

AGENDA
Dallas Center City Council/Tree Board Workshop
June 2, 2020 –6:00 p.m. – Memorial Hall

On May 26, 2020, Iowa Governor Kim Reynolds issued an updated Proclamation of Disaster Emergency, which among other matters, encouraged all vulnerable Iowans to limit their activities outside of their home including their participation in gatherings of any size and any purpose. Effective June 1st, the Governor' Proclamation allows a community gathering (such as a public meeting) of more than ten persons so long as the venue capacity is limited and social distancing of at least six feet is maintained. The Governor further suspended state laws requiring a public meeting or hearing to the extend the laws could be interpreted to prevent a governmental body from limiting the number of people present for an in-person location of the meeting, providing the governmental body provides a means for the public to participate by telephone or electronically.

In compliance with the social distancing requirements for a public meeting, it is anticipated that as few as six seats may be available to the public for this Workshop on June 2, 2020. Therefore, the public attendance at the meeting of the City Council and Tree Board must be limited to the capacity of Memorial Hall allowed by social distancing. As permitted by Iowa Code Section 21.8 the City Council/Tree Board workshop also will be conducted by electronic means. The public is encouraged to access the meeting electronically in the manner specified below.

The meeting will be conducted by Zoom at the following Internet link or telephone numbers:
Join Zoom Meeting - <https://us02web.zoom.us/j/84880823618>

If a Zoom user has the Zoom app, just enter the meeting ID 848 8082 3618
Or a member of the public may connect to the meeting by telephone using any of the following numbers (the Meeting ID is 848 8082 3618#):

Dial by your location

+1 646 558 8656 +1 301 715 8592 +1 312 626 6799 +1 669 900 9128

Meeting ID: 848 8082 3618

Depending on the caller's long-distance calling plan, long distance charges may apply.

The meeting will originate in the Memorial Hall at 1502 Walnut Street (but the public attendance will be limited) at 6:00 p.m. The Zoom connection will be available starting at approximately 5:50 pm.

1. Roll call
2. Action to approve agenda
3. Joint City Council/Tree Board Workshop to review and discuss Professional Services Proposal with representatives of ISG Inc. of Des Moines, Iowa to prepare a master plan to implement streetscaping designs at the intersections of 13th, 14th, and 15th Streets and develop a Walnut Street Green Corridor for a cost of \$19,500
4. Adjournment

Cindy Riesselman, City Clerk

March 2, 2020

Cindy Riesselman
City Clerk
City of Dallas Center
1502 Walnut Street, PO Box 396
Dallas Center, IA 50063
criesselman@dallascenter.com

RE: Professional Services Proposal
Downtown Streetscape + Green Corridor
Dallas Center, Iowa



Cindy,

As the City of Dallas Center looks to implement streetscaping designs in its downtown area at the intersections of 13th, 14th, and 15th Streets and develop a Walnut Street Green Corridor, ISG is ready to serve as a committed project partner. As a multi-disciplinary design firm, ISG has provided similar services across Iowa and the Midwest and is prepared to leverage that experience for the City of Dallas Center, its residents, and visitors.

To complete the work requested by the City, ISG will provide the following scope of services.

DESIGN PHASES

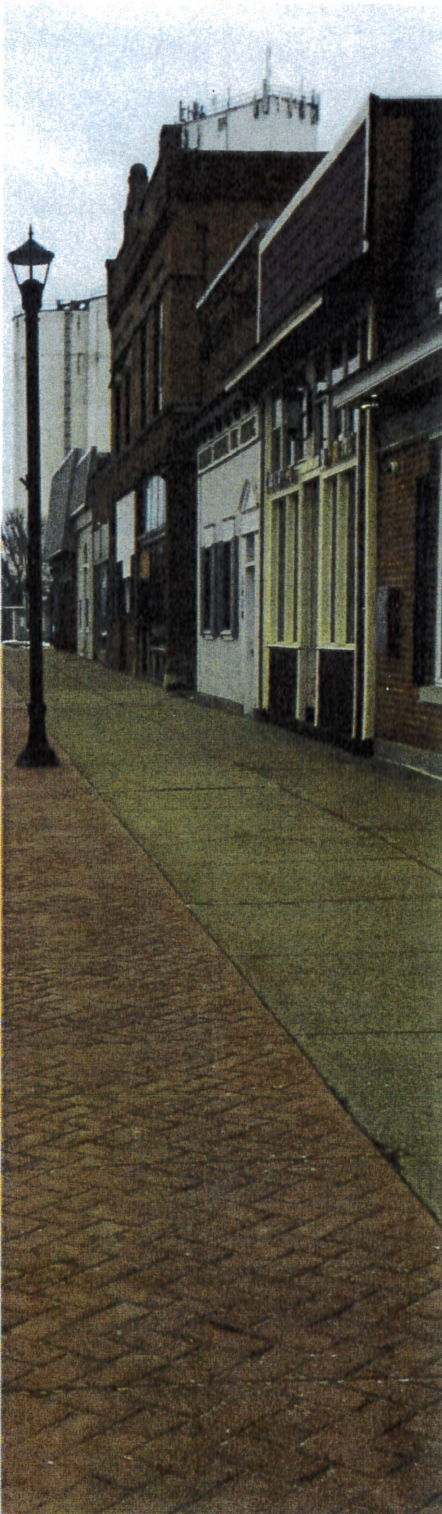
ISG has identified six (6) phases that can be implemented over the next 10-15 years by focusing on specific, real world projects that can be tackled with reasonable budgets and time frames. Each project and phase will include opinions of probable cost based on the 2020 known bid environment, helping the City identify projects it might be able to implement on its own and prioritize phases based on funding availability, public safety, and need. ISG prides itself on crafting solutions that create enjoyable environments and have a positive impact on the community, while also recognizing the day-to-day realities of City operations and maintenance work.

Approvals + Interactions

ISG will work closely with City officials throughout the design process and host a series of design charrette meetings with key stakeholder groups. Before and after these interactions, ISG will share ideas with the group and continue to solicit feedback throughout all phases of the project. The project team will work alongside the community to implement strategies that yield positive results. ISG encourages the City to undertake this process during the spring and summer months so the areas can be walked without obstruction and increase user participation. In total, the design and public input phase is estimated to take approximately three (3) months, depending on the level of public involvement. Following the design process, ISG will ensure the master plan and designs are reviewed and approved according to City procedures.

Deliverables

- Opinions of probable costs for each phase
- Scale colored site plan
- Streetscape/site sections and elevations
- Streetscape/site birds eye view
- Streetscape/site perspective views





PHASE 1: HERITAGE PARK IMPROVEMENTS (2022-2024)

For improvements to Heritage Park, ISG will deliver the following:

- Work to identify long-term partners for key project components
- Improve wayfinding and directional signage
- Establish trail head parking
- Add events pavilion
- Develop permanent ice rink and sport court space
- Implement bicycle parking and lockers
- Add a bicycle repair station
- Establish next generation tree and plantings palette

PHASE 2: DOWNTOWN CORE IMPROVEMENTS (2022-2024)

For improvements to the downtown core, ISG will deliver the following:

- Remove excess paving areas
- Add green infrastructure and soft spaces
- Develop thoughtful and cohesive site furnishings palette
- Improve wayfinding and directional signage
- Establish next generation tree and plantings palette
- Recommend facade and architectural visioning options
- Recommend mural and public art opportunities

PHASE 3: GREEN ALLEYWAY + POCKET PARKS IMPROVEMENTS (2022-2024)

For improvements to the green alleyway and pocket parks, ISG will deliver the following:

- Improve stormwater management with permeable pavers
- Add lighting
- Introduce seating and respite areas
- Provide café space
- Improve safety and visibility
- Establish next generation tree and plantings palette

PHASE 4: LIBRARY DISTRICT (2025-2027)

For improvements to the library district, ISG will deliver the following:

- Add seating and pathways to host larger events (RAGBRI + RVTV)
- Implement green infrastructure and stormwater capture areas
- Add community garden space
- Incorporate farm-to-table programming to support local restaurants and producers
- Support potential land sale to trail minded business plan (brewery, eatery bike repair or other)
- Establish next generation tree and plantings palette

PHASE 5: WALNUT STREET GREENWAY CONSERVATION (2025-2027)

For efforts to enhance the Walnut Street Greenway, ISG will deliver the following:

- Develop roadway diet from Mound Park to Memorial Park
- Add pedestrian connects
- Provide stormwater capture areas
- Add green infrastructure along roadway
- Maintain existing trees and plant materials
- Establish next generation tree and plantings palette

PHASE 6: MOUND PARK + MEMORIAL PARK IMPROVEMENTS (2027-2030)

For efforts to enhance Mount Park and Memorial Park, ISG will deliver the following:

- Continue building on the success of previous phases
- Maintain of existing trees and plant materials
- Maintain existing site features
- Establish next generation tree and plantings palette
- Plan for the next 20 years

CONSTRUCTION COST ESTIMATES

ISG proposes to provide the scope of services described within this proposal for compensation in accordance with the following schedule:

Phases	Estimated Hard Costs	Estimated Soft Costs
Phase 1: Heritage Park Improvements	\$223,500	\$55,875
Phase 2: Downtown Core Improvements	\$256,500	\$64,125
Phase 3: Green Alleyway + Pocket Parks Improvements	\$445,000	\$111,250
Phase 4: Library District	\$195,000	\$48,750
Phase 5: Walnut Street Greenway Conservation	\$206,500	\$51,625
Phase 6: Mound Park + Memorial Park Improvements	\$310,000	\$77,500

Estimated soft costs include, but are not limited to, expenses associated with survey, design fees, administrative and legal costs, and geotechnical or other site testings. Budgets for each phase will be adjusted to meet the community's needs as funding becomes available. ISG understands municipal fiscal constraints and that proposed design elements may need to be altered pending funding availability.



COMPENSATION

ISG is prepared to deliver a master plan that addresses these six phases for compensation of **\$19,500**.

Anticipated reimbursable expenses such as travel, mileage, and printing are included within the compensation listed above.

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible to accommodate the requirements of this project. Upon request, ISG is able to provide a subsequent proposal to assist with any additional professional design and construction phase services that will be necessary to facilitate the implementation of this project as it moves forward.

We appreciate the opportunity to provide a solution tailored to the needs of the City of Dallas Center. On the following pages, ISG has provided more details about its expertise as it relates to this project. Upon acceptance of this proposal, please sign the acknowledgment box below and return a copy to our office. We look forward to providing you with responsive service, a collaborative approach, and timely delivery.

Sincerely,

A handwritten signature in black ink, appearing to read "Nathan Gruver".

Nathan Gruver, PLA
Landscape Architect

5015 243.9143
Nathan.Gruver@ISGInc.com

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of _____, 2020.

Name:

Title:

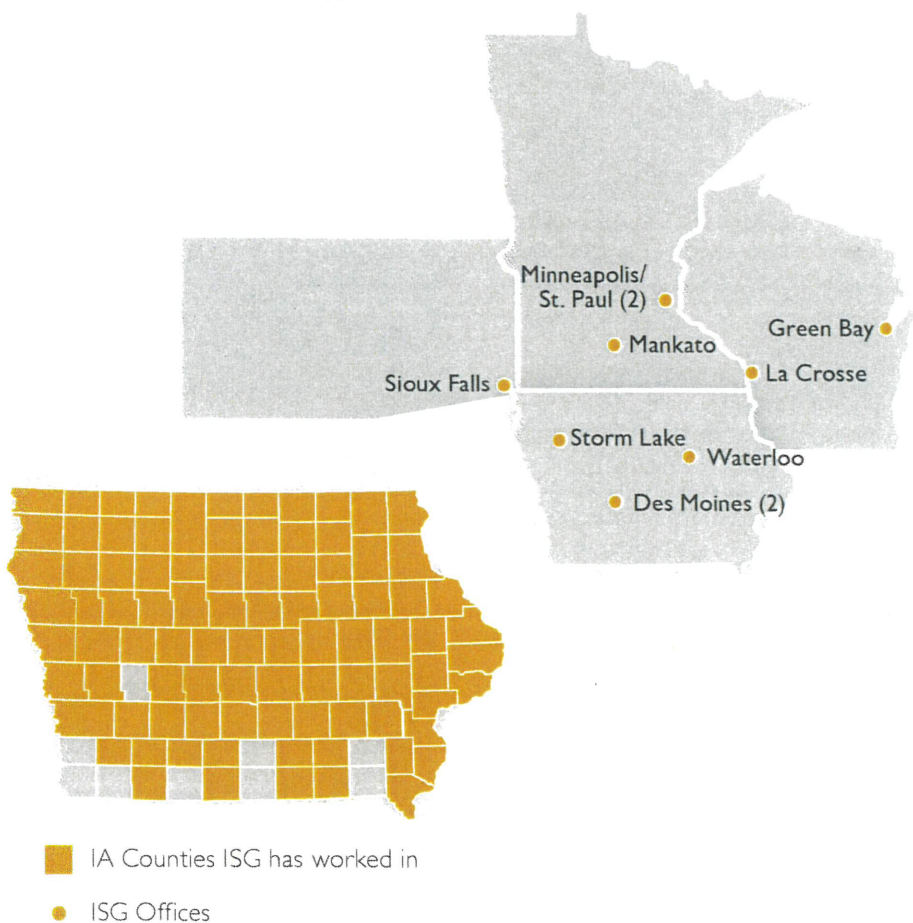
Signature:

This proposal is valid for 30 days.

Firm Profile

TRUE EXPERTISE + WORKING INGENUITY

ISG has a rich history, that extends over 47 years, of building trusting relationships with clients, stakeholders, and the community. As a multi-disciplinary firm that is 100 percent owned by employees, ISG serves numerous markets and fosters strong collaboration between all disciplines, providing clients a diverse knowledge base, high level of creativity, and broad perspective. ISG's business philosophy is centered around building relationships, translating experience across synergistic markets to the advantage of partners, and constantly striving to add value to services by seeking new and creative technologies, professionals, and ideas. ISG's flexibility makes it possible; our focus and innovative solutions make it happen.



THE VALUE OF WORKING WITH ONE FIRM

No sub consultants.

One point of contact.

Maximum accountability and integrity.

SERVICES

ISG



Other firms



ISG VALUES

Empathy. We strive to see things from your perspective, and provide expertise and advice to improve your condition.

Relationships. Relationships are at our core. We learn more when we listen, and we deliver better results from those two-way, connected relationships.

True + Responsive Expertise.
The original, simple foundation to our success dating back to 1973.

Aspirations. All of us have them, and they can be different, but as a firm, we are the sum of our collective aspirations.

Winning. Winning is the tangible result of being selected, and doing "it" right. Making the basket is where the points are, but doing it repetitively comes from great assist makers. Winning provides inspiration. Inspiration provides results.

Contextual Design. We have developed an ISG process to deliver quality solutions that meet or exceed a client's vision. Context is merely taking in all of the factors beyond four walls - site, community, image, goals, future, connectivity, etc.

Alternative Analysis. Alternative analysis requires one option to always be what the client asks, but two more that may enhance or alter their way of thinking. It's a unique balance between empathy and expertise, driven by context and the client.

Better Decisions, Faster.
Develop consensus sooner. Draw a sketch, investigate an idea, and agree before committing big resources on an errant path; we seek to foster a better decisions mentality mindset.

Agility. Yesterday can look like today, and today can look like tomorrow, but when you look over the course of 2-5 years, you recognize quickly that things are dynamic, not static. We are dynamic and come with a drive and willingness to focus on what matters most; listening, building trust, investing, developing, designing, and growing.

Project Experience

De Smet Master Planning

De Smet, SD

OVERVIEW

With a historic downtown area in need of redesign to attract visitors and increase livability, ISG worked alongside the City of De Smet to develop a master plan that would make plans to revitalize the area feasible.

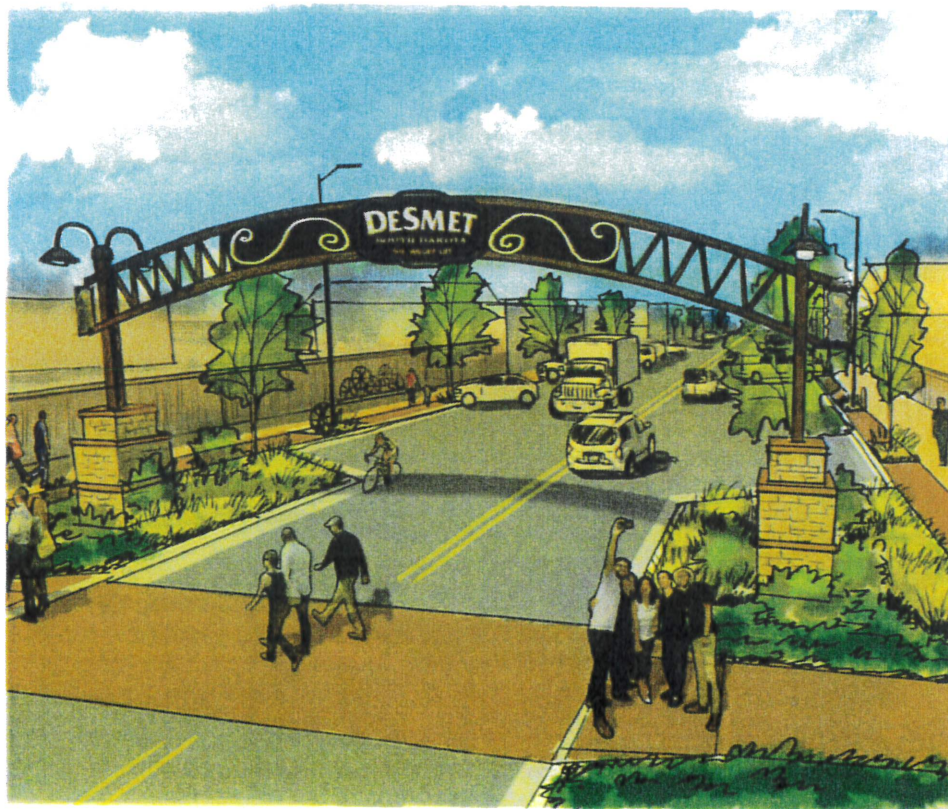
SOLUTION

ISG worked with the De Smet Task Force to determine three areas of improvement for its historic downtown: enhance the downtown streetscape to provide a safe and enriching destination for the community and visitors, provide a clear and welcoming experience for visitors that directs them to the many amenities within De Smet, and connects the City's recreation amenities through a series of trails and improved walkability throughout its open spaces.

The project team developed a master plan to serve as a guide to provide new ideas for improved community and visitor experience and to guide investments for future development. The master plan provided the task force with a clear inventory and assessment of the existing downtown area, wayfinding signage, and community park conditions in order to determine what resources are present and what items could be added. The plan delivered a roadmap for the community to plan phased improvements and documentation to utilize for fundraising efforts, marketing, and to direct future financial resources.

FOCAL POINTS

- Drive traffic from local highways and communities to the historic downtown area
- Infrastructure improvements
- Improved livability and user experience
- Community engagement
- Increased connectivity and opportunities for walking and biking



Humboldt Downtown Revitalization

Humboldt, IA

OVERVIEW

The Humboldt Downtown Revitalization project combined green infrastructure practices, improved pedestrian experiences, and streetscaping improvements in a four-block stretch to create a welcoming and sustainable downtown core. This project was a multi-year process, beginning in 2017 when the City partnered with Iowa's Living Roadways to complete a Community Visioning assessment. Following this assessment, ISG worked closely with residents, stakeholder groups, and City staff on prioritizing the goals identified in the visioning process and creating and refining designs focused on improving the pedestrian experience and introducing green infrastructure into the streetscape.

SOLUTION

Throughout the design process, ISG utilized various community engagement techniques to solicit input, while also integrating drone, visualization, and videography technologies to create graphic representations of the design concepts. These videos gave the community an opportunity to envision how they would interact with the proposed downtown improvements. Additionally, ISG conducted a downtown traffic and parking study to analyze current needs and patterns and identify potential improvements to enhance pedestrian accessibility and safety. Recognizing hurdles cities typically encounter in successfully implementing pedestrian improvements and stormwater practices, City staff and ISG worked closely together during the design process to test proposed designs and verify existing City equipment and practices could be used to maintain the improvements.

Key design elements focused on the pedestrian experience included alterations to the roadway configuration to improve safety and walkability, introducing bike racks and other site furnishings to accommodate varied transportation methods, adding stop signs and other traffic control measures, and repurposing seldom used parking spaces for pedestrian enhancements. The final design also incorporated multiple stormwater management practices like native plantings, soil quality restoration, curb cuts, and stormwater harvesting areas. These stormwater practices combined with pedestrian improvements create a revitalized downtown space that is collectively envisioned, environmentally responsible, and inviting to all users.



FOCAL POINTS

- Traffic study
- Streetscaping
- Building facade improvements
- Comprehensive master plan
- Construction administration services
- On-going city engineering services

CHECK IT OUT!



bit.ly/ISG_Humboldt



66

I really do think this investment in what we're doing now is going to pay off in the 60 Main Street project and other projects downtown.

66

— MARK PETERSON,
MAYOR,
CITY OF WINONA

Winona Downtown Strategic Plan

Winona, MN

OVERVIEW

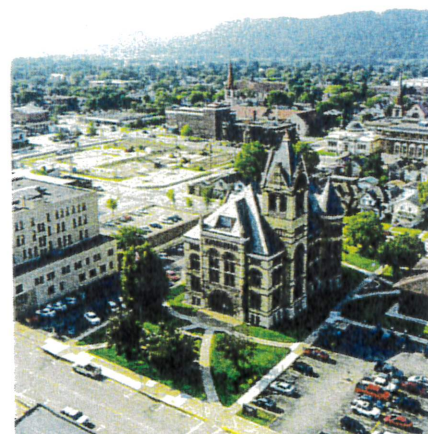
ISG has worked with the City to plan 20+ projects focused on economic development, workforce, connectivity, multi-modal transportation, revitalization, education, safety, and sustainability.

SOLUTION

Passion is generally derived from an intimate, direct connection, and ISG has continually been involved in projects that positively impact the City of Winona and its citizens. Efforts have included master planning efforts and individual studies, both with public and private partnerships in mind. From transformative improvements to the City's historic Levee Park and Main Street district to planning efforts that create a strategic resource for the revitalization and preservation of outdoor community assets, ISG's work in Winona has been both dynamic and impactful.

FOCAL POINTS

- Master planning
- Individual studies
- Private and public partnerships
- Preservation of outdoor assets



PROJECT EXPERIENCE

Sioux City Promenade

Sioux City, IA

OVERVIEW

The product of collaboration across multiple stakeholder groups, including the Iowa Department of Agriculture and Land Stewardship (IDALS) Urban Conservationists, City staff, local businesses, and various project partners, the Sioux City Promenade improvement reflects the interdependence of social, natural, and built environments. And, the positive impacts collaboration and unconventional revitalization solutions can have on local community life.

SOLUTION

Situated along historic 4th Street in the heart of downtown Sioux City, Iowa, the Promenade is a public space adjacent to the local movie theatre and Sioux City Convention Center, and surrounded by nearby coffee shops, bars, and restaurants. In 2016, the City set out to find a design and engineering partner to help address these compounding issues, and to take proactive actions to preserve the still wildly popular Promenade. The City and ISG proudly opened a revitalized Sioux City Promenade to the public the following fall - a Promenade that offers enhanced educational, environmental sustainability, and pedestrian opportunities using easy-to-implement yet unconventional urban renewal site and system improvement strategies.

In addition to replacing the Promenade's concrete and aging pavers with standard and colored concrete patterns, improvements also added a new native planting plan, modern site furnishings, a concrete seating wall, and 50% increase in total greenspace. Together, this renewed outdoor space allows visitors to take part in more active and healthy lifestyles, with designs that create a sense of place not captured elsewhere in the community. A key element of these efforts was to preserve the Historic Roth Fountain, which now serves as a centerpiece. To do so, the updated Promenade was restructured to promote pedestrian versus vehicular traffic, allowing it to be a dedicated space to travel through, stop and relax, have conversations, experience community events, or enjoy lunch with a view.

Approximately 50% of the paved surface area in the existing Promenade was removed to incorporate bioretention cells, green space, and soil quality restoration. Called "multi-functional urban greenspaces," these designs are literally green in that they introduce more natural landscapes, tree, and plant species to the area, and that they also leverage naturally occurring biological processes to reduce erosion and water pollution during rain events.

The Promenade's high pedestrian traffic created the perfect opportunity to promote the innovative stormwater management solutions implemented across the site. Following project completion, a stormwater demonstration event presented to the community showcased how the new stormwater infrastructure and permeable surface manages rainfall, run-off, and roof drainage. Today, newly installed permanent signage provides educational components within the site to inform visitors of the purpose and benefits of sustainable urban design practices.



FOCAL POINTS

- Concrete and aging pavers
- Native planting plan
- Modern site furnishings
- Bioretention cells
- Soil quality restoration
- Innovative stormwater management
- 1,000 Friends of Iowa Best Development Award

PROJECT EXPERIENCE



Kingsley Permeable Pavers

Kingsley, IA

ISG led the funding, planning, and design of a permeable paver system for the City of Kingsley. The system was placed in an alley that receives substantial runoff during rainfall and allows rainwater to soak through the gaps between the pavers into a rock chamber below, allowing sediment and pollutants to filter out of the water, while also reducing the peak stormwater runoff rate. ISG assisted the City in securing funding from the Iowa State Revolving Fund (SRF) and Water Resource Restoration Sponsored Projects program. These sponsored projects are funded by an interest rate reduction on an existing cleanwater SRF loan to fund the installation of stormwater Best Management Practices (BMPs). In this case, the City contributed to the project to ensure it was able to get the full alley completed.



FOCAL POINTS

22,000 gallons of water storage volume provided by rock layers and paver void spaces

500+ tons of aggregate (117 tons filter, 229 tons storage)

Eliminated soil erosion that was occurring in the alley prior to the permeable paver system

Community Stewardship Award, Iowa ASLA

PROJECT EXPERIENCE



Algona Tree Trenches

Algona, IA

OVERVIEW

ISG has partnered with the City of Algona to implement green infrastructure by using state programs dedicated to water quality improvements and local dollars. These improvements include tree trenches, permeable pavement solutions, and a constructed wetland to mitigate ongoing stormwater runoff issues. The scope of this project includes the preparation of design and bidding documents, as well as construction services.



FOCAL POINTS

Partly funded through grants from the SRF and the IDALS Water Quality Initiative Urban Conservation Program

Permeable pavers

Native plants and trees

Water storage

1,000 Friends of Iowa Award
Best Development Award



Eagle Grove Downtown Revitalization

Eagle Grove, IA

OVERVIEW

ISG is working with the City of Eagle Grove on a number of projects, including downtown revitalization efforts. The projects involve facade revitalization of buildings in the downtown area, as well as streetscaping enhancements that better connect residents and visitors to businesses. These enhancements include the implementation of permeable pavements street parking, soil quality restoration, and bioretention areas. ISG has worked alongside City leaders to optimize funding opportunities, helping to develop a timeline for the City to ensure plans and schedules best utilize grant dollars.



FOCAL POINTS

Permeable pavers for responsible stormwater management

Soil quality restoration

Bioretention areas utilizing native plantings and trees

Funding from a variety of sources, including State Revolving Fund (SRF) Sponsored Projects program, CDBG Downtown Revitalization and Opportunities and Imminent Threats funds, and local dollars

Hourly Rates

EMPLOYEE TYPE HOURLY RATE

Administrative	
I - IV	\$66-124
Architect	
I - Senior	\$109-190
Architectural Designer	
I - Senior	\$100-142
Business Developer	
I - Senior	\$124-180
Business Writer	
I - Senior	\$93-103
Civil Engineer	
I - Senior	\$123-190
Civil Designer	
I - Senior	\$96-138
Community Resource Planner	
I - Senior	\$112-165
Construction Administrator	
I - Senior	\$99-140
Electrical Engineer	
I - Senior	\$121-190
Electrical Designer	
I - Senior	\$99-179
Environmental Scientist/Engineer/Specialist	
I - Senior	\$109-170
GIS Specialist	
I - Senior	\$109-169
Graphic Designer	
I - Senior	\$88-108
IT Specialist	
I - Senior	\$108-160
Interior Designer	
I - Senior	\$110-190
Land Surveyor	
I - Senior	\$101-180
Land Survey Specialist	
I - Senior	\$91-136

EMPLOYEE TYPE HOURLY RATE

Landscape Architect	
I - Senior	\$117-187
Landscape Designer	
I - Senior	\$102-139
Marketing Consultant/Specialist	
I - Senior	\$103-160
Mechanical Engineer	
I - Senior	\$121-190
Mechanical Designer	
I - Senior	\$99-136
Project Coordinator	
I - IV	\$111-145
Project Manager	
I - Senior	\$124-181
Senior Finance Consultant	
	\$160
Structural Engineer	
I - Senior	\$118-190
Technical Writer	
I - Senior	\$124-139
Visualization Specialist	
I - Senior	\$145-168
Videographer	
	\$124
Equipment Expenses	
3D Laser Scanner	\$63
All-Terrain Vehicle	\$25
Drone	\$125
Mapping Grade GPS	\$19
Survey Grade GPS/Robotics	\$56
Traffic Counter	\$11

Mileage is billed at the IRS allowable rate
 Consultant subcontracts are billed at cost +10%