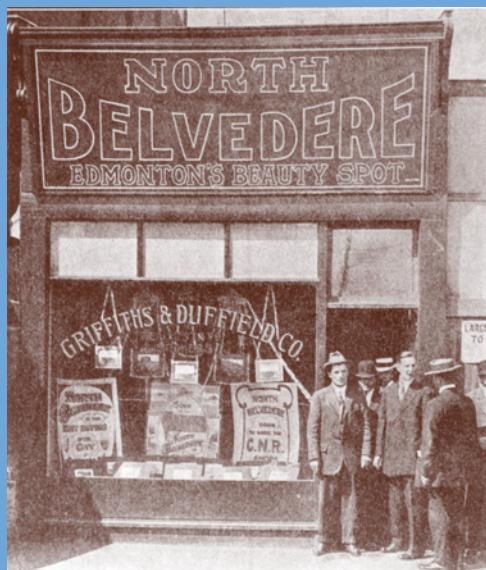


# TERMS OF REFERENCE



March 2005





March 1, 2005

Dear Interested Consultant:

**Re: Terms of Reference for an Urban Design Plan of Fort Road Old Town**

The City of Edmonton requires an interdisciplinary consultant team to prepare an Urban Design Plan, Staging / Implementation Plan, detailed Streetscape Design Plan, and draft Amendment to Zoning Bylaw and Area Redevelopment Plan Bylaw for the Fort Road Old Town Area. Work will be based on the award winning Fort Road Master Plan. Consultants must have expertise in urban design, urban planning, engineering, architecture, landscape architecture and market analysis, and must be accredited with appropriate professional associations.

Attached are the Terms of Reference upon which your proposal is to be based. The proposals will be evaluated based on the following criteria and weights: Understanding of the Project 20%, Scope of Services and Work Plan 30%, Qualifications of Firms and Project Team 20%, Management Services 10% and Fee 20%. Lowest cost bid, or any bid, may not necessarily be accepted by the City of Edmonton. The project has a 10 - month time frame.

If you have any questions concerning the proposal call, they must be submitted by email to [rick.daviss@edmonton.ca](mailto:rick.daviss@edmonton.ca) prior to March 24, 2005. If you wish to register your interest by email, you will be copied with all questions and responses that are provided to all parties.

**Please submit four (4) copies of your written proposal no later than 4:00 p.m. Thursday, March 31, 2005.**

Mailing address:

Rick Daviss, Director Real Estate Services  
Asset Management and Public Works  
Century Place, 19th Floor  
9803 – 102A Ave.  
Edmonton, Alberta T5J 3A3

Sincerely,

Rick Daviss  
Director, Real Estate Services  
Asset Management and Public Works



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## Fort Road Old Town Urban Design Plan



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# PROJECT

# 1



- 1.1 Background
- 1.2 Purpose
- 1.3 Project Area
- 1.4 Applicable Plans

## 1.1 Background

On November 26, 2002, City Council approved the Fort Road Old Town Master Plan.

On September 23, 2003 City Council approved the Capital Budget and the Fort Road Old Town Master Plan Implementation Report.

In 2004 the Fort Road Old Town Master Plan received an Award of Excellence from the Alberta Association, Canadian Institute of Planners.

The primary goal of the proposed redevelopment project is to revitalize approximately 21 hectare site in the historic Fort Road Old Town while accommodating the increase of vehicular traffic on Fort Road. In doing so the project is to enhance commercial activity and encourage high-density residential housing within a short walking distance of the Belvedere LRT Station.

## 1.2 Purpose

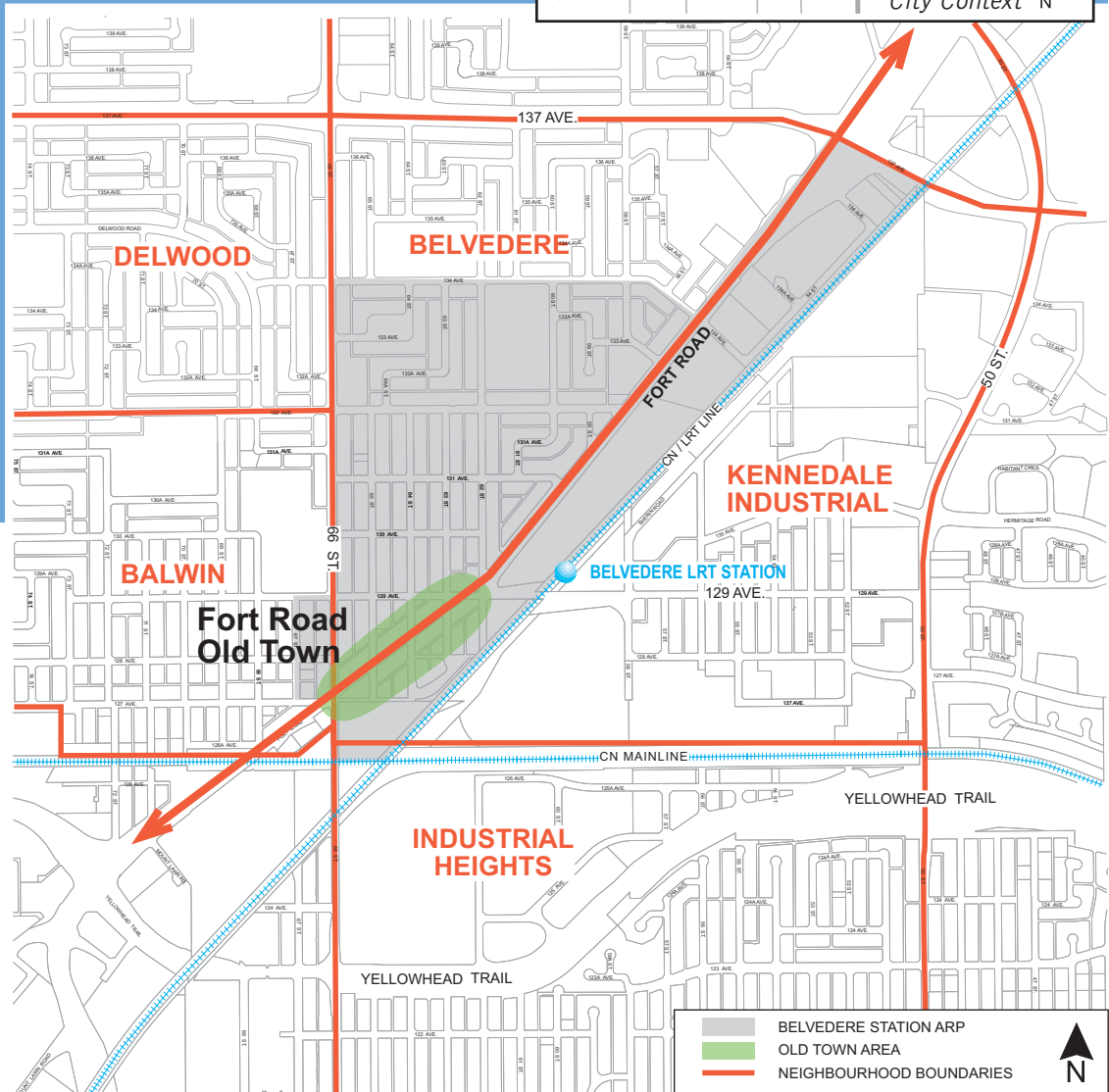
Prepare a detailed Urban Design Plan and Urban Design Guidelines for the implementation of the award winning Fort Road Old Town Master Plan. Taking into consideration land use / density analysis and transportation analysis, the Urban Design Plan, guidelines, streetscape improvements, proposed zoning and marketing strategy should create a vibrant high density mixed use, residential / commercial transit-oriented community.

### 1.3 Project Area

The Project Area of this project extends along Fort Road from 66 Street to 129 Avenue (see attached map) including areas east and west of Fort Road, with the east boundary being the LRT tracks and the west boundary being the lane north of Fort Road. The Study Area should also include, to a lesser degree, the area around Belvedere Station and area from 66 Street to the CN rail bridge. The area of influence beyond these boundaries should also be taken into account in order to provide context for the subject area.



Context Within Northeast Edmonton



## 1.4 Applicable Plans

The following documents should be reviewed as they affect the Study Area (*documents available for review in the Planning and Development Library 6<sup>th</sup> floor Allstream Tower or online @ [www.edmonton.ca](http://www.edmonton.ca), specifically *infrastructure&planning / planning*):*

- Fort Road Old Town Master Plan, 2002
- Fort Road Old Town Master Plan Implementation Report, 2003
- Belvedere Station Area Redevelopment Plan Bylaw, 1980
- Design Guide for Safer City, 1995
- Multi-use Trail Corridor Study, 2001
- Smart Choices for Developing Our Community, a Catalogue of Ideas, 2003
- Edmonton's Municipal Development Plan, Plan Edmonton, 2001
- Edmonton's Transportation Master Plan, 1999
- Kennedale Industrial ASP, 1981
- Also available are the initial design for the Fort Road widening and Multi-use Trail alignment.

# PRODUCT

## 2



### 2.1 Consultant Outputs

## 2.1 Consultant Outputs

The consultant will:

#### 2.1.1 Review, assess and/or conduct:

- Master Plan, land use and density analysis
- transportation analysis based on new development
- services analysis and design to respond to proposed land use pattern and densities
- existing and proposed subdivision design analysis
- Implementation Report and marketing analysis
- pedestrian priority corridor / zone based on the Fort Road Master Plan and the Belvedere ARP.
- submit preliminary analysis of development concept including any suggestions to enhance or modify the Fort Road Old Town Master Plan

#### 2.1.2 Prepare a detailed Urban Design Plan for the Project Area (map - pg. 18) - The Urban Design Plan will define in two and three dimensions the fundamental type of urban form that the area could exhibit after redevelopment. The Plan should address the following:

- distribution of uses and densities
- open space system (streets, sidewalks, parks and other open spaces)
- pedestrian and vehicular circulation system, including pedestrian priority zones, and the pedestrian interface with roadways and buildings
- overall height and massing of buildings
- relationship between streets and buildings
- primary public entrances

- integration of new development with transit service
  - integration of affordable housing
  - integration of new development with existing development
  - opportunities for public art
  - microclimate, sun / shade and wind condition
  - amenities / elements that would increase safety and security, by means of crime prevention through environmental design (CPTED)
  - fit / integration with surrounding neighbourhoods
- 2.1.3 Prepare a three dimensional marketing model of the Project Area.
- 2.1.4 Prepare a staging and implementation plan for the Urban Design Plan, including but not limited to:
- incorporate affordable housing component as required by section 3.2 of Fort Road Old Town Master Plan Implementation Report
  - development strategy / phasing, including conditions of land sale
  - preliminary cost estimates for proposed design scheme
- 2.1.5 Prepare a proposed Drainage Design Report and a Hydraulic Network Analysis for the Project Area (excluding Fort road), as specified in City of Edmonton Design and Construction Standards based upon the proposed land use pattern and densities.
- 2.1.6 Prepare detailed design, suitable for construction tendering, for streetscape improvements along Fort Road for the Study Area, identifying streetscape elements such as lighting, landscaping, street furnishing, intersection treatment, median treatment and parking in conjunction with detailed roadway design. An urban design vocabulary is required to ensure consistent theme.
- 2.1.7 Prepare conceptual design ideas and guidelines for parks and all streets and open spaces within the project area.
- 2.1.8 Prepare a conceptual design for the multi-use trail.
- 2.1.9 Prepare draft amendments to relevant Statutory Plans (i.e. Belvedere Area Redevelopment Plan, Zoning Bylaw including and Main Street Commercial Zone, and Overlays including Pedestrian Commercial Shopping Street Overlay etc.) and a tentative plan for subdivision based on the Urban Design Plan.
- 2.1.10 Prepare a conceptual Urban Design Plan for the area immediately around Belvedere LRT Station.
- 2.1.11 The Consultant will be responsible to organize, prepare materials and conduct meetings, as well as, document, edit, analyse and distribute information resulting from:
- All public consultation initiatives
  - All stakeholder meetings
  - Attendances at related steering committee meetings, workshops and associated Public hearings to present the draft and recommended Plan.

All aforementioned outputs (2.1.1 - 2.1.11) should be included in one final comprehensive report. Upon Completion of documentation all output will become Property of the City of Edmonton.

The Consultant will produce twenty (20) hard copies of the Urban Design Plan used for circulation and twenty (20) copies of the final documentation once approved by Council. At least one (1) of these copies will be unbound. The Consultant will also provide all documentation digitally in a format compatible with the City's software to the satisfaction of the City of Edmonton's Information Technology Department.

# METHOD

## 3



- 3.1 Process
- 3.2 Project Team
- 3.3 Timelines
- 3.4 Timeline Overview

### 3.1 Process

The consultant will:

- Report to Asset Management and Public Works;
- Conduct selective individual interviews i.e. Representatives from the Belvedere Community League, Ward 3 Councillors, the Project Team and the Steering Committee;
- Consultant to provide written monthly progress reports for submission to the steering committee. Progress meetings will be held as required;
- Hold two public meetings to present draft and final plans to the community; and
- Review the existing feasibility analysis, and establish a marketing strategy with Asset Management and Public Works which describes the target markets for both the commercial and residential components. The 3D model and Architectural Guidelines are to visually and graphically communicate the intended built form to the purchasers of land.

The output will be reviewed periodically by the steering committee. The Urban Design group of the Planning and Development Department will provide assistance to Asset Management and Public Works regarding urban design issues and outputs.

## 3.2 Project Team

The Project Team will review / advise the consultant's work. The Team will consist of officials from the City and local business community:

- Asset Management and Public Works Department
- Planning and Development Department
- Transportation and Streets Department
- Community Services Department
- Fort Road Business Association

## 3.3 Timelines:

The project should be completed within a 10 month period from the date of contract award.

### Consultant Work

May 2, 2005 – February 28, 2006

#### Phase I

- Detailed project review and analysis:
  - land use and density
  - transportation
  - servicing to respond to proposed land use pattern / densities
  - subdivision design
  - marketing
- Key Person interview / consultation
- Preliminary Ideas workshop with Project Team

#### Phase II

- Prepare a conceptual / preliminary Urban Design Plan
- Prepare a conceptual / preliminary streetscape improvements for Fort Road and Project Area and multi-use trail
- Prepare a conceptual design for parks, all streets and open spaces
- Prepare conceptual urban design ideas for the area around Belvedere LRT Station

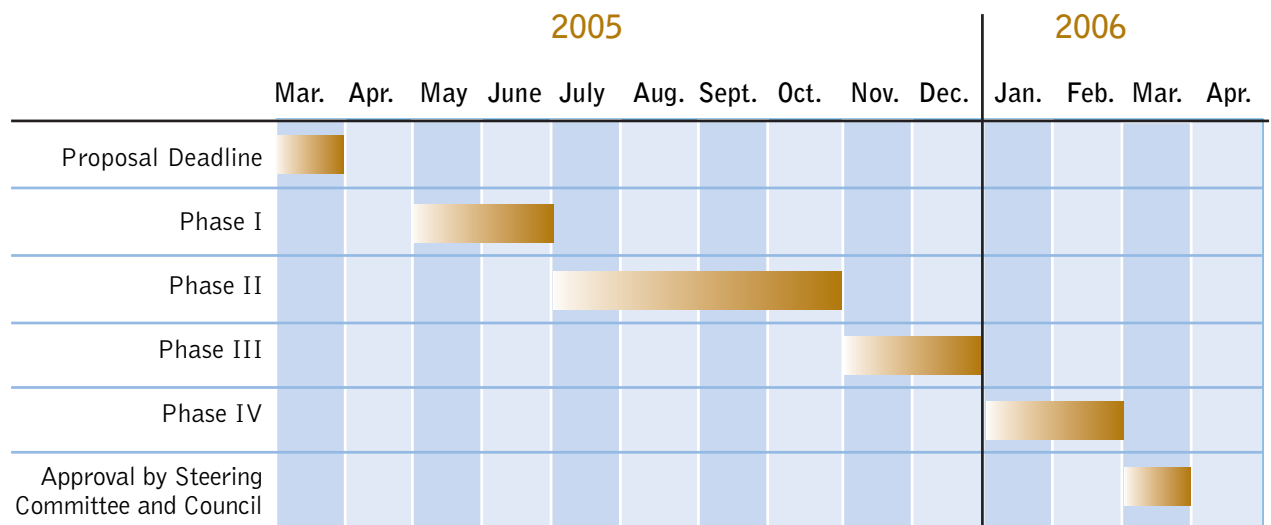
#### Phase III

- Prepare conceptual / preliminary development, servicing, implementation and financing plans.
- Prepare Draft Statutory Plan and Zoning Amendments
- Public meeting to present conceptual / preliminary plans to the community
- Prepare detailed design for streetscape improvements along Fort Road and Project Area in conjunction with detailed roadway design

#### Phase IV

- Prepare final documents and presentation materials
- Prepare detailed design for multi-use trail
- Public meeting to present final plans to the community

### 3.4 Timeline Overview



Approval by Steering Committee March 1, 2006 – April 6, 2006

# PROPOSAL CALL

## 4



### 4.1 Consultant Qualifications

### 4.2 Submission

### 4.3 Consultant Fee

## 4.1 Consultant Qualifications

The consultant team will demonstrate interdisciplinary design expertise in the following areas:

- Urban planning
- Urban design
- Architecture
- Landscape architecture
- Engineering
- Market analysis

The consultant should divulge any and all interest with any property owners or developers in the subject area.

## 4.2 Submission

The following information must be included in the proposal:

- Team members, with respective credentials
- Overall approach to the project and brief description of type of output
- Examples of design guidelines, with illustrations and applicable urban design projects
- Proposed consultant fees

Two weeks before proposal submission the Administration will hold a meeting to discuss any questions and concerns from interested consultants.

**The deadline for receiving four (4) copies of proposals is 4:00 p.m.;  
Tuesday, March 31, 2005. Proposals must be received at the following address:**

Attention: Rick Daviss, Director Real Estate Services  
Asset Management and Public Works  
Century Place, 19<sup>th</sup> Floor  
9803 – 102A Ave.  
Edmonton, Alberta T5J 3A3  
Phone: (780) 496-6261 Fax: (780) 496-6189

### 4.3 Consultant Fee:

The upset limit for Consultant fees is \$300,000.00 including GST.

The City reserves the right to select a consultant who has submitted a proposal that is not the lowest cost proposal. The City reserves the right to not select any consultant based on the proposals submitted and may request further submissions or choose a different method of selecting a consultant to perform the work for the package.

Consultant team to provide a detailed outline of estimated costs to complete Urban design Plan and related scope, within the estimated budget of no more than \$300,000.00 including per diems and anticipated expenses. Costs to include all staff time, advertising and facility rental costs, disbursements and GST.

# APPENDICES

## 5



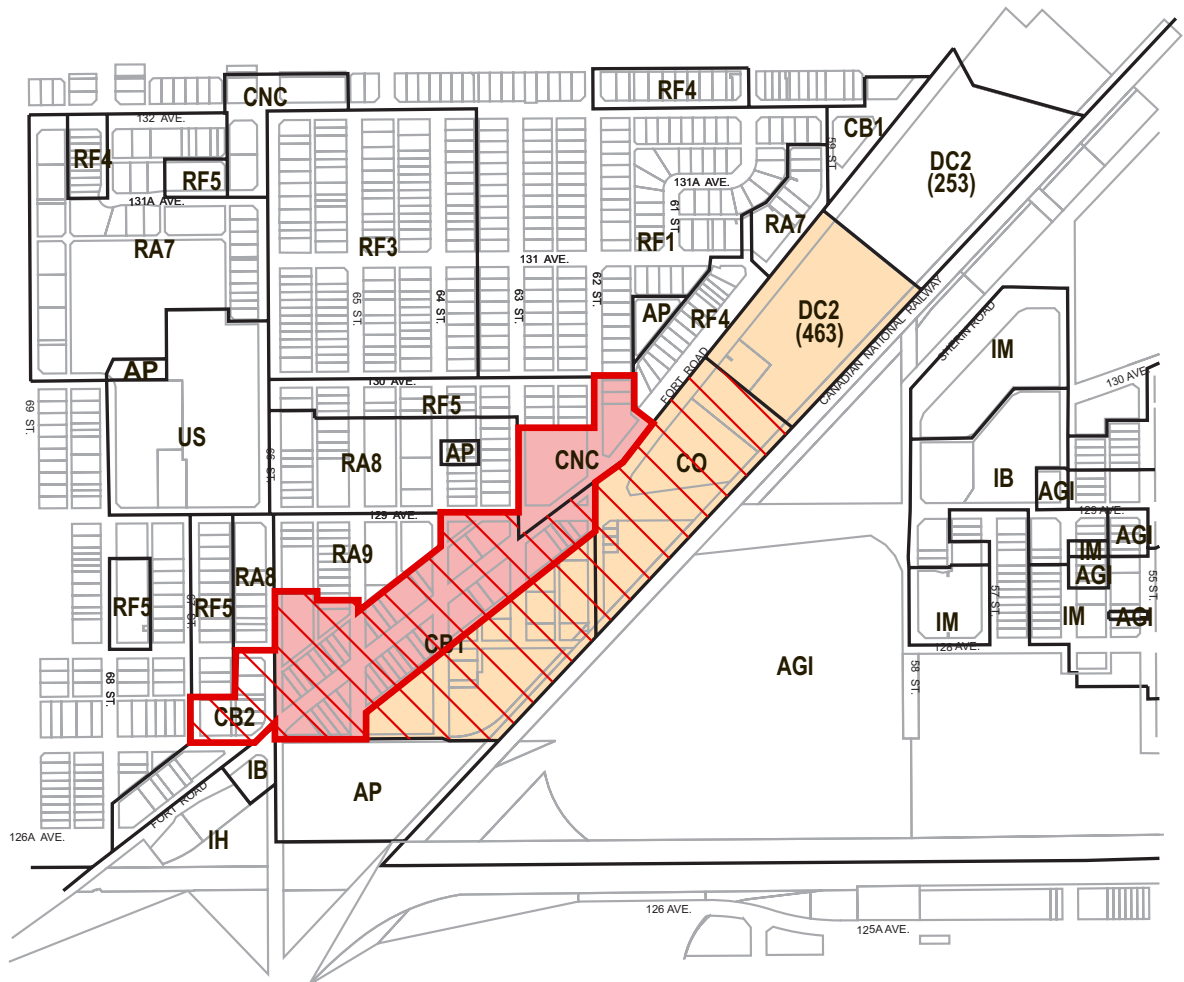
### 5.1 Attached Information

#### 5.1 Attached Information:

The following information is attached:

- Fort Road Old Town Zoning Map
- Fort Road Old Town air photo
- Project Area Maps
- Aerial photos

# Proposed Zoning Map - November 2004



## EXISTING ZONING

- RF1 Single Detached Residential
- RF3 Low Density Development
- RF4 Semi-Detached Residential
- RA7 Low Rise Apartment
- RA8 Medium Rise Apartment
- RA9 High Rise Apartment
- CB1 Low Intensity Business
- CB2 General Business
- CO Commercial Office
- IB Industrial Business
- RF5 Row Housing
- IM Medium Industrial
- IH Heavy Industrial
- AP Public Park
- US Urban Service
- AGI Industrial Reserve
- DC2 Site Specific Development Control Provision
- CNC Neighbourhood Convenience

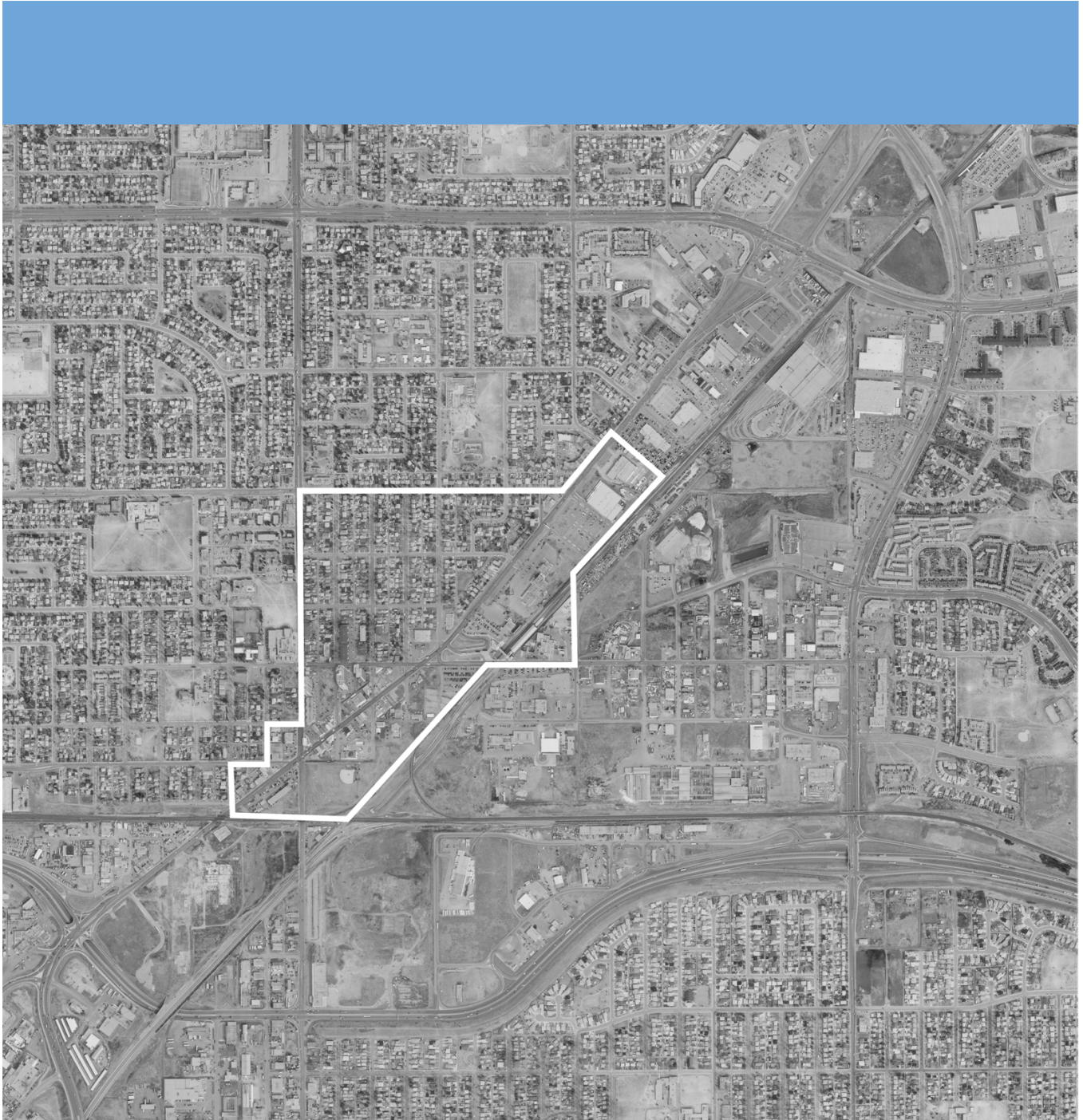
## PROPOSED ZONING CHANGES

- Proposed rezoning to DC1 (commercial area)
- Proposed rezoning to DC1 (high density residential / mixed use area)

## PROPOSED PEDESTRIAN COMMERCIAL SHOPPING STREET OVERLAY CHANGES

- Existing Pedestrian Commercial Shopping Street Overlay provisions
- Proposed Pedestrian Commercial Shopping Street Overlay provisions

## Area of Influence / Arial Map - November 2004



## Study Area - November 2004

