

Market Square Construction and Design Update

13 January 2017

This communication is being released to provide an update on the Market Square design and construction. Despite best efforts by the City of Stratford and the BIA, we understand there has been some uncertainty regarding a number of design and construction details. We trust this information will provide clarification for everyone who is interested in and affected by this project.

The Market Square redevelopment project represents a very important community renewal project. It creates a new opportunity for our citizens to gather and to support downtown businesses, and will also be enjoyed by the 500,000 tourists who visit Stratford every year. Stratford City Council is excited to achieve this renewal during Canada's Sesquicentennial celebrations as a recommitment of a public asset to be enjoyed by countless Canadians and international visitors, including our residents.

Design Aspects:

The design selection and refinement process took place throughout 2016. Fundamentally, the conceptual design originally proposed by GSP Group in February 2016 and then refined and approved by Council on 27 June 2016 is in keeping with the finalized site plan that was issued for tender.

On 27 June 2016, Council approved the proposed design with the following changes:

- Brick pavers have been extended to the parking area to create a complete project;
- Pedestrian bump-outs and crosswalks have been added on Downie and Wellington Streets to improve pedestrian safety;
- The ice pad infrastructure has been removed from the proposed design;
- The buses can be located at the side of City Hall as per the RFP submission.

During the refinement process that followed, the following changes were made to the site plan that was issued for tender:

- The staircase has been removed from the center of the square to improve accessibility. Once the decision was made to remove the skating rink, we were able to grade the site and eliminate the need for the staircase;
- The crosswalks have been changed from coloured asphalt to painted asphalt as a cost saving measure;

- There are 10 trees included in the current site plan. The design presented on 1 June 2016 showed 12 trees. 2 trees were removed from the Wellington Street side owing to space constraints;
- There has always been and continues to be parallel and perpendicular parking in the south end of Market Square. The number of spaces has changed as follows:
 - Plans from 1 June 2016 show 32 parking spaces in the south end of Market Square (30 regular and 2 accessible);
 - The latest site plan dated 1 December 2016 shows 28 regular parking spaces and 4 accessible spaces in the south end of Market Square. However, the configuration is the same as it was on 27 June when Council approved the design (23 perpendicular and 9 parallel). Note that all accessible parking spaces are perpendicular.

It should be noted that GSP included an option showing no parking in Market Square in their RFP response dependent upon the results of the Parking Study. Public feedback received during the consultation process advocated the inclusion of parking in the south end of Market Square, therefore parking was retained in the final design plan.

Budget:

The budget breakdown for this project is appended to this document. Funding has been allocated to this project from appropriate City reserves based on the work that is being completed. For example, funding has been allocated from the water reserve because we are replacing waterlines beneath Market Square. Similarly, funding has been allocated from the parking reserve to finance the rehabilitation of the 32 parking spots. Other reserves have been utilized to stabilize the 2017 property tax increase as this is a one-time project funding allocation.

[Click here to see the attached budget breakdown for further details.](#)

Process Timeline:

This renewal process has been several years in the making. The City has undertaken a design and public consultation processes that were both appropriately inclusive and extensive. In 2015, the City of Stratford retained AtFocus Consulting to facilitate the Market Square visioning and community consultation process. The feedback from this process resulted in the formulation of a Vision and Guiding Principles for Market Square that were adopted by Council in July 2015.¹ At this time, Council passed a resolution committing to undertaking the redevelopment of Market Square (R2015-358).

¹ [AtFocus Market Square Presentation to Council](#)

Since that time, this project has proceeded as follows:

- **October 2015** – The City issued RFPQ15-08, a Request for Prequalification to shortlist architectural and/or landscape design firms interested in designing the redevelopment of Market Square. Three firms were shortlisted – GSP Group, MMM Group, and Janet Rosenberg and Studio;
- **December 2015** – The City issued RFP15-09, inviting the three shortlisted firms to submit design proposals;
- **February 2016** – The three design proposals were received. The City solicited public feedback on these designs at a public open house and online. GSP Group submitted the following proposal:



[\(View full image here\)](#)

- **March 2016** – The Market Square design selection committee met to evaluate the three designs and recommended GSP Group to Council. On 29 March, Stratford City Council retained GSP Group to complete the design work;²
- **April-May 2016** – GSP refined the conceptual design in consultation with City Staff and community stakeholders and provided updates to Council;³
- **1 June 2016** – GSP presented the revised conceptual design based on the consultations that were held with Council various stakeholders at a public Open House on 1 June. The Master Plan for the finalized redevelopment was presented as follows⁴:



[\(View full image here\)](#)

² [20160329 - Report - Market Square Design Selection Process](#)

³ [20160517 - Report - Market Square Design Expenses](#)

⁴ [Market Square Conceptual Design - Open House, 1 June 2016](#)

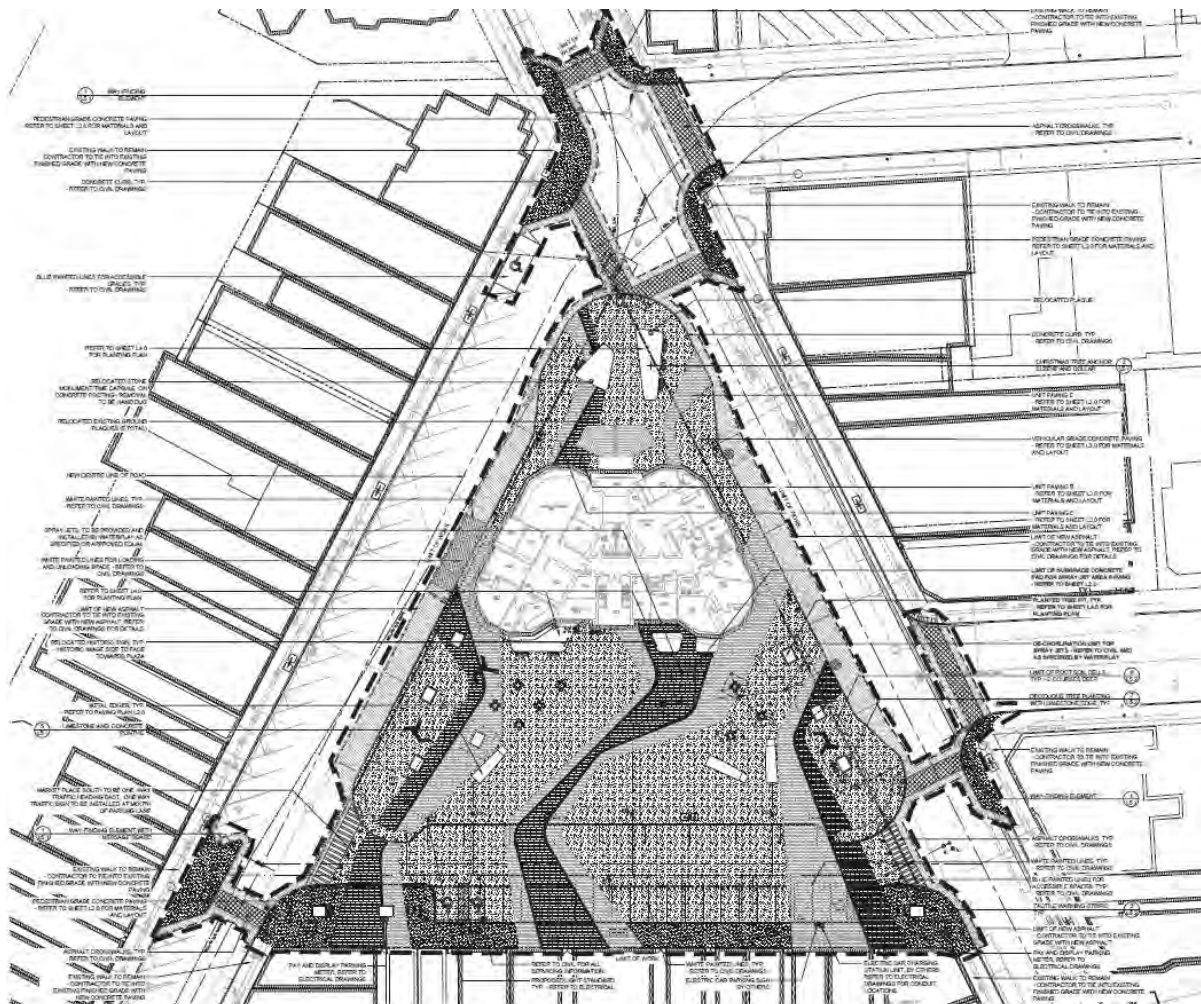
- **June 2016** – After the public open house, the City invited public feedback on the design and presented comments to GSP and Council. Council considered the revised design and public feedback on 13 June as the Finance and Labour Relations Committee.⁵ On 27 June, City Council approved the revised design, removing the skating rink infrastructure from Phase I and allocating the savings to walkways and pavers, and extended the paving treatment to the south side of Market Square.⁶
- **July-September 2016** – City Staff worked with GSP Group to refine the infrastructure and engineering requirements and prepare the construction documents for tender. The City issued RFPQ16-11, a request for prequalification to shortlist construction firms interested in completing the redevelopment of Market Square. Four construction firms were shortlisted – Amico, Gateman Milloy, Ro-Buck Contracting, and Sierra Construction. A pre-construction open house was held on 20 September to provide information to residents and businesses impacted by the construction;
- **October 2016** – The Market Square construction tender T16-13 closed on 12 October, for which we received three bids. The construction bids received were higher than the specified project budget. Staff worked closely with GSP to find efficiencies and reduce project costs. By eliminating sole-source suppliers and employing value engineering, significant savings were achieved without compromising the Council-approved design and integrity of the project.
- **November 2016** – Once efficiencies were found, the tender was re-issued as T16-13 to the four short listed bidders. T16-13 closed on 14 November, with Ro-buck Contracting coming in as the low bidder. The bids were presented to Council on 14 November. Council passed Resolution 2016-417 as follows:

That Council approve the award of the Market Square Redevelopment contract to Ro-Buck Contracting at the total tender price of \$2,171,509.50 (excluding HST), and the inclusion of the provisional items valued at an additional \$334,214 (excluding HST) and that the Mayor and Clerk are authorized to sign the necessary contract agreement; and that staff review and report on the provisional items at a future meeting.⁷
- The site plan dated 1 December 2016 is as follows:

⁵ [20160613 – Market Square Design Presentation](#)
[20160613 – Market Square Cost Estimates, Transit](#)

⁶ See City of Stratford Regular Council Minutes, 27 June 2016.

⁷ See City of Stratford Regular Council Minutes, 14 November 2016.



[\(View full image here\)](#)

- GSP group will be sending 3D colour renderings of this site plan the week of 16 January 2017. They will be posted on the City's website, social media accounts, and circulated to the BIA and Market Square Committee.

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Market Square Construction Costs

Construction Costs		
Part A	Site Preparation	102,075
Part B	Surface and Roadwork Removals	45,308
Part C	Environmental Remediation	0
Part D.1	Sanitary Sewers & Appurtenances	0
Part D.2	Storm Sewers & Appurtenances	74,228
Part D.3	Watermain & Appurtenances	150,150
Part E	Roadwork and Surface Construction ¹	1,399,249
Part F	Utility Co-ordination, Traffic Control, and Misc.	200,500
Part G	Provisional Items ²	334,214
	Contingency	200,000
	Sub Total	2,505,724
	Non-Rebatable HST	44,101
	TOTAL	2,549,824

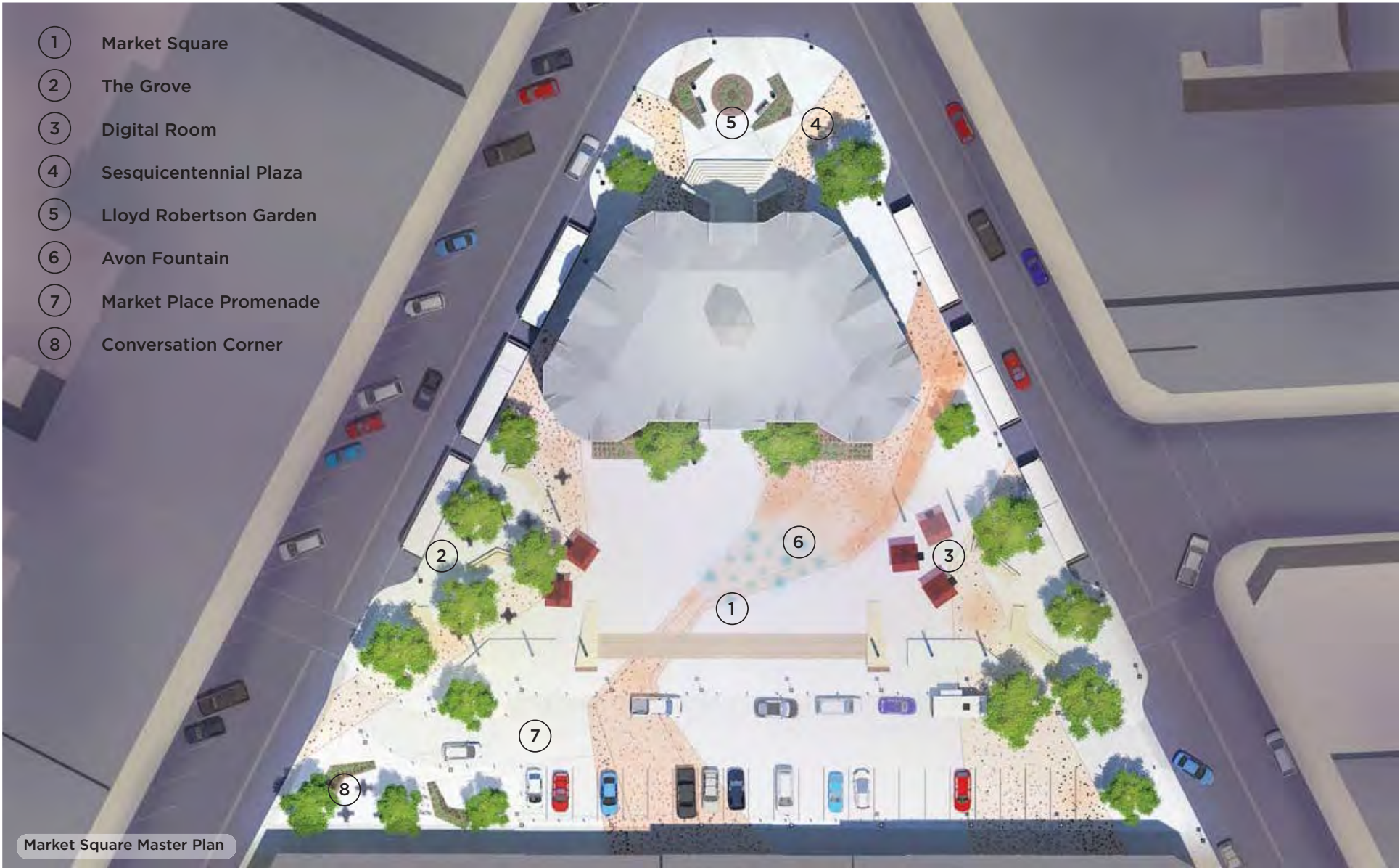
Construction Funding: Adjusted 5 December 2016	
Water Reserve	191,000
Parking Reserve Fund	105,000
Canada 150 Grant	250,000
Working Capital Reserve	216,000
Walmart Donation	1,113,000
2017 Infrastructure Levy	250,000
Fund Raising	100,000
2017 Tax Levy/Reserve ³	190,000
Federal Gas Tax Grant	140,000
Total	2,555,000

Notes:

¹ Includes Site Furnishings:	
Café Tables	8
Café Chairs	32
Surface Mounted Benches	8
Bike Racks	5
Bollards (Permanent & Removable)	21
Umbrellas	3
Waste & Recycling Receptacles	8
Wooden Benches	3

²Includes pedestrian bumpouts, crosswalks, extra electrical, plinths, charge station

³Pending budget approval the \$190,000 may be funded through the working capital reserve.





WELLINGTON STREET

DOWNIE STREET

CITY HALL

MASTER PLAN

