

**MAJOR MACKENZIE DRIVE STREETScape STUDY**

**Recommendation**

The Commissioner of Planning recommends:

1. THAT Staff initiate the consultant selection process for the "Major Mackenzie Streetscape Study" on the basis of the Terms of Reference appended to this report as Attachment No. 1.
2. THAT Staff be directed to enter into discussions with Go Transit Staff to request that they complete the design and construction of the stair access from Major Mackenzie Drive to Station street (Maple Go Transit Station) to the satisfaction of the City.

**Economic Impact**

The funding for this study has been allocated within the operating budget.

**Purpose**

To obtain direction from Council to proceed with the "Major Mackenzie Streetscape Study" on the basis of the Terms of Reference appended to this report as Attachment No. 1 and to enter into discussions with Go Transit Staff to request that they complete the design and construction of the stair access from Major Mackenzie Drive to Station Street.

**Background - Analysis and Options**

**Major Mackenzie Streetscape**

The new City Civic Centre master plan and building design has been finalized for the current site of the existing municipal offices along the south side of Major Mackenzie Drive. The establishment of a high quality streetscape along both sides of Major Mackenzie Drive, from Keele Street, east to McNaughton Road, (Attachment #2) will be instrumental in establishing the high quality pedestrian precinct and front face envisioned for the new City Civic Centre. However, the approved streetscape strategy along Major Mackenzie Drive, as outlined in the approved "Village of Maple Streetscape Master Landscape Plan and Design Study" (July 2004), uses heritage inspired streetscape elements, which has the potential to conflict with the contemporary architectural and landscape design for the Civic Centre and site.

Advancing the Major Mackenzie Streetscape Study will allow the proper design considerations to take place in conjunction with the Civic Centre Phase 1 work, and integrate the planning and design objectives outlined in the existing plans and studies listed below.

**Existing Plans & Studies**

- City Civic Centre Master Plan Design
- Maple Streetscape & Urban Design Guidelines (1996)
- The Village of Maple Streetscape Master Plan and Design Standards (2004)
- Maple Streetscape & Urban Design Guidelines Heritage Review
- Maple Heritage Study (Draft)

## Goals & Objectives

The purpose of the proposed Major Mackenzie Drive Streetscape Study is to:

- Prescribe the layout and design of the streetscape and pedestrian system along both sides of Major Mackenzie from Keele Street east to McNaughton Road, with an emphasis on establishing a high quality pedestrian precinct and front face envisioned for the new City Civic Centre.
- Prepare a streetscape and tender documents for the construction of the streetscape elements for Major Mackenzie Drive from Keele Street to McNaughton Road.

## GO Transit Pedestrian Stairway

In 2003, GO Transit renovated the station area located in the Village of Maple core area on Station Street, a north-south street approximately 0.5 kilometres east of Keele Street, on the east side of the railway right-of-way and north of Major Mackenzie Drive. Station Street does not intersect Major Mackenzie Drive due to a seven metre grade difference between the two streets. Pedestrian and vehicular access to the station is only possible on the east side of the railway because at-grade track crossings are not provided east to west in the area. Vehicular access to the station is by way of Hill Street from Major Mackenzie Drive, however, there is no formal pedestrian route from Major Mackenzie Drive to the station currently. Pedestrians have created an informal desire path from the sidewalk on the north side of Major Mackenzie Drive up a slope on the east side of the railway overpass to Station Street, which is the most direct route possible, however, the slope presents a hazard for pedestrians.

As a component of the station renovation, GO Transit proposed to design and construct a pedestrian stair connection on the east side of the railway overpass from Station Street to the north sidewalk along Major Mackenzie Drive; thus formalizing and making safe, the existing informal pedestrian route.

The stairway connection could be designed and built by GO Transit independently of any associated streetscape enhancements to the satisfaction of the City. However, the integration of the stairs into the streetscape design for Major Mackenzie Drive will be included as a component of the Major Mackenzie Streetscape Study.

## Relationship to Vaughan Vision 2007

This report is consistent with the priorities set forth in Vaughan Vision 2007, specifically 'A-5', "Plan and Manage Growth".

## Conclusion

The Major Mackenzie Streetscape Study will provide the City with the detailed design work related to the Major Mackenzie Drive streetscape and the pedestrian system from Major Mackenzie Drive to the Maple GO Transit Station. This work should be considered as the final piece in the overall integration of the City Civic Centre design with public transit and the immediate interface with the Village of Maple streetscape fabric.

The study is expected to be completed in late Fall 2006. Should Council concur with this report, then Staff should be directed to initiate the consultant selection process with the adoption of the recommendation in this report.

**Attachments**

1. Terms of Reference
2. Location Map

**Report prepared by:**

Rob Bayley, Senior Urban Designer, ext. 8254  
Grant Uyeyama, Manager of Development Planning, ext. 8635

Respectfully submitted,

JOHN ZIPAY  
Commissioner of Planning

MARCO RAMUNNO  
Director of Development Planning

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# TERMS OF REFERENCE

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## MAJOR MACKENZIE DRIVE STREETSCAPE STUDY

MAY 2006

# TERMS OF REFERENCE

## MAJOR MACKENZIE DRIVE STREETScape STUDY 2006

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### INTRODUCTION AND BACKGROUND

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The Village of Maple is located in the City of Vaughan, having its focus at the intersection of Major Mackenzie Drive and Keele Street. A new municipal Civic Centre master plan and building design has been finalized for the current site of the existing municipal buildings along the south side of Major Mackenzie Drive. The establishment of a high quality streetscape along both sides of Major Mackenzie Drive from Keele Street east to McNaughton Road will be instrumental in establishing the high quality pedestrian precinct and front face envisioned for the Civic Centre. However, the approved streetscape strategy for along Major Mackenzie Drive, as outlined in the approved "Village of Maple Streetscape - A Master Landscape Plan and Design Streetscape Standards Study" (July 2004) uses heritage inspired streetscape elements, which has the potential to conflict with the contemporary architectural and landscape design for the Civic Centre and site.

In 2003, GO Transit renovated the station area located in the Village of Maple core area on Station Street, a north-south street approximately .5 kilometres east of Keele Street, on the east side of the railway right-of-way and north of Major Mackenzie Drive. Station Street does not intersect Major Mackenzie Drive due to a seven metre grade difference between the two streets. Pedestrian and vehicular access to the station is only possible on the east side of the railway because at-grade track crossings are not provided east to west in the area. Vehicular access to the station is by way of Hill Street from Major Mackenzie Drive, however, there is no formal pedestrian route from Major Mackenzie Drive to the station currently. Pedestrians have created a desire path from the sidewalk on the north side of Major Mackenzie Drive up a slope on the east side of the railway overpass to Station Street, this is the most direct route possible, however, the slope presents a hazard for pedestrians.

As a component to the station renovation, GO Transit proposed to design and construct a pedestrian stair connection on the east side of the railway overpass from Station Street to the north sidewalk along Major Mackenzie Drive; thus formalizing and making safe, the existing informal pedestrian route.

The stairway connection could be built independently of any associated streetscape enhancements, however, it is required by the City that the system be designed in conjunction with the design for the streetscape and pedestrian system required for both sides of Major Mackenzie Drive adjacent to the proposed new Civic Centre. GO Transit has agreed to provide the design and construction of the stairs as a component of the Major Mackenzie Streetscape Study.

The City of Vaughan requires the services of a consultant team to prepare a streetscape design and tender documents for the construction of the Major Mackenzie streetscape from Keele Street to McNaughton Road.

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### SCOPE OF WORK

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The following sections are intended to give an overview of the project and are not intended to be an exhaustive listing of the work activities required in each phase. The Consultant will be required to

provide all of the necessary personnel and resources to complete the project except where materials or information are to be supplied by the City or other agencies as specifically indicated below:

### CONSULTANT'S SERVICES FOR PRELIMINARY DESIGN

The services to be provided by the Consultant in the execution of the preliminary streetscape design of the project shall include but not be limited to:

- Preliminary site investigation and inspection of the topographical features and field survey work required to carry out and complete the project.
- Prepare a preliminary streetscape and pedestrian system design and cost estimate for both the south and north side of Major Mackenzie Drive, from Keele Street, east to McNaughton Road. The design should identify the Civic Centre as a special precinct and provide an appropriate integration of the architecture and landscape architecture of the Civic Centre design, with the heritage inspired landscape elements of the Maple Streetscape.
- Prepare a preliminary streetscape integration design and cost estimate for the pedestrian stairway connection that will be designed and constructed by GO Transit from the north side of Major Mackenzie Drive to Station Street, that integrates the pedestrian system of the Civic Centre and Maple Streetscape, and allows pedestrian access from both sides of Major Mackenzie Drive.
- Liaise with and attend meetings, as necessary, with the appropriate authorities, including but not limited to the Ministry of Natural Resources, Regional Municipality of York, Toronto and Region Conservation Authority, the City of Vaughan, affected Utility Companies, and other regulatory agencies as required, to obtain their input and requirements for the project.
- Prepare preliminary plans, details and profiles in accordance with the City's design criteria, standards, policies and informed by "The Village of Maple Streetscape Master Landscape Plan and Design Standards (July 2004)". These plans, details and profiles shall be submitted to the City for consideration, revision if necessary and approval prior to proceeding to the detailed design stage. Should revision(s) be required, the Consultant shall carry out these revisions and review them with the City or any other agency as appropriate. The Consultant shall identify additional land requirements (if any), for the proposed construction and recommend any necessary property acquisitions and working or grading easements.
- Verify and confirm the EA status of this project and prepare the necessary reports as required by the Environmental Assessment Act including meetings, public information meeting, and public notices of events if required, and obtain all necessary approvals relating to this process.
- Prepare newsletter, newspaper ad, presentation material for and attendance at one public information meeting and follow up on issues which may arise out of the public information center regardless of the EA status of this project.

## CONSULTANT'S SERVICES FOR DETAILED DESIGN

The Consultant shall, upon instruction from the City, provide the following services in the execution of the detailed design of the project.

- Provide the necessary expertise for the final design of the Major Mackenzie Drive streetscape and pedestrian system, to serve the best interests of the public, with due consideration for overall integration of the Civic Centre proper with public transit and the immediate interface with the Village of Maple streetscape fabric, environmental concerns, capital cost and operating efficiency in accordance with current state of the art and acceptable urban design and engineering standards established by the City and other applicable regulatory agencies.
- The preparation and submission of preliminary drawings, investigations and recommendations to the Client on such alternatives or modifications to the Project that the Consultant, in his professional judgement, deems advantageous to the Client.
- The Consultant will confirm any land requirements identified during preliminary design for the proposed works, and make recommendations regarding property acquisitions and working easements both for the project and for investigation purposes.
- Investigation and confirmation of the present location of all above ground utilities, and the preparation of additional drawings required for alternative utility relocation as required by the Client. Underground utilities are to be indicated on the plans and profiles in accordance with information submitted by the respective utility.
- Participate in a reasonable number of meetings for informative, mediative, preventative or coordinative purposes with the City, Utilities and/or other regulatory agencies, in connection with the services provided under the terms of reference between the City and the Consultant.
- Establish requirements for geotechnical investigations (including chemical analysis), arranging for the investigation to be conducted, analysis of the report, and incorporation of recommendations into the detailed design. The Consultant shall supply the City with three copies of the report.
- Incorporate into the contract document package comprising design drawings and specifications for work designed by others if and when required.
- The submission of plans, specifications, schedules and applications for approval to the Client and to appropriate authorities, as required. Attendance at meetings at the offices of these public authorities to discuss designs and to provide explanations for the purpose of furthering the applications towards approval.
- The preparation of special applications or reports to assist the City in obtaining regulatory agency approval as required (except City of Vaughan Council approvals), grants or special financing from appropriate regulatory agencies or senior levels of government as applicable.
- The preparation of detailed quantity and cost estimates for the proposed work.

- The design of temporary detour and traffic diversion works, if required, in accordance with the requirements of the Highway Traffic Act and in accordance with Ontario Traffic Manual – Temporary Conditions – Book 7.
- The preparation of detailed construction drawings in AutoCAD 2007. The Consultant shall review the design with City staff and make any revisions as instructed by City staff. The Consultant shall, upon completion of the final design and subsequent to approval by the City, supply the City with a set of Mylar contract drawings, stamped and signed by a Landscape Architect (O.A.L.A.) suitable for “white-print” reproduction as well as drawings in digital format on CD-ROM.
- The preparation of tender documents and bid forms using Microsoft Word 2007. The Consultant shall review the tender documents with City staff and make any revisions as instructed by City staff. The Consultant shall, upon completion of the final tender documents and subsequent to approval by the City, supply the City with one hard copy as well as in digital format of the tender documents on CD-ROM.
- The Consultant shall, barring unforeseen circumstances, complete the detailed design so that the contract is ready for tender by the City on or before \_\_\_\_\_.
- The Consultant shall, when directed by the City, review and analyze bids received, check references and make recommendation thereon.

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#### PROPOSAL REQUIREMENTS

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The Proposal should be a maximum of ten pages in length excluding attachments. Consultants are invited to also provide copies of any recent reports relevant to the work. The Proposal should include, as a minimum, the following:

- A description of the understanding of the assignment by the Consultant;
- A description of the proposed approach and work plan to be undertaken by the Consultant to achieve the project objectives. The activities, deliverables and required input from others should be identified, where applicable, for each task;
- A project schedule (Gantt Chart) prepared using Microsoft Projects of the proposed work plan from the date of the City awarding the work to the anticipated completion of the project including construction, commissioning and maintenance;
- A project fees spreadsheet prepared using Microsoft Excel 2000 showing the estimated time in hours to be spent by each staff member on each task, the respective hourly rates, sub-total for each task, reimbursable expenses and disbursements and the total estimated fees excluding G.S.T. The tasks must be the same as those presented in the project schedule;
- Key personnel to be assigned to the project (i.e. project manager, project landscape architect, project engineer) including their respective curriculum Vitae; hourly rates and;
- Names of any sub-consultants or services to be retained to complete the assignment.



In addition, an appendix may be included with the proposal to provide background information on recently completed relevant projects undertaken by the Consultant and other applicable background information.

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#### INFORMATION TO BE PROVIDED BY THE CITY

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In preparing the Proposal, the consultant should consider that the City of Vaughan will provide the successful Consultant with the following available information:

- Most current Teranet property fabric mapping and orthophotography for the study area in a digital format.
- Prints of all required plan and profile drawings available for the surrounding areas.
- Tender document and bid form.
- City Civic Centre Master Plan Design
- Maple Streetscape & Urban Design Guidelines (1996)
- The Village of Maple Streetscape Master Landscape Plan and Design Standards Study (2004)
- Maple Streetscape & Urban Design Guidelines Study Heritage Review
- Maple Heritage Study (Draft)
- Detailed Construction Drawings for Major Mackenzie Drive-Station Street Access Stairs By GO Transit.

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#### EXECUTION OF AGREEMENT

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The successful Consulting Firm will be required to draft and execute an agreement satisfactory to the City within ten working days of notice of the award. The Agreement will provide that the Consultant must not undertake any work, which he believes is beyond the terms of reference for the project and his written proposal without authorization of the City.

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#### PROJECT BUDGET AND PAYMENT

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The cost estimate in the proposal shall include the total cost of the work associated with each phase of the project and shall show the labour and out-of pocket disbursements separately. The cost associated with the geotechnical investigation shall be shown separately. The Consultant will be responsible for payments to all sub-consultants, geotechnical firms, testing firms, legal surveyors, etc., which he requires in order to complete the assignment. The costs in this regard must be shown as disbursements. The City prior to their being engaged by the Consultant must approve all sub-consultants, testing and geotechnical firms, legal surveyors, etc.

An upset limit shall be provided by the Consultant for the preliminary and detail design phases of the project, the upset limit shall not be exceeded without prior authorization in writing from the Commissioner of Planning.

Monthly payments will be made on invoice amounts based on the actual hours of work by each personnel on a task plus expenses and disbursements and updated monthly on the project fees spreadsheet. On a monthly basis, submit together with the invoice for the preceding month, a report on the project progress, an updated project fees spreadsheet and an updated tracking Gantt Chart, addressing the following:

- Activities for the month and project status in terms of meeting the scheduled milestones of the work plan.
- Anticipated delays to the project schedule, the reasons and any measures necessary to remedy the situation.

The Proposal must confirm that the Consultant will not undertake any work that they believe is beyond the terms of reference for the project and their written Proposal, without written authorization from the City. The Proposal shall indicate that Consultant staff identified in the Proposal and their respective role shall not be altered unless written authorization is obtained from the City.

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#### INSURANCE

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The successful Consultant shall maintain and pay for **Comprehensive General Liability Insurance** with an insurer acceptable to the City. The coverage shall include premises and all operations liability to be performed by the Consultant his/her employees, and/or agents. This insurance coverage shall be subject to limits of not less than Five Million Dollars (\$5,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof for anyone occurrence.

The policy shall include The Corporation of the City of Vaughan, the Regional Municipality of York as an additional insured in respect of all operations performed by or on behalf of the Consultant. The Consultant will be entirely responsible for the cost of any deductible that is maintained in any insurance document.

Where applicable the successful Consultant shall carry **Standard Automobile and Non-Owned Automobile Liability Insurance** and shall protect themselves against all liability arising out of the use of owned or leased vehicles, used by the Consultant, its employees or agents. The limits of the liability for both owned and non-owned vehicles shall not be less than Two Million Dollars (\$2,000,000.00) per occurrence.

In addition, the successful Consultant shall carry **Professional Liability Insurance** in the amount of not less than Two Million Dollars (\$2,000,000.00) per occurrence.

The Insurance Policy shall not be altered, canceled or allowed to expire or lapse, without thirty (30) days prior written notice to the City. Consultants shall clearly identify in their Proposal the insurance requirements as outlined above and shall include the cost of such insurance therein.

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## CONFLICT OF INTEREST

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Each Consultant must declare in their Proposal, any situation that may be a conflict of interest or that may appear as potentially a conflict of interest in submitting a Proposal for this undertaking. If such a conflict of interest does exist, the City may, at its discretion, refuse to consider the Proposal.

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## DELIVERABLES/ SCHEDULE

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The following deliverables will be required:

- Eight (8) copies of rendered conceptual design drawings for presentation purposes;
- Eight (8) copies of all final contract document package, three bound and one unbound, including any geotechnical, survey information and other technical appendices and plans suitable for photocopying;
- One (1) complete set of original stamped and signed drawings on mylars; and
- One (1) electronic copy of both the approved contract document package, including technical appendices and plans. All electronic text files are to be in Microsoft Word 2000. All drawings shall be produced in AutoCAD 2007 format.

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## SUBMISSION OF THE PROPOSAL

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Four copies of the Proposal shall be submitted to the offices of the City of Vaughan, Development Planning Department to the attention of Rob Bayley, O.A.L.A., C.S.L.A., Senior Urban Designer by 12:00 noon EST, on ,

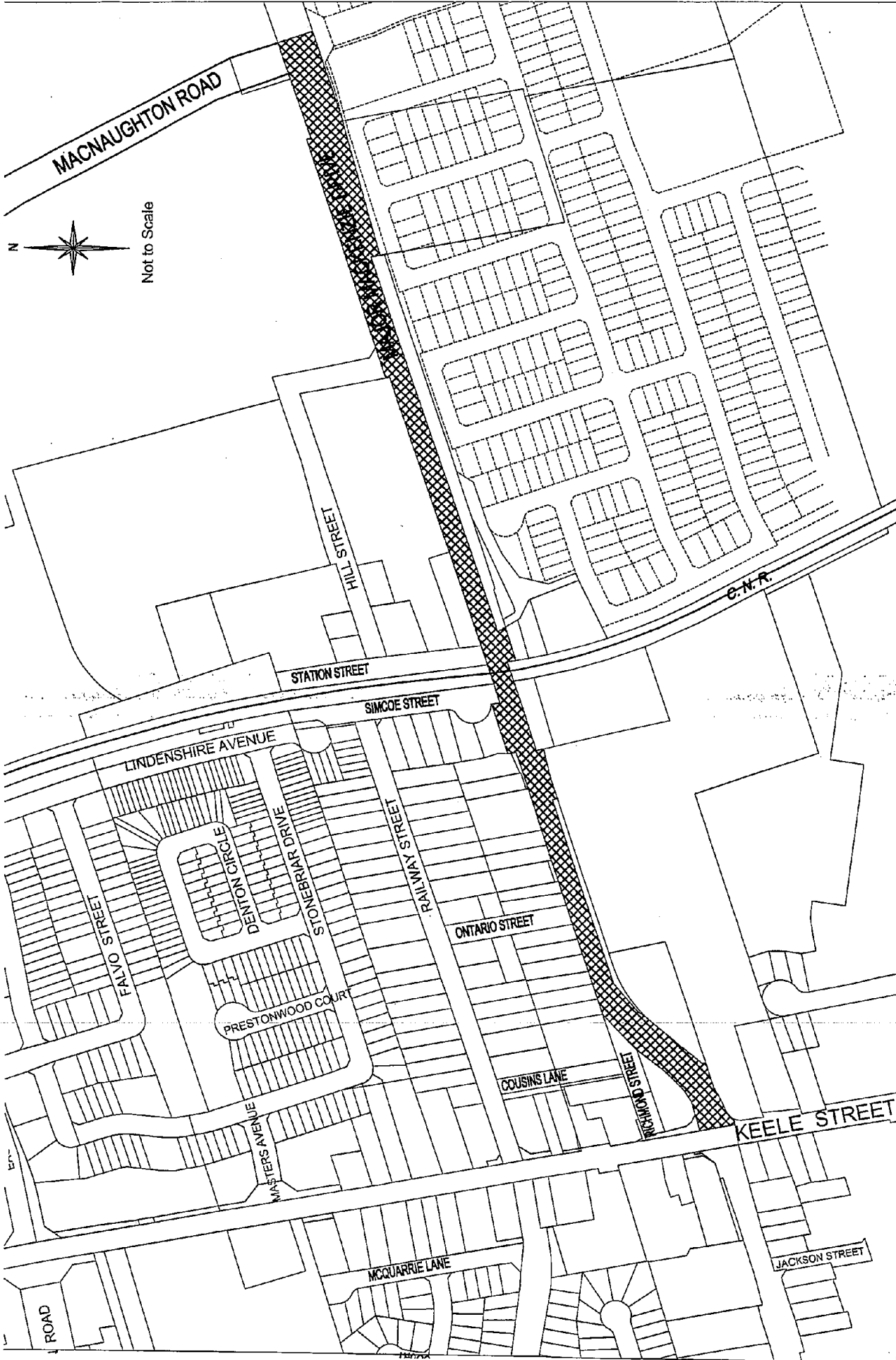
It is anticipated that the selection of a Consultant will be made in early June 2006 with award expected in mid June 2006. Consultants are advised that the City reserves the right to reject any or all of the Proposals. The City is not obligated to select the Proposal with the lowest price. The City reserves the right to negotiate with any or all proponents. A fee will not be paid for the preparation or presentation of Proposals in response to this RFP.

All other questions may be directed to Rob Bayley, Senior Urban Designer at 905-832-8585 ext 8254.

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## APPENDIX

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# Attachment 2

April 17, 2006

Development Planning Department

## Location Map

Part of Lot 20,21,  
Concession 3

APPLICANT:  
MAPLE MAJOR MACKENZIE DRIVE  
STREETSCAPE STUDY

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