

Proposal for Graham Park Recreation District Master Plan
Iowa State University Community Design Lab (CDL)
August 25, 2015
Amended October 8, 2015

The scope of work is based on the on-site meeting on 8/12/15 between the CDL and a key stakeholder group including Mayor Adam Schweers; and representatives from the City of Carroll, Des Moines Area Community College, Carroll Community School District, Kuemper Catholic Schools, and the Region 12 Council of Governments

Scope of work

The focus of this project is the master plan design of the recreation district including the properties between NE Street on the west, 7th Street on the south, Forest Street on the east, and E. 11th Street on the north (including Park Station Building and city property on north side of 11th Street). The goal of the recreation district master plan is to:

- Create a vision for the recreation district that connects it to other community assets and events
- Establish design guidelines including built structures and outdoor public spaces to improve the identity of the area as the primary recreation district in town
- Maintain existing historic landmarks and increase their usability within the recreation district
- Improve pedestrian and vehicular circulation including parking in order to provide a safe and easy-to-use environment for multiple types of transportation
- Strengthen the connection between the historic Graham Park and the recreational spaces to the west including high school football and softball stadiums, Carroll Recreation Center, Merchant's Park, Carroll Aquatic Center and Des Moines Area Community College Campus
- Connect Grant Road to the recreation district through streetscape improvement strategies
- Develop community signage and marketing about the recreation district to strengthen its role as a community anchor
- Connect the district with the City of Carroll's Trails master plan including strengthening the connection to the Sauk Rail Trail
- Incorporate community input throughout the project planning process

The CDL's work will be limited to the project area as outlined above and discussed during the site visit on August 12. The CDL will examine the surrounding context in order to understand various relationships the district has to infrastructure, movement and land use. The CDL's work will be at the master plan level appropriate for grant proposals, public engagement and project phasing strategies. More detailed schematic design and design development can be advanced under a separate contract if desired.

Final deliverables for this scope of work include:

- Site Inventory and Analysis for the existing district documenting site features such as circulation, access, building and structure footprints, adjacent land uses, storm water infrastructure, solar orientation, and other identified features
- Branding and Identity Campaign including graphic marketing material for the recreation district

- Master Plan Concept Design including locations for: pedestrian circulation, district gateway entrances, vehicular circulation, existing buildings and structures, plazas, signage, landscaping and other physical assets.
- Case Study Research on recreational districts and open space networks
- Master plans, sections, and diagrams for recreation district
- Perspective renderings showing master plan concepts in context of the site and surrounding properties

Schedule

This schedule assumes a stakeholder meeting at the end of each Phase to discuss findings and proposals.

Phase I: (4 weeks)

- Conduct Initial Engagement
- Inventory site features and surrounding context
- Create identity for recreation district

Phase II: (6-8 weeks)

- Develop site land use strategy and a series of site diagrams
- Design conceptual master plans
- Organize a community meeting for feedback on initial design strategies

Phase III: (4-6 weeks)

- Refine Master Plan
- Begin renderings
- Organize community meeting to present developed master plan and design strategies

Phase IV: (4 weeks)

- Complete renderings
- Establish prioritization of projects
- Finish deliverables

Budget

I Co-Director	\$9221
I Design Fellow	\$6958
I Design Fellow	\$4874
I Graduate Assistant	\$5133
Travel, Printing, Materials	\$550
<i>Travel includes a total of 6-8 trips to Carroll. Trips included are inventory gathering and fieldwork (1), stakeholder meetings (3), community meetings (2) and public presentations (2).</i>	
Indirect Costs (8%)	\$2139
TOTAL	\$28,875