



July 29, 2014

Mr. Stephen C. Larrick  
*Director of Planning*  
City of Central Falls  
580 Broad Street  
Central Falls, RI 02863

via e-mail (slarrick@centralfallsri.us)

Dear Mr. Larrick:

We are pleased to submit this proposal for professional services in furtherance of creating the new 20-year Comprehensive Plan for the City of Central Falls.

As a Central Falls-based firm composed of RISD Architecture and Landscape Architecture students entering our final year of graduate school, 1X1 Design Collaborative is in a unique position to offer the services outlined below. The relationship between Rhode Island School of Design and the City of Central Falls is one of mutual benefit with Central Falls, drawing innovative talent from this educational institution as dedicated, emerging professionals strengthen their connection with the community outside of the academic bubble. In particular, 1X1 Design Collaborative is a firm founded on the principle of providing high quality, affordable design services to the citizens and the City of Central Falls. We are able to accomplish a great deal with limited resources because as students, a substantial portion of the compensation for our work comes from the learning opportunity presented by such projects as the City Comprehensive Plan. Having completed more than fifteen weeks<sup>1</sup> of study regarding Central Falls in our curriculum, we are delighted to share our knowledge and skills in collaboration with both city officials and members of the community.

Specifically, we propose to provide the following project services:

1. Scope of Services

- 1.1. PRELIMINARY PUBLIC WORKSHOPS | A preliminary period of short workshops focused on topics of the Comprehensive Plan relevant to each audience; four (4) in total that target various age groups. We will use and expand

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<sup>1</sup> *Urban Systems* course taught by Professor Elizabeth Dean Hermann and Associate Professor Daniel Feldman in Spring 2014. All founding members of 1X1 Design Collaborative and ten additional students mapped and developed an aggressive master plan focused on celebrating the Central Falls identity via economic and cultural development.



on innovative techniques developed in RISD's community engagement seminar<sup>2</sup> to gather citizen feedback and survey public sentiment relative to the goals and topics central to the Comprehensive Plan as an introductory study. (See *Public Workshops*)

- 1.2. **COMMUNITY ADVISORY COMMITTEE** | In partnership with the City of Central Falls and Rhode Island State Planning, three (3) monthly public meetings that centered around gathering public opinion on issues central to the core planning concerns for the city. These hearings are intended to host more in-depth conversations critiquing and presenting urban strategies applicable to Central Falls as well as gathering public input on work produced in real time. This committee will consist of twelve (12) members of the community, including developers and experts in the field.
- 1.3. **DOCUMENTATION & ANALYSIS** | We will process and analyze data collected from each public hearing to produce a graphically-driven publication for each of six (6) meetings. The content of the weekly release will be a direct product of the previous meeting. It will focus on both discrete and overlapping topics essential to the Comprehensive Plan as well as relevant and compelling to the public. The publication will take into consideration needs specific to the community of Central Falls, not just in terms of content, but also in terms of accessibility via graphics, organization and multilingual presentation.
- 1.4. **WEB FORUM/PROJECT WEBSITE** | Following the release of each weekly publication, we will design and host an online forum to be used as a dynamic venue for public reaction and comment. In tandem with this online forum, we will provide strategically placed comment boards throughout the city to include members of the community with limited computer access or mobility. This material as well as project announcements and other relevant documents will be housed on a custom project website viewable to the public throughout duration of the comp plan update.
- 1.5. **RECOMMENDATIONS** | Processing and organization of all community feedback will be submitted to the Central Falls Office of Planning with accompanying recommendations of best practices in order to represent the collected data.
- 1.6. **SOCIAL MEDIA** | 1x1 will provide two interactive online platforms presented in a fun, accessible and engaging manner to glean community feedback on topics

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<sup>2</sup> *Engage! Design Workshop* is a graduate seminar taught by Associate Professor Adrienne Gagnon (co-founder of DownCity Design) and enrolled three members of the 1X1 Design Collaborative in Spring 2014.

covered by the comprehensive plan while simultaneously bolstering local pride and a sense of place by encouraging citizens to interact with one another and with the city of Central Falls. (See *Find Me in Central Falls* attachment) All of these activities will be designed to reach a diverse citizen population and will be conducted in both English and Spanish in order to encourage participation from historically underrepresented members of the population.

- 1.7. LAYOUT & GRAPHICS | 1x1 will also be responsible for developing and formatting the graphic layout of the entire document. This will be shared with the Office of Planning as an editable Adobe InDesign document and include custom infographics, charts, and photographs to accompany written information of the Comprehensive Plan. (See *Layout Sample* attachment)
  - 1.8. MAPS | twelve (12) clear, accurate maps meeting interim guidelines including:
    - 1.8.1. Map(s) of natural resources, including but not limited to surface water, wetlands, floodplains, soils, and agricultural lands.
    - 1.8.2. A map of existing conservation and open space areas that are permanently protected, with areas symbolized by ownership (at a minimum public and private).
    - 1.8.3. A map of existing outdoor public recreational areas.
    - 1.8.4. A map of existing historical and cultural resources and sites.
    - 1.8.5. A map of valuable agricultural soils.
    - 1.8.6. A map of existing water and sewer service areas.
    - 1.8.7. A map of proposed future water and sewer service areas.
    - 1.8.8. Map(s) that illustrate the current 100- and 500-year floodplains and the flood hazard areas.
    - 1.8.9. An existing land use map.
    - 1.8.10. An existing zoning map.
    - 1.8.11. A Future Land Use Map, illustrating the desired patterns of development, density and conservation.
    - 1.8.12. The land use section will include a map that shows areas where discrepancies exist between the Future Land Use Map and existing zoning.
  - 1.9. PRINT & PUBLISH | By March 1, 2015, we will have a completed document ready for print and online publication on a web forum designed and initially maintained by 1x1 that is to be passed on to the City of Central Falls.
2. Design Services Schedule

We are prepared to commence work on this project immediately upon receipt of your written authorization to proceed through March 2015. As this project timeline will



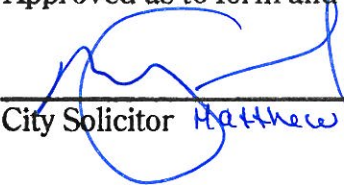
overlap with our academic calendar, work will be completed as part of a Collaborative Study Project during the Fall 2014 and Wintersession 2015 semesters at RISD for academic credit under the supervision of Professor Elizabeth Dean Hermann.

3. Fee Summary

The estimated labor budget and expenses for services described above is \$20,000.00, valid from the date of approval until March 1, 2015. This number was calculated by multiplying our number of personnel (5) working through March 2015 by an estimated number of hours at the pay rate of \$10.00 per hour. (See attached *Budget*)

We are eager to provide these services to the City of Central Falls and look forward to working with you on this project. If acceptable, please sign and return a copy of this proposal to us. Thank you for the opportunity.

Approved as to form and correctness

  
City Solicitor Matthew T. Jerzyk.


Our best,

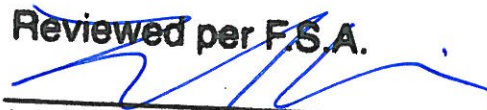
1X1 Design Collaborative



Tida Osotsapa, M. Arch 2015 (candidate)  
*Project Manager*

205 Central Street  
Central Falls, RI 02863  
1X1DESIGNCO@GMAIL.COM

  
Accepted: JAMES A. DIOSSA, Mayor  
Date: 10-10-2014

**Reviewed per F.S.A.**  
  
Leonard Morganis  
Administration & Finance Officer

- Attachments: *Public Workshops*  
*Find Me in Central Falls*  
*Layout Sample*  
*Itemized Budget*



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