



## **REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS**

**Title:** Design Services for Nicomekl Riverfront Park Hadden Mill & Oxbow zones

**Reference No.:** 1220-050-2020-006

### **FOR PROFESSIONAL SERVICES**

(General Services)  
Issue Date: May 26, 2020

**REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS**

**PRE-QUALIFICATION OF DESIGN SERVICES FOR NICOMEKL RIVERFRONT PARK**

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# REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

## 1. INTRODUCTION

### 1.1 Purpose

The purpose of this Request For Expressions of Interest and Statements of Qualifications (the “RFEOI/SOQ”) is to:

- (a) invite Submissions from Respondents that describe the desire, expertise, capability of the Respondent to undertake the project described in Schedule A – scope of Services; and
- (b) select a Respondent or Respondents who may be invited to participate in a competitive solicitation process. The City’s competitive solicitation document is being developed for later release.

This RFEOI/SOQ is a general call intended to capture the maximum number of qualified eligible Consultants together with company specific information about the Consultant responding to the call. All information shall be reviewed by the City’s Evaluation Team. It shall be at the discretion of the City to accept or reject responses from any Consultant who elects to submit a pre-qualification Submission.

The City reserves the right to not accept any Submission and to reissue this pre-qualification at the sole discretion of the City.

To ensure adequate competition the City reserves the right to reissue this pre-qualification to additional consultants as needed.

### 1.2 Definitions

In this RFEOI/SOQ the following definitions shall apply:

- (a) “**BC Bid Website**” means [www.bcbid.gov.bc.ca](http://www.bcbid.gov.bc.ca);
- (b) “**City**” means the City of Surrey;
- (c) “**City Representative**” has the meaning set out in Section 2.4;
- (d) “**City Website**” means [www.surrey.ca](http://www.surrey.ca);
- (e) “**Date**” has the meaning set out in Section 2.3;
- (f) “**Evaluation Team**” means the team appointed by the City;
- (g) “**Information Meeting**” has the meaning set out in Section 2.2;
- (h) “**Preferred Respondent(s)**” means the Respondent(s) selected by the Evaluation Team;

- (i) **“Respondent”** means an entity that submits a Submission;
- (j) **“RFEOI/SOQ”** means this Request for Expressions of Interest and Statements of Qualifications;
- (k) **“Services”** has the meaning set out in Schedule A; and
- (l) **“Submission”** means a submission submitted in response to this RFEOI/SOQ.

## 2. INSTRUCTIONS TO RESPONDENTS

### 2.1 Address for Submission Delivery

The Respondent may submit a Submission either by email or in a hard copy, as follows:

The Respondent should submit the Submission electronically in a single pdf file which must be received by the City by email at: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)

**PDF emailed Submissions are preferred** and the City will confirm receipt of emails. Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Respondents should phone to confirm receipt. A Respondent bears all risk that the City’s computer equipment functions properly so that the City receives the Submission.

### 2.2 Information Meeting

An information meeting may be hosted by the City Representative to discuss the City’s requirements under this RFEOI/SOQ (the **“Information Meeting”**). While attendance is at the discretion of Respondents, Respondents who do not attend will be deemed to have attended the Information Meeting and to have received all of the information given at the Information Meeting. **At the time of issuance of this RFEOI/SOQ a meeting has not been scheduled.**

### 2.3 Date

The City would prefer to receive Submissions on or before June 9<sup>th</sup>, 2020. The City’s office hours are 8:30 a.m. to 4:30 p.m., Monday to Friday, except statutory holidays.

### 2.4 Inquiries

All inquiries related to this RFEOI/SOQ should be directed in writing to the person named below (the **“City Representative”**). Information obtained from any person or source other than the City Representative may not be relied upon.

Name: Richard D. Oppelt, Manager, Procurement Services  
Email: [purchasing@surrey.ca](mailto:purchasing@surrey.ca)  
Reference No.: 1220-050-2020-006

Inquiries should be made no later than seven (7) business days before the closing Date. The City reserves the right not to respond to inquiries made within seven (7) business days of the closing Date. Inquiries and responses will be recorded and may be distributed to all Respondents at the discretion of the City.

Respondents finding discrepancies or omissions in the RFEOI/SOQ documentation or having doubts as to the meaning or intent of any provision should immediately notify the City Representative. If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will issue an addendum in accordance with Section 2.5. No oral conversation will affect or modify the terms of this RFEOI/SOQ nor be relied upon by any Respondent.

## **2.5 Addenda**

If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will post a written addendum on the BC Bid website at [www.bcbid.gov.bc.ca](http://www.bcbid.gov.bc.ca) (the “BC Bid Website”) and the City website at [www.surrey.ca](http://www.surrey.ca) (the “City Website”) and upon posting will be deemed to form part of this RFEOI/SOQ. No amendment of any kind to the RFEOI/SOQ is effective unless it is posted in a formal written addendum on the City Website. Upon submitting a Submission, Respondents will be deemed to have received notice of all addenda that are posted on the City Website.

## **2.6 Status Inquiries**

All inquiries related to the status of this RFEOI/SOQ, including whether or not a Respondent has been selected, should be directed to the City Website and not to the City Representative.

# **3. SUBMISSION FORM AND CONTENT**

## **3.1 Form of Statements of Qualifications**

Interested parties should submit the following information which will be used in the evaluation of pre-qualification of Respondents:

### **(a) Experience, Reputation and Resources:**

- (i) A letter clearly presenting the Respondent’s request to be qualified;
- (ii) Provide a brief description of the Respondent’s current business;
- (iii) Respondent’s relevant experience and qualifications in delivering services similar to those described by this RFEOI/SOQ;
- (iv) Respondent’s demonstrated ability to provide the Services;
- (v) Respondent’s references (name and telephone number). The City preference is to have a minimum of three references;
- (vi) Respondent should provide information on the background and experience of all key personnel proposed to undertake the Services;

- (vii) Respondent should provide information on the background and experience of all sub-contractors proposed to undertake a portion of the Services, if any;
- (viii) Respondent should demonstrate their ability to coordinate their consultants in a manner that goes beyond simply integrating their work with the work of their sub consultants;
- (ix) Respondent should describe how they will build an effective working relationship with consultants involved on related projects – the integration of the park design work with the DMAF engineering projects is unique; and
- (x) Respondent should articulate how they will work with and incorporate First Nations and Urban Indigenous ideas and processes into the design process.

**(b) Technical Response (Services):**

- (i) Provide a narrative that illustrates an understanding of the City's requirements and Services;
- (ii) Provide a description of the general approach and methodology that the Respondent would take in performing the Services;
- (iii) Provide a narrative that illustrates how the Respondent will complete the scope of Services, manage the Services, and accomplish required objectives within the City's schedule;
- (iv) Submit a copy of your firm's Health, Safety and Environmental Policy;
- (v) Provide a copy of your firms Quality Assurance and Quality Control procedures and details of recent performance achievement and accreditation awarded;
- (vi) Provide a letter from the Respondent's insurer confirming that, if successful, the Respondent will be able to meet the insurance requirements and generally in compliance with the City's sample insurance certificate form available on the on the City's Website at [www.surrey.ca](http://www.surrey.ca) search [Consultants Certificate of Insurance](#);
- (vii) Provide a copy of your current Workers' Compensation Board Clearance Letter in good standing;
- (viii) Provide a list of the significant reports that you would anticipate providing the City's management team, including their relationship to project milestones;
- (ix) Provide confirmation of your ability to undertake the Services commencing in October, 2020;
- (x) Respondent should indicate if it is involved in any litigation, or any pending litigation, of any contractual dispute;
- (xi) Respondent should provide information on how they plan to incorporate several technical, special interest and design disciplines into overall design solutions (Environment, Social, Heritage, Art, Recreation and Indigenous interests);

- (xii) Respondent should demonstrate their ability to incorporate indigenous and historical cultural elements into wayfinding, naming and signage recommendations;
- (xiii) Respondent should provide a plan to achieve social procurement objectives through provision of Community Employment Benefits (“CEB”, a federal funding requirement) in terms of both the design team and the design solutions proposed for implementation; Note: CEB target groups include indigenous peoples, apprentices, women, persons with disabilities, veterans, youth, recent immigrants and small social enterprises;
- (xiv) Respondent should describe their ability to prepare design solutions for landscape features and ground works that are designed to flood and/or that can withstand inundation and that can be easily re-established following a flooding event; and
- (xv) Respondent should articulate how they will design for and achieve Federal and Provincial regulatory approval with Environmental Permits, etc.

**The City reserves the right to request Respondents to submit additional information as may be required to complete or evaluate the Submissions.**

### **3.2 Signature**

The Submission should be signed by a person authorized to sign on behalf of the Respondent and include the following:

- (a) If the Respondent is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Submission should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Submission on behalf of the corporation is submitted;
- (b) If the Respondent is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the City that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Respondent is an individual, including a sole proprietorship, the name of the individual should be included.

## **4. EVALUATION AND SELECTION**

### **4.1 Evaluation Team**

The evaluation of Submissions will be undertaken on behalf of the City by an Evaluation Team appointed by the City (the “**Evaluation Team**”), which may consist of one or more persons. The Evaluation Team may consult with others including City staff members, third party consultants and references, as the Evaluation Team may in its discretion decide is appropriate. The Evaluation Team will give a written recommendation for the selection of a Preferred Respondent or Preferred Respondents to the City.

### **4.2 Evaluation Criteria**

The Evaluation Team will compare and evaluate all Submissions to determine the Respondent’s strength and ability to provide the Services in order to determine the Submission, or Submissions, which is/are most advantageous to the City, using the following criteria:

**(a) Experience, Reputation and Resources**

The Evaluation Team will consider the Respondent’s responses to items in Section 3.1(a) – Form of Statements of Qualifications.

**(b) Technical (Services)**

The Evaluation Team will consider the Respondent’s responses to items in Section 3.1(b) – Form of Statements of Qualifications.

The Evaluation Team will not be limited to the criteria referred to above, and the Evaluation Team may consider other criteria that the team identifies as relevant during the evaluation process. The Evaluation Team may apply the evaluation criteria on a comparative basis, evaluating the Submissions by comparing one Respondent’s Submission to another Respondent’s Submission. Specific weightings are not assigned to the individual evaluation criteria. All criteria considered will be applied evenly and fairly to all Submissions.

### **4.3 Litigation**

In addition to any other provision of this RFEOI/SOQ, the City may, in its absolute discretion, reject a Submission if the Respondent, or any officer or director of the Respondent submitting the Submission, is or has been engaged directly or indirectly in a legal action against the City, its elected or appointed officers, representatives or employees in relation to any matter, or if the City has initiated legal action.

In determining whether or not to reject a Submission under this section, the City will consider whether the litigation is likely to affect the Respondent’s ability to work with the City, its consultants and representatives and whether the City’s experience with the



Respondent indicates that there is a risk the City will incur increased staff and legal costs in the administration of an agreement if it is awarded to the Respondent.

#### **4.4 Additional Information**

The Evaluation Team may, at its discretion, request clarifications or additional information from a Respondent with respect to any RFEOI/SOQ, and the Evaluation Team may make such requests to only selected Respondents. The Evaluation Team may consider such clarifications or additional information in evaluating a Submission.

#### **4.5 Interviews**

The Evaluation Team may, at its discretion, invite some or all of the Respondents to appear before the Evaluation Team to provide clarifications of their Submission. In such event, the Evaluation Team will be entitled to consider the answers received in evaluating Submissions. Respondent management and technical personnel will be expected to participate in presentations, demonstrations and/or interviews, which will be made at no cost to the City.

All information and documents provided by the Respondents or gathered by the Evaluation Team during a presentation, demonstration or an interview may be considered by the Evaluation Team, which may revisit and re-evaluate the Respondent's Submission or ranking on the basis of such information and documents.

### **5. GENERAL CONDITIONS**

#### **5.1 No City Obligation**

This RFEOI/SOQ is not a tender and does not commit the City in any way to pre-qualify a Respondent(s), and the City reserves the complete right to at any time reject all Submissions, and to terminate this RFEOI/SOQ process.

#### **5.2 Respondent's Expenses**

Respondents are solely responsible for their own expenses in preparing, and submitting a Submission, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from this RFEOI/SOQ. The City and its representatives, agents, consultants and advisors will not be liable to any Respondent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Respondent in preparing and submitting a Submission, or participating in subsequent proposal requests, negotiations for an agreement, or other activity related to or arising out of this RFEOI/SOQ.

### **5.3 No Contract**

By submitting a Submission and participating in the process as outlined in this RFEOI/SOQ, Respondents expressly agree that no contract of any kind is formed under, or arises from, this RFEOI/SOQ, and that no legal obligations arise.

### **5.4 Conflict of Interest**

A Respondent shall disclose in its Submission any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

### **5.5 Solicitation of Council Members and City Staff**

Respondents and their agents will not contact any member of the City Council or City staff with respect to this RFEOI/SOQ, other than the City Representative named in Section 2.4, at any time prior to the award of an agreement or the cancellation of this RFEOI/SOQ, and the City may, at its discretion, reject the Submission of any Respondent that make any such contact.

### **5.6 Confidentiality**

All Submissions become the property of the City and will not be returned to the Respondent. All Submissions will be held in confidence by the City unless otherwise required by law. Respondents should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

## **6. CITY DISCLAIMER**

- a. The information in this RFEOI/SOQ and any further supporting documentation is provided for reference purposes only. It is the responsibility of interested parties to confirm the accuracy and applicability of this information. All costs related to updating or acquiring additional information shall be born solely by the Respondent. The information contained in this RFEOI/SOQ has been prepared, in part, on information provided by others, and such information is believed to be accurate and reliable. However, by its receipt of this RFEOI/SOQ, each Respondent remises, releases, and forever discharges the City and its representatives (including staff and consultants and other professional advisors) from any and all claims which such person has, have, or may hereafter have arising out of any information contained herein. Any party who intends to submit a response to this RFEOI/SOQ is specifically invited to independently verify the accuracy of the information contained herein.
- b. The City shall not be obligated to review or accept any Submission and may reject any or all Submissions without giving reasons therefore.

- c. All negotiations and discussions with Respondents are on a “without prejudice” basis and cannot be construed as an agreement, and/or otherwise unless expressly approved by City Council and a written agreement is signed by the City.
- d. The City may negotiate with any one or more of the Respondents without having any duty or obligation to advise or allow any other Respondents to vary their Submission or otherwise negotiate with the City.
- e. The City may enter into discussions to clarify issues related to any Submission. If at any time the City reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached, the City may give notice terminating discussions, but is under no obligation to do so.
- f. The City does not authorize any other person or agency to represent the Project on its behalf without the prior written approval of the City.
- g. By submitting a Submission and participating in the process as outlined in this RFEOI/SOQ, Respondents expressly agree that no contract of any kind is formed under, or arises from, this RFEOI/SOQ process.

**7. DISCLAIMER**

Notwithstanding anything contained herein, the Respondent agrees that he shall take all necessary steps to confirm the accuracy of this RFEOI/SOQ and agrees that the City shall have no liability whatsoever in respect of any losses or damages of any kind howsoever arising in relation to this RFEOI/SOQ.

## SCHEDULE A

### SCOPE OF SERVICES

#### 1. SCOPE OF SERVICES

The City of Surrey (the “City”) is seeking an integrated multidisciplinary team to undertake the preparation of park design details consistent with the Concept and Management Plans approved for the park and to act as a liaison with consultants working on other related Disaster Mitigation and Adaptation Fund (DMAF) projects.

The Nicomekl Riverfront Park is part of the City’s [Coastal Flood Adaptation Strategy \(CFAS\)](#) & [Disaster Mitigation and Adaptation Fund \(DMAF\)](#) program. The DMAF program is an extensive, multi-year group of projects aimed at mitigating the effects of sea level rise and coastal flooding. The Nicomekl Riverfront Park is also a significant project in implementing various other City strategies and guidelines such as the: [2018 Parks, Recreation and Culture 10-year Strategic Plan](#), [Biodiversity Conservation Strategy \(BCS\)](#), [Sustainability Charter 2.0](#), [Blueways Master Plan](#), [Natural Areas Master Plan \(NAMP\)](#) and the [All Our Relations Social Innovation Strategy](#). These strategies and guidelines are available for review on the [City’s website](#), and are outlined briefly in the Nicomekl Riverfront Park Management Plan.

#### 1. General Project Information

The Nicomekl River is one of three significant fish bearing river systems in Surrey. Beginning in Langley, it runs roughly west, primarily through farmland, emptying into Boundary Bay. For the majority of the river, it is bounded on the north side by farmland (Agricultural Land Reserve) and on the south side by private property. The City is in the process of acquiring the last few pieces of parkland to create the [Nicomekl Riverfront Park](#). This new 3km linear park will [extend along the south side of the Nicomekl river from Elgin Rd to 40th Ave](#) and connect to the larger green network.

**Figure 1 – Nicomekl Riverfront Park Area**



Surrey envisions the Nicomekl Riverfront Park as a significant ecological corridor within the city that maintains biodiversity and protects habitat connectivity while managing for human access along the river and park. Though the goal is to weave together ecology, heritage, public art, recreation, infrastructure, and innovative adaptations to climate change and sea level rise, habitat protection and enhancement is the primary objective of the park. Public access throughout the park will be achieved by a natural riverfront pathway experience along the 3km length of the park with blueway access points for kayaks, canoes and paddleboards. The park will be a new destination for walking, cycling, paddling, play, education, public art, community gathering and nature and heritage interpretation.

The challenge in designing and managing the Nicomekl Riverfront Park is to find the appropriate balance between protecting the natural environment and allowing public access. Therefore, the park is intended to be designed as a multifunctional space that will incorporate public amenities, gathering spaces and art/heritage elements with overall environmental/ecological preservation, protection and flood management measures, such as;

- Accepting and conveying flood waters through the park and adapting the landscape to be flood-tolerant using soft drainage features and Low Impact Development facilities to sustain and/or enhance the site’s hydrologic regime (e.g. ponds, bioswales, riparian buffers, rain gardens and tiered seasonal wetlands);
- Improving air and water quality with soft drainage features (filtration strips and ponds);



- Protecting and enhancing existing habitat and ecosystems with restoration plantings, habitat islands, and by limiting public access to natural areas and providing public amenities in harmony with natural areas;
- Balancing protection of natural areas with public access by providing park programs and interpretation to encourage stewardship of the park and to foster a strong connection to the park's past, present and future, including reconciliation with Indigenous peoples; and
- Using adaptive management strategies to respond to the dynamic nature of the natural riverfront environment due to sea level rise and coastal flooding.

Surrey recently completed the [Nicomekl Riverfront Park Management Plan](#) which includes:

- park-wide objectives, design initiatives and management strategies;
- a high-level concept plan; and
- companion documents about Environment, Art, Heritage, and Public Engagement.

The plan was adopted by Council and will guide the design, development and management of the park.

The park includes two large park spaces in the western end located at 3652 Elgin Road/14391 Crescent Road and 3600 King George Boulevard (see figure 1 above and 2 below). These two park areas are identified in the Nicomekl Riverfront Park Management Plan as the Hadden Mill zone and the Oxbow zone respectively.

### **1. Hadden Mill Zone**

The Hadden Mill zone includes Elgin Creek, a salmon-bearing waterway, which flows north through the property and discharges into the Nicomekl River approximately 20 meters west (downstream) of King George Boulevard. Depending on the final designs and locations of the proposed new King George Boulevard bridge and Nicomekl River sea dam, the creek may need to be realigned, with the mouth relocated further west. The new location of the sea dam, east or west of the creek, will determine if the shoreline of the Hadden Mill zone becomes brackish/estuarine, including the mouth of Elgin Creek, which would improve connectivity for salmon between Elgin Creek and the bay.

### **2. Oxbow Zone**

The Oxbow zone will likely entail the creation of a permanent off-channel river habitat and a habitat island within the Nicomekl River, creating approximately 180 m of new waterway. This additional aquatic habitat will occur within the area of the park that is already flooding in winter.

## **2. Project Objectives / Desired Outcomes**

The City is seeking pre-qualification submissions from interested respondents to provide multidisciplinary services, with a Landscape Architectural lead/prime consultant, for the detail design of the Nicomekl Riverfront Park Hadden Mill and Oxbow zones.

Working with the Nicomekl Riverfront Park Management Plan and its Concept Plans, Park Objectives, Design Initiatives, Management Strategies and Companion Documents, the selected consulting team will prepare a refined concept plan, detailed design drawings and provide construction administration services for the Hadden Mill and Oxbow zones. The selected consulting team will also prepare an overall Naming and Wayfinding strategy for the length of the park.

The Nicomekl Riverfront Park will serve foremost to interconnect and protect natural spaces and habitat corridors. Through that lens, and as a continuation of the multidisciplinary approach taken in the Park Management Plan, components such as infrastructure, art, heritage, outdoor recreation and park amenities should all be integrated seamlessly and equally into the design of the park. These components are reflected in the Park Management Plan and Concept Plan and must continue to form the basis of design development as the successful consulting team prepares detail drawings for the construction of the Hadden Mill and Oxbow zones.

The consulting team will also review the design work of the proposed new Nicomekl River sea dam and King George Boulevard bridge done by others, examine their impact on the park, propose modifications to their designs (as deemed appropriate) and incorporate the influences of the new sea dam and bridge on the design of the Hadden Mill and Oxbow zones. The scope of this assignment also includes coordination and liaison work with other consulting teams on related DMAF projects, including: the sea dam and bridge design teams; the Environmental Assessment consulting team; the Sustainable Procurement Guidelines team, the Archeological Assessment team, etc. as further described in this RFEOI/SOQ.

In addition to the Park Management Plan, its companion documents and the City's strategic documents, the consulting team is required to align the project with the following documents/plans:

- Park Communication Plan (in process);
- Nicomekl River sea dam design drawings (in process);
- King George Boulevard bridge design drawings (in process);
- DMAF Environmental Assessment documentation (project descriptions, regulatory roadmap, etc.; in process);
- Surrey Sustainable Procurement Guidelines (in process);
- Preliminary and Detailed DMAF Archeological Reports (in process);
- Park Flood Response Plan (future);

- Park Programming Strategy (future); and
- Park Invasive Management Plan (future).

The desired outcome will be refined conceptual drawings (plan, sections, perspectives) and a set of construction drawings showing the layout and details for the construction of all of the park elements, public use facilities and landscape modifications proposed in the Hadden Mill and Oxbow zones of Nicomekl Riverfront Park. Design changes to the river's channel and the hydrology are NOT in scope; these considerations are the responsibility of the city engineering department and their consultants. However, the hydrology of the river, the current seasonal wetting and drying and the effect that the additional flooded area will have on habitats and biophysical conditions in the land/water interface must be taken into account by the park consulting team.

Public consultation, led by City staff, will be paramount throughout the design of the project and will include work with First Nations, Urban Indigenous, local stakeholder groups, neighbourhood groups, residents and the public. Engagement with Surrey design and operational staff in both the Engineering and Parks Recreation and Culture departments is also required.

Involvement of local First Nations/Urban Indigenous is a key aspect of the design work. The City, the three land based First Nations in Surrey (Katzie, Kwantlen, Semiahmoo) and the Surrey Urban Indigenous Leadership Committee have preselected an Indigenous Consultant to be a subconsultant on the Detail Design team. The Indigenous Consultant will help to Indigenize the park and collect feedback and facilitate engagement with the three First Nations and Surrey Urban Indigenous Leadership Committee. As asserted in the Park Management Plan, the detail design team must "*engage First Nations, Urban Indigenous and the public to work toward Reconciliation*" (Park Objective #7) by Indigenizing the park through co-developing a 'design character' with First Nations and Urban Indigenous (Design Initiative #10), etc.

### **3. Scope of Work**

Concept refinement and detailed design is required in the project area that includes all of the land in the Hadden Mill Zone and the Oxbow Zone (refer to Figure 2). In addition, a Naming and Wayfinding Strategy is required for the entire 3 km length of the park. The project area includes the wetted area that is subject to inundation along the edge of the River. This edge is not yet defined. New channels may be created on the basis of hydrological studies by engineers to be retained by the City's Engineering Department. The river's edges are currently shown conceptually and almost certainly will change. The wetted areas along the newly defined shoreline require that habitat plantings be designed by the park detail design consulting team. Some of the new wetted edges will be occasionally inundated by brackish water (below the sea dam) while others will be subject to freshwater flooding from time to time. Demonstrated expertise related to appropriate habitat/ecological works, planting design and public access to similar dynamic environments is required.



**Figure 2 – The Project Area**

## NICOMEKL RIVERFRONT PARK CONCEPT PLAN



The specific Scope of Work for this project will be refined and itemized at a future date in an RFP issued to prequalified multidisciplinary teams (with a Landscape Architect lead/prime) identified as a result of this RFEOI/SOQ. In general, the work will include, but not be limited to, the following activities:

### PROJECT KICK-OFF:

1. Meetings with City Staff.

### RESEARCH, PRECEDENTS, INVENTORY, ANALYSIS:

2. Further site inventory, analysis, and concept evaluation. Determine which of the many ideas contained in the Park Management Plan are technically feasible.
3. Conduct research and present information regarding the incorporation of unique, sustainable, cutting edge and innovative landscape design, materials and practices into project design.
4. Conduct an innovation workshop.
5. Research, precedents and preparation of a Naming and Wayfinding Strategy for the entire length of the park.

## **CONSULTATION & ENGAGEMENT**

6. In alignment with the Park Communications Plan, prepare a robust public engagement program and participate in all public engagement events, including preparation of graphic presentation materials for, and attendance at, a series of open houses and other engagement events. The engagement plan must accommodate current physical distancing measures.
7. Contribute graphic and technical information to various events associated with the design of the Nicomekl Riverfront Park. This will include, but is not limited to, information and interactive web material, public open houses, workshops with various stakeholder groups and site visits/tours of key locations along the waterfront and on the river itself. The City is responsible for public notifications including online advertising, the City website, and other social networks. The proponent is expected to provide all presentation materials and comment forms.
8. Consultation with relevant First Nations and Urban Indigenous is required. The City will appoint a person to work on your team as recommended by the 3 Nations and Surrey Urban Indigenous Leadership committee to represent Indigenous input. The design team is expected to integrate this Indigenous representative into the design team.

## **DESIGN DEVELOPMENT:**

9. Assessment of the current park concept plan and detailed Hadden Mill and Oxbow plans in regards to updated inventory and analysis, new precedents, and research. Preparation of a refined concept plan (one for each zone) with conceptual sections/elevations, and birds eye renderings/collages.
10. Preparation of Naming and Wayfinding Strategy for the entire park. All of the amenities, trails and activity zones must be organized in a manner that recognizes the importance of wayfinding in the park. Identify:
  - a. Areas, trails and specific locations where unique character should be developed and given a place name;
  - b. Points where signage associated with arrival and decision-making should be located;
  - c. An appropriate First Nations name for the entire park, for the primary trail and for each of the two zones.
11. Undertake a full day design charette with City staff and a representative group of stakeholders to present and discuss issues and challenges, explore design ideas, layouts, naming options, and develop character sketches. Experience within the Respondent's park design team related to charettes and graphic representations is expected.
12. Preparation of all park construction plans, construction details, section and elevation drawings, specifications, phasing plans, sketches, reports, birds eye renderings, operational

diagrams, and other media as required. Design ideas and details generated through Indigenous input must be incorporated into the park construction plans.

**CONSTRUCTION DRAWINGS:**

13. 50%, 75%, 90% drawing submissions and review meetings with park staff.
14. Design all landscape features and ground works so that they withstand inundation and are easily re-established following flooding events and other occurrences associated with sea level rise, and other impacts of climate change.
15. Design all landscape features with a strong operational and maintenance functionality.

**CONSTRUCTION ADMINISTRATION:**

16. Construction administration services may be required.

**LIASON & COORDINATION WITH PARTNER PROJECTS INCLUDING:**

17. The Environmental Assessment consulting team; the Sustainable Procurement team; the sewer design team; the utility engineer; the Archeological team; and the consultant responsible for the reconfiguration of the hydrology of the river.
18. Coordinate with the bridge design team to ensure full pedestrian connectivity where the park pathway system crosses under King George Blvd. and to minimize the impact of the sea dam and its related components (such as the fish ladder) on the park and its public use amenities.

**OTHER:**

19. Tasks and deliverables as determined at a future date and itemized in a future RFP.

Refer to the Nicomekl Riverfront Management Plan as an overall guide to the scope of the design tasks required at the Hadden Mill and Oxbow zones of the park. All design work must be consistent with and support the various strategic documents and plans referred to herein.

**3b. Not in scope**

Note: Design changes to the hydrology and flow of the Nicomekl river and Elgin creek in both zones, including the creation of new river channels, backwaters habitat islands and shoreline complexity are not in scope. These matters and hydrodynamic modelling of new overflow channels and backwaters are the responsibility of the King George Bridge and Nicomekl Sea Dam design team and will be verified by the DMAF Floodplain Modeling and Design Verification team retained by the City's Engineering Department. However, as these design teams develop solutions for river flow and flood control, there will be landscape implications on the parkland that will require review, analysis and a design response by the Park Design consulting team.

Note: One aspect of the project involves the relocation of the heritage Billy Hadden House to a site that is at a higher elevation within the parkland. The detail design scope will NOT include

the details associated with the relocation of the house. It will include a preliminary review of the logistics and design considerations associated with the potential relocation of the house as well as the identification of a specific site for the house and the conceptual design details around the house. A separate design contract will be prepared for the relocation of the house.

#### **4. Consulting Team**

The Respondent's park design team will be led by a BC registered Landscape Architecture firm with proven previous experience with actual on-the-ground projects involving graphic presentations, park design, wayfinding and construction coordination with consultants in other areas of expertise including environmentalists, biologists, civil and structural engineers and hydrologists. Include the resumes and project experience (including specific roles and responsibilities) of the Landscape Architects, landscape design technicians and other technical support staff who will be assigned to the work associated with this RFEOI/SOQ.

The Respondent's park design team must also include:

- Qualified Environmental Professional(s) (subject area expertise is required in both freshwater and brackish environments as well as in fish habitat interventions, wetland ecology, and specialized habitat improvement strategies)
- Civil Engineer
- Coordinating Registered Professional
- Arborist
- Public Art Specialist
- Heritage Specialist
- Indigenous Consultant (pre-selected by City and Indigenous groups)

Provide information that clearly indicates the experience and expertise and role of all personnel and sub consultants who will work on this project.

Separate studies will be undertaken and coordinated by the City for the area in terms of:

- Geotechnical
- Archaeology

Surveys showing existing conditions will be provided by the City. Lidar and other topographical, utility and ecological data is also available through [Open Data](#) on the City's website.

## LIST OF LINKS DOCUMENTS REFERENCED IN THIS RFEOI:

1. [Nicomekl Riverfront Park project webpage](#)
2. [Nicomekl Riverfront Park area and connection to green network](#)
3. [Nicomekl Riverfront Park Management Plan](#)
4. Nicomekl Riverfront Park Management Plan Companion Documents:
  - a. [Art Plan](#)
  - b. [Environmental Plan](#)
  - c. [Heritage Plan](#)
  - d. [Public Engagement Consultation Summary](#)
5. [Coastal Flood Adaptation Strategy \(CFAS\)](#)
6. [Disaster Mitigation and Adaptation Fund \(DMAF\)](#)
7. [City's website](#):
  - a. [2018 Parks, Recreation and Culture 10-year Strategic Plan](#)
  - b. [Biodiversity Conservation Strategy \(BCS\)](#)
  - c. [Sustainability Charter 2.0](#)
  - d. [Blueways Master Plan](#)
  - e. [Natural Areas Master Plan \(NAMP\)](#)
  - f. [All Our Relations Social Innovation Strategy](#)