



SCAPPOOSE
Oregon

RFP 2022-03 - Parks Master Plan Comprehensive Update
Pre-proposal Meeting Q&A
June 24, 2022
Released June 29, 2022

Attendees: Laurie Oliver Joseph, Community Development Director; Huell Whitehaus, Assistant to Public Works Director; N.J. Johnson, Planning Department Intern; Salma Huque, ECONorthwest; Cindy Mendoza, MIG | APG; Bridger Wineman, Environmental Issues Management.

1. **Note by Laurie Oliver Joseph:** The City will likely issue an addendum amending Task 5 of the RFP Scope of Work (Section 2) to include a presentation by the consultant to the Planning Commission (in addition to the City Council) in the adoption timeline.
2. **Q:** Is the intent of the Parks Master Plan project to design park land or solicit and summarize community feedback?

A: The City is already working with a group of consultants on designing the Vista property and Grabhorn Park. Some of these designs may be included in the next Parks Master Plan. The design needs will mostly be a result of the Parks Master Plan public engagement efforts.
3. **Q:** How much was budgeted for the project?

A: The City has budgeted \$100,000 for this project for Fiscal Year 2022-2023.
4. **Note by Huell Whitehaus:** There has been a lot of valuable information collected through community surveys since Scappoose citizens are very interested in parks. The City has a very active Parks & Recreation Committee that has and continues to be willing to assist. One of the first steps for the Consultant will be to review and analyze parks surveys and data that have already been collected. The City also holds an Annual Town Meeting, which normally has one or multiple public feedback components. The 2023 Annual Town Meeting will feature the Parks Master Plan as one of the primary topics.
5. **Note by Laurie Oliver Joseph:** One of the other tasks is to complete a Level of Service evaluation (Task 3.4). The City would like this to also take place early in the Parks Master Plan project so that it can align with another large City project, the Scappoose 50-Year Plan, specifically to inform the urban growth boundary analysis.
6. **Q:** Is the City expecting multi-lingual outreach in the public engagement plan?



A: Not at this time.

7. **Q:** What are the City's biggest goals with the Parks Master Plan?

A: Currently, the City does not have a sufficient capital improvement plan. The City seeks to understand a more accurate picture of cost and which improvements the community would like to make and how they should be prioritized. The City lacks parks revenue sources besides the general fund or park SDCs. Because of this, the City has been very dependent on large State grants for significant park improvements.

8. **Q:** Is the City expecting a substantial amount of population growth?

A: Yes. OMIC (Oregon Manufacturing Innovation Center) has recently opened in Scappoose, which will attract light industrial, research and development, and vocational training. PCC also recently opened their OMIC-PCC Training Center in Scappoose. As part of the 50-Year Plan, the City is conducting a housing needs analysis and an economic opportunities analysis for potentially establishing urban reserves. Staff expects for Scappoose to grow substantially. Between the Census of 2010 and 2020, there was an average annual growth rate of approximately 2%. For Scappoose, the biggest variable is having land to accommodate the demand, not the demand itself.

9. **Q:** Do you anticipate all of the public engagement meetings to be in-person, or is there an option for a mix of virtual public meetings and in-person?

A: A mix of virtual meetings will be necessary, however, regardless of the hybrid approach to meetings, the City prefers to have at least one consultant in person at the majority of public meetings associated with the project.

10. **Q:** Similarly, will all meetings with the Technical Advisory Committee, Planning Commission and City Council be in-person, or is a mix of hybrid/virtual sessions an option for some of these?

A: Please see response to **Q9**.

11. **Q:** What role do you see for the Parks and Recreation Committee in the project – as different from the Technical Advisory Committee?

A: Staff expects that the Parks and Recreation Committee will be the TAC, with additional members added to round out the group.

12. **Q:** Regarding the due date and time, the table on Page 3 [of the RFP] references a 3:00 PM submittal time, and Page 9 references 5:00 PM.

A: This is a scrivener's error – the correct due date and time is July 11 at 3:00 PM (PST).



SCAPPOOSE
Oregon

13. **Q:** For the 17 page limit, it looks like front/back covers are excluded from the page count. Please confirm.

A: Yes.