



# NEW WESTMINSTER

September 2, 2011

**ADDENDUM #1  
NWRFP-11-25  
Queen's Park Master Plan  
New Westminster, BC**

**Questions and Answers**

- Q1 Is the start date of September 26, 2011 firm, or is there some flexibility?
- A1 *We are prepared to be flexible with the start date provided the project is substantially underway prior to mid December. Part of our review of proposals will include consideration of the proposed schedule and sequencing of activities relative to seasonal considerations*
- Q2 In the RFP document background, it states, "The park is aging and much of the infrastructure needs to be refurbished or replaced in future years". Has there been a Needs Assessment or Lifecycle Analysis conducted for Queen's Park – specifically addressing architectural elements, significant structures and utilities? If not, can you clarify your expectations regarding the level of analysis – and therefore expertise in civil, electrical & structural engineering – required for this project and team?
- A2 *The City has conducted a comprehensive Facilities Condition Assessment review (completed by RDH Engineering) within the past five years for the major buildings/facilities within Queen's Park. City staff has also completed an inventory and life cycle analysis for park structures (i.e. picnic shelters, ball diamonds, pathway surfacing, landscaped areas) within this same period as part of the City's Tangible Capital Asset work. Data from both of these reviews can be considered current for the purposes of the Master Plan development will be made available to the project team.*
- Q3 In section 3.0 (page 4), it states that consulting firms with architectural expertise are invited to submit a proposal for this project. After reviewing the remainder of the RFP document, it is unclear to us where architectural expertise would be required. Could you please clarify whether there is an architectural scope of work to this project?
- A3 *There is not a requirement for consulting teams to include architectural expertise. It is important for teams to have experience in understanding and interpreting Facility Condition Assessment reports and general life cycle analysis studies. As per RFP Sections 8.1 & 8.2 Performance Objectives (Implementation Strategy), it is expected that the Facility Condition Assessment Data and park asset lifecycle data will help to define logical phasing for park asset refurbishment/renewal/replacement.*



Q5 Can you outline the reasons for embarking on a master planning project for Queen's Park at this time?

A5 *Since the demise of the Provincial Exhibition in Queen's Park, the park has developed in an adhoc fashion without particular regard to preserving a particular identity or character for the park. Much of the park's major infrastructure will come to the end of its natural lifecycle within the next 10 to 20 years and decisions need to be made as to the advisability of retaining this infrastructure within the park. The City expects to experience significant population growth over the next 15 years resulting in increased density of many neighbourhoods. This growth will place development pressure for community amenities on the park and a long term, comprehensive plan is needed to help guide future decision making (and possibly defend that park against potential adverse development scenarios).*

Q6 What ratio of effort do you envision for architectural elements: other park elements?

A6 *Effort related to architectural elements is considered to be a relatively minor aspect of the project. It will be important for the Master Plan to address the issue of what to do with the various buildings within the park as they come to the end of their natural lifecycle. Pending the overall long-term park development objectives identified through public consultation (i.e. more development within the park, less development with return to areas that are more natural, etc), the City is looking to the Park Master Plan to anticipate where and how current and future buildings in the park will relate to the overall park plan. Consideration of major buildings and structures can be limited to recommended building footprint size, parking allowance and related site planning for same.*

Q7 Is the requested review of park asset inventory (8.1) to include existing buildings? If so, what level of assessment of these buildings is required (e.g. life cycle analysis; replacements cost etc) and what base information is available?

A7 *Yes but only at the level of reviewing existing reports and documentation. The City does not expect that any additional building assessment work will be required. See response to Question #1 above regarding available base information.*

Q8 What is the expected initial use/application of the Master Plan?

A8 *The City intends to use the Plan as a guide for short and long term planning for the park as related to both overall site planning and capital budget planning particularly as existing park assets come to the end of their useful life. Specifically, the plan will be used to articulate the long-term vision/role of the park and assist in making annual infrastructure development/redevelopment decisions to achieve that long-term vision. For example, as a particular park amenity comes to the end of its useful life, the plan will be referenced for guidance as to whether or not the amenity should be replaced and if so the extent to which the amenity should be enhanced (if at all), and the advisability of relocating the amenity (within the park or elsewhere). The Queen's Park Master Plan also needs to take into consideration any related recommendations arising out of the 2008 Parks & Recreation Comprehensive Plan.*

Q9 Was there public consultation prior to the installation of the new turf field, and if so, are the results available?

A9 *Development of the new Artificial Turf Field in Queen's Park included consultation with community sport organizations with respect to the preferred park location in the City (i.e. there were several candidate park sites for the field). Consultation regarding the specific location of the field within Queen's Park also took place with community sport organizations and the general public (via a public open house). Notes from these consultation sessions are available.*

Q10 Which City departments will be represented on the project steering committee?

A10 *The Steering Committee will involve representation from Parks, Culture & Recreation Department (staff from both Park Operations as well as Queen's Park recreation facility managers), Development Services Department (Planning Division), Engineering Department and possibly Building Management Division.*

Q11 Are there any specific issues re: major events in the park that the master plan should address?

A11 *The park (and facilities within) has traditionally played host to several major tournaments, community events, and festivals throughout each year. It is expected that the master plan (through the community consultation phases) will take into consideration the appropriateness of continuing with this form of programming within the park and the infrastructure required to support the desired extent of programming. It should be noted that the City will be opening its new major riverfront park in 2012. This new park is intended to serve as the primary location in the city for hosting large concerts, events and festivals. The Queen's Park Master Plan should take into account the potential impact of this new riverfront park in the community.*

Q12 Should the project team include a traffic consultant?

A12 *The Park currently contains extensive paved areas used for parking and internal roadways. It will be important for the project team to be able to speak to the advisability/requirement of expanding/reducing/reconfiguring the parking and internal roadways within the context of the long term Master Plan. One of staff's overall objectives for the park is to reduce the extent of redundant paved areas and optimize the configuration of parking and internal roadways. To this end, a traffic consultant is not required but may be recommended given the above objectives and the project team's experience in parking and traffic management.*

Please acknowledge this addendum in your Proposal.

End of Addendum #2

Yours truly,

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Intermediate Buyer

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