

Covering Page: Central Library Development Project: Site Evaluation Process

July 12, 2016

Presentation to the Ottawa Public Library Board

Slide 2: Report Recommendations:

That the Board:

- Approve site criteria along with weightings
- Authorize start of Site Evaluation Process
- Direct staff to report back in August

Slide 3: Context

- June 2015 – New Build, Central Area, 132,000 square feet, 4-stage implementation process
- July 2015 – 2015-2018 Term of Council priority
- Fall 2015 – Request for Expressions of Interest
- January 2016 – Potential partnership with Library and Archives Canada
- March 2016 – Two planning paths approved
- April 2016 – Site selection process initiated

Slide 4: Project Planning Process

Step 1: Inputs

Time period: Q3 2015 – Q3 2016

Planning Deliverables:

- Functional Program
- **Site Evaluation**
- Project Delivery
- Financial Analysis
- Partnerships



Step 2: Analysis

Time period: Q2 2016 – Q4 2016

Business Case:

- Qualitative
- Quantitative
- Risk Assessment
- Value for Money

Step 3: Recommendations

Time period: Q4 2016

Board / Council Recommendations:

- Partnership
- Site Selection
- Project Delivery
- Financial Framework

Step 4: Outcomes

Time period: Q1 2017 – Q4 2020

Project Implementation:

- RFQ / RFP
- Design
- Ground-breaking 2018
- Construction
- Official Opening

Slide 5: Site Selection Process

- Development of Site Inventory: April – July
- Public Engagement (Site Criteria): May – June
- Site Evaluation Criteria Developed and Approved: April – July
- Evaluation of Sites: July – August
- Due Diligence on Short-listed sites: August- October
- Recommendation on Site(s): December



Slide 6: Site Evaluation Process

- Multi-step process
- 2 paths: OPL Stand-Alone and OPL-LAC Joint
- Process guided by Deloitte
- Leverages a Site Evaluation Committee
 - Internal and external expertise
 - City, OPL, LAC and external professionals
- Monitored by Fairness Commissioner

Slide 7: Development of Criteria

1. Several Inputs
 - Best practices and technical expertise
 - City policies and applicable legislation
 - Shaped through public input
2. Deloitte developed draft criteria using inputs
3. Site Evaluation Committee reviewed, revised and recommended criteria and weightings
4. Monitored by Fairness Commissioner

Slide 8: Criteria – OPL Stand-Alone Facility

- **2 sets of Assessment Criteria**
 - Screening Assessment (100 points)
 - 3 categories: 7 criteria
 - 3 Mandatory Requirements – AODA, site area, Central Area, minimum score of 70 points
 - Detailed Assessment (100 points)
 - 4 categories: 12 criteria
- Ranking = Sum of Screening Assessment + Detailed Assessment / 2



Slide 9: Criteria – OPL-LAC Joint Facility

- **2 sets of Assessment Criteria**
 - Screening Assessment (100 points)
 - 3 categories: 7 criteria
 - 3 Mandatory Requirements – AODA, site area, Central Area, minimum score of 70 points
 - Detailed Assessment (100 points)
 - 4 categories: 15 criteria
- Ranking = Sum of Screening Assessment + Detailed Assessment / 2

Slide 10: Screening Assessment Criteria

Screening Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
Mandatory Requirement	Pass/Fail		Pass/Fail	
The site allows for the design and development of a facility that is accessible by people with disabilities	S-1	Yes / No	S-1	Yes / No
Site Physical Attributes	40 points		40 points	
Sufficient site area to accommodate the functional building program	S-2	20 points	S-2	20 points
The site configuration and features allow for an innovative architectural design	S-3	5 points	S-3	5 points
Visibility of the site	S-4	15 points	S-4	15 points



Slide 11: Screening Assessment Criteria

Screening Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
Accessibility	40 points		40 points	
Accessibility by public transit	S-5	25 points	S-5	25 points
Accessibility by walking and by cycling	S-6	15 points	S-6	15 points
Location within Central Area	20 points		20 points	
Proximity to the cultural and administrative centre of the City	S-7	20 points	S-7	20 points
TOTAL – Screening Assessment Criteria	100 points		100 points	



Slide 12: Detailed Assessment Criteria

Detailed Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
Site Physical Capacity	20 points		16 points	
Zoning status	D-1	5 points	D-1	4 points
The site configuration and features allow for sustainable design and minimal environmental impact	D-2	10 points	D-2	8 points
Proximity to paid parking spaces	D-3	5 points	D-3	4 points
Contextual Suitability	20 points		20 points	
Existing or planned future development in the surrounding areas will be complementary in terms of character and image of the facility	D-4	10 points	D-4	8 points
Proximity to existing or planned cultural, commercial, residential and institutional facilities that are complementary in terms of function and use	D-5	10 points	D-5	6 points
Proximity to existing or planned government institutional facilities that are complementary in terms of function and use			D-6	6 points



Slide 13: Detailed Assessment Criteria

Detailed Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
Opportunities to Contribute to Civic Planning Initiatives and City Building	35 points			
Opportunities to Contribute to Civic and National Planning Initiatives and City / Nation Building			39 points	
Development of the new library facility would serve as a catalyst and economic driver for Central Area development	D-6	10 points		
Development of the new library / archives facility would serve as a catalyst and economic driver for Central Area development			D-7	7 points
Development of the new library facility contributes to the City's development policies, secondary plans and transit oriented growth and intensification	D-7	10 points		
Development of the new library / archives facility contributes to the City's development policies, secondary plans and transit oriented growth and intensification			D-8	7 points
Development of the new library / archives			D-9	7 points



Detailed Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
facility contributes to the National Capital Commission (NCC) Comprehensive Plan				

Slide 14: Detailed Assessment Criteria

Detailed Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
Development of the new library facility contributes to the establishment of a new civic focal point and civic identity	D-8	15 points		
Development of the new library / archives facility contributes to the establishment of a new civic focal point and civic identity			D-10	9 points
Development of the new library / archives facility contributes to the establishment of a new national focal point supporting the National Capital and Canadians			D-11	9 points
Encumbrances	25 points		25 points	
No significant physical encumbrances	D-9	7 points	D-12	7 points



Detailed Assessment Criteria	OPL Stand-alone Facility		OPL-LAC Joint Facility	
	Item No.	Weighting	Item No.	Weighting
No significant servicing encumbrances	D-10	5 points	D-13	5 points
No significant environmental encumbrances	D-11	5 points	D-14	5 points
No significant legal encumbrances	D-12	8 points	D-15	8 points
TOTAL – Detailed Assessment Criteria	100 points		100 points	

Slide 15: Selection Process
Stage 1: Site Evaluation

- Starts once Board approves criteria
- Committee reviews detailed candidate site information
- Workshop 1: walking tours + consensus evaluation and scoring
- Agreement on ranked list of site(s): 2 paths
- Results of rankings reported to and confirmed with Board

Slide 16: Selection Process
Stage 2: Due Diligence

- Detailed due diligence short listed-sites
 - Investigate any site development & financial considerations
- Quantitative and qualitative assessment
 - Informed by discussions with relevant site owners
- Recommendation based on refined site rankings (2 paths)



Slide 17: Selection Process
Stage 3: Recommendation(s)

- Supported by strategic rationale
- Part of Board decision package:
 - Partnership
 - Financial framework
 - Project Delivery Method
- Board recommends to City Council
- Seek City Council consent

Slide 18: Summary

- That the Board approve:
 - Site Criteria and Weightings
 - Signal the start of the evaluation process
 - Direct staff to report back in August

