

March 12, 2025

Naperville Riverwalk Grand Pavilion

Design Program Outline

Project Goal: Prior to 2031, complete improvements to the Grand Pavilion that support the Riverwalk 2031 Master Plan.

Program Objectives: Confirm the project program that will be the basis for design of the Grand Pavilion improvements based on the natural, physical, cultural and financial resources, and the expectations of a variety of stakeholders.

Process:

1. Collaborate with NPD and CON to draft a public engagement strategy including:
 - a. Processes and events
 - b. Participants
 - c. Potential Communication Tools
 - d. Potential engagement, facilitation techniques

2. Conduct a KO meeting with RW PD&C to preliminarily discuss:
 - a. Geographic limits
 - b. Project Goal and Objectives
 - c. Resources (natural, structural, infrastructure, cultural, capital, maps and data)
 - d. Stakeholders (City, PD, NRC, NRF, RW2031, County, user groups, residents, visitors, neighbors, others)
 - e. Historic events and uses
 - f. Best Practices (planning/design/engineering criteria, standards, trends, technologies)
 - g. Budget Outline (very preliminary framework)
 - h. Consultant responsibilities
 - i. City responsibilities
 - j. RW Commission responsibilities
 - k. Stakeholder engagement strategy
 - l. Decision making
 - m. Tentative schedule

3. Walk site with RW PD&C

4. Prepare Public Communication Tools
 - a. Contact List (stakeholder reps, media)
 - b. Project Branding (name, temp logo, messaging)
 - c. Project Synopsis (1p) (purpose, map, consultant, anticipated deliverable, key dates, web link, contact person)
 - d. Project Website (linked to City, PD, NRF, RW2031, incl: synopsis, schedule, announcements, authorized deliverables)
 - e. Social media management
 - f. User group survey
 - g. Community survey
 - h. Workshop Poster
 - i. Press Release(s)

5. Prepare a Program Workshop strategy
 - a. Date(s)
 - b. Location
 - c. Set up requirements
 - d. Desired outcomes
 - e. Invited participants
 - f. Event agenda
 - g. Facilitation
 - h. Public notice, press
 - i. Responsibilities
6. Conduct a Program Workshop
 - a. Key stakeholder meetings
 - b. Public open house/facilitated workshop
 - c. Consultant/PD&C follow up
7. Tag, identify, analyze trees
8. Prepare topo survey
9. Prepare environmental reports (wetland, soil, etc)
10. Prepare a Preliminary Grand Pavilion Improvement Program
 - a. Background
 - b. Goal and objectives
 - c. Resources and conditions
 - d. Jurisdictional expectations, requirements
 - e. Stakeholder expectations
 - f. Best practices
 - g. Preliminary budget
 - h. Schedule
11. Review the Preliminary Program with RW PD&C
12. Finalize the Grand Pavilion Improvement Program

Deliverables:

Project Communication Tools

Grand Pavilion Improvement Program