



— REQUEST FOR PROPOSALS —
ITHACA COMMONS PLAY STRUCTURE
November 7, 2013

The City of Ithaca is seeking qualified professionals to design a unique play feature for the Ithaca Commons. The selected designer will submit a custom schematic design and preliminary cost estimates, and will work with the City to develop an exceptional design for this popular public space. Completed proposals are due no later than **WEDNESDAY, NOVEMBER 27, 2013 at 4:30 p.m.** For questions regarding submission requirements, please contact Jennifer Kuszniir in the Planning & Economic Development Division at: (607) 274-6550.

BACKGROUND

The City of Ithaca is currently in the process of re-constructing the Ithaca Commons. The project scope includes a small play structure to be located on the Commons. The project management team is interested in exploring the possibility of replacing this item with a custom play feature that would both enhance the new design and create an active play space for 2-7 year-olds.

The selected design must include the following:

- A play structure that will fit within the constraints displayed on the attached drawing.
- Specified safety-play surfacing.
- Play features which exceed ADA requirements.
- Preliminary cost estimates.
- Elements that encourage sliding and climbing are encouraged.

The play area is located within a commercial district and should consider the following:

- Views across the Commons to store fronts should be minimally impaired. Transparency is important.
- Elements that create loud or repetitive noises are discouraged.
- Hiding places that could create safety and security concerns are discouraged.

The City currently has a maximum of \$50,000 budgeted for design and construction of the play structure.

PROJECTED SCHEDULE

The Commons is currently in its second phase of re-construction, which include the majority of the underground utilities. The City expects to begin construction of the surfaces and furnishing in early 2014. The play structure will likely be constructed in the late Summer 2014.

CONSULTANT SELECTION PROCESS

Submittals for this assignment will be reviewed by the project management team. The Selection Committee reserves the right, at its discretion, to make a selection based directly on the proposals submitted or to negotiate further with one or more of the respondents or to reject all proposals.

Selection will be based on all of the following criteria:

- Relevant experience and recent work on similar projects by the designer
- Unique and custom design concept
- Qualifications of staff

The City of Ithaca is an Equal Opportunity Employer with a commitment to workforce diversification.

SUBMISSION REQUIREMENTS

All responses to this request for proposals should include the following elements:

- **Qualifications.** All responses should include a description of the designer's background and capabilities, including, work samples for projects of similar scope and a detailed explanation of the design team's qualifications and previous experience.
- **Design.** All responses should include a narrative description of the proposed approach, including schematic design plans, elevations and/or three-dimensional renderings, proposed materials, and an equipment list.

Proposals are due to the City no later than **WEDNESDAY, NOVEMBER 27, 2013 at 4:30pm**. The project management team is expected to select a designer in December 2013.

Submit FIVE (5) copies, clearly labeled, as follows:

Proposals for Ithaca Commons Play Area
JoAnn Cornish, Director of Planning & Economic Development
Department of Planning, Building, & Economic Development
108 E. Green St., City Hall, Third Floor
Ithaca, NY 14850

Persons with questions regarding the submission requirements should contact Jennifer Kuszniir at the Division of Planning & Economic Development at: (607) 274-6550.