Comprehensive Plan Update
Request for Proposals

Request for Proposals – Comprehensive Plan Update

The City of Winfield, Kansas is requesting submission of proposals from any and all parties wishing to be considered for consulting services related to reviewing and updating the City of Winfield’s Comprehensive Plan and creating a Master Plan for Parks, Trails, and Recreation.

Comprehensive Plan Background

The City of Winfield's Comprehensive Plan was last updated in 1993 by Burns and McDonnell.

Since adoption of the current comprehensive plan, a number of recent studies and initiatives have occurred that relate to or impact the Comprehensive Plan. Examples of additional related activities include:

- Vision 20/20 Cowley County Community Strategic Plan
- The Cowley County Comprehensive Housing Study
- The Cowley County Community Health Needs Assessment
- Winfield Public Safety Needs Assessment

The Comprehensive Plan and all of the studies can be reviewed in their entirety at: https://winfieldks.org/departments/public_improvements/comprehensive_plan_resources.php

Community - Background

Purchased from Chetopah, Chief of the Osage, in January 1870, Colonel E. C. Manning chose the Winfield Town Company site in the Walnut River Valley “for its general beauty, pure water, abundant wildlife and fertile river bottom soil.” Situated between Timber Creek and the Walnut River, Winfield is surrounded by blue stem country and is located in the heart of the Kansas Flint Hills. Selected as #56 in the “The 100 Best SMALL TOWNS in AMERICA”, Winfield has maintained a progressive philosophy while preserving a sense of its history and natural beauty. It has its own special mix of commercial, recreational and residential development. The Cowley County seat boasts roughly 12,000 residents and during the school year over 1,000 additional students call Winfield home. Winfield is situated just off Interstate 35, 45 miles south of Wichita.

From the charm of its downtown to its “ Fortune 500” companies, Winfield deserves to be labeled, as it sometimes is, “The best kept secret in Kansas.” The community considers itself part of the global economy and yet strives to keep a warm, small-town feel.

Though Winfield has a history of enterprise and education, it is the community’s charm that often captures visitors. Colorful flowers grace street corners downtown during much of the year.
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A tour of Winfield’s Victorian homes points out turrets, towers, curved verandas, classic porches and delicate millwork — architectural treasures as lovely as they are historically important. Lovers of architecture are also drawn to the historic homes along Memorial Park, the four bank buildings at the intersection of Ninth Avenue and Main Street, and the buildings of the former St. John’s College, now Baden Square.

The City of Winfield operates one of the largest municipal electric and gas utilities in the state, as well as water, sewer and refuse services.

Winfield has a history of stable management within its government. The Winfield City Commission is comprised of three elected officials, with two members elected every two years, with the position of Mayor rotating among its members. The City operates under the Commission-Manager form of government, which was adopted in 1921. There have been only 4 city managers in Winfield since 1978.

Growth has been moderate during the past 3 decades. The census information is below.

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
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<tbody>
<tr>
<td>1990</td>
<td>11,931</td>
</tr>
<tr>
<td>2000</td>
<td>12,206</td>
</tr>
<tr>
<td>2010</td>
<td>12,301</td>
</tr>
<tr>
<td>2012</td>
<td>12,365 census est.</td>
</tr>
<tr>
<td>2014</td>
<td>12,379 est. prepared by Hann:Keelan Associates, PC</td>
</tr>
<tr>
<td>2019</td>
<td>12,434 est. prepared by Hann:Keelan Associates, PC</td>
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**Education** - Winfield has much to offer its residents. The public school system, USD 465, has a track record of excellence in overall student achievement test scores. With a commitment to "provide all students opportunities to gain knowledge and skills necessary for successful living in a changing world.” With enrollment of approximately 2300 students, USD 465 includes an early learning center, four elementary schools, a middle school, and a high school. Additionally, the city has two parochial schools (associated with the Roman Catholic and the Episcopal churches.)

Southwestern College has been a part of the Winfield community for more than 100 years. Founded in 1885 by the Methodist Church, it is a private, four-year comprehensive college offering a wide range of undergraduate studies. In addition to a main campus program in Winfield, it has professional studies locations in Wichita where working adults can complete their bachelor's degrees. SC also has students throughout the world participating in online degree completion programs. Graduate degrees are available in education, special education, leadership, management, security, business, and specialized ministries. The college has about 1,823 students, with approximately 629 enrolled at the residential campus. The college offers bachelor's degrees in over 50 majors. The main campus has majors in the areas of computer science and
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communications, natural sciences and mathematics, business, education, nursing, performing arts, and social sciences. Professional studies learners choose majors in nursing, criminal justice, and several business and industry-related areas. SC Online offers degree completion in several majors also offered on-campus, as well as a degree in pastoral studies.

Health – William Newton Hospital has been providing health care to the people of south central Kansas for over three quarters of a century. Although William Newton acquires the latest in technology to assist the physician in diagnostic and treatment efforts, our strength also lies in the personalized, compassionate patient care that is often not found in a large medical center. Established in 1927, WNH is classified as a not-for-profit community general hospital licensed for 25 acute care and swing beds. Hospital acute-care admissions in 2008 totaled 1,388. There were 619 major surgeries, 1,982 minor surgeries, 301 deliveries, 9,613 visits to the emergency room, 3,152 home health visits, 131 admissions to swing status, 35,743 total outpatient visits and 14,457 rural health clinic visits. Our service population is approximately 40,000. The hospital is certified by CMS and is self supporting, receiving no tax subsidies. WNH is fortunate to have a diversified and excellent medical staff including 18 admitting staff and a growing number of consulting physicians and allied professionals currently in excess of 60. Because of constant change in health care delivery, WNH has been pro-active in providing new services. In addition to acute and critical care, the hospital operates an ambulatory surgery unit, home healthcare, audiology, cardiac rehabilitation, and many other diagnostic and therapeutic services. The hospital has established four rural health clinics and an occupational health program for local business and industry as part of an outreach effort. WNH has also developed cooperative arrangements with other providers for services including cancer treatment, renal dialysis, and behavioral health services. The hospital is currently in the design phase of an expansion and modernization project for their facilities.

The H. L. Snyder Medical Foundation has been a part of Winfield since the early 1940’s. Since its founding, in memory of a Winfield physician and surgeon, D.H.L. Snyder, the foundation has firmly established a national reputation in the support medical research. Many scientific articles and abstracts regarding research carried on by the foundation have appeared in national and regional publications and at local and national scientific meetings since 1947. In 2002, the H.L. Snyder Medical Foundation established a scholarship fund to assist Winfield student residents who are seeking education in the medical and biomedical fields.

Culture - Winfield is well known for hosting the Walnut Valley Festival, one of the nation’s oldest and largest bluegrass and acoustic music festivals, on the third weekend of every September. Crowds have exceeded 15,000, arriving from around the nation—with hundreds of the bluegrass and acoustic music enthusiasts camping, socializing and "jamming" at the site for weeks before the festival begins. The event also often features folk music and Celtic music performances, and related cultural activities and exhibits.
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The Winfield Arts and Humanities Council oversees a wide range of performance, arts education, and visual art programs, including the annual Art in the Park Festival held the first Saturday in October. The Council serves 800-1000 of the area’s residents during the year with over 120 classes offered. They provide two galleries for artists to showcase their work as well as share their extensive art collection with business’s and government entities for display of pieces from the collection.

Winfield supports several arts-specific organizations which offer year round programming including the Southern Kansas Symphony, Winfield Community Theatre, Gallery 1001, and the Winfield Municipal Band.

**Parks & Recreation** - The recreation and green space a city offers its citizens tells much about its commitment to quality of life. Winfield puts its commitment into action with over 450 acres of park land in 13 locations. The City has two 18-hole golf courses, a 14 court tennis complex, multiple fields for soccer, baseball, softball, and football and an modern outdoor aquatic center.

**Library** - Recently renovated, the Winfield Public Library is a modern facility with both printed books and electronic media for all ages and tastes. The Library brings guest speakers to Winfield, provides children’s programming, and sponsors multiple workshops and informational events for the community.

**Economy** - The City of Winfield operates one of the largest municipal electric and gas utilities in the state, as well as water, sewer and refuse services. These operations contribute to Winfield’s place as one of the largest hubs for plastics manufacturers in the nation. The universally-known orange Rubbermaid cooler is manufactured in Winfield, at the Newell-Rubbermaid plant. Several key employers, including Silgan and Winfield Consumer Products/Husky Liners, also produce plastic products. In addition to the plastics industry, GE Engine Services occupies a facility in Winfield as well as a plant at nearby Strother Field. Recent expansions include S & Y Industries, a maker of circuit boards; Robotzone LLC, Galaxy Technologies and Fluid Kinetics.

**Goals**

As the primary planning document for the City of Winfield as well as the basis for planning & zoning regulations, subdivision regulations, and various policies and initiatives to be considered and implemented by the City of Winfield, the comprehensive plan is intended provide a comprehensive overview of the City at the present time and propose goals, objectives, and policies to assist the City in planning its future. It is the goal of the City of Winfield that the Comprehensive Plan Update will include an assessment of the City of Winfield’s current condition, summary of the goals and
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comprehensive of the residents & businesses of Winfield, project future growth and related development issues, and propose policies, initiatives, and additional task to be undertaken to accomplish the planning goals of the community. It is the City’s specific expectation that the comprehensive planning process will include a significant community input component.

Scope of Services
The services provided by the chosen consultant will include, but not necessarily be limited to:

Comprehensive Plan:
1. A thorough evaluation of and recommendations for modifications to the existing plan, including its vision statement, guiding principles, goals, policies and elements.
2. An analysis and incorporation of relevant data and trends related to population, employment and housing forecasts.
3. Re-evaluation of the land use map and land use types and how they function with the existing zone districts adopted by the City, as well as potential future zone districts, if any.
5. The development of a final Comprehensive Plan that will be relevant to the needs of the City and respects the culture and vision of the stakeholders and citizens.
6. General recommendations on appropriate changes that should be made to the Land Use and Development Code to make it consistent with the Plan Update.

Master Plan for Parks, Trails, and Recreation:
1. Inventory and analysis of existing parks, trails, and bicycle & pedestrian pathways.
2. Recommendations on additional needed facilities and/or recommendations on improvements, alterations, and expansion of existing facilities.
3. Recommendations on improvements required for new subdivisions within the City’s Subdivision Regulations.
4. Analyze, evaluate and identify specific strategies for new trails and bicycle routes, connections, and expansions, including recommendations on the use of existing street rights-of-ways, to create a transportation network with connections to key destinations within the City.
5. Develop a parks and trails implementation plan identifying sequencing of projects and estimated project costs.
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Submittals

The City of Winfield requests that the proposing firm submit their proposals to include the following information:

- Proposer Information & Experience
- Understanding of the Scope
- Project Plan & Schedule
- Preliminary Cost Summary – Separately for Comprehensive Plan & Master Plan
- Staff Resources
- References

Additional Resources

Links to the planning documents referenced within this RFP have been posted on the City of Winfield’s website at:
https://winfieldks.org/departments/public_improvements/comprehensive_plan_resources.php

Selection Process

Interviews of selected consultants will be conducted by a committee comprised of City staff and citizens. The Committee’s recommendation will be forwarded to the City Commission for final action. The City reserves the right to conduct consultant interviews as deemed in the best interest of the City. Depending on the number of consultants selected to be interviewed, initial interviews may be conducted via telephone conference call rather than in-person and on-site.

Submission Requirements

Qualifications for the City’s Comprehensive Plan Update will be received at the office of

Patrick Steward, P.E.
City of Winfield
200 E 9th Ave
Winfield, KS 67156

until 4:00 PM on Wednesday, March 20, 2019. The City will accept proposals submitted by electronic mail at psteward@winfieldks.org. Proposals received later than the above referenced time will not be considered.