



Request for Qualifications
Landscape Architect Services

February 2025

Submittal Requirements

Provide one (1) hard copy and one (1) digital copy of the Response to Food Well Alliance at the mailing address and email address below.

Responses must be received not later than 4pm on

February 28, 2025

LATE RESPONSES WILL NOT BE CONSIDERED

Address Responses to:

Food Well Alliance
970 Jefferson Street NW
Suite 2
Atlanta, GA 30318
gardens@foodwellalliance.org

Section 1- Introduction

Background

Food Well Alliance (FWA) is a collaborative network of local leaders working together to build equitable, thriving community gardens, urban farms, and orchards across metro Atlanta. FWA's mission is to provide resources and support to local growers to connect and build healthier communities. Our vision is an Atlanta that is locally grown and community connected.

FWA was founded in 2015 when Jim Kennedy, chair of Cox Enterprises, and Bill Bolling, founder of the Atlanta Community Food Bank, had an idea to build healthier communities across metro Atlanta by connecting and supporting members of our local food movement. Since then, we have supported more than 300 community gardens, urban farms, and orchards in our five-county service area of Fulton, DeKalb, Cobb, Gwinnett, and Clayton counties- with orchard plantings and service extending into the full Atlanta Region.

We accomplish our mission through two key programs:

- Through our Resource Center, we provide support and resources that local growers most need- things like volunteers, labor assistance, tools, tractor lending, training, grants, and bulk quantities of compost. Since 2015, we have supported more than 300 community gardens, urban farms, and orchards in our service area.
- Our City Agriculture Planning program connects growers and communities with city officials to develop plans prioritizing urban agriculture with guidance from the Atlanta Regional Commission, like housing or transportation plans. Each year, we select a new city in our service area to develop a full plan while sharing successes and ideas with a network of cities engaged and interested in this work.

Scope of Work

Food Well Alliance (FWA) is seeking qualified professional landscape architects and design firms to assist with its planning, design and implementation of a large community farm project in Atlanta. This contract solicitation will allow engagement of qualified teams that can deliver these services to FWA in an independent, professional, and comprehensive manner.

Responding firms should have a strong record providing architectural and design services to nonprofit, community, and public benefit organizations and experience in working with multiple partners within one project.

This RFQ is anticipated to cover the following:

Complete Master Plan and prepare estimates; Prepare design and contract documents;
Assist in construction procurement processes

Separate contracts will be developed for each project during this time. FWA may select a different consulting firm using the selection criteria provided in this request for qualifications.

The scope of the project will initially be limited to master planning and estimate preparation.

Project Description

Food Well Alliance is partnering with Atlanta Housing (AH) to establish an innovative farm, garden, and orchard demonstration site at the currently undeveloped Leila Valley apartment site (2400 Leila Lane SE) located in southeast Atlanta.

Completed in 1970 and once home to 175 low rent housing units, Leila Valley is now a vacant space with an opportunity to grow and distribute food, engage the community, educate new and beginning growers, expand partnerships and improve the biodiversity of the site. The collaboration between FWA and AH represents a reimagining of how vacant land can be used in a way that is more equitable for the community and that offers a more holistic approach to housing.

The project will include creating a demonstration farm, garden and orchard on approximately 6 acres of land.

Features of the project include:

- 2 acre native fruit tree orchard
- 60,000 square feet of growing space
- ADA accessible community garden
- Infrastructure including cold storage, wash pack, tool/equipment storage, grow tunnels, compost bins, drop spaces for bulk mulch and finished compost
- Education pavilion and gathering space (includes restrooms)

Education, training and community engagement will play a key role at the site. Specific areas of focus will include:

- Volunteer opportunities for small to large groups
- New and existing farmer training focused on equitable and climate smart farming techniques;
- Community gardener and orchard steward training
- Composting workshops, fruit tree planting and pruning, occupational gardening training, job training, food safety training, and general gardening interest programming.

See attached survey and concept drawings for reference. While planning, design and construction of the housing components are NOT included in this scope of work, the selected provider will be working closely with Atlanta Housing and other consultants as part part of the project

Section 2. Contract Agreement

After selection of a Service Provider by FWA, an Agreement will incorporate the major terms and conditions for the contract.

Respondent's Cost

Costs for developing a response are entirely the responsibility of the Respondent and shall not be chargeable to FWA.

Response Disposition

Responses become the property of FWA. All materials, ideas, and formats submitted will become the property of FWA on receipt and may be returned only at FWA's option and at the Respondent's expense. One copy shall be retained in FWA's official files. Information contained in Responses that is confidential, such as financials, trade secrets or proprietary information, clearly marked confidential will be held confidential.

Insurance

The Service Provider shall, at its expense, purchase and maintain in full force and effect, for the duration of the contract, primary insurance as will protect itself and FWA from and against liability, loss, damage, expense, cost (including without limitation to costs and fees of litigation) out of or in connection with the performance of the work. Includes work hereunder whether such work is performed by the Service Provider, any subconsultant, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be held liable. Limits of Liability required are:

- \$2 million general and auto liability
- \$2 million professional liability
- Statutory Workers' Compensation coverage with \$500,000 for employer's liability

Section 3. Proposed Schedule of Events

The following is the proposed tentative schedule:

Anticipated Milestone Events	Completion Date
Proposals submitted	Feb 28, 2025
Review Committee meets	March 2025
Interviews with qualified firms	March 2025
Qualified firm(s) selected	March 15, 2025
Final master plan submitted	April 15, 2025
Budget estimates completed	May 5, 2025

Section 4- Submittal Content

Respondents interested in performing these professional services must display considerable relevant experience with the specified type of work, and should emphasize both the experience and capability of particular personnel who will actually perform the work.

In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the submittals be organized in the manner specified. The following information and documents are required to be provided with Proposers Response to this RFQ. Failure to do so may deem your proposal non-responsive.

1. Letter of Interest

Provide a cover letter that references the RFQ and confirms that all elements of the RFQ have been reviewed and understood, and introduces the proposed firm, team and project approach. The letter should be signed by the firm's primary point of contact, and include title and contact information.

2. Qualifications of the Firm

Respondent shall provide a firm profile including firm history, number of firm employees, number of licensed professionals, range of services offered and number of years in business. Indicate the firm name, address, phone, and website.

Respondent shall include a list of five (5) recent clients, indicating locations and date of project work and contact information. Respondent should also provide a list of at least three (3) professional references, including names and telephone numbers. As part of the selection process, FWA may contact the Respondent's references.

3. Qualifications of Project Team

Each Response shall provide a resume, to include a description of the professional and technical experience, background, qualifications and professional licensing / certification, for the firm's key personnel assigned to the project. The Respondent shall show that the Respondent's firm and primary contact professional possess demonstrated skills and experience in all areas of the project scope of services.

4. Project Approach/Methodology

Respondent shall provide a detailed approach to the methodology proposed to be used in response to scope of services. Include the name and title of the responsible individual who will lead the project.

5. Sample Work

Sample work should be of projects (5 to 10) with similar scope as indicated. Information should include:

- * Client Name, address, phone number.
- * Description of work.
- * Year the project was completed.
- * Whether deadlines were met and if not, why.
- * Total of fees paid to firm.
- * Total cost of the construction, estimated and actual.

6. Insurance

Respondent shall demonstrate ability to meet insurance requirements contained in Section 2 of this RFQ. Inclusion of appropriate certificates of insurance will satisfy this requirement.

7. Proposal Pricing

Respondent submitting qualifications shall not submit pricing with submittal documents. However, it is the intent of FWA to enter into an agreement with a firm that can provide the services as specified herein. A firm fixed price proposal will be submitted by the firm selected for negotiation.

Section 5- Evaluation

It is the policy of FWA that the selection of firms to provide professional services in connection with capital projects shall be on the basis of demonstrated competence, the professional qualifications necessary for the satisfactory performance of the services required and, ultimately, the compensation proposed by the Respondent.

FWA will put each Response submitted through a process of evaluation to determine responsiveness to FWA's needs. FWA reserves the right at any time to reject any or all Responses. Award of contract, if made, will be to the Respondent who is responsive to all administrative and technical requirements of the RFQ and who is deemed to have the experience necessary to lead the project.

Evaluation Method

RFQ Compliance Check: All Responses shall be reviewed to verify that minimum requirements have been met. Responses that have not followed the requirements in this RFP, do not meet minimum content and quality standards, or take unacceptable exceptions to the model contract, may be eliminated from further consideration.

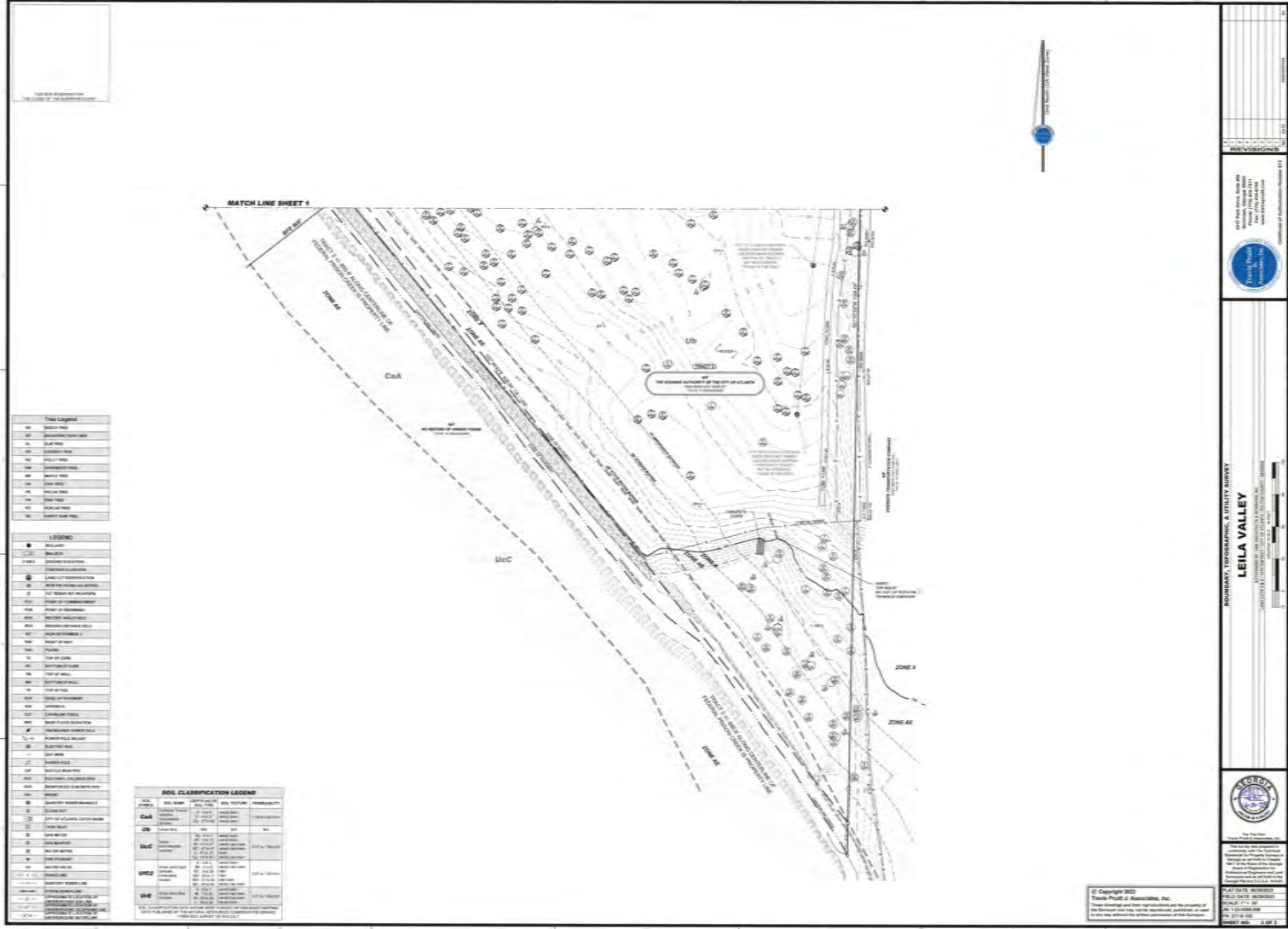
Interviews: At the discretion of FWA, the Evaluation team (which will consist of Board of Trustees and staff members.) may conduct interviews of a short list of Respondents virtually or at FWA's offices.



PROPOSED LEILA VALLEY FUTURE DEVELOPMENT

Conceptual Design





Tree Legend

10	Maple
11	Redwood
12	Oak
13	Pine
14	Birch
15	Willow
16	Alder
17	Poplar
18	Cottonwood
19	Sycamore
20	Juniper
21	Cedar
22	Red Pine
23	White Pine
24	Yellow Pine
25	Black Pine
26	Blue Pine
27	Green Pine
28	Brown Pine
29	Grey Pine
30	Black Pine

LEGEND

1	Building
2	Highway
3	Waterway
4	Power Line
5	Telephone Line
6	Gas Line
7	Water Main
8	Sanitary Sewer
9	Storm Sewer
10	Drainage Ditch
11	Gravel Pit
12	Gravel Bank
13	Gravel Road
14	Gravel Area
15	Gravel Pit
16	Gravel Bank
17	Gravel Road
18	Gravel Area
19	Gravel Pit
20	Gravel Bank
21	Gravel Road
22	Gravel Area
23	Gravel Pit
24	Gravel Bank
25	Gravel Road
26	Gravel Area
27	Gravel Pit
28	Gravel Bank
29	Gravel Road
30	Gravel Area

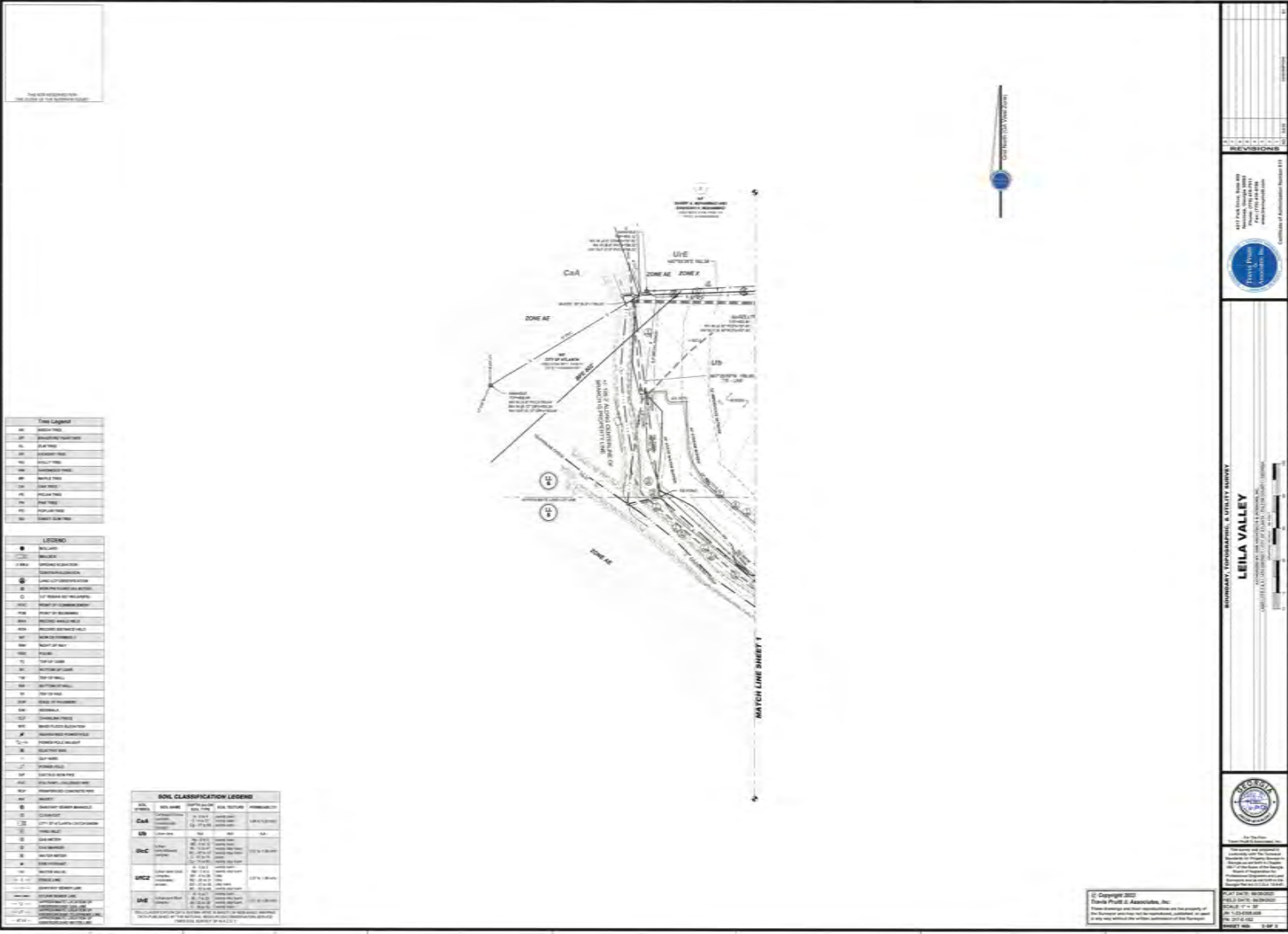
SOIL CLASSIFICATION LEGEND

Code	Soil Type	Strength	Moisture	Permeability
CcA	Clayey Sand	100-200	10-20	100-200
UeC	Uniformly Grained Sand	100-200	10-20	100-200
UeC2	Uniformly Grained Sand	100-200	10-20	100-200
UeC3	Uniformly Grained Sand	100-200	10-20	100-200

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LEILA VALLEY
GEOTECHNICAL STUDY
10/20/2023
SHEET 100 OF 100

Track Point & Associates, Inc.
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Leila Valley, CA 94541
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Fax: (925) 461-1001
Email: info@trackpoint.com
Website: www.trackpoint.com



Tree Legend

10	Maple
20	Redwood
30	Oak
40	Almond
50	Walnut
60	Pine
70	Juniper
80	Cypress
90	Yucca

Legend

1	Water
2	Wetland
3	Shrubland
4	Grassland
5	Forest
6	Urban
7	Highway
8	Power Line
9	Boundary
10	Topography
11	Soil
12	Vegetation
13	Water
14	Wetland
15	Shrubland
16	Grassland
17	Forest
18	Urban
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88	Grassland
89	Forest
90	Urban
91	Highway
92	Power Line
93	Boundary
94	Topography
95	Soil
96	Vegetation
97	Water
98	Wetland
99	Shrubland
100	Grassland

SOIL CLASSIFICATION LEGEND

Soil Code	Soil Name	Soil Type	Soil Texture	Soil Depth
CaA	Caliche	Clay	Very Fine	0-100 cm
UE	Upland	Clay	Very Fine	0-100 cm
ZONE AE	Zone AE	Clay	Very Fine	0-100 cm
ZONE X	Zone X	Clay	Very Fine	0-100 cm

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LEILA VALLEY

REVISIONS

DATE: 01/11/2022

BY: [Signature]

FOR: [Signature]

PROJECT: [Signature]

SCALE: 1" = 100'

DATE: 01/11/2022

BY: [Signature]

FOR: [Signature]

PROJECT: [Signature]

LE

Hg	Distance
39'E	110.98'
00'E	91.64'
28'E	55.39'
48'W	45.26'
06'W	145.44'
30'W	152.34'
28'E	14.85'
1'E	36.69'
33'E	37.36'
22'E	271.99'
9'W	50.50'
08'W	62.84'
22'W	271.99'
33'W	37.36'
9'W	19.32'





Potential Housing Concepts

OPTION 1: ROWHOUSES

- Three floors each
- Three-bedroom units typical
- Internal two-car garage
- Individual entries

UNITS COUNTS

- North Village - 34 units
- South Village - 36 units
- +/- 70 total units

KEY POINTS

- Likely homeownership
- Some units face property lines
- Some integration with farm



OPTION 2: TOWN COURTS

- Three floors each
- Three-bedroom units typical
- Internal two-car garage
- Individual entries

UNITS COUNTS

- North Village - 31-37 units
- South Village - 32 units
- +/- 63-69 total units

KEY POINTS

- Likely homeownership
- All units face open spaces
- Very good integration with farm



OPTION 3: "OCTOPLEX"

- Two to three floors each
- Mix of 1BR, 2BR and 3BR
- Parking lots (with security)
- Single building entry w/corridors

UNITS COUNTS

- North Village - 40-56 units
- South Village - 40-56 units
- +/- 80-112 total units

KEY POINTS

- Likely rental
- Most units face open spaces
- Good integration with farm



OPTION 4: STACKED FLATS

- Two floors each
- Mostly 1BR (but could have 2BR)
- Parking lots (with security)
- Single building entry w/corridors

UNITS COUNTS

- North Village - 64 units
- South Village - 72 units
- +/- 136 total units

KEY POINTS

- Likely rental
- 50% units face open spaces
- Minor integration with farm

