

Request for Proposals: Downtown River Corridor Opportunity Analysis and Strategic Development Plan - Watertown Redevelopment Authority (RDA)

REVISED 11-15-23

Cover Page:

CONTACT:

Mason Becker, RDA Executive Director
106 Jones Street
Watertown, WI 53094
ISSUED: January 8th, 2024
DUE: February 16, 2024 - 4:00 p.m.

Scope of Work

- Timeline & Point of Contact (TENTATIVE)

- **Request for Proposal (RFP) posted and available: January 8, 2024**
- **Proposals Due: February 16, 2024**
- **Award Notice: March 4, 2024**
- **Project Kick-off: March 18, 2024**
- **Project completion date: September 6, 2024**
- **Point of Contact: Mason Becker, mbecker@watertownwi.gov, 920.206.4266**

Commented [MB1]: Please note this timeline is completely tentative right now.

I. Introduction

The Redevelopment Authority (RDA) of the City of Watertown invites experienced and qualified economic development and design firms to submit proposals for the Downtown River Corridor Opportunity Analysis and Strategic Development Plan.

This project aims to revitalize Watertown's Downtown River Corridor area along the Rock River, by conducting a comprehensive analysis and creating a strategic development plan that will enhance the river corridor's aesthetic, economic, and recreational potential. This work should build upon other recently completed downtown projects, such as the Bentzin Family Town Square, the renovated and expanded Watertown Public Library, and the upcoming WisDOT reconstruction of the Main Street (Cole) Bridge, anticipated for either 2024 or 2025. Concepts should also have a long-term and forward-thinking outlook, including toward the 2028 complete reconstruction of Main Street. Proposals should also look to maintain the nature and character of Watertown's Historic Downtown area.

- **About Watertown:** The City of Watertown, Wisconsin, pop. 24,000, is located in beautiful southeastern Wisconsin, midway between Milwaukee and Madison. We are a friendly, hard-working city surrounded by lush forests and beautiful farmland. Distinct and self-sufficient, Watertown is big enough to have all the amenities you'll need, but small enough to access them

in 10 minutes or less. Watertown is truly a wonderful place to live, work, dine, shop, play and do business! It's a genuine American hometown.

II. Project Overview

The selected firm will be responsible for the following key components:

1. **Opportunity Analysis:** Perform a comprehensive analysis of the Downtown River Corridor area (defined as encompassing the riverbank on both sides of the downtown area between the Milwaukee Street Bridge and the Cady Street Bridge), as well as an approximate two-block area extending east and west from either side of the Rock River. Analysis should identify potential redevelopment sites, evaluate current infrastructure, and assess economic opportunities. (see adjacent map showing approximate coverage area)
2. **Riverwalk Layout Design:** Incorporate engineering design work for a Riverwalk conducted by Ayres in 2016 as a basis. Include visual renderings and suggested amenities along the Riverwalk. Riverbank stabilization and stormwater/green infrastructure concepts should be incorporated into this, along with items 3 and 4.
3. **Amenities Enhancement:** Propose enhancements to amenities such as green spaces, seating areas, lighting, and public art installations to create an inviting and vibrant riverfront experience.
4. **Docks and Waterfront Facilities:** Evaluate the current seawall, dock opportunities, suggest improvements, and propose the construction of new facilities to accommodate recreational activities, events, and potential commercial use.
5. **Public Engagement:** Facilitate at least one, but no more than two, public engagement sessions to gather input from the community and stakeholders, ensuring that the plan aligns with the aspirations of the residents and businesses.
6. **Redevelopment Sites and Suggested Uses:** Work with the RDA and City staff to identify specific redevelopment sites along the Downtown River Corridor and provide recommendations for potential uses, including commercial, residential, recreational, or mixed-use. Such uses could include multifamily residential developments, hotels, food & drink establishments, retail shopping, etc.
7. **Create a final, finished "Downtown River Corridor: Opportunity Analysis and Strategic Development Plan" document,** incorporating all the above, which will be available as both a printable and publicly available web document. This final product will be used to show future planning for the Downtown River Corridor and made available to interested businesses, developers, and other stakeholders, as well as the public.

III. Proposal Requirements

The proposal should include the following elements:

1. **Project Approach:** Provide a detailed methodology outlining how the firm plans to approach the project, including a timeline for each phase. A list of specific deliverables should also be provided.
2. **Team Qualifications:** Share the qualifications and experience of the proposed project team, including one-page resumes of key personnel involved in the project.

3. Past Projects: Provide a portfolio of similar projects conducted by the firm, emphasizing their impact and outcomes.
4. Cost Proposal: Present a clear and itemized cost proposal for the entire project, including any potential additional costs, reimbursables, and expenses. Hourly rates for staff expected to work on the project should also be included, if applicable.
5. References: Include references and contact information from previous clients who can speak to the firm's ability to deliver high-quality work.
6. Submitted proposals should be no more than 15 pages in length.

IV. Proposal Submission

Interested firms should submit their proposals in electronic format to mbecker@watertownwi.gov by the submission deadline. Additionally, five hardbound paper copies should be submitted to "Watertown RDA, 106 Jones St, Watertown, WI 53094." All proposals must be clearly labeled as "Downtown River Corridor Opportunity Analysis and Strategic Development Plan Proposal."

- The firm's proposal fee should be submitted in a separate sealed envelope labeled "Downtown River Corridor Opportunity Analysis Fee."

V. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

1. Qualifications and experience of the firm and project team.
2. Demonstrated success in similar projects.
3. Methodology and approach.
4. Cost proposal.
5. References.

VI. Questions and Clarifications

Any questions or requests for clarification regarding this RFP should be submitted in writing to Mason Becker at mbecker@watertownwi.gov by February 5, 2024.

VII. Conclusion

The Watertown RDA looks forward to receiving proposals from experienced and innovative economic development and design firms interested in contributing to the revitalization of our Downtown River Corridor. We anticipate that the selected firm will play a pivotal role in enhancing the area's appeal, creating new economic opportunities, and improving the overall quality of life for our community.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mason T. Becker".

Mason T. Becker

RDA Executive Director

City of Watertown, WI

mbecker@watertownwi.gov

920-206-4266