



Request for Proposals (RFP) National First Ladies Library & Museum First Ladies Park West Side Renovation

Address: 331 Market Avenue South, Canton, Ohio

Project Manager: Patty Dowd Schmitz, President & CEO

Submission Deadline: January 1, 2025

1. Project Overview

This project aims to reimagine the west side of First Ladies Park to serve as both a passive park for visitors and an on-demand wedding venue for outdoor ceremonies.

- **Project Description:** The renovation will include hardscaping, garden design, plant installation, and enhancements to facilitate a passive park during weekdays and a transformed outdoor wedding venue for up to 200 people on weekends as requested. The design should complement the recent renovation of the east side of the park. Existing trees must remain for shade, but options for tree trimming and/or alternative shade solutions can be explored.
- **Key Objectives:**
 1. Update and enhance the appearance of the west side of the park to complement the recent east side renovation.
 2. Create a functional and beautiful outdoor wedding venue for 200 people.
 3. Establish a tranquil and attractive garden atmosphere for site visitors.
- **Critical Project Parameters:**
 1. Project must be completed no later than **July 15, 2025**.
 2. Project must **complement the recent renovations** on the east side of the park.
 3. Project must be **ADA-compliant** and include provisions for accessible seating, etc.
 4. Project must include use as a **wedding venue**, with a small storage facility for chairs and wedding-related items.
 5. Project **may not include the removal of existing trees** without a clear reason and a provision for shade.
 6. Project should consider that within the next three to five years, **a new building** may occupy the space at the western end of the park, so care should be taken not to overspend on hardscape elements in this area. **OPTIONAL:** Project may include an on-site covered structure that can be used for events in case of inclement weather (permanent or temporary TBD)
 7. **Project budget** must fall within the scope of the grant received from the Ohio Department of Natural Resources for \$245,000. Proposals for more than this amount will not be considered. Please include an estimate for ongoing yearly maintenance.

2. Scope of Work

The project requires a combination of restoration, landscaping, and the installation of permanent or removable elements to facilitate weddings in the park.

- **Site Preparation:** Removal of old landscaping elements, grading, and site clearing.
- **Landscaping Design:** The design should integrate historical and modern elements, aligning with the legacy of the First Ladies and maintaining the park's tranquil aesthetic.
- **Planting Requirements:** Use a mix of hardy native plants and shrubs that complement the recent east side renovation, including all-season color (e.g., daffodils in spring) and easy-to-maintain elements.
- **Hardscaping Elements:** Install ADA-compliant pathways. Consider historical markers, benches, and gathering areas for visitors. Consider including wedding-related elements that can be added or removed as needed.
- **Irrigation System:** Utilize the existing irrigation system for water management.
- **Lighting:** Soft, elegant lighting for pathways, signage, and historical markers to ensure safety and ambiance. Lighting should complement the existing gas lights on the property.
- **Sustainability:** Use eco-friendly materials, energy-efficient lighting, and sustainable landscaping practices.

3. Site Conditions

Details regarding the current site:

- See attached site plan

4. Proposal Requirements

- **Company Overview:** Describe your experience with similar historical or public park projects, particularly any previous work related to the First Ladies Park.
- **Project Plan:** Provide a detailed timeline, work plan, and landscaping elements that reflect the historical significance of the project.
- **Project Renderings:** Provide color artistic renderings of the proposed park design.
- **Budget Estimate:** Submit a detailed and comprehensive cost estimate covering all elements, including labor, materials, and contingencies. Please include an estimate for ongoing yearly maintenance.
- **References:** Include at least 3 references from projects of similar scope and historical importance.
- **Licenses and Insurance:** Proof of required licensing and insurance must be included.
- **Subcontractors:** Provide information on any subcontractors that will be part of the project.

5. Project Timeline

- **RFP Submission Deadline:** January 1, 2025
 - **Board Presentations by Top Candidates:** January 13, 2025 Board Meeting
 - **Decision Announcement:** February 1, 2025
 - **Project Start Date:** February 15, 2025
 - **Project Completion Date:** July 15, 2025 (NO LATER than Enshrinement Week; financial penalties for late completion will be attached to the contract)
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6. Evaluation Criteria

- **Experience in Historical Projects:** Preference will be given to bidders with experience in museums, parks, or other projects of historical significance, particularly those involving outdoor wedding venues.
 - **History with the Current Property:** Preference will be given to bidders with experience on the current site.
 - **Design and Historical Sensitivity:** Proposals that effectively balance modern landscaping needs with historical context will be prioritized.
 - **Sustainability Practices:** Experience with eco-friendly and sustainable landscaping methods will be a key consideration.
 - **Cost and Budget:** While competitive pricing is important, quality and historical appropriateness will take precedence.
 - **References and Past Work:** Bidders must provide strong references and a portfolio demonstrating successful projects of similar scope.
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7. Submission Instructions

- **Submission Method:** Proposals must be submitted via e-mail to pdschmitz@firstladies.org or by mail to:
Patty Dowd Schmitz
205 Market Ave. S.
Canton, Ohio 44702
Submissions must be received by the **January 1, 2025** deadline.
 - **Contact Information:** For any questions or clarifications, please contact:
Patty Dowd Schmitz
Phone: **440-717-3750**
Email: pdschmitz@firstladies.org
 - **Submission Deadline: January 1, 2025**
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8. Additional Information

- **Site Visits:** Site visits are highly encouraged. Please contact Patty Dowd Schmitz to schedule a visit.
- **Board Presentation:** Top candidates will be asked to present the design and proposal to the Board of Directors on Monday, January 13, 2025.

- **Contractor will assist National First Ladies Library & Museum** with supplying all site plans and documents necessary to fulfill the Ohio Department of Natural Resources grant application that is funding the project.
- **Contract** will include financial penalties if work is not completed before Hall of Fame Enshrinement Ceremonies.
- **National First Ladies Library & Museum** will retain ownership of all site plans and project renderings.
- **Addenda:** All updates or clarifications to the RFP will be shared via email.

NATIONAL FIRST LADIES LIBRARY PARK

205 MARKET AVE S, CANTON, OHIO 44702
 PARCEL NUMBER: 247976/285775

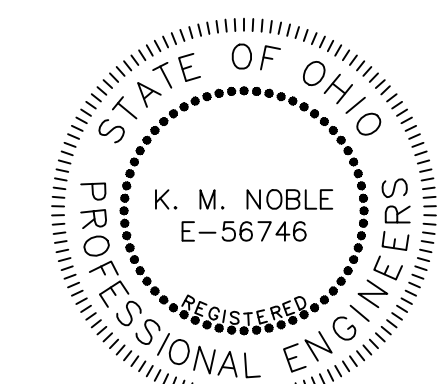
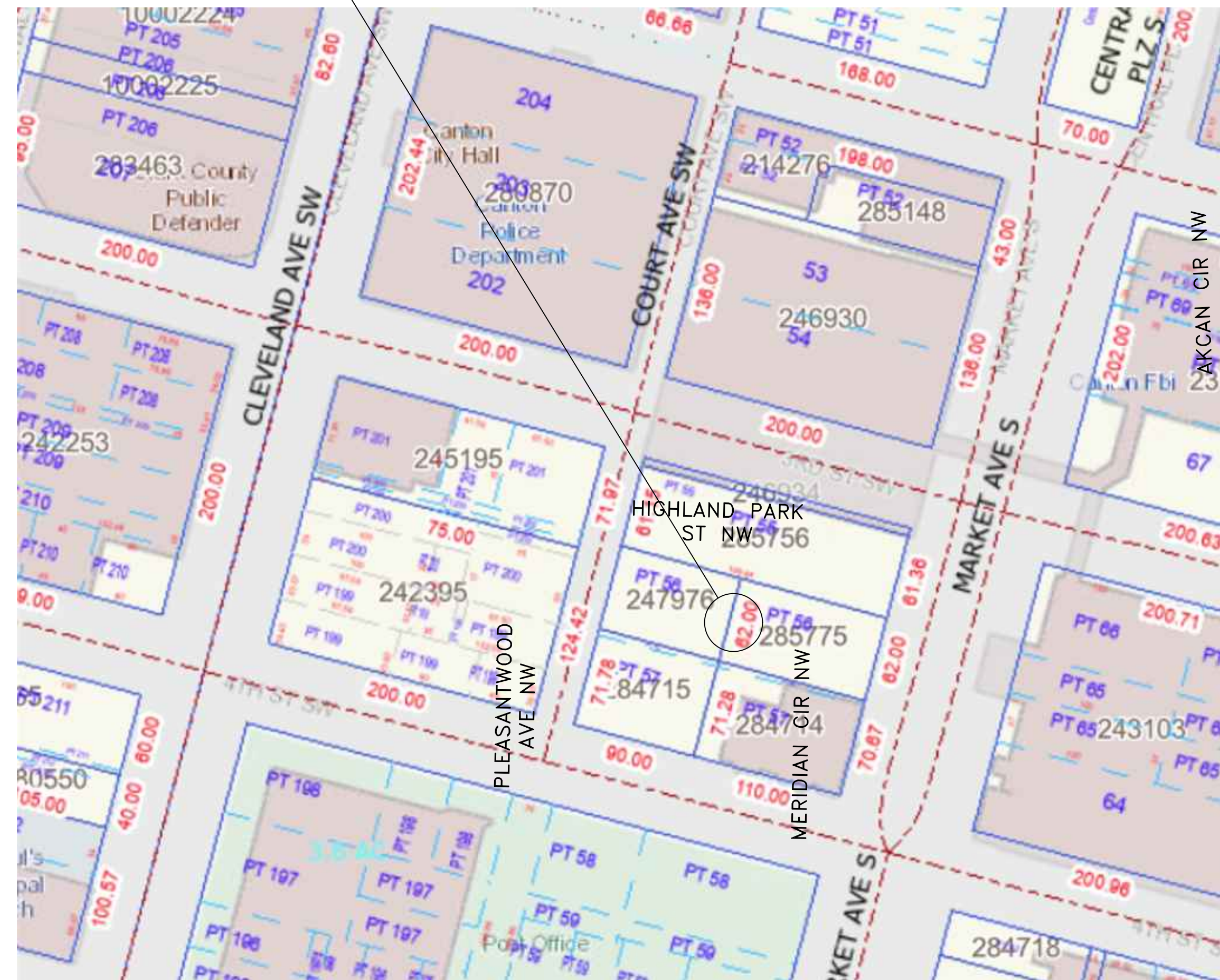
INDEX OF DRAWINGS

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COVER SHEET	
OVERALL SITE PLAN	C-1

GENERAL CONSTRUCTION NOTES

1. CONTRACTOR SHALL CONTACT THE UTILITIES PROTECTION SERVICE TWO WORKING DAYS PRIOR TO STARTING THE JOB. THE PHONE NUMBER IS 1-800-326-2764.
2. CONTRACTOR SHALL SCHEDULE HIS OPERATIONS AND CARRY OUT THE WORK IN A MANNER TO CAUSE THE LEAST DISTURBANCE AND/OR INTERFERENCE WITH NORMAL TRAFFIC FLOW.
3. THE EXISTING UNDERGROUND INFORMATION IS BASED ON AVAILABLE INFORMATION. THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION AND ELEVATION OF ALL UTILITIES PRIOR TO THE START OF CONSTRUCTION AND FOR ANY DAMAGES WHICH OCCUR BY HIS FAILURE TO LOCATE OR PRESERVE THESE UTILITIES. IF DURING CONSTRUCTION OPERATIONS, A CONTRACTOR ENCOUNTERS UTILITIES IN LOCATION OTHER THAN THOSE SHOWN ON THE PLANS, HE SHALL IMMEDIATELY NOTIFY THE OWNER AND TAKE THE NECESSARY STEPS TO PROTECT THE FACILITY AND ASSURE THE CONTINUANCE OF SERVICE.
4. ALL CONTRACTORS SHALL MAINTAIN POSITIVE DRAINAGE AT ALL TIMES AND SHALL BACKFILL AND GRADE EXCAVATED AREAS SO AS TO ELIMINATE PONDING ON THE SITE, OR ADJACENT PROPERTY.
5. CONTRACTOR IS TO PROTECT ALL EXISTING STRUCTURES. IF DAMAGED DURING CONSTRUCTION, CONTRACTOR IS RESPONSIBLE FOR ALL EXPENSES ASSOCIATED WITH ITS REPLACEMENT.
6. ALL POINTS OF CONNECTION OF PROPOSED IMPROVEMENTS TO EXISTING IMPROVEMENTS SHALL BE UNCOVERED AND ELEVATIONS VERIFIED BY FIELD CHECK BEFORE ANY CONSTRUCTION BEGINS.
7. REFER TO THE LATEST ODOT "CONSTRUCTION AND MATERIALS SPECIFICATIONS," FOR ADDITIONAL INFORMATION, ALL MATERIAL AND WORKMANSHIP SHALL CONFORM TO THE LATEST ODOT SPECIFICATIONS.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR LAYOUT OF THE WORK.
9. CONTRACTOR SHALL SEED AND MULCH ALL DISTURBED AREAS THAT ARE NOT BEING IMPROVED.

SITE

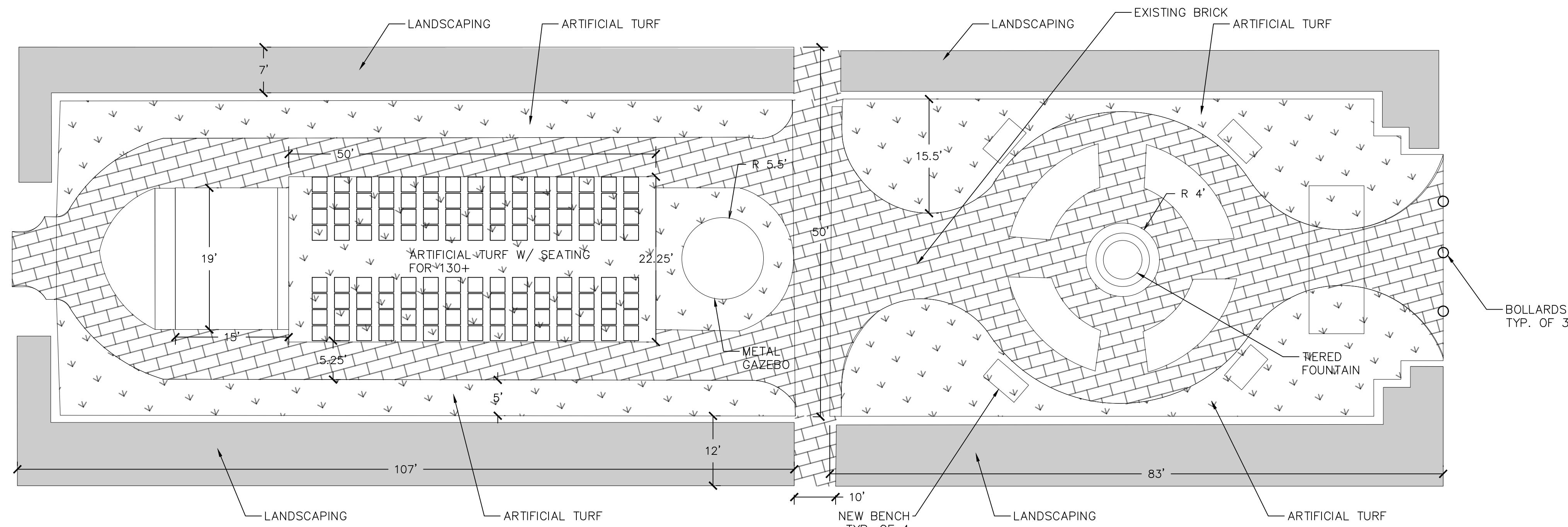
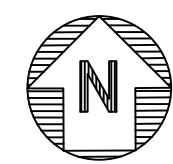


K. M. Noble 6/30/23
 SIGNATURE DATE

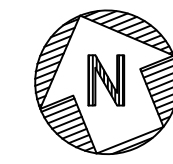
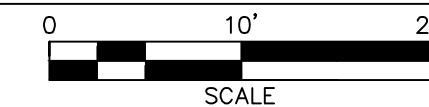
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OVERALL SITE PLAN



ENLARGED VIEW



OWNER / ZONING INFORMATION

- (A) NATIONAL FIRST LADIES LIBRARY
205 S MARKET AVE AVE CANTON OH 44702
PARCEL NUMBER: 285775
ZONE: B5
- (B) NATIONAL FIRST LADIES LIBRARY
205 S MARKET AVE AVE CANTON OH 44702
PARCEL NUMBER: 285776
ZONE: B5
- (C) UNITED STATES OF AMERICA
4TH ST SW CANTON OH 44702
PARCEL NUMBER: 284715
ZONE: B5
- (D) UNITED STATES OF AMERICA
329 MARKET AVE S CANTON OH 44702
PARCEL NUMBER: 284714
ZONE: B5
- (E) NATIONAL FIRST LADIES LIBRARY
205 S MARKET AVE AVE CANTON OH 44702
PARCEL NUMBER: 285756
ZONE: B5
- (F) OHIO POWER COMPANY
CLEVELAND AVE SW CANTON OH 44702
PARCEL NUMBER: 242395
ZONE: B5
- (G) ACSLTD
236 3RD ST SW CANTON OH 44702
1607
PARCEL NUMBER: 245195
ZONE: B5
- (H) HOF VILLAGE HOTEL II LLC
320 MARKET AVE S CANTON OH 44702
2108
PARCEL NUMBER: 243103
ZONE: B5

CODED NOTES

1. PROJECT SITE.
2. SEE ENLARGED VIEW OF THE SITE IMPROVEMENTS ON THIS SHEET.

PROPERTY INFORMATION

ADDRESS:	205 MARKET AVE S, CANTON OH 44702
DISTRICT NAME:	CANTON
CURRENT USE:	PARK
PROPOSED USE:	PARK
OWNER:	NATIONAL FIRST LADIES LIBRARY
	205 MARKET AVE S
	CANTON OH 44702
SITE ACREAGE:	0.29 AC.
PARCEL NUMBER:	285775/247976

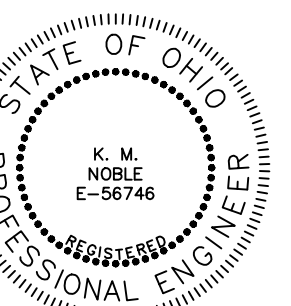
TAX MAP - CANTON

TAX DISTRICT:	00020
MAP:	065C



SCHEESER
BUCKLEY
MAYFIELD

1540 CORPORATE WOODS PARKWAY
UNIONTOWN, OH 44685
330-526-2700
sbmce.com



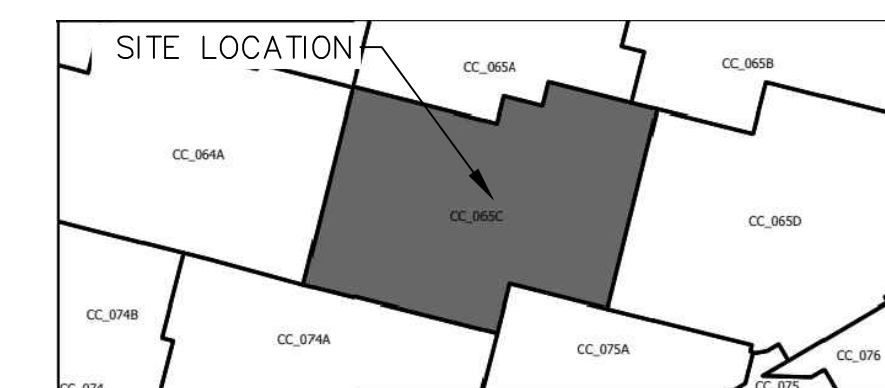
Signature: *K. M. Noble* 6/30/23
DATE

NATIONAL FIRST LADIES LIBRARY PARK
205 MARKET AVE S, CANTON, OHIO 44702

REVISIONS:

DATE: 06-30-23
DRAWN BY: KMN
CHECKED BY: PEK
JOB NO.: 23125

OVERALL SITE
PLAN



TAX MAP

PLAN NOTES

1. BEARINGS AND DISTANCES WERE OBTAINED FROM COUNTY RECORDS.

