

Request for Proposal - Small Park Development Project

RFP 2025-002

Oak Street Park (1.78 acres)

City of Hoschton

1/7/2025

Introduction

The City of Hoschton is seeking proposals from qualified landscape design firms to develop a comprehensive design plan for a new small park located at 15 Oak Street, Hoschton, Georgia 30548. The project aims to create a welcoming, accessible, and multi-functional green space for community use.

Project Scope

Site Analysis

Conduct a thorough site assessment including topography, existing vegetation and stream, drainage, utilities, parking, and potential environmental constraints.

Concept Design

Develop a site plan with key features, including:

- Clearing of underbrush from streambank (Western bank only)
- Pedestrian pathways
- Durable benches and picnic tables on concrete pads, particularly in shaded areas and along stream bank
- Interspersed waste cans
- Bike rack and golf cart parking on H01 003B
- Assess maximization of existing vehicle parking along Oak Street (widen, deepen, restripe paved area)
- Durable foot bridge (min 4 ft width) connecting H01 003B and H01 003A
- Metal fencing along Hwy 332 frontage
- Metal fencing along E Broad Street
- Ample free-space for citizens to bring their own cornhole boards, picnic blankets, camp chairs, to let children run and play, ball and frisbee throwing
- Permanent sign for E Broad St and Oak St intersection

If possible, include any/all of the following features:

- Low maintenance fruiting trees or shrubs (blueberries, etc.) along/inside boundary fencing mentioned above. A dedicated "urban orchard", if appropriate area.
- 2-3 20'x20' multiuse concrete pads (for 4-square, chalk art, etc.), with chalk storage/donation boxes alongside.
- Reserved area for future play structure

Detailed Design

Provide detailed drawings and specifications for selected design elements, including grading, planting plans, materials selection, and construction details.

Cost Estimate

Develop a detailed project budget with itemized cost breakdown

Site Information

15 Oak Street, Hoschton, Georgia, with 8 additional contiguous parcels (All included parcels: H01-010, 009, 008, 007, 006, 005, 004, 003A, 003B)

Proposal Requirements

- Firm Information
- Provide company overview, qualifications, relevant experience with similar projects, and key personnel involved
- Conceptual Site Plan - Present a preliminary site plan with key design features
- Detailed Drawings and Specifications - Provide detailed drawings and specifications for selected design elements
- Cost Breakdown - Submit a detailed cost estimate with itemized breakdown of project costs.
- Project Timeline - Outline a project schedule with key milestones.

Evaluation Criteria

- Design Quality
- Creativity, functionality, and aesthetic appeal of the proposed design
- Technical Expertise - Demonstrated understanding of site constraints and project requirements
- Cost Effectiveness
- Budgetary feasibility of the proposed design
- Experience and Qualifications
- Firm's track record in similar projects.

Submission Details

- Published to the Public by City Website on Friday, January 17, 2025, at noon
- Timeline Question, Answer and Clarification Deadline (Email twheeler@cityofhoschton.com)
Reference on emails: Oak Street Project , No later than Friday, February 20, 2025 at 12:00 pm (EST)
- Purchasing Department to Open Sealed Bids February 25th at 2:30 pm (EST). Location of opening bids at 65 City Square, Hoschton, Georgia 30548

Contact: Tiffany Wheeler, Finance Director, 706-654-3034

Important Considerations

- Maintenance - Consider long-term maintenance requirements of proposed design features
- Safety - Prioritize safety considerations throughout the design process

The City of Hoschton reserves the right to accept or reject any or all proposals and may negotiate contract terms with the selected firm.

Property Details:



Northern border: E Broad St
Western border: Oak St
Southern border: GA Hwy 332
Eastern border: stream, New St