



REQUEST FOR QUALIFICATIONS
Professional Design Services
Terre Haute, Indiana

For
TURN TO THE RIVER

A project of Art Spaces, Inc.
to connect downtown Terre Haute with the Wabash River
through public art and design

DEADLINE FOR RECEIPT OF MATERIALS:
Wednesday, December 6, 2017

SEND QUALIFICATIONS AND ALL MATERIALS TO:

Art Spaces, Inc.
669 Ohio Street
Terre Haute, IN 47807
Phone: 812-235-2801

DEADLINE FOR RECEIPT OF MATERIALS: Wednesday, December 6, 2017.

Send to Art Spaces, Inc., 669 Ohio Street, Terre Haute, IN 47807-3525 Questions: info@wabashvalleyartspaces.com or 812-235-2801 Extension 4



INDEX

1.	PURPOSE OF RFQ	3
2.	BACKGROUND OF ART SPACES	3
3.	<i>TURN TO THE RIVER</i>	3
4.	OVERVIEW AND HISTORY OF <i>TURN TO THE RIVER</i> FOCUS AREA	4
5.	SITE CONDITIONS	5
6.	<i>TURN TO THE RIVER</i> PROGRESS TO DATE	6
7.	SCOPE OF PROJECT	6
8.	SCOPE OF SERVICES	7
9.	CONSTRUCTION BUDGET	8
10.	BUDGET FOR DESIGN PHASE	8
11.	PROJECT TIMELINE	8
12.	SELECTION PROCESS AND CRITERIA	8
13.	SUBMISSION GUIDELINES AND REQUIRED DOCUMENTS	9
14.	QUESTIONS REGARDING RFQ	10
15.	INSURANCE REQUIREMENTS	10
16.	ATTACHMENTS	11
17.	DISCLAIMER	11
18.	ADDITIONAL NOTES OF INTEREST	11

1. PURPOSE OF RFQ

Art Spaces - Wabash Valley Outdoor Sculpture Collection, Inc. (“[Art Spaces](#)”) is issuing a Request for Qualifications (RFQ) for the Design Development Phase of *Turn to the River*, a multi-year project in Terre Haute, Indiana. Firms with a proven record of achievement in visioning, design, placemaking and revitalization are invited to participate in a creative initiative that will bring positive and long lasting change to an important but neglected area of the city’s downtown. While the decision making process throughout the design phase will include critical input from stakeholders on a steering committee, Art Spaces will be the Owner and Contractor with the selected design services firm.

2. BACKGROUND OF ART SPACES

Art Spaces was started in 2003 by arts, business, city and education leaders and citizens to revitalize Terre Haute and contribute to the economic development of the Wabash Valley. Art Spaces–Wabash Valley Outdoor Sculpture Collection, Inc., was incorporated as a non-profit entity in 2005.

Strong and lasting partnerships have inspired community involvement and support and in one decade Art Spaces installed 18 significant public sculptures, each designed for a carefully chosen site. They may be found downtown on the Terre Haute Arts Corridor, on university campuses, in city parks and in other locations. Some are intended to capture culturally meaningful figures or stories. We regularly work with city officials, universities, arts organizations, businesses, civic groups, public schools, libraries and others to offer broad access to the arts.

All of the sculptures are accessible to the public at no charge. A rigorous search process for artists, implemented according to national standards in the industry, has resulted in variety of style, material, and geographic and cultural origins of artists.

The Art Spaces collection has changed and energized the urban landscape of Terre Haute and increased understanding of the importance of art and design among leaders and citizens in the city and region. Art Spaces’ role in city beautification and revitalization has been recognized with multiple awards.

Our collection and programs continue to improve the quality of life and place, increase understanding of and access to the arts, and generate positive community vision and pride. Art Spaces brings together people, business and art to build a vibrant city.

3. TURN TO THE RIVER

In 2012 the scope of our placemaking work deepened when we initiated *Turn to the River* to reconnect Terre Haute's downtown with the Wabash River through public art and design. The planning phase (2012-2014) generated funding through a National Endowment of the Arts Our Town Grant and involved professional artists and broad community engagement.

The Concept Phase (2015), led by one professional artist and an architectural/design firm, offered additional opportunities for stakeholder and community engagement, as well as concept imagery.

Our projects and programs are built on partnerships, and through various phases of *Turn to the River* we have partnered or consulted with City of Terre Haute and Vigo County leaders, Indiana State University, the Greater Terre Haute Chamber of Commerce, Downtown Terre Haute, Inc., Riverscape,

and many other entities that remain committed to this project and will participate in Design Development.

Since starting the planning process in 2012, Art Spaces has attracted national funding to the project, engaged multiple stakeholders of riverfront and downtown revitalization, and excited the community about reclaiming a culturally and historically important sector of the downtown for positive public use and improved downtown river access. Art Spaces has recently been awarded a second National Endowment for the Arts Our Town Grant for the Design Development Phase of the project.

4. OVERVIEW AND HISTORY OF *TURN TO THE RIVER* FOCUS AREA

The Wabash River drew people to this area beginning with members of the Miami-Illinois tribes followed by early French explorers. The City of Terre Haute was platted in 1816, the same year Indiana was admitted to the Union. It is the county seat of Vigo County, the 17th most populous of the state's 92 counties. The river runs along the western edge of the city. Terre Haute grew up around its stunning courthouse, constructed from 1884-1888 in the Second French Empire style common to the period, and only two blocks from the Wabash River. The river played a pivotal role in transportation, recreation, romance and song throughout Terre Haute's 200 years. The state's song, *On the Banks of the Wabash Far Away*, not only embraces the river's existence and imagery, but was written by a popular composer who was from Terre Haute (Paul Dresser) and whose gifts have been recognized in one of the Art Spaces sculptures located near the river in Fairbanks Park.

Terre Haute grew to become a major transportation center. Heavy industrial use of riverside properties throughout much of the last century led to soil contamination and river pollution and eventually the City turned its back on the river and residents began to avoid it. Now the City and its citizens are actively reclaiming the river, understanding and embracing it as a vital and unique natural resource to preserve and protect. Other entities are also engaged in river-related revitalization projects in other parts of the city and beyond.

Turn to the River Design Development will encompass the four-square block government campus which houses Terre Haute City Hall and Vigo County Courthouse. These properties are owned by the City of Terre Haute and Vigo County respectively. The city property also includes a large surface parking lot. The county property includes the Vigo County Security Center (a jail), and a small parking lot. There are various art and cultural amenities on each property. Note: The jail may be relocated and the building repurposed by the county.

The focus area also includes a small unimproved city-owned riverside property at the end of Wabash Avenue (U.S. Highway 40, the original National Road).

5. SITE CONDITIONS

The most outstanding feature of the four-square block government area is the Vigo County Courthouse, which is listed on the National Register of Historic Places. Surrounding the courthouse is a low limestone wall pre-dating the current courthouse building that surrounded the original “Market Square.” Multiple sculptures, designed as war memorials, are found on the east side of the building.

Terre Haute City Hall, built in 1937 in the Art Moderne Style, is currently under application for listing on the National Register. Between the buildings is a decaying fountain. The buildings and various amenities are connected by concrete pathways with an assortment of trees and minimal landscaping. A large, poorly designed parking lot completes the property. There are no wayfinding features that facilitate safe pedestrian access and few natural features to provide shade or comfort or to capture rainwater.

The Vigo County Security Center is located on the northeast corner of the government campus. As noted, the future utilization of this structure may change.

The entire government property offers enormous potential for event spaces, public art and wayfinding to promote inclusivity and to celebrate Terre Haute’s cultural heritage which was originally, and still remains, diverse. While facilitating important public river access and a green space within an easy walk of the downtown center, one project goal is to ensure that our government area is actively designed to welcome every citizen.

One Wabash, the city-owned property one block west of the government campus, is an unimproved naturalized space. The property contains the former single bridge abutment, and is surrounded by private properties. It offers strong potential for a designed public green space and river overlook. There is currently no public green space in downtown Terre Haute.

TURN TO THE RIVER, will capture a neglected urban area and increase access to the arts and nature for everyone living in or visiting Terre Haute’s downtown. In addition to the city’s population of 61,000, an estimated 300,000 people from west central Indiana and east central Illinois come to Terre Haute regularly for education, culture, shopping and health care.

Note: The inclusion of federal funds in this project required that Art Spaces submit Form 55031 to the Division of Historic Preservation and Archaeology of the Indiana Department of Natural Resources, which has issued a decision of “no adverse effect” for the Design Development Phase. Art Spaces will adhere to the Secretary of the Interior Guidelines Standards for the Treatment of Historic Properties. This will be a required consideration for the selected Design Firm.

6. TURN TO THE RIVER PROGRESS TO DATE

The planning phase (2012-2014) resulted in a 114-page Plan

A design Charrette (2015) resulted in a 20-page Concept Book

An additional six-page Concept Booklet was produced in 2016 for the City Plaza area

All of these are available on the Art Spaces website at <https://wabashvalleyartspaces.com/current-projects/turn-to-the-river>

Funding for each phase of *Turn to the River* was accomplished by Art Spaces, a private non-profit organization, through requests to foundations, city and federal government, civic and philanthropic groups, and businesses.

Fifty-six percent of the funding for the Design Phase (described in the Scope of Services) has been secured at this time. We anticipate that the funding balance will be raised within the next eight months.

We have also identified a range of potential funding sources for implementation and are pursuing those at the appropriate times.

7. SCOPE OF PROJECT

The project is anticipated to include the following primary elements:

- A. Element 1 | PROMENADE: A new pedestrian promenade aligned with the former axis of Wabash Avenue where it bisects the government campus (there is currently an existing concrete walkway in that location). The promenade is anticipated to consist of two segments designed to share a common vocabulary of materials that results in a cohesive pedestrian experience. The first segment will begin at Third Street and extend west to the existing parking lot serving the government campus. The second segment will start in the parking lot and provide pedestrian access to First Street. The Terre Haute Department of Engineering has re-designed the parking lot and will be consulted as part of this phase.
- B. Element 2 | COURTHOUSE SITE IMPROVEMENTS: A re-design of the plaza space between Terre Haute City Hall and Vigo County Courthouse. This will entail removal of an existing fountain and creating a focal area with a central work of public art, possibly maintaining a water feature, and shaded seating and gathering areas, with space for small public events.
 - o Integration of the East Side of the Courthouse grounds with new walkways that will encourage access to existing memorial sculptures.
 - o Integration of the area on the south side of City Hall
- C. Element 3 | PARKING LOT COMMUNITY EVENT SPACE: The parking lot has been designed by the Terre Haute Department of Engineering. Suggested inclusion in the redesigned

parking lot of a (possibly) solar overhanging structure to serve a weekly seasonal Farmer's Market and other community events. This will require consultation with the Terre Haute City Engineer.

- D. Element 4 | **FIRST STREET CROSSING**: A new pedestrian crossing at First Street, anticipated to align with the promenade. First Street is a busy corridor, and a safe crossing is critical to providing access to the river from the government campus. This will require consultation with the Terre Haute City Engineer.
- E. Element 5 | **WABASH AVENUE** Surface design of Wabash Avenue between First Street and North Water Street that will feature pedestrian access to a new green space at the river while continuing to accommodate necessary vehicular traffic and access to existing businesses. This will require consultation with the Terre Haute City Engineer.
- F. Element 6 | **CIVIC GREEN and OVERLOOK**: A public green space at the termination of the promenade that is anticipated to include an overlook to the river.

Within each of the primary elements consideration will be given to wayfinding, public art, seating, landscaping, lighting, rain gardens or bioswales, bike racks, solar charging stations and other possible amenities. The final quantity and character of these supporting elements is subject to budget considerations.

Accessibility is critical to the success of the project and should include consideration of physical access, visual access, sound, electronic access and any other aspect that will help the area to provide truly inclusive and inviting places.

Proposed placement of public restrooms must be included in the Project Scope but Design is not required. Public restroom design and construction will be a separate project.

* Important Note: In the unlikely event the Vigo County Security Center remains in its current location indefinitely, either in its current form or as an expanded facility, this development must be considered as part of the design contingencies.

8. SCOPE OF SERVICES

The selected Design Team will provide all services necessary to develop the identified Project Scope from Schematic Design to Design Development. Teams should assume that the final deliverable will be a set of design plans and specifications ready to bid. Interim deliverables will include normal illustrative graphics, interim technical drawings and written products typical of schematic design, design development and construction documents phases.

Design Services Scope Assumptions and Clarifications

- Bidding and Negotiation (BN) and Construction Administration (CA) are not a part of the Scope of Services for this initial Phase of the project. Upon successful acquisition of funding to construct the project, Art Spaces will engage a design consultant to provide BN and CA services.

- Cost estimating will be a part of the design team’s responsibility.
- Art Spaces assumes that design services may include, but not necessarily be limited to, landscape architecture, civil engineering, structural engineering, and electrical engineering/lighting design.
- The successful design team will work with the Terre Haute City Engineer to integrate the designed walking promenade into the city-owned parking lot to provide pedestrian safety within the scope of their necessary flow of automobiles for civic and county purposes. Changes to the parking lot necessary to accommodate the final design of the promenade may be implemented by the City separately from this project.
- An artist may be retained by Art Spaces to study the focus area and review the plan and concepts with the Art Spaces Project Team and Design Firm, to understand the project and offer additional feedback. The selected design team will be expected to collaborate with the selected artist.
- One public information meeting will be held by Art Spaces for public response to draft documents. The selected design team will be expected to participate in facilitating this charrette. Date will be determined to occur at the optimal phase of the Project Activities.

9. CONSTRUCTION BUDGET

A budget for construction has not been determined. A primary goal of the first phase of design services is to determine the probable construction cost estimate for the desired scope. An approved construction budget will be identified prior to the initiation of the Construction Documents Phase based on the design team’s cost estimates for the work.

10. BUDGET FOR DESIGN PHASE

The Anticipated Design Services Budget Range for the Design Development Phase, and activities and products expected, is \$110,000 - \$125,000.

11. PROJECT TIMELINE

Deadline for Receipt of Submissions	December 6, 2017
Selection Team Review and Discussion	December 2017
Interview(s) with One or More Finalists (Up to 3):	January 2018
Proposal(s) For Scope of Services Due	February 2018
Announcement of Final Selection:	February 28, 2018
First Meeting with Design Firm and TTR Team	March 1, 2018
Completion of Designs/Art Spaces Receipt of Deliverables	January 30, 2019

A timeline with regular meetings, a communications plan, dates for draft design reviews and date of final deliverables will be established with the selected firm within approximately three weeks following their selection.

12. SELECTION PROCESS AND CRITERIA

Art Spaces is committed to providing equal opportunities for all individuals regardless of race, gender, religion, sexual orientation, gender identity, national origin, age, or disability.

Art Spaces will select the firm/team that seems best suited to *Turn to the River's* Design Development Phase, able to provide, within the framework described, schematic design and design development which will be used to secure project funding.

The *Turn to the River* Design Development selection team will include stakeholders in this phase of *Turn to the River*, including individuals representing property owners, riverfront advocates, and others interested in downtown development.

Applicants are strongly encouraged to review the linked documents covering the background, purpose and previous phases of the project posted on the Art Spaces website:

<https://wabashvalleyartspaces.com/current-projects/turn-to-the-river>

Finalist(s) will be selected based on merit of past work, appropriateness for this project, quality of previous design materials, feasibility, demonstrated experience and ability to meet the scheduled timeline and fall within the proposed budget range. Up to three firms will be invited to interview and present their design approach after a favorable review of a design team's application.

Design ideas are not required at this time. It is, however, important, that the presentation articulate an approach to final design that references community interest and incorporation of current and prior phases of *Turn to the River*.

The selected firm will provide Art Spaces a proposed scope of work and fee justification. Should Art Spaces and the selected firm not agree on a proposed scope and fee, Art Spaces reserves the right to reject the proposal and begin negotiations with another firm considered in the selection process.

13. SUBMISSION GUIDELINES AND REQUIRED DOCUMENTS

To be considered submit in order the materials listed below clearly labeled with the name of your firm. Make sure to include all current contact information of the company lead on the project in your letter and bio sheet. Total submission should not exceed 20 single-sided pages or ten double-sided pages. Submit one (1) original and five (5) unbound copies.

- A. **Letter of interest** stating your reasons for interest in this project and why your firm's approach, experience and expertise are appropriate and whether you could meet the goals as stated within the proposed budget and timeline;
- B. **Information About Your Firm**, including any you believe is relevant for *Turn to the River* or our ability to make an informed decision;
- C. **Project Team**, including team leader and all other personnel identified to become part of this project if selected;
- D. **Evidence of Past Projects** that are relevant to *Turn to the River* as evidence of your ability to succeed on this particular project. Please include budgets;
- E. **Your understanding of and approach to the Scope of Services to be accomplished during Design Development;**
- F. **Description of your design process and how you would work with Art Spaces;**
- G. **Please state whether you envision working with structural engineers;**
- H. **Please note any experience in working with the Army Corps of Engineers;**

- I. Please describe your experience with and ability to commit to providing public places that are ADA Compliant;**
- J. Attachment List** Include locations and budgets for Project Examples as well as website addresses if available.
- K. Current Resumes** of Design Team Leader and known Team Members
- L. List of three references** for your firm, including one or more that are familiar with the work of the Team Leader. Include current phone numbers and e-mail address, and state what project they undertook for your firm. Please make references as relevant as possible to the type of work you would be undertaking as part of *Turn to the River*.

Optional

- M. SASE** for return of any materials you request be returned.

We will notify you by e-mail when we have received your materials. If you do not receive notice within one week after submitting materials, please email info@wabashvalleyartspaces.com. Note "*Turn to the River* RFQ" in the subject heading.

Send all materials to: Art Spaces, Inc., 669 Ohio Street, Terre Haute, IN 47807.
--

14. QUESTIONS REGARDING RFQ

Please address all questions regarding this RFQ in writing to Mary Kramer, Executive Director, Art Spaces, Inc., info@wabashvalleyartspaces.com. Note "*Turn to the River* RFQ" in the subject heading.

For minor clarifications it is ok to call 812-235-2801 Extension 4, but you may be asked to present the question in writing.

15. INSURANCE REQUIREMENTS

Selected Design Team shall carry and maintain at its own cost all required liability insurance during the term of a contract, for damages caused or contributed to by Design Team which may arise out of or result from Consultant's performance or failure to perform the Services hereunder.

The Consultant must provide an insurance certificate naming Art Spaces, Inc., City of Terre Haute, and Vigo County as additional insureds for the following coverages:

- * Comprehensive general liability - \$3,000,000 combined single limit for each occurrence for bodily injury and property damage
- * Worker's Compensation – Statutory Limits
- * Automobile Liability - \$1,000,000 per occurrence for all claims arising out of bodily injuries or death and property damages
- * Errors and omissions or professional liability insurance - \$1,000,000

16. ATTACHMENTS

To assist your firm in responding to this request, the following items will be found at <https://wabashvalleyartspaces.com/call-for-entries/>

1. Aerial photograph of the area of Project Scope
2. Google map showing project area outlined
3. Terre Haute City Hall
4. Terre Haute City Hall with fountain
5. General site conditions
6. Vigo County Courthouse viewed from City Hall
7. Vigo County Courthouse – aerial looking west from 3rd Street
8. Current Parking Lot
9. Existing Walking Path from 3rd Street to parking lot
10. General site conditions
11. “One Wabash” from the east side
12. “One Wabash” looking toward downtown
13. Rough Site Concept showing walking path trajectory
14. Terre Haute aerial shot showing Wabash River and its proximity to city
15. Google map of Primary Downtown District

17. DISCLAIMER

Art Spaces reserves the right to contract one or more design firms, or to refuse a contract with any.

18. ADDITIONAL NOTES OF INTEREST

* Indiana State University has purchased and is rehabilitating properties to the north of our focus area. It will be important that the selected design team become familiar with those plans and progress in advance of beginning this phase, if contracted to do so, in order to ensure practical and aesthetically meaningful transitions. Details will be provided upon request.

* Riverscape has created a vision for the properties along the Wabash River on both the East and West sides, and in partnership with Vigo County Parks and Recreation Department and the Indiana Department of Natural Resources, has established a 6,000 acre wetlands on the west side of the river. The organization has a vision and plan for walkways and amenities there, some of which have been implemented. Their plans should be studied and understood by the selected firm in preparation for the Design Development Phase.

* The historic American Can building, located adjacent to the Wabash River several blocks north of the *Turn to the River* focus area, is currently being converted into approximately 178 loft-style, market-rate apartments known as One Sycamore. This building and a new building for ISU student housing currently under construction on the west side of 3rd Street, just 2 blocks north of Wabash Avenue, will increase the number of residents living in close proximity to the *Turn to the River* Focus Area.

DEADLINE FOR RECEIPT OF MATERIALS: Wednesday, December 6, 2017.

Send to Art Spaces, Inc., 669 Ohio Street, Terre Haute, IN 47807-3525 Questions: info@wabashvalleyartspaces.com or 812-235-2801 Extension 4

* Crossing to the focus area from the current downtown center is difficult because the government complex is west of a four-lane highway (U.S. Highway 41, also known as Third Street). This has been a topic of discussion in all of our previous phases. We will ask that the selected design team consider this issue and possible solutions being explored, and provide recommendations of possible impact and/or integration with the overall design development within the scope of services.

Art Spaces brings together people, business and art to build a vibrant city.
To learn more visit <https://wabashvalleyartspaces.com/>



Turn to the River is supported in part by an award from the National Endowment for the Arts. To find out more about how National Endowment for the Arts grants impact individuals and communities, visit <https://www.arts.gov/>

