



REQUEST FOR PROPOSALS

TITLE:

Downtown Johnstown Parklet Project

ISSUED ON: September 20, 2021

PROPOSALS DUE: October 15, 2021

Address:

450 South Parish Ave
Johnstown, CO 80534

Contact:

Sarah Crosthwaite
Economic Development Manager
970-578-9612
scrosthwaite@townofjohnstown.com

Town of Johnstown

450 South Parish Ave, Johnstown, CO 80534 | johnstown.colorado.gov | 970-587-4664

Project Summary:

The Town of Johnstown is soliciting competitive proposals to assist with the execution of the Downtown Johnstown Parklet Program. A successful proposal will include design and materials of two (2) seasonal ADA accessible parklets that can be multifunctional (either for outdoor dining or general public outdoor space), furnishing that are multifunctional, and outdoor heating/cooling options. The parklets will be installed and maintained by Town staff and must be easily assembled and disassembled on site. All design elements should enhance the existing historic downtown character.

Site Description:

The Town of Johnstown has identified Parish Avenue with end points between 1st Place and N 2nd Street as the targeted area within the downtown corridor for the placement of the parklets. The parklets will be installed along the public parallel parking spots that are located directly in front of the commercial businesses. Please see exhibit below-



Project Description:

The Downtown Parklet Program will provide businesses additional outdoor seating and allow patrons to have options in terms of indoor/outdoor seating. The Town will create and administer

the program. Additionally, Town staff will be responsible for setting up and dismantling the parklets while businesses who wish to utilize a parklet will be responsible in maintaining them while in use. The parklet program will be available seasonally depending on weather. **The total budget for this project is \$75,000. RFI's that exceed budget will not be reviewed.**

Below are the required items for a complete RFI submission:

Parklet

- Design and build of high quality, flexible outdoor parklets including platform, barricades and railings
- Parklet 1 Dimension: 48ft x 8ft *approximate size of 2 parallel parking spots*
- Parklet 2 Dimension: 24ft x 8ft *approximate size of 1 parallel parking spot*
- Parklets must allow for proper water drainage
- Parklets must be ADA accessible (transition plate to cover gap between parklet and curb)
- Parklet surface must be non-slip
- Design installation, and material must be safe and durable for outdoor use
- Parklet structure must allow for on-site assembly and disassembly
- Canopy or other roofing options must be provided
- Preference will be given to parklet designs that enhance the existing aesthetics of the downtown corridor

Outdoor Furniture & Design Elements

- Parklet 1 design should include furniture, seating, and design elements to allow for principle use of outdoor dining
- Parklet 2 design should include furniture, seating, and design elements to allow for a more general outdoor public seating use that can easily be converted towards specific uses such as outdoor dining
- All furniture and design elements should be ADA accessible
- Design installation, and material must be safe and durable for outdoor use
- Outdoor elements should include outdoor heaters and coolers, umbrellas, lighting, planters (that can serve as seating potentially), and other elements and features that enhance the parklet

Safety & Marketing Elements*

- Safeguard reflective signs and/or decals that ensure pedestrian safety
- Wayfinding signage and traffic signaling signs
- On-site marketing such as concrete decals, feather flags, etc.

**Safety and Marketing elements are not required but preference will be given to firms that can provide this service or can provide the Town contacts of qualified firms to complete the specified work. Please indicate in your cover letter/executive summary.*

Schedule of Work

- October-December 2021: Design/order parklets and all exterior elements/furnishing
- April 2022: All ordered materials and items must be delivered to the Town of Johnstown

Sample Parklet Designs:

Below are sample designs of parklets that provide a general concept of the aesthetic and layout of the type of parklets the Town of Johnstown is interested in purchasing.



Inquiries:

All inquiries to be directed to Sarah Crosthwaite, Economic Development Manager, scrosthwaite@townofjohnstown.com.

Submittal Format:

Interested firms are to provide the Town with a thorough proposal. Please include the following, at minimum:

- Cover letter/executive summary
- Parklet Product sheet
 - Costs including transportation/freight
 - Lead time
 - Product dimensions and weight
 - Material samples, options, and renderings
- Outdoor Furniture & Design Product Sheet
 - Costs including transportation/freight
 - Lead time
 - Product dimensions and weight
 - Material samples, options, and renderings
- Safety & Marketing Product Sheet
 - Costs
 - Lead time
 - Product dimensions and weight
 - Material samples, options, and renderings
- Form: PDF
- Please ensure your submission files are labeled properly. [ex. Downtown Johnstown Parklet – *FIRM NAME*]

Submission:

Provide PDF's of your proposal no later than **Friday, October 15, 2021 at 5 PM (MT)** to: Sarah Crosthwaite, Economic Development Manager; scrosthwaite@townofjohnstown.com
Use Subject Line: Downtown Johnstown Parklet – *FIRM NAME*

Award Process:

The Town will select and notify the firm no later than Friday, October 22, 2021.

General:

This RFP does not commit the Town to award a contract nor pay any costs incurred in the preparation of the RFP response. The Town reserves the right to extend the deadline, accept or reject any or all proposals received, negotiate with any qualified firm, and/or cancel or modify this RFP without notice or penalty.

The Town reserves the right to review and approve/disapprove of all key staff and sub-consultant substitutions or removals, and may consider such changes not approved to be a breach of contract.