

# Reimagine Creekside Commons Design Competition



Creek Park 1963



Creek Park 2019



Creekside Commons Future

## Request for Qualifications



# REQUEST FOR QUALIFICATIONS

This RFQ introduces San Anselmo and Creekside Commons. The following pages describe the project, the process and provide information on submitting qualifications.

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**Submit your RFQ via email in PDF format to [CreeksideCommonsSA@gmail.com](mailto:CreeksideCommonsSA@gmail.com)**

**The Town of San Anselmo  
525 San Anselmo Avenue  
San Anselmo, CA 94960**



# WELCOME TO SAN ANSELMO, CALIFORNIA

Municipalities throughout the world that are graced with waterfronts – oceans, rivers, streams and even creeks - have too often turned their backs on these significant environmental assets. The recognition of these precious natural resources as irreplaceable has led to the dramatic revitalization of waterfronts throughout the world.

## Now it is San Anselmo's turn...

San Anselmo Creek bisects the Town. While it courses through its downtown, it has never been integrated as an asset or capitalized upon as an important feature of the Town. In concert with a significant flood mitigation construction project, San Anselmo has a once-in-a lifetime opportunity to transform its downtown into a truly vibrant environmental and recreational civic space and regional destination unlike, any other place in Marin.

Creek Park (referred to herein and for the purposes of this document

only, as “Creekside Commons”) is an underutilized open space in the center of San Anselmo. San Anselmo is seeking to engage a qualified design professional to steward the reimagine process and work with the Town to bring a revitalized Creek Park to life as Creekside Commons.

The following is a Request for Qualifications (RFQ) inviting professionals interested in reimagining San Anselmo's downtown to participate in the Creekside Commons Design Competition.



# ABOUT SAN ANSELMO

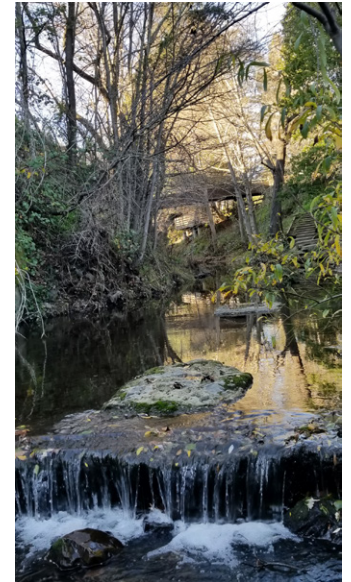
San Anselmo is a vibrant suburban town of about 13,000 residents, located in Marin County's Ross Valley, just 20 minutes north of San Francisco. Incorporated in 1907, San Anselmo has a rich history as home to Coast Miwok settlements and later as a prominent railroad junction with lines of the North Coast Pacific Railroad running south to Sausalito (connecting with ferries to San Francisco), east to San Rafael, and west via Fairfax to Tomales and points further north in Sonoma County.



Regular train service ended in 1941, replaced by Greyhound buses until 1963 when the railroad property was condemned. Sir Francis Drake and Center Boulevards were reconfigured in 1970 and the intersection they form, adjacent to the Creek Park property, is known as the 'Hub'. Approximately 40,000 vehicles a day pass through the Hub.

Over time, a number of downtown buildings were built along the west side of the Creek, in some cases extending over, but turning their backs to the waterway.

Creek Park is located on the southwest corner of the Hub intersection where Sir Francis Drake Boulevard, Redhill Avenue and Center Boulevard converge. It was developed in the early 1970s alongside San Anselmo Creek, a major drainage way through central Marin. The park was designed as a passive green space and included perimeter parking, pathways, a pedestrian bridge, lighting, redwood and other tree species, shrubs, lawn areas and ground cover. Other improvements include tables and seating, railings, deck areas and steps which offer a token connection to the creek.





## PARK AERIAL VIEW

Creekside Commons is 1.1 acres, located on the southwest corner of the 'Hub' intersection where Sir Francis Drake Boulevard, Redhill Avenue and Center Boulevard converge.



Approximate Project Boundary





# THE IMPETUS FOR REIMAGINING

Downtown San Anselmo has experienced a number of historic floods, most recently in 1982 and 2005. Marin County has had a continuing remediation program focusing on sections of the Creek from its headwaters west of San Anselmo to its exit into the San Francisco Bay.



The most current County flood control stormwater plan includes an ambitious project that sets the stage for the reimagining of Creek Park. The San Anselmo Flood Risk Reduction Project (SAFRR) proposes removal of one building with four businesses that intrude on the Creek and create a water flow barrier. Demolition of approximately 150 feet of structures along San Anselmo Avenue (address numbers 632, 634, and 636 as indicated in the SAFRR plans) will add open space along San Anselmo Avenue, which will be included in the reimagine

project, adding views and access to the Creek and the existing Creek Park to the east.

The removal of the buildings will also open up views from the park towards Bald Hill and surrounding hillsides.

Demolition of the buildings and their supporting decks, walls, and piers will eliminate restrictions in the Creek's maximum flood-water flow area and make possible this extraordinary opportunity for renewal and conversion to Creekside Commons. It is the impetus for this competition.





# CURRENT CONDITIONS





# PROJECT GOALS

Community outreach and surveys of the residents and the business community have generated a number of goals for the reimagine program. Competition evaluations will consider how successfully each of the submissions takes into account these call outs:

- **Place making** making to create a community common space that is a memorable and vibrant signature civic place for the Town, and a magnet for users and visitors.
- **Creating a “commons”** along San Anselmo Avenue that provides the Town a physical identity and gathering space, as well as a gateway to Creekside Commons.
- **Linking** visual and physical elements between the east and west sides of the creek.
- **Opening the park site** visually and physically at both the Hub and the downtown area.
- **Reducing flood risk** through integration of the park design with SAFRR to maintain the free flow of the San Anselmo Creek.
- **Designing the Park** to ensure it will age well over time.
- **Strategizing** a multiplicity of uses and activities.
- **Considering park uses** during all times of day including evening visibility and high flood flow events.
- **Creating** barrier-free access and ADA compliance.
- **Considering** parking and traffic flow and impacts
- **Encouraging longer visitor stays** to promote shopping, dining, and leisure experiences.
- **Integrating San Anselmo Creek** as a fluid, dynamic part of the park design rather than a separate utilitarian floodwater channel.
- **Capitalizing on the Creek** as part of the Commons dynamic.
- **Developing** engaging and imaginative topography
- **Accommodating an amphitheater** to host varying performances and sized audiences.
- **Incorporating children’s activities** for exploration and play experience.
- **Introducing art** for permanent and temporary outdoor display.
- **Vandal proofing** including skateboarder impediments.
- **Focusing on sustainability** in construction, life cycle and project maintenance including bio-retention for drainage and runoff.
- **Sponsoring/donating/naming opportunities** to recognize contributions from those who made the reimagined Creekside Commons possible.





# CALL FOR QUALIFICATIONS

To realize the plan and design for the Park, San Anselmo is sponsoring a competition that invites creative professionals to participate in a two-step process to select a consultant who will design and implement the Park.

## **STEP 1: SUBMISSION OF QUALIFICATIONS**

Qualified professionals are invited to provide their interest, capabilities, and experience in the creation of projects with comparable features, uses, scale, and municipal interface. A screening sub-committee of the Reimagine Creek Park Community Advisory Committee (CAC) will review qualifications. The CAC will short list up to six entrants who will be invited to prepare concept design submittals for Reimagine Creekside Commons.

## **STEP 2: CREATIVE CONCEPTS**

Unlike traditional design competitions, which often require detailed and extensive design and technical solutions, the focus of San Anselmo's Creekside Commons competition is to generate conceptual solutions that are most attuned and responsive to the goals of the community. Submittal requirements are simpler, focusing on big concept ideas. Consider it a 'back-of-a-napkin' approach – creating the project vision for the park in a clear, understandable way.

## **SELECTING A CONCEPT DESIGN**

Concept design submittals will be evaluated by the CAC sub-committee based on how well each entrant satisfies the project goals, addresses key issues, the creative approach, and other selection criteria. Presentations will then be made to the Town Council by each entrant with selection of the winning concept design made by the Council based on the CAC sub-committee evaluations and the entrants presentations. It is anticipated that the winning submittal entrant may then enter

into a design contract with the Town of San Anselmo, Public Works Department to help implement the project.

## **IMPLEMENTATION**

Following selection of the chosen concept design competition submittal, the implementation phases of Creekside Commons would include a final concept design phase followed by schematic design, design development, contract documents, construction bidding and construction. It is anticipated that the successful winning design will be considered for the actual design/ construction of Creekside Commons,

assuming the winning entrant and the Town of San Anselmo can enter into a mutually acceptable contract. A work scope, schedule, and fee proposal will be prepared by the winning entrant for consideration by the Town.

### **Note**

The Creekside Commons design must be closely coordinated with the County's SAFRR currently under design. It is anticipated that design/construction of Creekside Commons will be done in two stages—"stage 1" work required is within the SAFRR project area; and "stage 2" for the remainder of the Creekside Commons project area. Improvements that in any way impede the flow of floodwaters will not be allowed. To realize the plan and design for the Park, San Anselmo is sponsoring a competition that invites creative professionals to participate in a two-step process to select a consultant who will design and implement the park.



# SUBMITTING YOUR QUALIFICATIONS

Prepare your qualifications package the way you would for any project you are seeking. Describe your capabilities and experience, especially as it relates to projects similar in character, scale, and attributes, as well as having comparable goals of those of Creek Park. Please also include your experience working with and for public sector clients, if any. Provide the contact information

for three former or current clients who have contracted with the entrant in the last five years for similar services to those described in this RFQ. Describe your firm and tell us about your team for this project, their experience, and credentials. Include a short cover letter that explains how your firm can achieve San Anselmo's goals for Creekside Commons.

## SCHEDULE

The anticipated schedule for the process and the implementation of the Park is as follows:

- Request for Qualifications issued March 5, 2019
- Qualifications due by March 15, 2019, by 5:00 p.m.
- All Entrants who have submitted Qualifications will be notified March 25, 2019
- Competition brief issued to Qualified entrants March 25, 2019
- Questions submitted: April 1, 2019, by 5:00 p.m.
- Webinar and Q&A session: April 2, 2019

*Note: the following dates are tentative at this time and are to be confirmed.*

- Conceptual design packages completed and submitted to the Town by May 8, 2019
- 3-6 Finalists will be chosen by a jury and announced on May 20, 2019
- Finalists will make their presentations to Town Council between May 28, 2019 and May 30, 2019 (in case more than one night of presentations is needed for finalists)
- San Anselmo Town Council selection: June 11, 2019
- Submittal of proposal/contract scope and fees and negotiations to be completed and executed by early July 2019.

- Design and construction documents Stage 1 (area within the SAFRR): June to September, 2019
- Review and approvals: October 2019
- Stage 1 bidding (part of SAFRR): November/December 2019
- Design and construction Documents Stage 2 (remainder of project) September 2019 to April 2020
- Review and approvals: May 2020
- Stage 1 Construction start (part of SAFRR): January 2020
- Stage 2 bidding: June 2020
- Stage 2 construction start: July 2020





## LIMITATIONS

- Submission of a qualifications package pursuant to this RFQ shall constitute acknowledgement and acceptance of all the terms and conditions included in this RFQ.
- Notwithstanding any other provision of this RFQ, the Town reserves the right to reject all Entrants.
- Entrants understand and agree that the Town shall have no financial responsibility for any costs incurred by any Entrant in responding to this RFQ.
- Entrant affirms that the information submitted in the qualifications package is true and that Entrant has not sought by collusion to secure for itself an advantage over any other Entrant.

### Public Records:

1. All qualifications packages submitted in response to this RFQ will become the property of the Town of San Anselmo and a matter of public record. The Entrant must identify, in writing, all copyrighted material, trade secrets or other proprietary information that it claims is exempt from disclosure under the Public Records Act (Cal. Gov. Code § 6250, et seq.) ("PRA"). Any Entrant claiming such an exemption must also state in the qualifications package its refusal to disclose such material, trade secrets or other proprietary information to any party making a request. Any Entrant who fails to include such a statement shall be deemed to have waived its right to an exemption from disclosure under the PRA.
2. Qualification packages submitted in response to this RFQ may contain technical, financial or other data whose public disclosure could cause substantial injury to the Entrant's competitive position or constitute a trade secret. To protect such data from disclosure, the Entrant should specifically identify the pages of the package that contain confidential data by properly marking the applicable pages and inserting a notice in the front of the qualifications package. The notice should state: "The pages of this qualifications package identified with an asterisk (\*) contain data that constitute trade secrets and/or the disclosure of which would cause substantial injury to the Entrant's competitive position. Entrant requests that such information be used only for the evaluation of its qualifications, but not disclosed the public. Entrant understands that disclosure will be limited to the extent that the Town determines is appropriate under the law."
3. Entrants submitting qualifications packages containing trade secrets or other confidential information must include one additional copy of the package with the confidential material completely redacted, so that the copy is available to the public.
4. The Town assumes no responsibility for disclosure or use of unmarked information for any purpose. In the event that properly marked confidential information is requested, the Town will advise Entrant of the request and Entrant may expeditiously submit to the Town a detailed statement indicating the reasons it has for asserting that the information is exempt from disclosure under the law. The Town will use that statement to determine whether or not disclosure is proper. In no instance shall the Town be held liable for any damage or injury that may result from any disclosure that may occur. The Entrant agrees to assume and pay for all costs incurred by the Town, including attorneys' fees awarded by a court, if the Entrant requests the Town refuse disclosure of material provided to the Town by the Entrant.

