

MARSHALLTOWN

— I O W A —

City Administrator's Office

Joel Greer, Mayor
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To: Mayor Greer and the City Council
From: Jessica Kinser, City Administrator
Date: April 17, 2019
RE: Contract for IRT Placemaking Plan

Policy Issue: The City Council must approve agreements above \$45,000

Recommendation: To approve the resolution as proposed

Background: The City of Marshalltown, in conjunction with Trails Inc. and the Hardin County Trails Commission, applied for a grant from the National Endowment for the Arts- Our Town program for a placemaking plan along the Iowa River Trail. The grant period began August 1st, and the process to move forward on this project was delayed due to the tornado recovery. We issued a Request for Proposal in March with responses due on April 5th. An evaluation team selected 3 consultants to interview, and ultimately conducted those interviews on April 16th. The recommendation coming from the evaluation team is RDG at a cost not-to- exceed \$100,000.

RDG is well-known for their placemaking work along trails in Iowa, including the design of the High Trestle Trail bridge and the Racoon River Valley Trailhead in Waukee. They see the potential of the Iowa River Trail and great opportunities for creating functional designs that complement the infrastructure needs of the trail. They are proposing a 3 day process during the week of May 20th to ride the trail/adjunct highways and hold meetings in each community. They are proposing to have the plan completed by July 31st, which is the NEA grant timeline, though an extension has been requested. A contract is not available for the Council packet due to the quick turnaround, but the resolution does call for the approval of the vendor and the dollar value of the contract and permission for the Mayor to sign a contract with those parameters.

As a reminder, the total budget is \$100,000, with \$50,000 coming from the Martha Ellen Tye Foundation, \$25,000 coming from the National Endowment for the Arts, \$20,000 coming from Trails Inc/Hardin County Trails/Iowa National Heritage Foundation, and \$5,000 from the City.

The evaluation team consisted of the following members:

- Jeff Schneider- Trails Inc. Vice President
- Kyley Leger- Trails Inc. Marketing Chair
- Justin Nickel- City Engineer/PW Director and Trails Inc. Design and Construction Chair
- Brady Winter- Hardin County Trails Commission
- Mona Bleeker- Hardin County Trails Commission
- Heidi Mitchell- Hardin County Trails Commission
- Amber Danielson- Marshall County Arts and Culture Alliance
- Heidi Dalal- Martha Ellen Tye Foundation
- Michelle Spohnheimer- Housing and Community Development Director
- Jessica Kinser- City Administrator

City Council

Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin



Budget Impact: The total budget is \$100,000, with \$5,000 pledged from the LOST- Council-designated amount.

Attachment: RFP Document

City Council

Susan Cahill, Michael Gowdy, Al Hoop,
Gabriel Isom, Leon Lamer, Bill Martin, Bethany Wirin

