

# Lake Monona Waterfront Ad-hoc Committee

## Work Plan and Meeting Schedule

09/15/22

All meetings begin at 6:00 pm on designated days.

- Meeting 1 (virtual): Wednesday, May 16, 2022
  - Introductions
  - Project description and committee's role
  - Elect committee chair and vice-chair
  
- Meeting 2 (virtual): Wednesday, June 1, 2022
  - Meeting schedule and expectations
  - Brian Pittelli discusses RFQ scoring process
  - Homework - receive and begin review and scoring of RFQ responses
  
- Meeting 3 (virtual): Wednesday, June 15, 2022
  - Discuss RFQ responses and ranking process and scoresheets
  - City purchasing requirements
  - City technical team review
  - Homework - score all RFQ responses
  
- Meeting 4 (in-person): Tuesday, June 21, 2022
  - Review committee scores
  - Review technical team scoring
  - Select top 5-7 design teams for interviews
  - Prepare interview questions
  
- Meeting 5 (virtual): Monday, July 11, 2022
  - First round of virtual interviews of finalists
  
- Meeting 6 (virtual): Tuesday, July 12, 2022
  - Second round of virtual interviews of finalists
  
- Meeting 7 (in-person): Thursday, July 21, 2022
  - Receive public comment and discussion of finalists
  - Homework: rescoring teams based on interviews and public comment
  
- Meeting 8 (virtual) Tuesday, July 26, 2022
  - Meet with selected teams
  - Discuss scope of services and master plan selection criteria
  
- Meeting 9 (virtual) Wednesday, August 3, 2022
  - Review draft design challenge scope changes

- Meeting 10 (virtual) Monday, August 15, 2022
  - Approve design challenge scope of services
- Meeting 11 (virtual) Wednesday, August 31, 2022
  - Review and confirm public meeting venues and dates
- Meeting 12 (virtual) Thursday, September 15, 2022
  - Review workplan and upcoming meetings
- Design Challenge Kick-off Public Event (in-person) Monday, October 3, 2022
  - In-person public event with virtual Design Team introductions
  - Potential venues: Central Library, OBG, Monona Terrace, Goodman Maintenance Facility.
- Meeting 14 (virtual) Wednesday, October 19, 2022
  - Special Presentation 1 (tentative: **City Engineering JND reconstruction**)
- Meeting 15 (virtual) Wednesday, October 26, 2022
  - Special Presentation 2 (tentative: **Preliminary Report public engagement**)
- **Public Event** (virtual and in-person) Tuesday, November 1, 2022
  - **Friends of Nolen Waterfront Presentation at Monona Terrace**
  - **Not a formal committee meeting, members and teams invited to attend.**
- Design Challenge Check-in Public Event (in-person) Monday, November 7, 2022
  - In-person public event with virtual Design Team presentations
  - Potential venues: Central Public Library, Monona Terrace, Olbrich Botanical Gardens, Goodman Maintenance Facility.
- Meeting 17 (virtual) Wednesday, November 16, 2022
  - Special Presentation 3 (tentative: **Clean Lake Alliance**)
- Meeting 18 (virtual) Wednesday, December 7, 2022
  - Special Presentation 4 (**Invite Ho-Chunk representative**)
- Meeting 19 (virtual) Wednesday, December 21, 2022
  - Special Presentation 5 (**Invite Destination District representative**)
- Design Challenge Master Plan Presentation Public Event (in-person) Thursday, January 26, 2023
  - Public event with in-person Design Team presentations
  - Potential venues: Olin Park Facility, others pending.

- January – February 2023
  - Public review and comment period
  - City staff compile public comments for committee review
- February – March 2023
  - Committee scores and selects preferred master plan option
  - Committee provides revision recommendations for selected plan
- April – May 2023
  - City staff negotiate a second contract with selected team for master plan refinements
  - City Finance issues second contract
- June – August 2023
  - Design team makes revisions to the preferred plan per committee recommendations
  - Committee reviews and confirms revisions
- August 2023
  - Master Plan introduction to Common Council and Board of Park Commissioners