



## 2022-RFP-001: Streetscape and Urban Landscape Design Services

### Questions and Answers

The following questions were received by March 9, 2022.

#### **1. What stakeholders have been identified for this project?**

Thus far, we have identified the following primary stakeholders:

- Local business owners and property owners (generally, the businesses in the downtown area rent their premises).
- General Community – this is a major project for the town, and staff anticipate significant public interest and involvement.
- Local First Nations groups – The Town of Deep River was built on land expropriated from several families, some of which still reside in the area.
- Specific local community groups, including
  - Deep River Horticultural Society – which has knowledge and interest in the landscaping aspects of the project. They have expressed interest in being involved in the project)
  - Deep River Clock Museum – which will be fundraising and donating a window clock for the Town Hall, and possibly two post clocks for the downtown area)
  - Rotary Club – who are installing a gazebo at the playground alongside the Community Centre. Previously, the Rotary Club has been involved in several projects improving public facilities and local landscape.
  - Nuclear Heritage Society – which has extensive knowledge of the history of Deep River. They have proposed highlighting Deep River’s Nobel Prize winners through a public display or park.
  - Others – Deep River has over 100 local clubs and associations.
- Deep River Yacht and Tennis Club – the club premises are a significant part of the waterfront area.
- Fisheries and Oceans Canada – the federal agency responsible for managing the Ottawa River.

Canadian Nuclear Laboratories and Atomic Energy Canada Limited will be key stakeholders for both areas. They own significant land in the downtown and waterfront areas and have office buildings in the downtown area. Both are also strategic partners of the Town.

Town staff can facilitate identifying further stakeholders when the project is initiated. We will also support any engagement and ongoing communications that may be planned.

**2. Will mapping of the downtown and waterfront be made available to the successful proponent?**

We have access to the County of Renfrew's mapping and GIS data. This will be made available as necessary.

**3. Will a topographic survey, geotechnical reports, or any other technical studies be made available to the successful proponent? Any other background materials?**

We will provide all available information.

**4. Will the specialist marina contractors noted on pg 8 of the RFP be engaged by the Town under a separate contract?**

Yes. We have worked with a specialist contractor about potential designs and locations for the marina expansion in the past. There are several possible options for locating the marina expansion. The intention is for the architectural firm to understand the options available to be incorporated into the design of the larger area.

**5. How many community consultation sessions should be included in the scope of work?**

This is at the discretion of the successful proponent. Note, however, that Deep River has an active and involved community. For example, a recent survey related to the possible development of vacant lands attracted over 400 responses, almost 10% of the residential population.

We further suggest that in-person workshops and meetings would be most appropriate for this project.

**6. Page 3 and 4, and 7 of the RFP refer to guiding policies – is this intended to read guiding principles? Writing planning policy is an involved task that may be beyond the scope of this RFP.**

Yes – thank you for highlighting this error. The intention is for the deliverable of this project to be used as guiding *principles* for future improvements. The development of any supporting *policies* is outside of the scope of this project.

**7. Page 6 of the RFP suggests that a detailed description of supporting policies may be required. Please clarify whether this should be included in the scope of work / deliverables contract.**

The intention is to identify what (if any) supporting policies would be needed to support the implementation of the design (for example, secondary plans, zoning bylaw amendments, etc.). The development of the policies is not included in the scope of this project, although we would like a brief summary of what the typical content would need to be able to scope their development.

**8. Page 8 identifies sample construction details as a deliverable for this project. Given the broad scope of work and budget, would concepts for proposed features which convey the location, size, materials and character of the proposed element be acceptable?**

Yes, that would be acceptable.

**9. When will the project work commence, and when is the final deliverable due to be submitted to the Town?**

The timing of the project is flexible. Ideally, this project should be completed by the end of September 2022. This would allow any follow-on projects and high-priority improvements to be included in budget considerations for 2023.

**10. Will the Town be responsible for booking venues and circulating invitations for community consultation sessions?**

Yes. The Town has several facilities suitable for this and will coordinate any invitations and public notices.

---