

**SPRINGFIELD COMMUNITY PRESERVATION
FULL APPLICATION COVER SHEET**

I. PROJECT INFORMATION

CPA program area - check all that apply:

community housing historic preservation open space recreation

Project/Program Title: **Forest Park Picnic Grove & Pavilion**

Brief Project/Program Summary:

The Department of Parks, Buildings & Recreation Management is seeking CPA recreation funding to renovate the Picnic Grove across from the Rose Garden in Forest Park. Funding will support design and construction of new accessible walkway, picnic tables and a 24'x16' timber frame pavilion. The project will improve and enhance recreational opportunities in the City's largest park.

estimated start date: November 2021

estimated completion date: September 2022

II. APPLICANT INFORMATION

Type of Applicant - check one:

City of Springfield Non-Profit Organization For-Profit Business Individual

Name of Organization: **Department of Parks, Buildings & Recreation Management**

Name of Contact Person: **Patrick Sullivan**

Mailing Address: **200 Trafton Road**

Mailing City/State/Zip: **Springfield, MA 01108**

Phone: **(413) 787-7770**

Fax: **(413) 787-6439**

Email: **PSullivan@springfieldcityhall.com**

Website: **<https://www.springfield-ma.gov/cos/>**

III. BUDGET SUMMARY

Estimated Project Budget: **\$247,000**

CPA Funding Request: **\$242,000**

Will you be seeking multi-year funding Yes No

CPA Request as Percentage of Total Project/Program Budget: **98%**

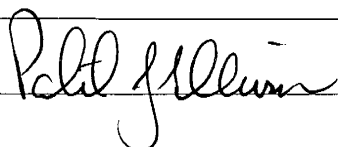
List Other Secured Funding Sources:

Additional funds of \$5,000 are secured through the Barney Trust.

List Other Prospective Funding Sources:

There is no other prospective funding source for this project at this time.

Applicant Signature: _____



Date Submitted: _____

4/1/21

City of Springfield – Department of Parks, Buildings and Recreation Management
Forest Park Picnic Grove & Pavilion – CPA 2021 Application

I. GENERAL INFORMATION – FOREST PARK PICNIC GROVE & PAVILION

Community Preservation Funds are available in four categories. There are some questions that are only relevant to certain categories. Please only answer the questions in this section that relate to the category(s) that are being applied for.

- A. All Categories that involve property (land and/or buildings)
 - 1. Provide the parcel ID number(s) for property included in the project
 - a. Parcel Id: 1128004600
 - 2. Does the applicant own the property?
 - a. Yes. Forest Park is owned by the City of Springfield and maintained by the Department of Parks, Buildings & Recreation Management (PBRM) as a public park.
 - 3. If the applicant does not own the property, attach a purchase & sale agreement to purchase the property.
 - a. Not applicable.
- B. Community Housing Questions – Not applicable to this project.
- C. Historic Preservation Questions – Not applicable to this project.
- D. Open Space & Recreation Questions
 - 1. Is this project in a wetland or does it abut a wetland?
 - a. No. The Forest Park Picnic Grove & Pavilion is not located in a wetland.
 - 2. If so, has the Conservation Commission been informed? N/A
 - 3. If the project is on municipal park or conservation land, attached a letter of support from the Park Commission or Conservation Commission.
 - a. The Department of Parks, Buildings & Recreation Management is the main applicant for this project and is in full support of the project. Please see attached letter from the Board of Park Commissioners.

City of Springfield – Department of Parks, Buildings and Recreation Management
Forest Park Grove & Pavilion – CPA 2021 Application

I. NARRATIVE

The narrative is an opportunity to explain the proposal to the CPC and how the proposal achieves one or more of the CPA criteria. In a separate document, answer the following questions. Keep responses in the same order they are presented here and include the headings for each section.

A. Project Summary

Introduce the project with a summary which notes the CPA category, goals, project scope, and budget. (200 words or less)

The Forest Park Picnic Grove & Pavilion project will improve access to and provide a new picnic pavilion across from the Rose Garden in Forest Park. Proposed improvements include site design and construction of a 24'x 16' timber frame picnic pavilion, new accessible walkway and picnic tables.

This project is aligned with the CPA recreation category and its goals to restore green spaces for passive recreation and picnicking. The impact of this project will be immediate, as the Picnic Grove is highly visible and in its current condition does not lend itself to the beauty of Forest Park.

Project costs are anticipated at \$247,000 for the design and construction of the picnic pavilion. This budget allows for design, permits if necessary, materials and prevailing wages for construction and installation of the walkways, picnic tables and picnic pavilion. The Department of Parks, Buildings & Recreation Management is requesting Community Preservation funding of \$242,000, with an additional \$5,000 from the Barney Trust, to make improvements to the Forest Park Picnic Grove & Pavilion.

B. Proposal Description

1. Describe the proposal and how it will benefit Springfield. (200 words or less)

Forest Park is Springfield's, and the region's, largest municipal park with an annual rate of 1,200,000 visitors. The Picnic Grove, located adjacent to the Rose Garden, is a long-favored park attraction as it offers picnic amenities surrounded by unique trees overlooking the Meadowbrook Ravine. Improvements to the Picnic Grove will not only enhance access for people of all abilities but will improve picnic amenities and functionality while enhancing the aesthetics of Forest Park.

Project elements include preparation of construction documents, purchase and installation of new picnic tables, and a trash and timber frame picnic pavilion. Through this project, an accessible walkway and crosswalk will be constructed to connect the Picnic Grove to the Rose Garden. Project components include design development, in which the attached master plan will be advanced into construction documents; purchase and installation of site amenities; and construction of accessible walkway and a 24'x16' timber frame pavilion.

Springfield residents will benefit from the proposal as covered picnic space is limited within Forest Park and this project will restore the picnic grove for use by park patrons.

2. Identify what CPA criteria this proposal achieves and how they are accomplished.

The Forest Park Picnic Grove project addresses the rehabilitation and restoration of an open space and recreation amenity as outlined in the Springfield Community Preservation Plan. The improvements aim to restore the existing conditions at the Forest Park Picnic Grove in order to increase accessibility and functionality, and to beautify and restore the park to its full potential as a regional park and asset to Springfield's open space inventory.

The Project is consistent with the priorities identified in the Community Preservation Plan. The rehabilitation of the Forest Park Picnic Grove addresses the following plan criteria: to preserve and enhance the essential character of Springfield, to protect open space and recreational resources that may otherwise be threatened, serves more than one CPA purpose, to demonstrate a practical and feasible project that can be implemented within its

City of Springfield – Department of Parks, Buildings and Recreation Management
Forest Park Grove & Pavilion – CPA 2021 Application

proposed budget and schedule, to leverage public and/or private funds or voluntary contributions of goods and services, and to utilize Springfield based resources. The project has received endorsements from municipal boards and neighborhood support.

3. Describe the need that this proposal will address.

PBRM has identified the continued development of the Forest Park masterplan and the Forest Park buildings and structures as goals of its Open Space and Recovery Plan (2017). Rehabilitation of the Forest Park Picnic Grove will address these goals specifically. The Open Space Plan is developed with community and resident input and PBRM continually strives to address the recreational needs of the city when completing park renovation projects. Additionally, the Forest Park Picnic Grove is listed in the City's Capital Improvement Plan, to be completed once funding is available.

There is community and neighborhood support and interest in restoring this park feature, which has been delayed due to lack of funding. Please see attached letters of support from the Forest Park Civic Association.

1. What is the expected outcome of this proposal?

Completion of this project will produce construction ready documents and plans to make improvements to the Picnic Grove. Additionally the project will support installation and construction cost for the walkways, picnic tables, trash receptacles and a timber frame pavilion. As Forest Park is the City's largest open space, with 736 acres of park and recreation land, and the Pavilion's location across from the Rose Garden, the project will have an immediate and highly visible impact that will increase Forest Park's draw as a regional destination and restore the picturesque atmosphere in this section of the park.

Through this proposal, the Forest Park Picnic Grove will be accessible to people of all abilities and open to the public for their enjoyment. A sample of tasks may include design and engineering, permits if applicable, purchase of construction materials and labor costs.

C. Feasibility & Sustainability

1. What other funding sources have been secured or are being pursued?
 - a. The development of the Forest Park Picnic Grove & Pavilion has been previously supported by the Barney Trust. The current project budget is anticipated at \$247,000. At this time, the Barney Trust is able to support this project with up to \$5,000 towards the project cost. The remaining project cost is requested from the Community Preservation Act through this grant application, with a total request of \$242,000.
2. Once the proposal is complete how will it be sustained/maintained?
 - a. The Forest Park Picnic Grove will be maintained and operated by the Department of Parks, Buildings and Recreation Management under the direction of Board of Park Commissioners.
3. Is there an operating pro forma for when the proposal is complete and what is the basis?
 - a. No, there is no operating pro forma for this project. The Forest Picnic Grove will continue to be operated by the City of Springfield Department of Parks, Buildings & Recreation Management.

D. Applicant Experience

1. What similar projects/programs has the applicant successfully completed?

The Department of Parks, Buildings & Recreation Management will coordinate and oversee all aspects of the Forest Park Picnic Grove and Pavilion project. PBRM has a long history of successfully completing park improvements and renovation projects.

City of Springfield – Department of Parks, Buildings and Recreation Management
Forest Park Grove & Pavilion – CPA 2021 Application

Furthermore, PBRM plans to utilize its on-call design firms to prepare site plans and construction documents for this project. A conceptual master plan and anticipated project budget have been developed for purposes of grant preparations. Should funding be awarded, these plans will be developed into construction documents. Additionally, Picnic Pavilion conceptual designs have been provided by Great Country Timber Frames for purposes of grant preparation. Should the project receive funding, the construction work to furnish and install the pavilion, picnic tables and walkway will be subject to a public bid process to select a construction vendor. The Parks Department has successful history of implementing project of this type, and most recently completed the renovation of Forest Park's Swan Pond culvert, a \$3.5 million project.

The PBRM and Great Country Timber Frames have collaborated on multiple successful projects similar to this Picnic Pavilion renovation project. Two such projects are the installation of a the Pavilion at Gunnery Sergeant Thomas J. Sullivan Park in East Forest Park and the Franconia Golf Course Pavilion in the Forest Park neighborhood.

2. Describe the professional experience of the applicant/project team.

All projects of PBRM are overseen by its Executive Director, Patrick Sullivan, who has more than 30 years of experience in park renovations and improvements. The Department will work with the Office of Procurement to issue a request for qualifications to complete the necessary designs, permits and construction documents. In the past five years, PBRM has completed twenty similar projects, resulting in approximately \$14,000,000 in park improvements.

The PBRM will collaborate with the City's Office of Procurement to issue a request for qualifications and proposals to hire a design and engineer firm to complete construction documents for the rehabilitation of the Picnic Grove. Upon completion of design the PBRM will follow all City procurement regulations to issue a public construction bid for the renovation of the Forest Park Picnic Grove construction by a qualified vendor.

II. TIMELINE

The timeline should identify the estimated start date and estimated completion date along with the completion of phases or important milestones of the project/program. Please provide the timeline in a list format.

- Spring 2021 – April - June
 - CPA grant application due
 - CPC Presentations
- Summer 2021 – July-August
 - CPC Deliberations and & Recommendations
- Fall 2021 – September - October
 - City Council Recommendation & Approval
- Fall 2021 – November-December
 - Project Contract Finalized - CPC and DPBRM
- Winter 2022 (once contract executed) – January - February
 - Request for Qualifications/Proposal for potential design firms issued
 - Design firms interviewed and selected
 - Contract with selected designer awarded through City's Procurement Procedures
- Spring 2022 – March - May
 - Development of Construction documents and specification
- Summer 2022 – June - August
 - Construction of new walkways, installation of picnic tables and pavilion
- Fall 2022 – September
 - Construction finalized

III. BUDGET - Please see Attachment #1 – Proposed Project Budget

The Forest Park Picnic Grove & Pavilion budget includes design and engineering services, materials and construction costs. Please see the attached Engineer's estimate of probable costs for this project, with a total project budget of \$247,000. The proposal is for budgeting purposes only and will be finalized prior to construction as the project will need to be bid for construction work.

At this time, PBRM is requesting funding of \$242,000, with \$5,000 anticipated from the Barney Trust, for the development of construction ready documents and construction of the Forest Park Picnic Grove & Pavilion from the Community Preservation Committee. The total budget of \$247,000 includes design and engineering, materials, prevailing wages for construction, landscaping and contingency costs to ensure a fair and accurate budget to support this project.

IV. ATTACHMENTS

For all proposals

- A. Commitment letters for revenue sources identified in the budget
 - a. Letter of Commitment from the Barney Trust.
- B. Letters of Support
 - a. Board of Park Commissioners Support Letter

For projects that involve property (land/buildings)

- C. Letters of Support from Neighborhood Council/Association where project is located
 - a. Please see attached letter of support from the:
 - i. Forest Park Civic Association
- D. Maps
 - 1. Project location on citywide map
 - a. City of Springfield Open Space Map with Project Location
 - 2. Plot map (from City GIS) with the project parcel outlined and showing all abutting property parcels and the closest major intersection with streets labeled
 - a. Forest Park Property Map GIS Aerial Map
- E. Architectural/Engineer Plans/Elevations/Site Plans
 - a. The Forest Park Picnic Grove schematic plan is enclosed. All plans will be reviewed and finalized prior to reconstruction. Detailed design engineering and construction documents will be produced through this grant opportunity.
- F. Photographs
 - a. Site Photos
- G. Operating Pro Forma (for project after it is complete)
 - a. Forest Park is and will continue to be maintained and operated by the City of Springfield under the direction of the Department of Parks, Buildings and Recreation Management.
- H. Proof of ownership/control of property such as deed(s), executed purchase & sale agreement, option, lease agreement, etc.
 - a. Forest Park Deed

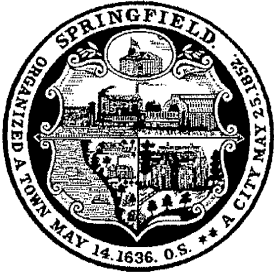
**OPINION OF PROBABLE PROJECT COSTS
 BASED ON
 "FOREST PARK PICNIC GROVE AND PAVILION"- CONCEPTUAL PLAN"
 (MARCH 2021)**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TASK TOTAL
MOBILIZATION / DEMOBILIZATION / ENG. LAYOUT					\$12,000
MOBILIZATION / DEMOBILIZATION / ENG. LAYOUT	1	LS	\$12,000	\$12,000	
SITE PREPARATION & SITE DEMOLITION					\$12,250
SED. & EROSION CONTROL ALLOWANCE	1	LS	\$750	\$750	
R&D PAVILION (BY PARKS DEPT. PERSONNEL)	1	LS	\$0	\$0	
R&D PAVILION FOUNDATION	1	LS	\$5,000	\$5,000	
TREE PROTECTION ALLOWANCE	1	LS	\$1,000	\$1,000	
TREE / ROOT PRUNING ALLOWANCE	1	LS	\$5,500	\$5,500	
EARTHWORK (Associated earthwork is included in cost of site improvements & utility work below)					\$9,025
CUT TO REMOVE OFF SITE	10	CY	\$40	\$400	
ORDINARY BORROW	50	CY	\$50	\$2,500	
TOPSOIL	10	CY	\$50	\$500	
ROUGH GRADE	15,000	SF	\$0.25	\$3,750	
FINE GRADE	7,500	SF	\$0.25	\$1,875	
SITE AMENITIES					\$122,850
TIMBER FRAME PAVILION	1	EA	\$100,000	\$100,000	
PICNIC TABLES ON CEM. CONC. PAD	6	EA	\$3,000	\$18,000	
TRASH RECEPTACLES ON CEM. CONC. PAD	2	EA	\$1,800	\$3,600	
PAVEMENT STRIPING (CROSSWALK)	1	LS	\$750	\$750	
CPA FUNDING SIGNAGE ALLOWANCE	1	LS	\$500	\$500	
PAVING & SURFACING (Associated base materials are included)					\$15,900
CEM. CONC. SLAB	660	SF	\$15.00	\$9,900	
TACTILE WARNING STRIPS AT CURB RAMPS ON CEM. CONC. PAVEMENT	2	EA	\$1,000	\$2,000	

**OPINION OF PROBABLE PROJECT COSTS
 BASED ON
 "FOREST PARK PICNIC GROVE AND PAVILION"- CONCEPTUAL PLAN"
 (MARCH 2021)**

STONE DUST WALKWAY	800	SF	\$5.00	\$4,000	
LANDSCAPE WORK					\$2,500
REFURBISH LAWN AREAS	10,000	SF	\$0.25	\$2,500	
SUB-TOTAL =				\$174,525	
DESIGN CONTINGENCY** & CONSTRUCTION CONTINGENCY (20%±)				\$35,000	
TOTAL CONSTRUCTION=				\$209,525	
SURVEY, DESIGN, ENGINEERING & CONSTRUCTION PHASE SERVICES				\$25,000	
SUB TOTAL =				\$234,525	
ESCALATION PER YEAR (5%)				\$11,726	
TOTAL =				\$246,251	
TOTAL (2022 DOLLARS), SAY				\$247,000	

1. All construction costs include labor at prevailing wage rates, overhead, & profit.
2. The Design Contingency is intended to provide for minor Project elements that are undefined at the current level of design concept yet which typically become evident as the design progresses and that may be recommended by the design team and agreed upon by the Owner during subsequent phases of design. Notwithstanding, robust design processes and firm decision-making are recommended to reduce scope creep.
3. GZA's Opinion of Probable Project Costs is subject to the assumptions and limitations stated in our correspondence to the City of Springfield accompanying this cost opinion.



Board of Park Commissioners, City of Springfield, MA

Administrative Office, Forest Park

March 31, 2021

Community Preservation Committee
City of Springfield
36 Court Street
Springfield, MA 01103

Dear Committee Members:

It is our sincere pleasure to submit this letter of support for the City of Springfield's Community Preservation Act grant application for improvements to the Forest Park Picnic Grove & Pavilion. At this time we would like to offer the assistance and support of the Park Trust Accounts towards this endeavor.

The Park Trust, established in the 1920's, is a funding source to be used at the Park Commission's discretion for projects that will enhance and preserve the legacy of Forest Park. With approximately 736 acres of open space, it is the aim of the Trust to ensure preservation and proper use of park areas for city residents. Forest Park draws local, regional and statewide visitors to our park system, and we appreciate the aim of the administration to increase recreational offerings for all visitors. Therefore, the Trust is able to contribute up to \$5,000, towards the completion of this project.

The Park Commission understands the vital role parks and open spaces play within the urban environment, and their ability to provide city residents with the spaces to recreate in an accessible natural environment. For this reason, we are in support of this grant application for the Forest Park Picnic Grove & Pavilion as a means to increase recreational opportunities within our park system.

Thank you for your attention in this matter.

Sincerely,

Patrick J. Sullivan, Executive Director
Department of Parks, Buildings and Recreation Management

Park Commissioners:
Terry Rodriguez, Chair
William Christofori
Jay Griffin
Clinton Harris
Jennifer McQuade



City of Springfield
Parks, Buildings, and Recreation Management

March 22, 2021

Community Preservation Committee
36 Court Street
Springfield, MA 01103

Dear Committee Members,

The Board of Park Commissioners convened a meeting on March 18, 2021 to hear requests from citizens and community organizations relating to Community Preservation Act 2021 park and recreation grant applications.

The Springfield Park Commission enthusiastically supports the Department of Parks, Buildings and Recreation Management recreation and open space application to renovate the picnic pavilion and picnic grove across from the Rose Garden in Forest Park.

The Park Commission feels this project is aligned not only with Park Department priorities and needs for enhanced recreational offerings city-wide, but with the Community Preservation Act priority of improving recreational opportunities for Springfield residents.

We are available to answer any questions and look forward to working with the Community Preservation Committee and the DPBRM to implement this project.

Sincerely,

Milagros Terry Rodriguez
Board of Park Commissioners, Chairwoman

cc: Patrick Sullivan, Executive Director DPBRM



Patrick J. Sullivan
Executive Director
Department of Parks, Buildings and Recreation Management
200 Trafton Road
Springfield, MA 01108

March 19, 2021

Dear Mr. Sullivan:

It is our pleasure to write this letter of support for the Community Preservation Act (CPA) grant application to improve the conditions of the Florentine Gardens Terrace, the Forest Park Zoo Fence and the Forest Park Picnic Pavilion.

We appreciate your attendance at our March 9, 2021 meeting to provide an overview of these Park Department proposed CPA grant applications. As the neighborhood council that represents Forest Park, we support efforts to preserve, protect and enhance the historic and park characteristics of the Forest Park Heights Historic District and Forest Park.

The Florentine Gardens Terrace, once known as Floral Park, serves as a neighborhood open space that is often the site of neighborhood gatherings and celebrations, such as our annual Illumination Night event. Many of our members use Florentine Gardens as a means to access Forest Park while walking and/or biking. Improvements to this terrace to honor its historical role in our neighborhood are greatly appreciated.

Improvements to the Forest Park Zoo Fence will have an immediate visual impact on the beauty of Forest Park, while also improving safety measures for park and zoo visitors alike.

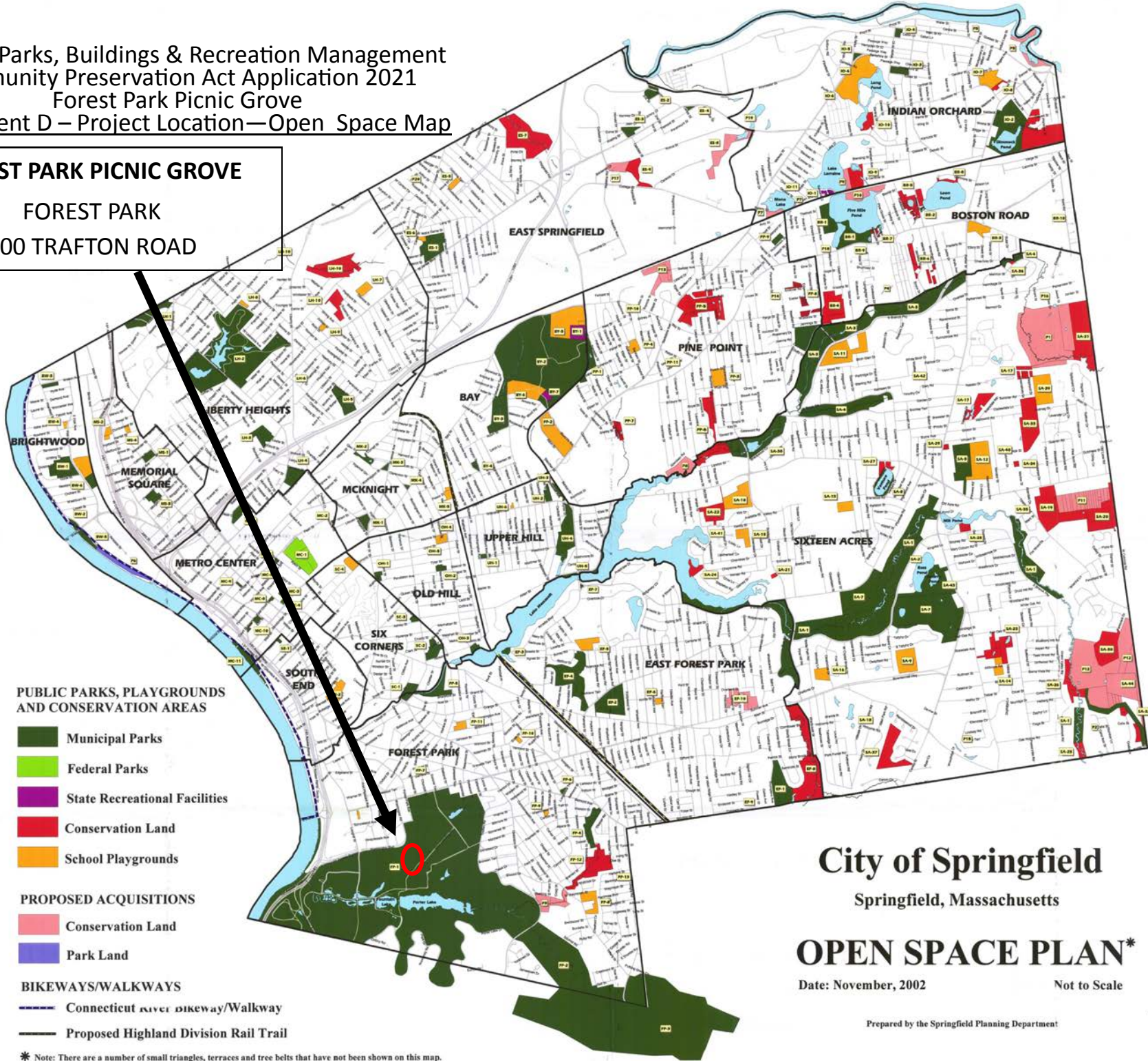
Many residents enjoy visiting Forest Park for family picnics and celebrations throughout the spring, summer and fall. Improvements to the picnic grove across from the Forest Park Rose Garden will provide park visitors a covered picnic pavilion to enjoy their time in the park.

We welcome the opportunity to partner with the City on these projects and we appreciate your efforts to enhance the park experience for all park patrons.

Sincerely,

Beate Bolen,
Forest Park Civic Association, Vice President

FOREST PARK PICNIC GROVE
 FOREST PARK
 200 TRAFTON ROAD



- PUBLIC PARKS, PLAYGROUNDS AND CONSERVATION AREAS**
- Municipal Parks
 - Federal Parks
 - State Recreational Facilities
 - Conservation Land
 - School Playgrounds

- PROPOSED ACQUISITIONS**
- Conservation Land
 - Park Land

- BIKEWAYS/WALKWAYS**
- Connecticut River Bikeway/Walkway
 - Proposed Highland Division Rail Trail

* Note: There are a number of small triangles, terraces and tree belts that have not been shown on this map.

City of Springfield
 Springfield, Massachusetts

OPEN SPACE PLAN*

Date: November, 2002 Not to Scale

Prepared by the Springfield Planning Department





299 SUMNER AV

2/26/2021 9:35:43

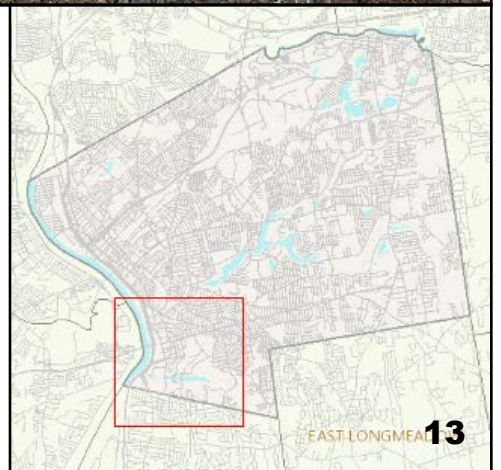
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Property Information

Parcel ID	11280-0460
Owner Name	SPRINGFIELD CITY OF
Owner Address1	
Owner Address2	SPRINGFIELD, MA
Land Area In Square Feet	29,403,000
Assessed Value	13,005,700
Historic	
Zoning Name	Open Space



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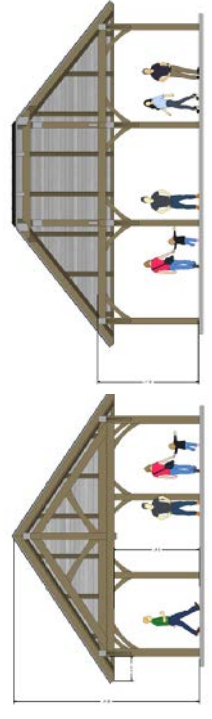
Remove & Dispose existing wood pavilion and foundation. Restore grade. Loam & seed.

New picnic tables (final locations to be determined)

New 24'x16' timber-framed pavilion on concrete slab.

New accessible stone dust walkway

New accessible crosswalk and curb cuts



Pavilion design & renderings by Great Country Timber Frames

Forest Park Picnic Grove and Pavilion

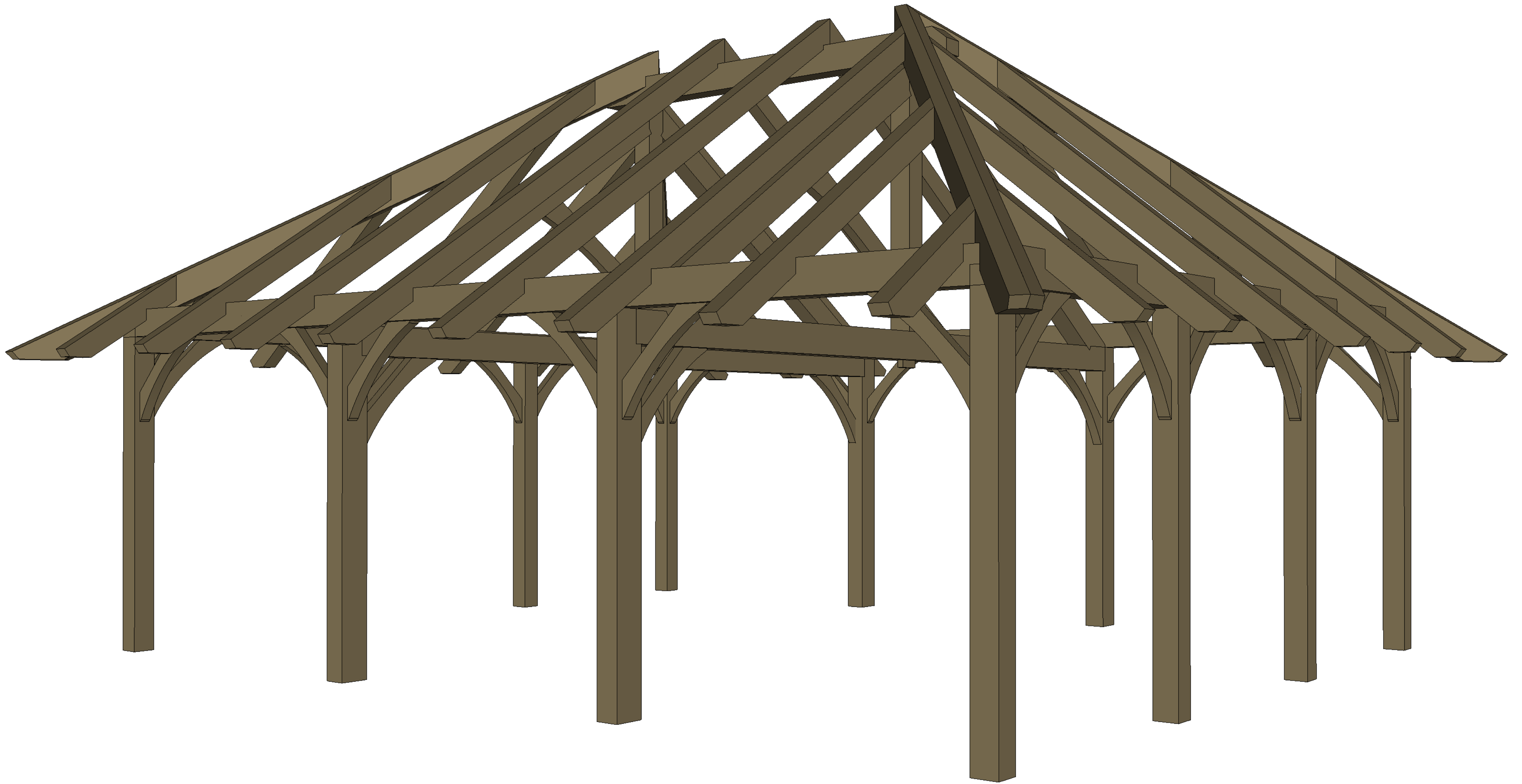
CONCEPTUAL PLAN

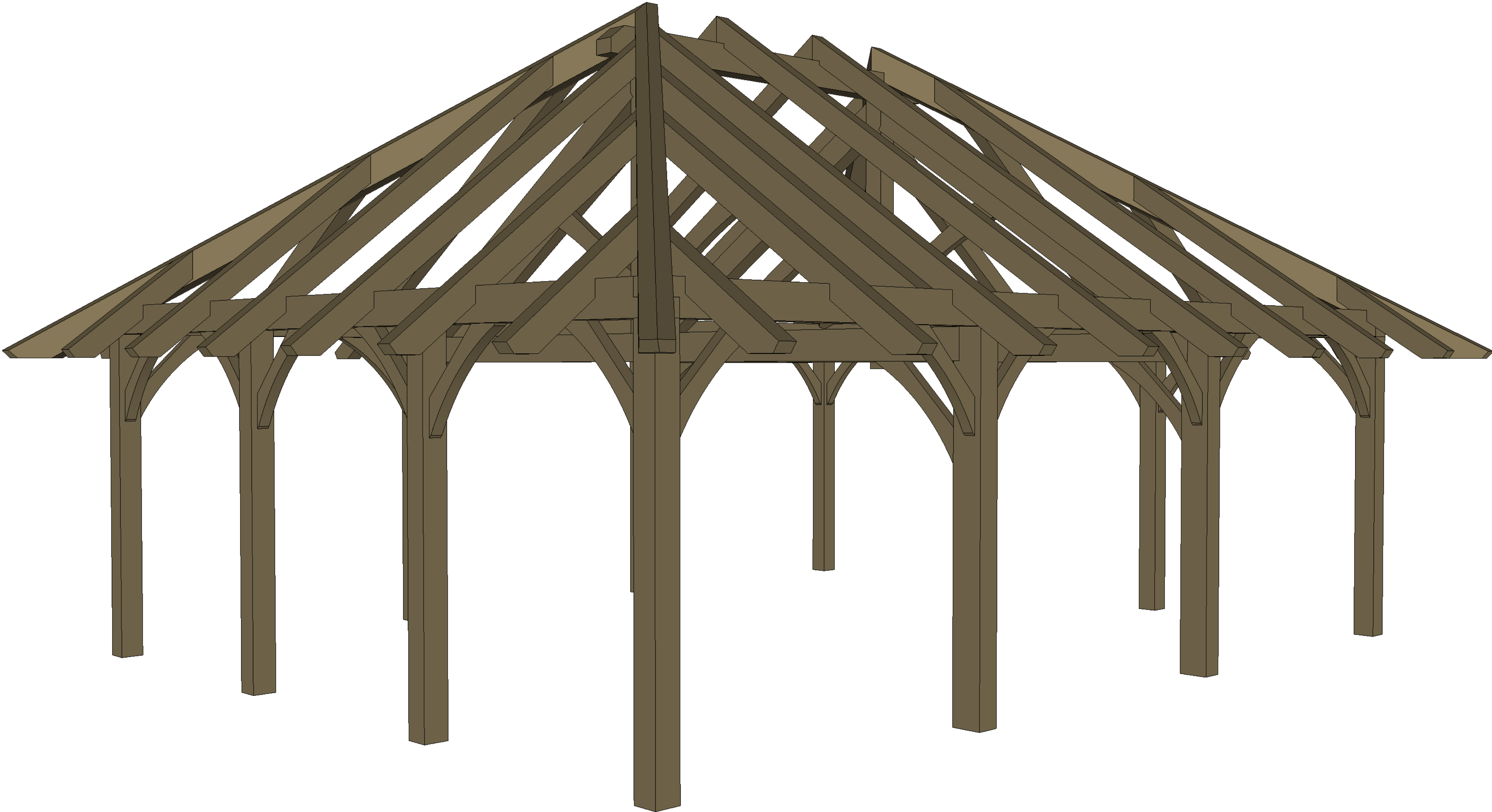
Prepared for the City of Springfield
 Department of Parks, Buildings, & Recreation Management
 Prepared by GZA
 March 2021

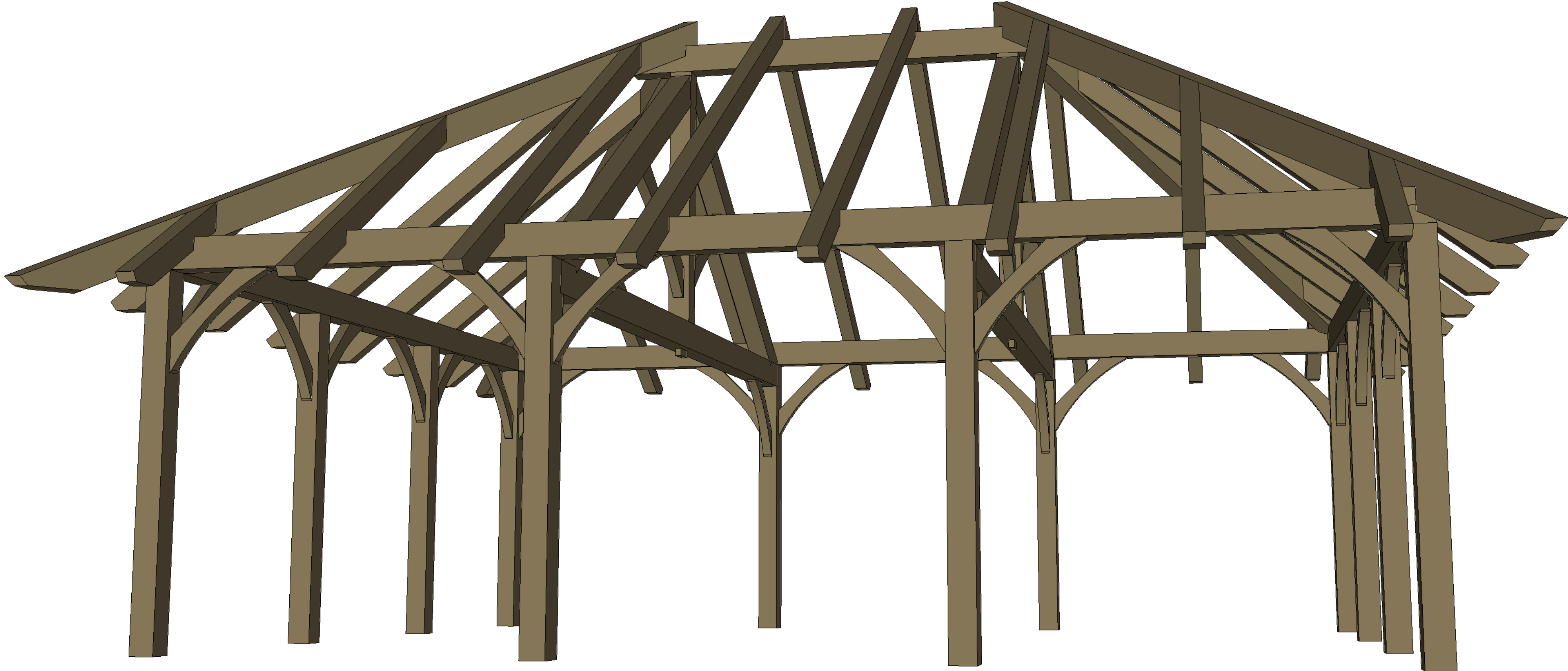


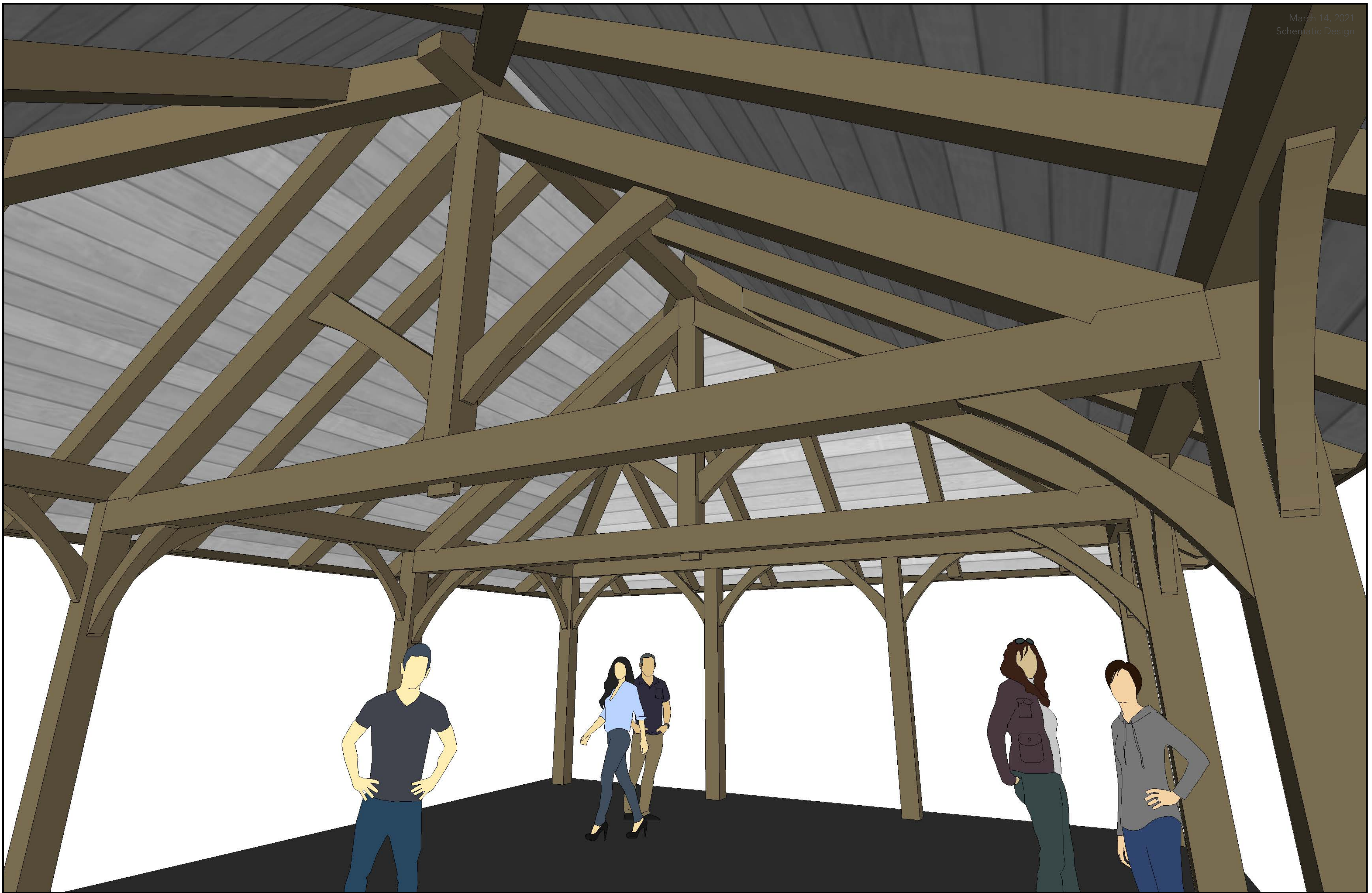




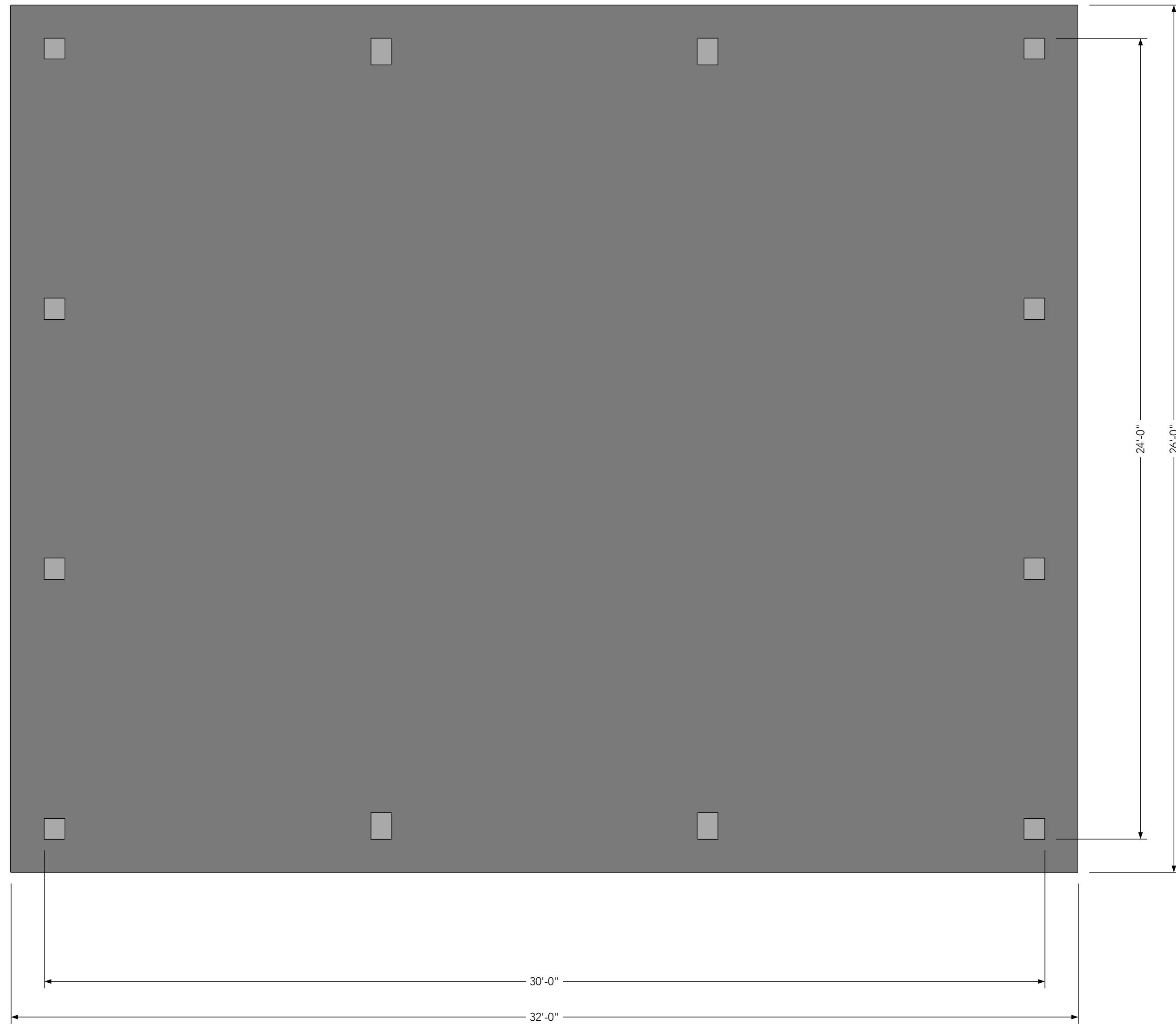






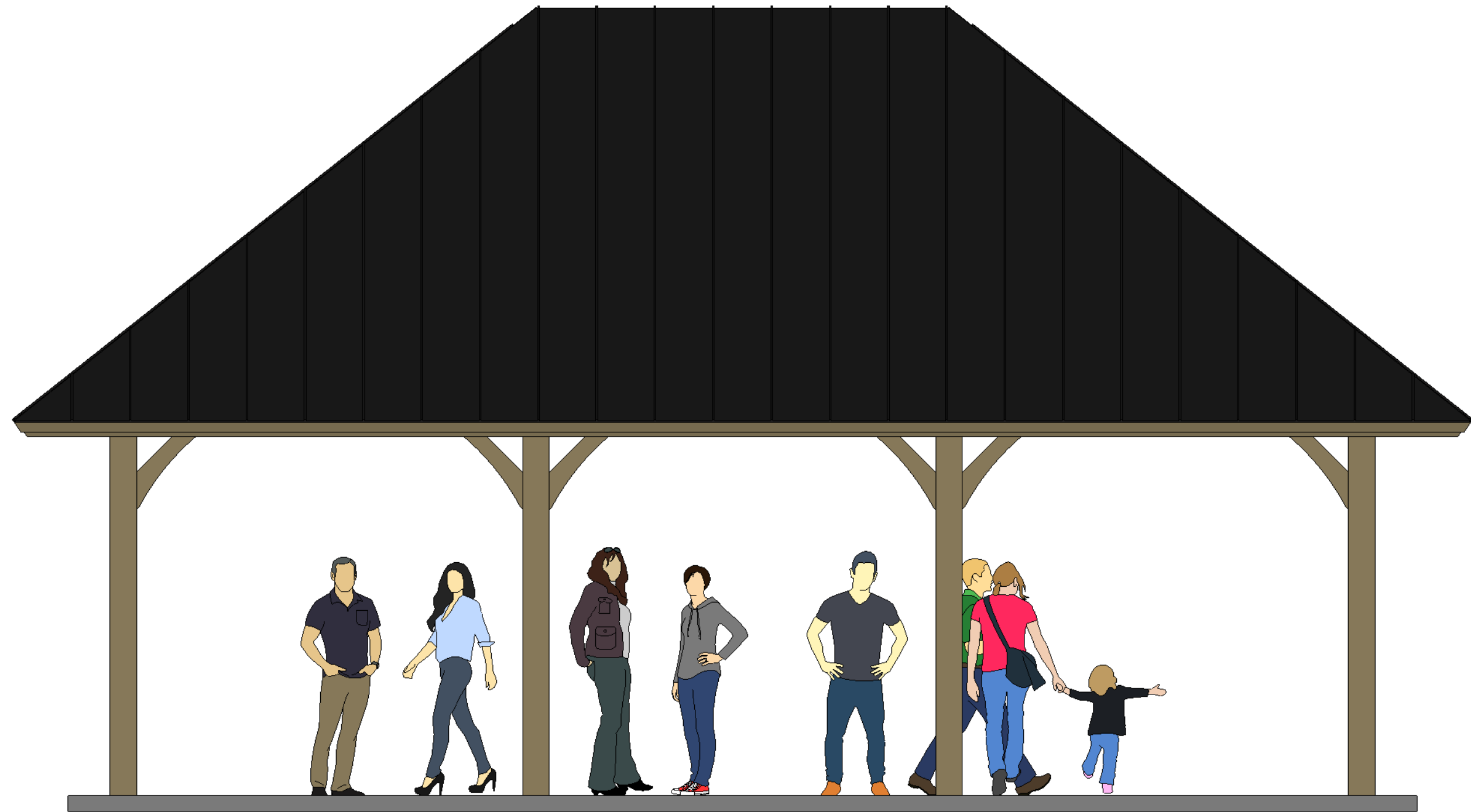


Forest Park Pavilion
Perspective View

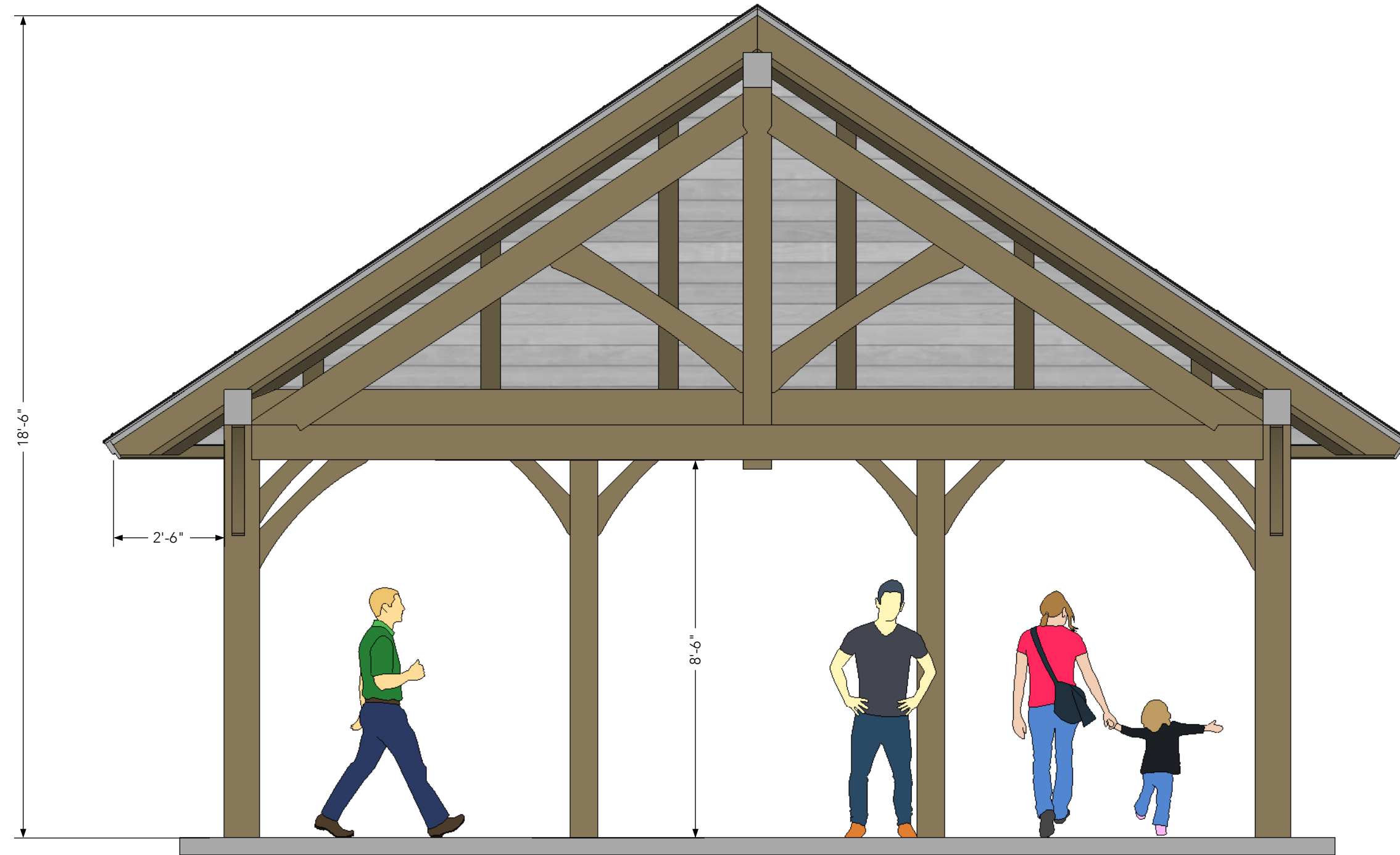




Forest Park Pavilion
Elevation 1



Forest Park Pavilion
Elevation 2













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514

LAND FOR FOREST PARK

from John D. McKnight, John Olmsted, James Kirkham, and Walter Wesson.

\$1

June 14, 1890

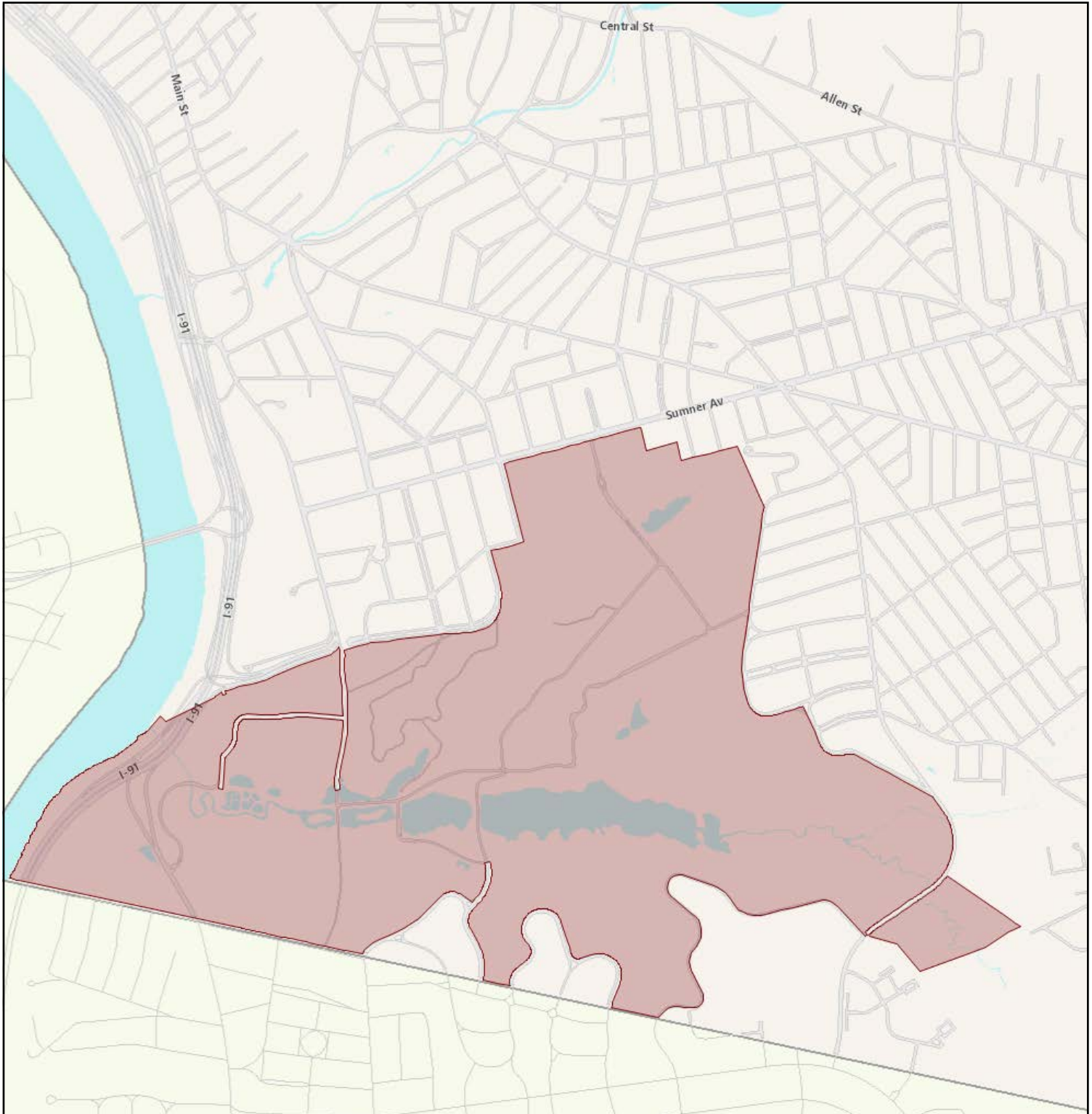
registered June 24, 1890 Book 468 Page 71

Description:-

Real estate situated in said Springfield to wit:-
a tract of land bounded Easterly by Forest Park; Northerly by Forest Park; Westerly by land of one Field; and Southerly by the line between the city of Springfield and the Town of Longmeadow as recently established; intending hereby to convey all the real estate described in a deed to us from Nancy Cooley dated May 27, 1890, recorded in Hampden County Registry of Deeds, lib. 462 fol. 203 which lies within the present limits of the said City.

Containing about forty acres.

Land must be devoted to public park purposes.



299 SUMNER AV

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1"=1505'

Property Information

Parcel ID	11280-0460
Owner Name	SPRINGFIELD CITY OF
Owner Address1	
Owner Address2	SPRINGFIELD, MA
Land Area In Square Feet	29,403,000
Assessed Value	13,005,700
Historic	
Zoning Name	Open Space



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