



Public Works Department • Engineering Division • 702 Edgebrook Drive • Champaign IL 61820
(217) 403-4710 • fax (217) 403-4755 • www.ci.champaign.il.us

May 4, 2005

Subject: Request for Letters of Interest and Qualification
Boneyard Creek Second Street Detention Project

Dear Consulting Engineering or Landscape Architecture Firm:

Your firm is invited to submit a Letter of Interest and Qualification as the first step in a Request for Submittals process to select a consultant to provide professional engineering and landscape architecture services relative to the design of the “Boneyard Creek Second Street Detention Project”.

Attached to this letter are the following:

- 1) Attachment A - Request for Letter of Interest and Qualification (outline of the Submittal requirements).
- 2) Attachment B – List of firms to whom this letter was mailed.

Attachment B is provided for your information and as a starting point should your firm desire to team with other firms to provide the City’s desired services.

Six copies of your Letter of Interest and Qualification should be received at the address indicated below by 4:30 p.m. on May 18, 2005 in order to receive full consideration.

Send Letters to: Eleanor Blackmon, P.E.
City of Champaign Public Works
702 Edgebrook Drive
Champaign, IL 61820
Phone: (217) 403-4710
Fax: (217) 403-4755
E-mail: eleanor.blackmon@ci.champaign.il.us

The format of the Letter, its content, and selection criteria for the process are listed in Attachment A. Please note the three page length limit for the letter listed in Section 1.6.1.

Sincerely,

Eleanor W. Blackmon, P.E.
Assistant City Engineer

**Attachment A
Request for Letter of
Interest and Qualification
(1st Step in Consultant Selection
Process Submittals)**

**Professional Engineering
And Landscape Design
Services**

for

**Boneyard Creek
Second Street Detention Project
Professional Design Services**

TABLE OF CONTENTS

SECTION 1. INTRODUCTION

1.0	Purpose of Request	A-1
1.1	Standard Terminology.....	A-1
1.2	Summary of Submittal Process and Due Dates.....	A-1
1.3	Issuing Agency, Contact Information and Submittal Location	A-2
1.4	Project Description and Current Status of the Project.....	A-3
1.5	Project Schedule.....	A-3
1.6	Submittal Format and Content	A-4
1.7	Evaluation Criteria and Interview Panel	A-6
1.8	Acceptance of Proposal Content	A-8
1.9	Proprietary Information	A-8

SECTION 2. PROJECT SCOPE AND TECHNICAL SPECIFICATIONS

2.1	Background Information.....	A-9
2.2	Project Drainage Goals.....	A-9
2.3	Additional Project Design Criteria	A-9
2.4	Additional Desired Goals Related to the Burnham Redevelopment.....	A-10
2.5	Technical Scope of Work.....	A-11

SECTION 1 - INTRODUCTION

1.0 Purpose of Request

The purpose of this Request is to initiate a submittal process to obtain sufficient information from prospective consulting firms to enable a qualification based selection for the preliminary and final professional design of the Boneyard Creek Second Street Detention Basins. Selection of the consulting firm shall be for all portions of this project. However, at least two contracts, for preliminary design and the final design services, are anticipated to be negotiated for the project. Additional or optional work past the final design phase such as construction observation and floodplain remapping would also be negotiated under separate contracts if procured.

This Request does not request a price proposal. **However, City Council input expected in May 2005 on Engineer selection may result in requests for price proposals from the top two firms selected by this process.**

1.1 Standard Terminology

For brevity, the City of Champaign will be referred to in this request as the City.

A prospective Vendor, which includes the terms consultant, consulting firm, contractor, proposer, etc., will be referred to as the Vendor or Consultant or Firm.

1.2 Summary of Submittal Process and Due Dates

This Request for Letters of Interest and Qualification (Request) is the first step in a multi-step professional services selection. The goal of the selection process is to select one consultant or team of consultants to provide Engineering Planning and Design services and Landscape Architecture Services for the "Boneyard Creek Second Street Detention Project". **The City will select one Firm or team of Firms to provide the professional services.**

The selection process shall consist of a three step qualifications based selection process:

1. Letter of Interest and Qualification (open to all Consultants)
2. Proposal (invitation only)
3. Interview (invitation only)

Firms may be eliminated from further consideration at any stage of the above listed selection process.

This project will require expertise in many engineering disciplines and in landscape architecture. The selection information shall be sent to both engineering design firms and landscape architects. A list of the Firms sent requests shall be provided as part of the proposal package. **Note that the Letter of Interest and Qualification is not a closed**

selection process step; unsolicited Firms are welcome to submit a Letter of Interest and Qualification.

The City is looking for an integrated design from the design team for the project. The design team may consist entirely of in-house specialists or may consist of personnel from multiple Firms. Furthermore, the multiple Firm relationships do not have to be exclusive. For example a landscape architect firm could submit a letter of interest in partnership with several engineering firms or a water resources engineer could submit a letter of interest in cooperation with a civil design firm and a landscape architect.

The City's proposed schedule for design Firm(s) selection follows and is subject to change with notice to interested Consultants:

Letter of Interest & Qualifications (Sent to about 35 firms & advertised)	City mails May 4, 2005 Due May 18, 2005
Request for Proposals (cut to about 8 teams)	City mails May 26, 2005 Due June 13, 2005
Finalists' Interview (about 3 teams)	City notifies finalists June 20, 2005 Interviews Thursday June 30, 2005, possibly also Friday July 1, 2005.
Selection of Preferred Team (rank remaining finalists)	First week in July

Proposals shall be submitted to the City no later than 4:30 p.m. on the submittal due date. Any Firm not having submitted a proposal by this time will be considered non-responsive, and will not be considered for advancement in the selection process.

1.3 Issuing Agency, Contact Information and Submittal Location

This Request has been issued by the Engineering Division of the City of Champaign Public Works Department, 702 Edgebrook Drive, Champaign, Illinois, 61820. All submittals and inquiries, including those for clarification of this Request, should be made in writing to:

Eleanor W. Blackmon, P.E.
City of Champaign Public Works Dept.
702 Edgebrook Drive
Champaign, IL 61820
Voice: (217) 403-4710
Fax: (217) 403-4755
eleanor.blackmon@ci.champaign.il.us

All questions pertaining to this Request should be submitted in writing no later than two business days prior to the applicable submittal deadline. Questions should be mailed, faxed or e-mailed to the City's contact person listed above. Answers to questions of a substantive or technical nature will be e-mailed or faxed to each Consultant on the City's submittal list and to unsolicited Consultants who have notified the City of their interest in submitting Letters of Interest and Qualification.

1.4 Project Description and Current Status of the Project

The Boneyard Creek is one of six watersheds within the City of Champaign, Illinois. The Boneyard Creek watershed includes the oldest parts of the City and a business area adjacent to the University of Illinois campus. The current Boneyard Creek master plan, "The Lower Boneyard Creek Improvement Plan", was approved in 2001. The master plan outlines seven phases of improvements to the Boneyard Creek watershed, with construction planned over almost 20 years.

Phase 1 of the master plan consisted of the Healey Street Detention Basin and the Campustown Channel and Detention Improvements. Phase 1 has been constructed. Phase 2 of the master plan, the Second Street Detention Project, proposes two detention basins with 100 year storm storage of 62 acre-feet along Second Street between Springfield and University Avenues, additional channel lowering in Scott Park, which is at the southeast corner of Second Street and Springfield Avenue, and storm sewer improvements to the Springfield and University Avenue viaducts. The Second Street Detention Project is currently proposed for construction starting in 2009 in the City's Capital Improvement Plan.

The City has also undertaken redevelopment of the former Burnham Hospital site near Fourth Street and Springfield Avenue, two blocks away from the Second Street Detention Project, and has developed a master plan for this proposed redevelopment. The Burnham Hospital Master Plan recommends simultaneous development of the Burnham Hospital site and the Second Street Detention Project. This may or may not occur, but the City has decided to initiate the engineering design of the Second Street Detention Project so as to coordinate the designs. This will minimize uncertainties that otherwise would impact the Burnham Hospital developer if no action were taken to initiate design on the Second Street Detention Project. The Burnham redevelopment schedule anticipates submittal of detailed development proposals by April 29, 2005 (complete), selection of a Firm by June 2005, finalization of a development agreement by July 2005, and construction starting September 2005.

A detailed description of the scope of work for the Boneyard Creek Second Street Detention Project is described in Section 2 of this Request. Master Plans for the Boneyard Creek and Burnham Hospital are available on the internet at the City's website: www.ci.champaign.il.us under "Business & Development".

1.5 Project Schedule

Development of a preliminary design from the Boneyard Creek master plan concept design for the Boneyard Creek Second Street Detention Project has an aggressive schedule. This is because of the desire to accelerate Boneyard Creek Second Street Detention Project design and possibly the Scott Park construction to coordinate with the Burnham Redevelopment. The current Boneyard Creek Second Street Detention Project schedule follows below:

Contract with Design Consultant	August 2005
Creekway & Design Concepts	September – December 2005
Public Input on Design Concepts	January & February 2006
Concept Revision	March & April 2006
Selection of Final Design Concept	May 2006
Final Design of Scott Park Reach	June – December 2006
Implementation of Scott Park Reach	January 07 – October 07
Final Design of 2 nd Street Detention	January 07 – December 07
Construction of 2 nd Street Detention	2009 & 2010

1.6 Submittal Format and Content

1.6.1 Format Requirements

All proposals shall be provided in the format described below.

Letter of Interest & Qualifications (open to all Consultants)	<ul style="list-style-type: none"> • Letter shall be a maximum of three (3) 8½” x 11” pages with minimum font size 12. • Enclosures (additional sheets) may be used for resumes and project description sheets. • Do not include electronic media. • Submit 6 copies.
Proposals (Invitation only)	<ul style="list-style-type: none"> • Format of submitter's choosing in primarily 8½” x 11” format. • 11” x 17” sheets folded to 8½” x 11” may be included. • Do not include electronic media. • Submit 6 copies.
Finalists' Interview (Invitation only)	Presentation of Consultant's choice – oral presentation may be supplemented by electronic media, paper media, and/or display boards.

1.6.2 Required Content

All proposals shall include the content described below to make evaluation of the proposals easier and assure fair comparison between Firms. Information requested from the Consultant by this Request shall be provided in a direct and concise manner. Content which should be included are:

1.6.2.1 Letter of Interest and Qualifications: This letter, along with allowed enclosures, should provide a basic statement of interest and of qualifications to do the project work, and address the following areas:

1. Statement of understanding, interest, and qualification.
2. Partnering Firms (if any) and key personnel of the team.
3. Qualifications in disciplines and registrations needed to successfully complete the project design and construction contract documents.
4. Experience in projects similar to parts or the whole of this project by current available staff, particularly projects consisting of a mix of urban redevelopment, water resources, and recreational components.
5. Demonstrated experience in producing a project involving teamwork with other disciplines, either the proposed team or by partnering with others.
6. Staff and resource availability to meet the proposed project schedule.
7. Firm(s) stability.
8. Listing of and acknowledgement of addenda or other information issued by the City regarding the selection.
9. Any additional information that the Consultant believes is relevant to the project.

1.6.2.2 Request for Proposals: This submittal should build upon the information provided in the Letter of Interest and Qualification. The submittal should provide a detailed statement of staff qualifications, relevant experience, and a summary of anticipated approach to the project, including any potential problems. Specifically this submittal shall address the following areas:

1. Company(ies) and Staff Profile
 - a) Company profile, including year founded.
 - b) Location of principal office and the location of the office(s) which would service the City.
 - c) Firm officers.
 - d) Project organization chart showing areas of project responsibility for Firms and proposed project staff.
 - e) The Firm's professional staff relevant to the project and description of their relevant expertise. (Resumes may be used in this section.)
 - f) Description of key support services available, including number and type of support personnel.
 - g) Subcontractors or sub-consultants which would be used on the projects.
 - h) The Firm's recent history and 3 to 5 year business plan should be discussed as it pertains to possible personnel and business organization changes that may affect staffing and equipment resources assigned to the projects.
 - i) The Firm's current and anticipated work load which may affect the completion of the project for the City. The amount of work backlog should be compared to the annual transportation fee capacity of the firm as approved by Illinois Department of Transportation (IDOT) or approved alternate. Reference IDOT's prequalification approval letter approving your Firm's Statement of Experience and Financial Condition (SEFC).
 - j) Firm's ownership and employee diversity.

2. Relevant experience on similar projects, including references. The project reference shall briefly describe the project, owner of the project and explain how it may be similar to the project described in this Request. **The City may or may not contact the references provided.**
3. Standard hourly rates and proposed overhead rate. This is not a request for a fee proposal at this time.
4. Project understanding and proposed project approach. A detailed technical proposal shall be prepared that addresses the Firm's approach to the project's issues and solutions, including identifying potential design issues that may have a negative impact on the design and construction schedules. The Firm will need to present their ideas on how best to accomplish the design. Explain why your Firm would be the City's best choice to provide services on this project.
5. Previous knowledge of or engineering work related to the Boneyard Creek (if any).
6. Listing of and acknowledgement of addenda or other information issued by the City regarding the selection.
7. Any additional information that the Consultant believes is relevant to the project.

1.6.2.3 Finalists' Interview: This should summarize the same information as required by the proposal but enhanced, often presented on different media.

1.7 Evaluation Criteria and Interview Panel

A detailed evaluation of the selection submittals will be conducted by the City's Interview Panel. The panel will consist of the internal staff members and interviewers external to the City. Partial selection criteria follow in no particular order:

The panel will review all submittals received from the submittal process explained in Section 1.2 and expects to interview only the top three (3) firms resulting from the last stage of this selection process. The panel will then recommend a selection of one Firm to the City Council. **However, City Council input expected in May 2005 on Engineer selection may result in requests for price proposals from the top two Firms and selection of the top Firm based in part upon such negotiation.**

The panel will base their overall submittal review and final recommendation on the following criteria. The criteria may be considered in different order and will not have equal weight given to each criterion. **Letters of Interest and Qualification shall be evaluated based on criteria a) through e). Proposals and Interview evaluation shall use all following criteria.**

- a) Stability of Firm(s) and project personnel.
- b) Whether the methods of work organization (such as the use of sub-consultants) proposed to accomplish major phases of the work are judged to be deficient, sufficient or excellent.

- c) Whether the firm is judged likely to complete the project on-time and on-budget based on performance on projects of similar nature and project workload versus firm workload capacity.
- d) The relative knowledge, experience, and capacity of the design team which the firm proposes to assign to the project. This will be assessed by the following factors: Experience on the design and construction phases of projects of similar type, size and complexity to parts or the whole of this project by current available staff. Experience on both new construction and rehabilitation. Experience in projects requiring multi-disciplinary teams. Experience in projects consisting of a mix of urban redevelopment, water resources, and recreational components.
- e) A ranking of the Firm's detailed technical design approach summary relative to other Firm's approach.
- f) The Firm's relative cost due to both standard hourly rates, and the overhead and burden rates that form the basis of the Firm's multiplier. Relative cost factors will not be used as the sole deciding factor, but may be considered as one factor in the selection process.
- g) The Firm's diversity as shown either by minority ownership or a more diverse workforce than competing Firms with equivalent experience and qualifications.
- h) Design office proximity to the Champaign-Urbana area would differentiate a Firm over other firms with equivalent experience and qualifications.
- i) Knowledge of the Boneyard Creek, especially with respect to engineering history of the Boneyard Creek, would differentiate a Firm over other Firms with equivalent experience and qualifications.
- j) In cases where the Consultants interviewed as finalists have similar project experience and staff qualifications, the Consultant's vision of the project, their project approach and other qualitative factors may become critical deciding factors in Consultant selection. Some factors which may differentiate Firms in close finalist competitions are listed below:
 - ability to express ideas
 - ability to work as a team, from both a technical and personality sense
 - qualifications of field or production personnel (as opposed to project managers)
 - creativity of approach within responsible design parameters
 - experience designing/constructing water quality initiatives suitable for the urban environment
 - ease/economies of maintenance of the constructed product
 - degree of integration of the functional and aesthetic
 - ability to create a community amenity or gathering place

- ability to incorporate lessons about water resources or water quality into the detention design
- flexibility of approach, i.e. willingness to change design vision base on community or client input

1.8 Acceptance of Proposal Content

The contents of submittals or parts thereof selected by the City will become contractual upon incorporation into the final contract documents.

1.9 Proprietary Information

Any restrictions on the use of information contained within a proposal shall be clearly stated as such within the proposal. The City will only be able to comply with a request for confidentiality to the extent allowed by State law.

SECTION 2 – PROJECT SCOPE AND TECHNICAL SPECIFICATIONS

2.1 Background Information

The Boneyard Creek Improvement Plan included development of a SWMM hydrologic and hydraulic model of the Boneyard Creek watershed. The United States Geological Service is currently revising the model to submit floodplain revisions. The SWMM model will be provided to the consultant that contracts with the City for design services.

The following information represents the City's vision of the Boneyard Creek Second Street Detention Project which would need to be addressed by the contractual design services provided by the successful Consultant.

2.2 Project Drainage Goals

1. Provide detention sufficient to provide 100 year protection to the project area and the downstream Boneyard Creek within the City of Champaign. This includes the project area, Scott Park, and the Campustown area, including the Southwest Branch of the Boneyard Creek from its confluence with the Boneyard to the Healey Street Detention Basin.
2. Increase level of protection to the University, Logan and Springfield viaducts. This is anticipated to be accomplished by a new viaduct relief storm sewer system between the viaducts and the Second Street Detention Basins, as shown in the Lower Boneyard Creek Improvement Plan. The Boneyard Creek Improvement Plan proposed a 10 year level of protection. Review whether the level of protection can be economically increased to the current City standard of 50 year protection.

2.3 Additional Project Design Criteria

1. Businesses fronting on the east side of First Street shall remain to provide a viable business corridor. No partial property acquisition will be allowed from these businesses.
2. A public alley shall be added along the west side of the basin to provide access for basin maintenance and rehabilitation. This alley might also serve as a service alley for the properties west of the basin.
3. White Street shall remain open after project completion.
4. Stoughton Street shall be closed and vacated as part of the project.
5. Clark Street shall be rerouted to connect to Second Street north of the project so that the University Avenue businesses may retain a circulation pattern.
6. It is anticipated that detention requirements to meet the 100 year protection goal will require that the basin extends across Second Street and will require Second Street removal and vacation within most of the project area. Some circulation will be retained with new alleys along portions of the east side of the basin.
7. Provide a north – south multipurpose path in the east slope of the basins roughly along current Second Street alignment between Springfield and University Avenues. Limits of this path are the connection to the Campustown Boneyard path at the

southeast corner of Scott Park and the project limits on the north. The path will ultimately cross University Avenue, probably at Second Street, to rejoin and continue north along the Boneyard Creek.

8. The portions of Clark, White, and Second Streets not removed or reconstructed by the project within the area bounded by University, Second, Springfield and First Streets shall be rehabilitated at the end of the basin construction as part of the basin construction contract.
9. Detention basin concept design envisioned structural slopes or walls on the west sides of the basins with mowable, walkable slopes on the east sides to invite public use. Wetland planting areas were anticipated to be sited between the structural slopes and the low flow channel. This was planned to both minimize casual public entry into the plantings and reduce access to the steeper portions of the walls.
10. Incorporate water quality improvement features into the basin design.
11. The current Second Street Detention Basin concept uses gravity drainage. Gravity drainage is the preferred method of basin dewatering for all concepts. Pumped outflow should be considered as a last resort.
12. Incorporate sedimentation features to minimize sedimentation in the downstream Campustown Channel pipes constructed as part of Phase 1.

2.4 Additional Desired Goals related to the Burnham Redevelopment

These goals may result in aesthetic or functional enhancements to the drainage goals. Funding will have to be identified for these enhancements to the drainage goals, so potential enhancements and estimates of their construction cost shall be determined as early as possible in the project. Methods of implementing these goals shall be developed by coordination between the successful Boneyard Creek Second Street Detention Project Consultant, the Burnham Redevelopment Master Plan Consultant, and the City of Champaign. The Additional Desired Goals follow:

1. Provide impetus for neighborhood reinvestment and revitalization.
2. Spur economic development in the area by providing aesthetic infill between the Burnham neighborhood and the First Street business corridor.
3. Provide a cultural centerpiece in addition to major neighborhood open space.
4. Link the Campustown, First Street, Eastside (University Avenue) and Downtown neighborhoods, by visual means and with a path system.
5. Provide image enhancement – improve the appearance of the area.
6. Maximize aesthetic, open space, and recreational benefits from the project in addition to achieving the functional drainage goals.

2.5 Technical Scope of Work

At this time, the professional services are anticipated to be provided through two contracts: one for preliminary design, and one for final design, including bidding services. Additional, optional services for construction engineering and for floodplain revisions would be procured under separate, later contracts. Note that this Consultant Selection is for the project, not for the individual contracts.

1. The first design contract shall take the concept design (15% complete approximately) developed by Camp, Dresser & McKee in the Boneyard Creek Improvement Plan and develop a preliminary design (at least 30% complete) in coordination with the Burnham redeveloper and the City Project Managers. For the purpose of developing a scope of work, the consultant shall assume that development of a preliminary design shall require the development and analysis of four concept plans. The four concept plans shall consist of the design from the Improvement Plan, a modification of the design with a two level "low flow" so as to minimize required Scott Park lowering, and two alternate plans based on Burnham Redevelopment enhancements.
2. The second design contract shall take the preliminary design and develop final construction plans, specifications, pay item quantities, and cost estimates. It is currently anticipated that the construction contract shall be issued as a unit price contract similar to IDOT construction work, although the successful consultant will have input to this decision. Review documents shall be submitted at the 60% and 90% complete stages. Final plans shall be provided to the City in Both PDF and AutoCAD formats. It is anticipated that bidding services and recommendation of bid award would be provided by the Consultant under this contract.
3. A later, optional contract could provide construction related services, including shop drawing review, layout and staking, and development of as-built construction plans from field mark-ups. As-built development shall include verification survey.
4. A later, optional contract could provide development of modeling and documents required for a FEMA map amendment shall be provided as part of this project including submittal of the documents and response to any FEMA questions

Other issues related to project scope of work follow:

5. Extensive coordination will be required with the surrounding neighborhoods during concept design development and during final design. The consultant shall plan on two public meetings for each concept and four for the final design phase, or 12 public meetings total.
6. Not all properties within the site have been purchased by the City at this time. The project design and any plans should assume property acquisition will be complete and all structures demolished prior to project construction initiation. Site utilities are typically removed to the property line during demolition and basements are filled.
7. The concept design was developed based on aerial photograph and contours with limited site survey. Engineering services shall include topographic, elevation, and land survey of the project site and a border around the project site as required for

adequate drainage design, construction easements, and project transitions to match. The City, through its GIS Consortium, is obtaining new aerials in Spring 2005 and 2 foot contours in Fall 2005. These may be used for this project if applicable and available.

8. The City will be submitting for a revision of the affected FEMA floodplain maps after project construction is complete. Project elevation survey accuracy shall be sufficient to meet or exceed FEMA floodplain requirements for such submittals.
9. Professional land survey services shall be provided as needed for the identification and development of any temporary and/or permanent easement plat required for the successful construction of the project. This will include obtaining title work to verify ownership for any easement parcel. The City will provide standard easement text documents.
10. The City anticipates replatting the basin site as part of the project. The work shall include professional land survey services to generate preliminary and final plats necessary for the replatting.
11. Some public streets will be vacated as part of the project and some will require new Right-of-way. Professional land survey services shall be provided to define the affected Right-of-way parcels so that the City may dedicate or vacate as appropriate.
12. Services shall include Phase 1 environmental survey of the site. Any required Phase 2 work shall be negotiated based on the outcome of the Phase 1 work.
13. Soil borings and engineering analysis shall be provided by the consultant as required for the project.
14. The consultant shall identify utilities impacted by the project. The consultant shall design relocations, including required phasing, for the public storm sewers and sanitary sewers as part of the project. Public sewer relocation design shall include any required relocation/connection of private sewers previously connected to the public sewers. The consultant shall coordinate required design relocations with affected private utilities. These are anticipated to include water, electrical, gas, telecommunication, cable television.
15. Hydrologic and hydraulic modeling shall be provided as required to design the project to obtain the project goals, and to revise the floodplain maps at the end of the project. The SWMM model used for the Boneyard Creek Improvement Plan shall be provided to the successful consultant.
16. The project shall include water quality aspects to meet or exceed anticipated NPDES Phase 2 requirements at the time of construction. Note that the Boneyard Creek is currently listed as an impaired stream by the IEPA.
17. It is anticipated that construction of the project shall proceed in two stages: Scott Park improvements in 2006, or approximately the same time frame as the Burnham Redevelopment time frame, with the remainder of construction starting in about 2009 subject to City funding availability and property acquisition.
18. Coordination shall be required with the Park District as well as the City during project development. The Champaign Park District is a separate unit of government from the City of Champaign. The Champaign Park District owns Scott Park. The City of Champaign owns the majority of the remainder of the project site. Subject to the project generating sufficient recreational potential, the Champaign Park District

- may assume maintenance responsibility for the finished project. The City of Champaign would retain responsibility for the drainage aspects of the project.
19. Landscape plans shall be developed as part of the project design and construction documents.
 20. During the final project design, the consultant shall consider construction staging areas, required street closings, construction phasing, haul routes, maintenance of Boneyard Creek flow during construction, impact on bus routes (White Street), and development of traffic control plans in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). Bus route impacts shall be coordinated with the Mass Transit District (MTD).
 21. Since the project is a major earthwork project in an urban environment, construction documents shall pay particular attention to erosion control. Problems occurred during the Healey Street Detention Basin construction with dirt leaving the site on haul vehicles, sediment leaving the site in the Boneyard Creek, and dust leaving the site during earthwork operations. Construction documents should require erosion control measures that minimize grounds for neighborhood and IEPA complaints. Haul and truck routes require City review and approval.
 22. The successful design consultant shall develop and submit all required permit applications for this project, anticipated to be a Joint Permit application.
 23. Operations and Maintenance Manual for the finished project shall be provided as either part of this design project or as part of the construction professional services. The manual shall include project contact documents benchmarks, project goals and objective, critical design assumptions, recommended maintenance schedules and, if available, as-builts, shop drawings for any electrical, mechanical, or decorative equipment including vendors to allow ordering of replacements.