



project description

Based on the RFP dated 20 November, 2016 we carefully studied the work effort required and understand the project scope to be as follows:



124-unit town homes in need of modernization to correct structural issues, update exterior building materials and aesthetics, increase energy efficiency, replace old and worn interior and exterior components such as sewer and plumbing, increase safety and visibility, and reduce maintenance costs.

Bring the Koko Isle experience to life and to increase property values with contemporary and culturally sensitive assets.

Co-develop a revitalization plan for Koko Isle, working closely with the Community AOA and Resident Manager.

The project will be completed in 2 phases. This request for proposal addresses the first phase of the project. The second phase will be execution per the terms of the Reserve Plan under the guidance of this Revitalization Plan.

During the first phase Koko Isle will develop a community revitalization plan with the objective of complementing the core investments

The revitalization plan will also consider the suggested enhancement specifications by the Koko Isle AOA Board Members, Building & Grounds, Landscape and Club House Committees as described in the attached "Koko Isle Revitalization Specifications / Considerations Per Committee" or discovered through on site meetings.

We understand the goals of the Revitalization Plan to be:



Our design approach begins with listening and learning.

With your project goals in mind, we will tailor our approach to Koko Isle’s specific needs. Each project, client and community is unique and our design process reflects this understanding. We have developed a working method (outlined below) that is flexible enough to meet your needs while still providing the structure necessary to ensure a successful outcome. How this approach influences the design process will be shown in more detail in the preliminary project schedule.

Collaborate

The design process is a collective endeavor. Collaborating closely with your committees and AOA Board, the Design Team will participate in Community Town Hall events to share and discuss the design progress. From these meetings the Design Team we will listen to your feedback and incorporate your input into the next round of presentation materials.



Listen + Learn

In charting any course, orientation is key. Our proposed first step would be to immediately involve all parties in a creative engagement process to define and understand the scope and the specific objectives of the project. Out of these intensive meetings, clarity of purpose and a coherent set of ideas can be established to guide the development of the project.

Create

We understand that Koko Island needs a Revitalization Plan that is effective, implementable, inspiring and sustainable. This means at the end of the Master Planning process, you need more than a clear set of priorities and principles guiding the next 20 years of development - you need a vision. We want to help you create these first seeds of inspiration to help Koko Isle grow in a sustainable and competitive direction.

We want to help you listen and learn too.

We understand that facilitating a decision making process is as much of an art as it is a skill. Fortunately, we have years of experience navigating large and small groups (public & private) through a variety of problem solving exercises. Our priorities are making sure everyone's voice is heard, that information is captured, and that goals and priorities are set. Below are a few ideas on engagement techniques that have worked for us in the past.

GOALS

Members are better prepared to contribute and meet goals if they know what they are. We will work with you to define and distribute objectives for each step of the process.

STICKER MAPPING

Participants place stickers on a map of Koko Isle to designate successful locations and areas that need improvement. This can be repeated with different goals and is fun and simple way to get the Community out of their seats and actively engaged in the design process.

VISIONING

Have an open and free discussion on any improvement idea that comes to mind. This isn't about any one solution, we are trying to uncover possibilities for the community.

INTERACTION

The sharing of ideas is essential to the engagement process. Having each person discuss their goals and expectations makes sure every voice is heard and no one person or group is overly dominant.



SWOT ANALYSIS

- (S) Strengths
- (W) Weaknesses
- (O) Opportunities
- (T) Threats

Provides a simple framework for understanding your organization's current situation. It helps you focus on your strengths, address weaknesses, minimize threats, and take the greatest possible advantage of opportunities available to you.

SURVEY

Surveys are an excellent way to address multiple and complex issues and questions in a way that is organized and quantifiable. It also allows quieter voices to be heard in a safe manner. This is an excellent way to define priorities.

AGENDA

Time is valuable and having an agenda helps keep the conversation focused on the goals and the items under consideration.

PRIORITIES

Essential to this process is the capturing and organizing of information so that the Community can make informed decisions and provide the Design Team has clear direction.