city parks departments, and JPAC.

Projects will be selected on the basis of:

- Artistic quality as evidenced by representation of past work in slides and other supporting material.
- Successful incorporation of theme(s).
- Context of the design in relation to the library's and Marshall Apartments' architecture.
- Feasibility.
- Appropriateness of the designer's medium, style, and previous experience.
- Expression of an informed point of view regarding the site and community in written materials and in the interview process.
- Permanence, especially in light of the Wisconsin climate.
- Public safety.
- Demonstrated ability to work productively with designers, engineers and community members.

**Instructions:**

This section contains specific instructions relating to submittals.

- A one-page letter of interest, detailing the project, sites, materials, and rough estimation of cost you propose for your work.
- One or more rough sketches of your design concepts. Submittal of a model is preferred.
- One copy of your current resume.
- Up to ten slides with an annotated slide list containing the title of the work, the medium, dimensions, and the date of creation; or photographs if slides are not available. Every slide should be labeled on the front of the slide with the designer's name. An arrow should indicate the top of the slide.
- Include a self-addressed, stamped envelope with sufficient postage to cover the return of visuals. Only slides and photographs will be returned.
- Every item in the submittal should be labeled with the designer's name.
- Entries should be addressed to:

Downtown Riverfront Park Committee  
c/o Carrie Hermanson  
Hedberg Public Library  
316 S. Main Street  
Janesville, Wisconsin 53545

While every precaution will be taken to prevent the loss or damage to entries, the Downtown Riverfront Park Committee assumes no responsibility in the case of loss or damage to the items submitted.

Those who submit for this project will be notified of the selection panel's decision.

Those who wish to be notified that their submittal has been received should include a stamped, self-addressed postcard that will be mailed back to you upon receipt of your submittal.

Thank you for your interest. We look forward to hearing from you.

Sincerely,  
Downtown Riverfront Park Committee