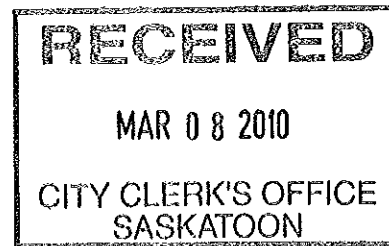


**The following is an excerpt from the minutes of meeting of the Executive Committee (Open to the Public) held on March 15, 2010:**

3. River Landing Destination Centre  
Expression of Interest for Professional Consultant Team Services  
(File No. CK. 4129-15)
- 

The City Clerk submitted a report of the City Manager dated March 8, 2010 requesting that the Committee appoint a member of City Council to participate in the process to select the Architectural Design Consultant Team for the Destination Centre.

RESOLVED: that Councillor Paulsen participate in the process to select the Architectural Design Consultant Team for the Destination Centre.



**TO:** City Clerk, Executive Committee  
**FROM:** City Manager  
**DATE:** March 8, 2010  
**SUBJECT:** River Landing Destination Centre  
 Expression of Interest for Professional Consultant Team Services  
**FILE NO:** CC 4130-2

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**RECOMMENDATION:** that the Executive Committee appoint a member of City Council to participate in the process to select the Architectural Design Consultant Team for the Destination Centre.

### **BACKGROUND**

Capital Project #1788 – River Landing Destination Centre includes the commissioning of Lundholm Associates Architects to develop a functional program plan that will include an art gallery, a public gathering space and winter haven for River Landing visitors, areas complementary to an art gallery, an underground parking garage, and an expansion of the existing Persephone Theatre. Lundholm Associates Architects (LAA) has been retained as the consultant that will serve as a professional advisor and resource to the project team (City and partners of the Destination Centre) to develop a two-stage Expressions of Interest/Request for Proposals process, for the selection of an Architectural Design Consultant Team. LAA has liaised with the Saskatchewan Association of Architects to ensure that the selection process conforms to applicable regulations and recommended procedures. LAA will also participate in the consultant team evaluation and provide expert professional perspectives on the Expressions of Interest/Request for Proposals submitted, to ensure they conform to project objectives and good museum practices.

### **REPORT**

#### Architectural Design Selection Committee

An Architectural Design Selection Committee has been identified to represent the interests of the City, Art Gallery, and Persephone Theatre. The Architectural Design Selection Committee is being established to review proposals for architects/design full provision of services for the underground parking structure, the Art Gallery of Saskatchewan, and the expansion of Persephone Theatre.

The Architectural Design Selection Committee includes the following representatives:

- Mendel Art Gallery and Civic Conservatory Executive Director
- Mendel Art Gallery and Civic Conservatory Board Chair
- Art Gallery of Saskatchewan Capital Campaign Chair
- Michael Lundholm, Lundholm Associates Architects
- City Council representative
- City of Saskatoon Special Projects Manager
- City of Saskatoon Project Services representatives
- Artist at large
- Member of the public

- Persephone Theatre representative

The role of the Architectural Design Selection Committee is to evaluate proposals and participate in the short-listed interview process to recommend an architect/design services team to the Mendel Art Gallery and Civic Conservatory Board of Trustees and subsequently to City Council for final approval. The Architectural Design Selection Committee's work will be completed following City Council approval of the architect team for the project.

The appointed City Council representative will participate in the consultant team evaluation of proposals and in the short-listed team interview process, as a member of the Architectural Design Selection Committee. The following meeting schedule has been established:

- March 24, 2010 Review of the proposals received from the Expressions of Interest. Proposals are short-listed up to a maximum of five.
- May 20, 2010 Interviews with short-listed proponents.
- June 7, 2010 Evaluation of short-listed proposals and formulation of recommendation for approval by City Council.

#### Architectural Design Consultant Team Selection Process

The Architectural Design Consultant Team selection process is a two-stage, quality based selection process. The first step of the process is the preparation of the Expressions of Interest (EOI) terms of reference. The purpose of the EOI request is to short-list a maximum of five teams that will then be requested to respond to a more detailed Request for Proposals (RFP).

The EOI (Attachment 1) has been distributed to architectural practises licensed in Saskatchewan for provision of full consultant services for this project, as this is a Provincial Association requirement. The EOI has a three-week submission period (fielding of inquiries regarding the EOI will be handled by LAA). All submissions will be reviewed by the Architectural Design Selection Committee representatives, with meetings planned to short-list the consultant teams.

The second stage of the process is to develop an RFP which will be presented to City Council for approval. Proponents short-listed from the EOI will be invited to proceed to the RFP stage. Along with the written proposals, the short-listed firms will be interviewed by the Architectural Design Selection Committee to confirm qualifications, team players, workability, effectiveness, fit with context, functionality, technical performance, budget, and schedule. City Council will review the RFP, the project scope, and the proposed budget at its meeting scheduled for April 26, 2010. The proponents short-listed will be invited to proceed to the RFP stage once City Council approval has been received. The Architectural Design Selection Committee will review the formal proposal and make a recommendation to City Council.

## **FINANCIAL IMPACT**

The project has received conditional funding approval from the Government of Canada (\$13.02 million), and Government of Saskatchewan (\$13.02 million), under the Building Canada Fund Major Infrastructure Component. Formal approval is pending the completion of the functional program plan and subsequent evaluation by Infrastructure Canada. The design consultant award of tender will proceed, subject to the City of Saskatoon receiving formal approval that federal and provincial funding has been secured.

## **SAFETY [Crime Prevention Through Environmental Design (CPTED)]**

A CPTED and Safety Committee review will be completed for this project work. Compliance to the review will be documented and included within the design development and working drawing document phase.

## **PUBLIC NOTICE**

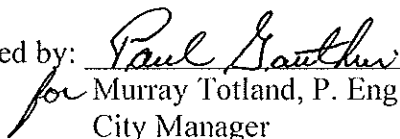
Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

## **ATTACHMENT**

1. Expressions of Interest for Professional Design Services for the Art Gallery of Saskatchewan and Related Facilities dated February 22, 2010.

Written by: Rob Tomiyama, Project Services Manager, Infrastructure Services  
Sandi Schultz, Special Projects Manager

Written and approved by:   
Sandi Schultz  
Special Project Manager

Approved by:   
for Murray Totland, P. Eng., MBA  
City Manager  
Date: March 5, 2010

## THE CITY OF SASKATOON

## Request for Expressions of Interest

Professional Design Services: Art Gallery of Saskatchewan and Related Facilities

**1.0 Introduction**

The City of Saskatoon requests Expressions of Interest (EOI) from architectural practices licensed in Saskatchewan for provision of full architectural services for this project. The project includes an underground parking structure, a complete facility for the Art Gallery of Saskatchewan (formerly the Mendel Art Gallery), and expansion of the Persephone Theatre. The site is part of the River Landing redevelopment area in the South Downtown area of Saskatoon. A site delineation plan is attached.

The Art Gallery will be a key destination in the River Landing area for both residents and visitors. Together with the Persephone Theatre and planned residential and commercial development on the adjoining site (Parcel Y), the Art Gallery will help to animate the riverfront and connect it with the Downtown.

The Design Team selection process is a two stage, modified Quality Based Selection process. The purpose for this request for EOI is to shortlist a maximum of five teams that will then be requested to respond to a more detailed Request for Proposals (RFP). It is important to note that interested firms must submit on behalf of **full design teams** including landscape architecture, all engineering disciplines, and mandatory specialists.

**2.0 Background****RIVER LANDING**

River Landing is being designed and built to be Saskatchewan's premier urban waterfront. The development of River Landing presents an exciting social, cultural, and commercial focus in one of Canada's hottest economies and fastest growing communities - a showcase and lasting legacy for the citizens of Saskatoon, the people of Saskatchewan, and proud Canadians.

The area comprising River Landing is approximately 15 hectares (37 acres) in size, located along the riverfront adjoining downtown and the neighborhood of Riversdale. A significant investment has been made or committed by federal, provincial, and municipal governments and the Meewasin Valley Authority. The overall River Landing area has been divided into a number of land parcels. Phase I consists of Parcels X and Y, east of the Idylwyld Drive Bridge. Phase II involves areas west of the bridge. Persephone Theatre was built in 2007 on Parcel X. The balance of Parcel X is designated for the Art Gallery of Saskatchewan development. Parcel Y is being offered for private sector development.

**ART GALLERY OF SASKATCHEWAN**

The Mendel Art Gallery has been Saskatoon's municipal art gallery, with significant stature and respect nationally in the art community. The Mendel's exceptional reputation has been earned through the excellence of its exhibitions, its significant collection, and its notable level of public programming. It has also achieved an enviable level of community support, including an exceptional attendance record for a gallery of its size.

The present building dates from 1963 with a significant addition in 1975. The building presents serious limitations to the Gallery's ability to fulfill its mandate. There is a shortage of space for key functions including permanent and temporary exhibition, collection storage, preparation and conservation, programs, and administration. There are also operational problems concerned with collection handling, exhibition preparation and changeover, and visitor flow. The building also has outdated mechanical and electrical systems, and is unable to consistently meet professional gallery standards.

The Mendel Art Gallery had attempted from 2001 to develop a project to expand the building on the present site, but was unable to obtain funding and support. The Board and Executive Director have now fully endorsed the proposal to construct a new facility for the Gallery as part of the River Landing project. As the Art Gallery of Saskatchewan, the Gallery will expand the scope of its exhibitions and programs, and further develop its important collection.

#### PERSEPHONE THEATRE

The Persephone Theatre was founded in 1974 with a mandate as a community-based regional theatre for Saskatoon and the surrounding area. Over the years it has developed a reputation for youth programming, production of Canadian plays, and showcasing Canadian theatrical talent. It operated out of a converted church with 300 seats from 1983 until construction of the new building which opened for its 2007/08 season. The facility includes a 450 seat main theatre and a multi-purpose black box theatre.

Budget limitations in the construction of the present facility led to reductions in the size of the black box theatre and certain support functions. A modest expansion to restore these losses is included in the present project.

### 3.0 Scope of Project

A detailed Functional Program for the project is currently being prepared, and a synopsis will be available at the RFP stage. Early estimates put the size of the building, not including the parking structure, at around 7,900 square metres. The total project budget announced previously is \$58 million. The budget and area will be refined prior to the RFP being issued. A two level, below grade parking structure is included in the project scope.

Budget and scope are currently under review and will be defined in the RFP.

#### 4.0 Schedule

The design team selection process targets are as follows:

Issue of EOI	22 February 2010
Deadline EOI	15 March 2010
Announce Short List	31 March 2010
Issue RFP	27 April 2010
Deadline RFP	20 May 2010
Presentations	20 May 2010
City Council Approval	28 June 2010
Contract Negotiation	July 2010
Start of Design	<i>tentative</i> 1 August 2010

This schedule is integrated with City approval processes so deadline extensions are very unlikely. The schedule for design and construction is to be developed jointly by the Design Team and City with a target occupancy date in 2014.

#### 5.0 Scope of Services

An Owner Team Steering Committee has been formed to represent the interests of the Art Gallery, Theatre, and City, and to coordinate the project. The Owner Team has initiated the Design Team selection process with the intention of identifying a team that will deliver a project achieving a high level of architectural excellence that attends in a balanced way to image and identity, fit in context, functionality, technical performance, and management of schedule and budget. *The team must show gallery and/or museum experience in all of the key design disciplines including architectural and engineering design.* So that the teams can be evaluated on this criteria the EOI must identify all members of the intended design team including clarity on the roles and place in the organizational structure for each. If the architectural component consists of multiple firms, the role of each and intended the business relationship must be specified. In addition, the lead architectural roles such as Design Architect and Project Architect, must be named as individuals and their credentials provided.

The scope of services is intended to be full standard services throughout all phases of the project as defined in RAIC Document Six. Additional services may be detailed in the RFP. The project will be taken through the LEED certification process. Additional specialized disciplines must be covered in the Design Team as listed below:

Architecture	Lighting Design
Landscape Architecture	Food Services Planning and Design
Structural Engineering	Parking, Structure and Design
Mechanical Engineering	Cost Estimating
Electrical Engineering	Building Science
Civil Engineering	Acoustics / Vibration

The Owner will engage separately the following disciplines:

- Geotechnical Engineering and Testing
- LEED Process Management (Design Team will participate fully – but process will be coordinated by City consultant)
- Cost Consultant (third party estimates – Design Team to include normal cost estimates required by Document Six)

The Owner Team has retained Lundholm Associates Architects (LAA), Museum Planning Consultants, as Professional Advisor through all phases of the project. LAA will provide full functional and technical design criteria through the Functional Program. Additionally, this resource will be available through the design periods for clarification and advice at no additional cost to the Design Teams. The requirements for Persephone Theatre will be limited to construction of the building shell. Extension of theatre equipment, lighting, etc, will be done by the Persephone as a later phase of construction, using their own consultants. Therefore, no specialist theatre expertise is required to be part of the Design Team.

#### **6.0 Requirements for the Expression of Interest**

The City of Saskatoon is interested in receiving brief and straightforward Expressions of Interest, making use of standard firm credentials and project references. The section requiring specific elaboration is the description and proposed organization of the Design Team. No format is prescribed, however, the following outline is suggested:

- A. Proposed Design Team including organization, business structure, lead architectural roles, and location where work will be done in each phase.
- B. Description of each firm with relevant experience
- C. Body of architectural work – with emphasis on relevant building types
- D. C.V.'s for lead architectural roles



Contact for clarification purposes:

Questions and clarifications may be requested up until 5 March 2010. Answers will be distributed as addenda by e-mail.

Address questions to  
Lundholm Associates Architects  
[mlundholm@lundholm.ca](mailto:mlundholm@lundholm.ca)  
with Saskatoon River Landing in subject line

Deadline for receipt of Expressions of Interest:

4:00 PM CST 15 March 2010

Electronic format is preferred, not exceeding 10 MB. If hard copy, eight copies are required.

Address submissions to  
City of Saskatoon  
c/o Lundholm Associates Architects  
369-401 Richmond Street West  
Toronto, Ontario M5V 3A8

[mlundholm@lundholm.ca](mailto:mlundholm@lundholm.ca)

Site definition drawing attached.