

Small Area Corridor Plan - Request For Proposals

1. **Objective:** Prepare a Small Area Corridor Plan and associated text and graphic documents for the **17th/18th Avenue and TH29/Nokomis Street Corridor**. The Small Area Corridor Plan will include a project description and site plan identifying appropriate street and streetscape designs based on coordination with project partners and consultation with the City of Alexandria. Create a context-sensitive Small Area Corridor Plan that proactively responds to current issues, interests, and opportunities, as well as both short- and long-term planned growth in the area.
2. **Project Study Area:** The project study area will include the following public corridors (vehicular and pedestrian): the blocks of 17th Avenue between TH29/Broadway and Jefferson Street; the blocks of 18th Avenue between TH29/Broadway and Nokomis Street; the block of Jefferson Street between 17th Avenue and 18th Avenue; the possible realignment of the intersection of 18th Avenue on the west side of TH29/Broadway; the possible relocation of Hawthorne Street between 17th Avenue and 18th Avenue; and Intersection Control Evaluations at 18th Avenue and Jefferson Street, and at 18th Avenue and Nokomis Street, all as shown on the attached Exhibit “A”.
3. **Plans and Policies:** The Small Area Corridor Plan will be prepared to be consistent with the relevant policies and standards of the City of Alexandria Comprehensive Plan, as updated. The Plan includes calls for construction of the unbuilt portion of 18th Avenue, the reconstruction of the segment of 18th Avenue between Jefferson and Nokomis, the design of 18th Avenue (a collector) to provide continuity and access to other collectors (e.g. Nokomis, Fillmore, Jefferson) and arterials such as TH 29, etc.
4. **Project Partners:** The City of Alexandria Council and staff is the lead entity in this project. Additional partners may include the Douglas County Hospital, 3M, and Alexandria Technical and Community College (ATCC).
5. **Project Stakeholders:** Additional stakeholders may include MnDOT (District 4), Dairy Queen, Farmer’s Union Oil Company (Cenex), Thief River Tacos (Taco John’s), Silver Maple Investments, LLC, Independent School District #206, and the multiple private property owners at the intersection of 18th Avenue and Nokomis Street.
6. **Scope of Work:**

RESOURCE ASSESSMENT

Develop support documentation, analyses, and map overlays to be used in planning private and public facilities and the access and public improvements providing (at a minimum) the following:

- Streetscape Design (general appearance, materials, street/lane width, intersection alternatives and features, and handicapped access)

- Landscaping (recommendations for sustainable green amenities that enhance pedestrian comfort and soften the existing harsh urban environment)
- Gateways and Transitions (standards that achieve compatibility between areas adjacent to the corridor)
- Pedestrian Movement (bicycle and pedestrian system and connection to existing and planned/proposed facilities)
- Economic Development Connections (mixed-use nodes, housing, commercial and industrial uses)
- Parking Recommendations (effective shared parking strategies and future parking needs)
- Regulatory Controls (Zoning, subdivision regulations, design guidelines, and sign regulations)

USE ASSESSMENT AND PARTNER PARTICIPATION

Schedule meetings, site visits, and workshops to secure stakeholder and agency input.

- Arrange and conduct at least two (2) meetings and field visits to secure input from the Project Partners and Stakeholders.
- Conduct formal presentation of draft conceptual plan to the Project Partners. Revise draft as necessary.
- Present final conceptual Small Area Corridor Plan to the Project Partners and Stakeholders.
- Coordinate with the separately requested MnDOT Intersection Control Evaluation for the 17th and 18th Avenue intersections with TH29/Broadway.

Address current and long-term issues and interests in the area, including but not limited to:

- Planned relocation of the ATCC front entrance to the south end of the main building, adjacent to 18th Avenue.
- Continued buffering of the 3M campus from the public right of way.
- Realignment of Hawthorne Street farther to the east to provide a direct north/south route to the Hospital's main parking area and entrance.

PLANNED FACILITIES AND USES

Develop a project description, site plan, capital development phases, and operational plan. Describe the physical improvements, management strategies, preliminary capital outlay budget, and preliminary operations and maintenance budget. Provide the draft Small Area Corridor Plan to stakeholders and interested parties.

FINAL DOCUMENT SUBMITTAL

The Consultant shall deliver to the City of Alexandria a combination of graphic and text documents comprising the Small Area Corridor Plan report. All drawings shall be in AutoCAD in a .dxf or .dwg file format; and text documents in Microsoft Word file format on a disk or other electronic media as determined by the City of

Alexandria. Not less than ten (10) printed copies of the Small Area Corridor Plan shall be provided, along with a CD-ROM (or other electronic media) version.

7. Consultant Selection/Project Completion Schedule:

<u>Activity Description</u>	<u>Completion Date</u>
Issuance of RFP	December 29, 2017
Consultant Responses	January 31, 2018
Award of Contract	February 28, 2018
On-site Planning Session	March, 2018
Draft Conceptual Plan Complete	May 31, 2018
Final Small Area Corridor Plan Compete	July 6, 2018

Note: The consultant is expected to begin work immediately after award of contract.

The successful firm must have a recognized track record in community development, transportation planning, and/or landscape architecture while working closely with elected and appointed officials and City staff. Potential consultants may be requested to interview with City staff and/or boards.

Interested parties should send a statement of qualifications, with a listing of experience, scope of services, fee structure (specify which individuals will do the work and the budget per person), references, and résumés to:

**City of Alexandria
704 Broadway
Alexandria, MN 56308**

Submittal envelopes shall be labeled “**Proposal – City of Alexandria Small Area Corridor Plan, Attention: Mike Weber**”. Alternatively, proposals may be submitted via email to: mweber@alexandriamn.city, with the subject line “**Proposal – City of Alexandria Small Area Corridor Plan**”.

Submission deadline for proposals is January 31, 2018 at 12.01 P.M., CST. The City will make a selection on or before February 28, 2018

The City of Alexandria reserves the right to waive irregularities in proposals, to reject any or all proposals with or without cause and to award the proposal that it determines to be in the best interest of the City of Alexandria.