



Ottawa Central Library Development Project

Site Evaluation Criteria

July 2016

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Introduction

Context

Deloitte LLP (“Deloitte”) was engaged by OPL to assist in the development of site evaluation criteria including weightings and overall scoring considerations (jointly the “Site Evaluation Criteria”) for the Ottawa Central Library Development Project (the “Project”).

This report outlines the approach that was taken to develop the Evaluation Criteria, the recommended draft Evaluation Criteria for Board consideration and the rationale behind the criteria.

Project Background

Ottawa Central Library Development

In recent years, the Ottawa Public Library (“OPL”) has faced significant challenges in transforming its library services to keep up with rapidly developing technology, increasing customer expectations and changing demographics in the greater Ottawa area. Furthermore, the existing Central Library facility, the largest and busiest branch in the OPL system was opened in 1974 and is in need of replacement to deliver modern library services and be more accessible. In order to respond to these issues, the City of Ottawa (the “City”) and OPL have decided, based on a series of investigations and analyses, to develop a new, modern, dynamic Central Library facility in the Central Area of Ottawa. The new facility will replace the existing aging Central Library facility and function as a downtown community-based creative learning library serving both the roles of a downtown branch and a citywide service. Upon completion, the new facility is expected to:

- Be user-friendly, safe, accessible, welcoming and customer-focused;
- Offer flexible spaces achieved through effective, intuitive design;
- Create inviting and comfortable spaces through the use of natural light; and
- Enable self-service through technology.

OPL envisions the new facility to be:

- An innovative, iconic and significant civic building that will function as a downtown library branch and a citywide service;
- A destination for all residents and visitors to the nation’s capital; and
- A conveniently-located and architecturally distinct building.

In July 2015, the new Central Library development was approved as a 2015-2018 Term of Council Priority. The Project is considered to be a transformational project and a City-building initiative for Ottawa.

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Partnership with Library and Archives Canada

In January 2016, OPL and Library and Archives Canada (“LAC”) announced a joint intent to investigate and explore the potential opportunity for partnership to jointly develop an OPL-LAC facility that will accommodate not only the planned Ottawa Central Library, but also certain functions of LAC. OPL and LAC are currently conducting analyses to assess the feasibility and benefits of developing a joint facility. Meanwhile, concurrent planning processes are underway for both an OPL stand-alone Central Library and an OPL-LAC joint facility (both will be referred to as the “Central Library” hereinafter).

Site Selection Process

In April 2016, the OPL Board approved the initiation of a process to determine the preferred site(s) for the Central Library, either as a stand-alone OPL facility or a joint facility in partnership with LAC.

The site selection process, under the direction of the OPL CEO with support from the City’s Real Estate Partnerships and Development Office (“REPDO”), includes the following key components:

- Identification of potential sites in the Central Area of Ottawa for the development of the Central Library (“Candidate Sites”);
- Development of detailed site information packages for all of the identified Candidate Sites;
- Development of the Site Evaluation Criteria with input from OPL, LAC, the City, external experts and the public (separate Site Evaluation Criteria were developed for the OPL stand-alone Central Library and OPL-LAC joint facility);
- Assessment of identified Candidate Sites against the pre-determined Site Evaluation Criteria to identify a short-list of sites for further due diligence and investigation; and
- Identification of a preferred site for the Central Library based on the site evaluation outcomes and further due diligence.

For clarity, the Board approved boundaries of the Central Area¹ for the purpose of site selection include:

- The Ottawa River to the North;
- Albert / Gloucester / Lisgar to the South;
- King Edward to the East; and
- The Trillium Line (Bayview Station) to the West.

A fairness commissioner has been engaged by OPL to oversee the entire site selection process from a fairness perspective.

¹ Defined as the Central Area Land Use (“Central Area”) designation of the Official Plan, also shown as Area “A” on Schedule 1 of Zoning By-law 2008-250.

<http://documents.ottawa.ca/sites/documents.ottawa.ca/files/documents/cap089614.pdf>

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Public Engagement

Given the importance of the Project to the general public, OPL with the assistance of PACE Consulting (“PACE”) developed and implemented a public engagement process to ensure the public and other relevant stakeholders could contribute to the development of the Site Evaluation Criteria.

As part of this public engagement process, two in-person consultation sessions took place on May 16, 2016 to obtain feedback on the public’s key interests in relation to the location of the Central Library. Following the in-person consultation sessions, an on-line questionnaire was launched by Nanos Research (“Nanos”), running from May 26 to June 9, 2016, to obtain further feedback from the broader public.

The feedback obtained through the public consultation and questionnaire processes was summarized in the following reports:

- The “Public consultation in support of the Ottawa Central Library Development Project: In-person Consultation Sessions on Site Evaluation Criteria (May 16, 2016), June 20, 2016” report prepared by PACE; and
- The “Rating potential location criteria for a new Central Library, Ottawa Public Library Consultation Summary, June 2016 (Submission 2016-850)” report prepared by Nanos.

In summary, the key areas of public interest with respect to the location of the Central Library identified through the public engagement include:

In-person Consultation

The top ten themes identified through the in-person consultation include:

Top Ten Themes

- **Access** – allow for travelling to the new Central Library by different modes of transport including Light Rail Transit, walking, cycling and by car;
- **Core or density of the area** – the new Central Library being in a densely populated or frequented central area;
- **Ability to be an iconic or landmark destination point** – the site needs to allow for the design of an iconic facility;
- **Outdoor considerations** – considerations regarding the facility’s streetscape as well as the desire to have green and open spaces;
- **Environmental considerations** – inclusion of sustainable or environmental considerations in determining the location of the new Central Library;
- **Strategic considerations** – the site should be selected to advance a specific strategic outcome (e.g. focal point, catalyst for economic development);
- **Spaciousness** – the selected site should be big enough for future expansion;

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Top Ten Themes

- **Accessibility** – site accessibility for people with limited mobility;
- **Flexibility of purpose / ability to accommodate multiple-uses** – the site’s ability to integrate a multitude of uses; and
- **Cost and affordability** – mixed opinions with respect to the affordability of a site.

On-line Questionnaire

The responses to the on-line questionnaire indicate the public’s view of the relative importance of the potential site selection considerations:

Considerations	% of Participants Considered		
	Important	Average Important	Not Important
Be welcoming to people with physical disabilities	91%	7%	2%
Easy to get to by public transit via bus	89%	9%	2%
Easy to get to by walking	84%	13%	3%
Promote a feeling of safety for library customers	78%	18%	4%
Easy to get to by bicycle	77%	18%	5%
Easy to get to from a new Light Rail Transit station	75%	20%	5%
Promote environmental sustainability	65%	27%	8%
Contribute to the architectural identity of Ottawa and the National Capital	61%	28%	11%
Compatible with the surrounding area / neighbourhood	56%	36%	9%
Have space for future expansion	50%	40%	10%
Deliver the best value for tax dollars	41%	44%	15%

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Considerations	% of Participants Considered		
	Important	Average Important	Not Important
Include a public green space	44%	35%	22%
Be close to residential dwellings	36%	47%	17%
Outdoor open spaces for gathering	39%	39%	21%
Be close to museums, arts and cultural institutions	33%	44%	23%
Easy to get to by car	32%	41%	27%
Have a nice view looking out from the facility	28%	46%	26%
Plenty of parking	28%	39%	33%
Be close to office buildings	23%	46%	31%
Be close to restaurants	17%	47%	36%
Be close to retail shopping	14%	44%	42%
Be the lowest cost to acquire	12%	42%	46%

Less than half of the survey participants responded to an open-ended question on other important factors. The important factors identified through the responses include:

Factors	% of Respondents Considered Important
Downtown / central	41.5%
Ease of access / popular areas	15%
Downtown / central / not at LeBreton Flats	8.2%
Near green space / recreational spaces / café	6.5%
Near public transit	6.4%
Make it look nice	4%

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Factors	% of Respondents Considered Important
Neighbourhood periphery / not downtown	3.2%
Cost / no need for new library	2.3%
LeBreton Flats is fine / ideal	1.8%
Other and unsure	11%

Please refer to the public engagement reports attached to the OPL Board report OPLB-2016-0171 (Documents 3 and 4) for further details.

Development of the Site Evaluation Criteria

Deloitte assisted in the development of the Site Evaluation Criteria, based on the preliminary criteria developed by REPDO and taking into account the input received through the public engagement process and subject matter expert input from the City, OPL, LAC and external experts.

Deloitte reviewed the public engagement reports and suggested modifications to the preliminary Site Evaluation Criteria to respond to the public's comments.

The revised Site Evaluation Criteria went through several rounds of review and discussion:

- The revised Site Evaluation Criteria were first reviewed with the relevant experts from OPL and REPDO to ensure that the City's planning considerations and public input identified through the public engagement process were fully addressed.
- The Site Evaluation Criteria were then reviewed with a key Project team member from LAC to ensure LAC's requirements were fully addressed.
- The Site Evaluation Criteria were finally reviewed with the Site Evaluation Committee. The Site Evaluation Committee consists of representatives from OPL, LAC, REPDO, the City's Planning and Growth Management Department and external subject matter experts (please refer to Appendix 1 of this report for a list of the committee members). An interactive workshop was convened to review and agree upon the Site Evaluation Criteria.

The Site Evaluation Criteria were refined based on the verbal and written comments received from the review participants throughout the review process. The Site Evaluation Committee reached consensus on the final draft Site Evaluation Criteria. The final draft Site Evaluation Criteria, which are presented in this report, will be recommended to the OPL Board on July 12, 2016 for consideration and approval.

Site Evaluation Criteria

Site Evaluation Approach

The site evaluation will be carried out using a two-step approach:

Step 1 – Screening Assessment

Each Candidate Site will be first evaluated against seven Screening Assessment criteria in three evaluation categories (site physical attributes, accessibility and location within Central Area).

In order for a site to pass the Screening Assessment and be further considered, it must:

- Allow for the design and development of a facility that is accessible by people with disabilities;
- Have a sufficiently large area to accommodate the functional building program; and
- Obtain a minimum score of 70 points out of 100 in total based on the Screening Assessment.

Step 2 – Detailed Assessment

The Candidate Sites that pass the Screening Assessment will be further evaluated by assessing the merits and drawbacks of each site in terms of site development issues and constraints, contextual suitability with the surrounding area and their ability to complement and contribute to other civic and national planning initiatives and investments.

Scoring and Ranking

The following grades will be used to evaluate and score each identified Candidate Site against the Site Evaluation Criteria:

- **100%** – the site **significantly exceeds** the requirements
- **85%** – the site **exceeds** the requirements
- **70%** – the site **meets** the requirements
- **50%** – the site **partially meets** the requirements
- **0%** – the site **does not meet** the requirements

Additionally, each criterion has been assigned a weighting, reflecting its importance to OPL, LAC, the City and public. The scores will be multiplied by the applicable weighting to arrive at a weighted score for each criterion.

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Total scores for each step of the evaluation will be calculated as follows:

- Screening Assessment score = sum of the weighted score for each of the Screening Assessment criteria
- Detailed Assessment score = sum of the weighted score for each of the Detailed Assessment criteria
- Total assessment score = (Screening Assessment score + Detailed Assessment score) / 2

The Candidate Sites that pass the Screening Assessment will be ranked based on their total assessment score.

Selection of Short-Listed Sites for Further Due Diligence

Deloitte will facilitate the evaluation and consensus processes and chair (non-voting) the Site Evaluation Committee consensus workshop. At the conclusion of the workshop, the Committee will reach consensus on the ranking of the sites for both an OPL stand-alone facility and an OPL-LAC joint facility. Results of the ranking will be reported to the Board in August. Subject to Board confirmation, a short-list of no more than three sites will be selected for the OPL stand-alone facility and OPL-LAC joint facility, respectively, for further due diligence.

Site Evaluation Criteria

Separate sets of Site Evaluation Criteria have been developed for the OPL stand-alone facility and OPL-LAC joint facility, based on the preliminary Site Evaluation Criteria developed by REPDO, input received from public and feedback received from various stakeholders and subject matter experts through the review process.

The Site Evaluation Committee reached a consensus on the final draft Site Evaluation Criteria, which are presented in the following pages including the rationale behind the development of the criteria.

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Site Evaluation Criteria for OPL Stand-alone Facility

Screening Assessment Criteria

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Mandatory Requirement			Pass / Fail	
S-1	The site allows for the design and development of a facility that is accessible by people with disabilities	By law the site must allow for the design and development of a facility that complies with the City of Ottawa's Accessibility Design Standards (2nd Edition, November 2015).	Yes / No	<p>It is required by law that the development of new public facilities must comply with the applicable accessibility design standards.</p> <p>This also aligns with the public input that accessibility for people with disabilities was considered to be one of the top priorities for site selection.</p> <p>This criterion has been set as a pass / fail criterion. Therefore, if a site does not allow for the design and development of a facility that complies with the applicable accessibility design standards, it will not be further assessed in the evaluation process.</p>
Site Physical Attributes			40 points	
S-2	Sufficient site area to accommodate the functional building program	<p>A minimum site area of 40,000 sf. is required for the OPL stand-alone facility.</p> <p>A site area of 60,000 sf. or more is considered to significantly exceed the requirement.</p>	20 points	<p>The current functional program requires a minimum building floor plate of 30,000 sf. and extra spaces of approximately 10,000 sf. for exterior plazas, accesses, lay-bys, etc.</p> <p>The public input indicated a desire for green and outdoor open spaces for public gatherings. It was also suggested that the site should allow for bicycle parking.</p> <p>Therefore, this criterion has been developed to</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
				ensure that the selected site has sufficient area to accommodate the required functional programs, which have taken into account exterior plazas, building access and associated requirements.
S-3	The site configuration and features allow for an innovative architectural design	The site configuration is regular in shape and the site features should allow for the design and development of an innovative and iconic facility without significant challenges.	5 points	<p>The new Central Library will be an innovative, iconic and significant civic building.</p> <p>This is also supported by the public input that the Central Library should be attractive in appearance, contribute to the architectural identity of Ottawa and the national capital and be an iconic / landmark destination point.</p> <p>This criterion has been developed to reflect the above noted requirements. Since design innovations are more relevant to the facility design development process than the site selection process, only 5 points were assigned to this criterion.</p>
S-4	Visibility of the site	<p>Considering the adjacent land uses and site topography, the site should allow the new facility to be fully visible from as many approaches as possible with quality long and short range views.</p> <p>The site should allow the new facility to be fully visible from at least two approaches.</p>	15 points	<p>The Central Library will be an iconic / landmark destination point, which is also supported by the public input.</p> <p>This criterion has been developed to ensure the visibility of the new facility from various approaches.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Accessibility			40 points	
S-5	Accessibility by public transit	<p>The site should be as nearby as possible to an existing or planned public transit station.</p> <p>It should be within 400 metres walking distance from a Confederation Line Light Rail Transit ("LRT") station.</p>	25 points	<p>It has been emphasized in the public input that the Central Library should be easily accessible by light rail transit and bus.</p> <p>This criterion has been developed to address this requirement.</p> <p>According to the City's transit transformation strategy to coordinate with the LRT Confederation Line, bus routes that currently operate on the Transitway between Blair and Tunney's Pasture stations and through the downtown core will be replaced by high frequency LRT service.</p> <p>Therefore, this criterion has been developed to focus on the proximity of the new Central Library to a Confederation Line LRT station.</p>
S-6	Accessibility by walking and by cycling	<p>The site should be nearby to existing or planned sidewalks, pedestrian paths and bicycle paths that allow visitors to easily access the new facility through a safe and welcoming walking or cycling experience.</p>	15 points	<p>It has also been highlighted in the public input that being able to access the Central Library by walking or cycling through convenient and safe routes is considered to be one of the high priorities for site selection.</p> <p>This criterion has been developed to address this requirement.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Location within Central Area			20 points	
S-7	Proximity to the cultural and administrative centre of the City	<p>The site should be centrally located in proximity to an existing or planned cultural and administrative centre of the City.</p> <p>The level of preference among the identified Central Area sectors decreases in the following order:</p> <ul style="list-style-type: none"> • Sector One • Sector Two • Sector Three or Sector Four • Sector Five <p>Sector Descriptions (please refer to the map provided in Appendix 2 of this report):</p> <p>Sector One</p> <ul style="list-style-type: none"> • Bounded by the Rideau Canal, Lisgar Street, Elgin Street, Sparks Street, the Escarpment and the Ottawa River. • Sector One includes both sides of Elgin Street and Sparks 	20 points	<p>One of the high priorities emphasized in the public input is that the new Central Library should be located in the downtown / central area of Ottawa, in a safe, densely populated or frequented central area where people live, work and play.</p> <p>This priority aligns with OPL's vision of the new Central Library as a downtown library branch and a citywide service. It is also reflected in the identification of the Candidate Sites, which are required to be within the defined Central Area.</p> <p>Considering the fact that the new Central Library is expected to be completed in 2020 and serve its customers for several decades, this criterion has been developed to take into account not only the current status, but also anticipated future and long-term development in Ottawa's Central Area.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>Street.</p> <ul style="list-style-type: none"> Major focus of employment and economic activity; includes the Parliamentary and canal parks precincts together with significant national and civic cultural landmarks. <p>Sector Two</p> <ul style="list-style-type: none"> Bounded by Elgin Street, Gloucester Street, Bronson Avenue / the Escarpment and Sparks Street. Sector Two excludes the properties fronting along the west side of Elgin Street and south side of Sparks Street. Major commercial and office district; growing residential uses planned for high density mixed-use development supporting the Confederation Light 		

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>Rail Transit Line.</p> <p>Sector Three</p> <ul style="list-style-type: none"> Bounded by King Edward Avenue, Laurier Avenue, the Rideau Canal / Ottawa River, St. Patrick Street and St. Andrew Street. Major convention and retail centre including the By-Ward Market; arts, theatre and entertainment precinct; major tourist destination. <p>Sector Four</p> <ul style="list-style-type: none"> Bounded by the Escarpment / Bronson Avenue, Albert Street, Preston Street and the Ottawa River. Includes a major museum, festival park and lands recently scheduled for development as part of LeBreton Flats with compact residential and commercial land uses that complement 		

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>nearby neighbourhoods; the Escarpment and tail race aqueduct are distinctive features.</p> <p>Sector Five</p> <ul style="list-style-type: none"> • Bounded by Preston Street, Albert Street, Trillium Line and the Ottawa River. • Future mixed use development area planned for transit orientated development at the junction of the Confederation Line and Trillium Line. 		
Total Points			100 points	

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Detailed Assessment Criteria

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Site Physical Capacity			20 points	
D-1	Zoning status	It is preferable that the site is currently zoned to allow for a library facility.	5 points	<p>If a site requires rezoning and/or Official Plan Amendments to support the development of the Central Library, it could potentially delay the project schedule and increase the costs.</p> <p>This criterion has been developed to assess the readiness of a site for development.</p>
D-2	The site configuration and features allow for sustainable design and minimal environmental impact	The site should allow for opportunities to use sustainable architecture and minimize the environmental impact.	10 points	<p>The public input indicated the importance of promoting environmental sustainability. This also aligns with the City's public facility planning and development principles, policies and associated legislation.</p> <p>This criterion has been developed to address this requirement.</p>
D-3	Proximity to paid parking spaces	The site should have the capacity to accommodate parking spaces or be nearby to public parking spaces.	5 points	<p>Although not high priority, it was suggested in the public input that people may visit the Central Library by car and would like to have access to parking spaces.</p> <p>This criterion has been developed to address this requirement.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Contextual Suitability			20 points	
D-4	Existing or planned future development in the surrounding areas will be complementary in terms of character and image of the facility	The existing or planned future development in the surrounding areas of the site should enhance the neighbourhood character, optimize the scale of development and promote the image of the entire area without resulting in a negative impact on the character and image of the new library facility.	10 points	<p>The City expects that the existing or planned future development in the surrounding areas should promote the image of the entire area and be compatible with the Central Library.</p> <p>It was also suggested in the public input that the development of the new Central Library should be compatible with the surrounding area / neighbourhood.</p> <p>This criterion has been developed to address this requirement.</p>
D-5	Proximity to existing or planned cultural, commercial, residential and institutional facilities that are complementary in terms of function and use	The site should be in a diverse, mixed-use main street environment which includes surrounding facilities that could provide complementary functional support (museums, arts and cultural institutions, restaurants, cafés, retail, entertainment, etc.) and draw residents and visitors to the area.	10 points	<p>The public input indicated that the Central Library should be located in an area where people live, work and play. It was also suggested that the new facility should be close to museums, arts and cultural institutions, residential dwellings, restaurants and retail shopping.</p> <p>This will assist in attracting more visitors to the Central Library and enhance their experience while visiting the area.</p> <p>This criterion has been developed to address this requirement.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Opportunities to Contribute to Civic Planning Initiatives and City Building			35 points	
D-6	Development of the new library facility would serve as a catalyst and economic driver for Central Area development	The site should allow the development of the new library facility to serve as an engine driving further development / redevelopment and advance other major public and non-public investments in the surrounding area.	10 points	<p>It is crucial to the City and OPL to ensure that the investment in the new Central Library aligns with the overall City development strategy and will promote further investment and development in the Central Area.</p> <p>This was also supported by the public input that the site selection should take into account strategic considerations. For example, the new Central Library should add to the “chemistry” of the area where it is located, or more broadly, contribute to the overall vibrancy of the City.</p> <p>This criterion has been developed to address these requirements.</p>
D-7	Development of the new library facility contributes to the City’s development policies, secondary plans and transit oriented growth and intensification	The site should allow the development of the new library facility (an innovative and iconic building) to significantly contribute to the achievement of the overall City building objectives.	10 points	For the same reasons described above, this criterion has been developed to ensure that the selected site aligns with the overall City development strategy, policies and legislation.
D-8	Development of the new library facility contributes to the establishment of a new civic focal point and civic identity	The site should allow the new library facility (an iconic City Building) to be favourably positioned to become an essential civic focal point and provide a	15 points	<p>The City, OPL and the general public all expect the Central Library to be an iconic / landmark destination point.</p> <p>Furthermore, this project is considered by the City to be a transformational project and a City-building initiative for Ottawa.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		statement of civic pride.		This criterion has been developed to address these requirements.
Encumbrances			25 points	
D-9	No significant physical encumbrances	There should not be significant physical encumbrances associated with the site (e.g. water table, soil capacity, encumbrances imposed by the zone of influence adjacent to a light rail transit line or tunnel, air rights / strata title, demolition requirement, etc.) that could cause delays in the project schedule and/or cost overruns.	7 points	<p>When selecting a site, it is important to take into consideration the identified encumbrances associated with the site and their potential negative impacts on the project schedule and costs.</p> <p>Further due diligence and analyses will be conducted on the short-listed sites to ensure optimal value for money.</p>
D-10	No significant servicing encumbrances	There should not be significant servicing encumbrances associated with the site (e.g. upgrade or relocation of gas lines, power utilities, water service, storm drainage and sanitary sewers, requirements for road / street infrastructure, etc.) that could cause delays in the project schedule and/or cost overruns.	5 points	

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
D-11	No significant environmental encumbrances	There should not be significant environmental encumbrances associated with the site (e.g. contamination issues, etc.) that could cause delays in the project schedule and/or cost overruns.	5 points	
D-12	No significant legal encumbrances	There should not be significant legal encumbrances associated with the site (e.g. liens, deed restrictions and covenants, easements, multiple ownership, etc.) that could cause delays in the project schedule and/or cost overruns.	8 points	
Total Points			100 points	

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Site Evaluation Criteria for OPL-LAC Joint Facility

Screening Assessment Criteria

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Mandatory Requirement			Pass/Fail	
S-1	The site allows for the design and development of a facility that is accessible by people with disabilities	<p>By law the site must allow for the design and development of a facility that complies with:</p> <ul style="list-style-type: none"> • The City of Ottawa's Accessibility Design Standards (2nd Edition, November 2015); and • Treasury Board of Canada Secretariat's Accessibility Standard for Real Property / Norme d'accès facile aux biens immobiliers, which refers to Accessible Design For the Built Environment / Conception accessible pour l'environnement bâti (CAN/CSA-B651-04). 	Yes / No	<p>This is the same evaluation criterion as the one utilized for the OPL stand-alone facility.</p> <p>An additional reference to the applicable federal accessibility design standards has been included in the criterion description to reflect the OPL-LAC joint facility.</p>

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Site Physical Attributes			40 points	
S-2	Sufficient site area to accommodate the functional building program	<p>A minimum site area of 64,500 sf. is required for the OPL-LAC joint facility.</p> <p>A site area of 80,000 sf. or more is considered to significantly exceed the requirement.</p>	20 points	<p>This is the same evaluation criterion as the one utilized for the OPL stand-alone facility.</p> <p>The required site area has been increased to reflect the larger functional building program of the OPL-LAC joint facility.</p> <p>The current functional program for the joint facility requires a minimum building floor plate of 45,000 sf. and extra spaces of approximately 19,500 sf. for exterior plazas, accesses, lay-bys, etc.</p>
S-3	The site configuration and features allow for an innovative architectural design	The site configuration is regular in shape and the site features should allow for the design and development of an innovative and iconic facility without significant challenges.	5 points	This is the same evaluation criterion as the one utilized for the OPL stand-alone facility.
S-4	Visibility of the site	<p>Considering the adjacent land uses and site topography, the site should allow the new facility to be fully visible from as many approaches as possible with quality long and short range views.</p> <p>The site should allow the new facility to be fully visible</p>	15 points	Same as above.

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		from at least two approaches.		
Accessibility			40 points	
S-5	Accessibility by public transit	<p>The site should be as nearby as possible to an existing or planned public transit station.</p> <p>It should be within 400 metres walking distance from a Confederation Line Light Rail Transit station.</p>	25 points	Same as above.
S-6	Accessibility by walking and by cycling	The site should be nearby to existing or planned sidewalks, pedestrian paths and bicycle paths that allow visitors to easily access the new facility through a safe and welcoming walking or cycling experience.	15 points	Same as above.

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Location within Central Area			20 points	
S-7	Proximity to the cultural and administrative centre of the City	<p>The site should be centrally located in proximity to an existing or planned cultural and administrative centre of the City.</p> <p>The level of preference among the identified Central Area sectors decreases in the following order:</p> <ul style="list-style-type: none"> • Sector One • Sector Two • Sector Three or Sector Four • Sector Five <p>Sector Descriptions (please refer to the map provided in Appendix 2 of this report):</p> <p>Sector One</p> <ul style="list-style-type: none"> • Bounded by the Rideau Canal, Lisgar Street, Elgin Street, Sparks Street, the Escarpment and the Ottawa River. • Sector One includes both sides of Elgin Street and Sparks 	20 points	Same as above.

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
SITE EVALUATION CRITERIA

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>Street.</p> <ul style="list-style-type: none"> Major focus of employment and economic activity; includes the Parliamentary and canal parks precincts together with significant national and civic cultural landmarks. <p>Sector Two</p> <ul style="list-style-type: none"> Bounded by Elgin Street, Gloucester Street, Bronson Avenue / the Escarpment and Sparks Street. Sector Two excludes the properties fronting along the west side of Elgin Street and south side of Sparks Street. Major commercial and office district; growing residential uses planned for high density mixed-use development supporting the Confederation Light 		

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>Rail Transit Line.</p> <p>Sector Three</p> <ul style="list-style-type: none"> Bounded by King Edward Avenue, Laurier Avenue, the Rideau Canal / Ottawa River, St. Patrick Street and St. Andrew Street Major convention and retail centre including the By-Ward Market; arts, theatre and entertainment precinct; major tourist destination. <p>Sector Four</p> <ul style="list-style-type: none"> Bounded by the Escarpment / Bronson Avenue, Albert Street, Preston Street and the Ottawa River. Includes a major museum, festival park and lands recently scheduled for development as part of LeBreton Flats with compact residential and commercial land uses that complement 		

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		<p>nearby neighbourhoods; the Escarpment and tail race aqueduct are distinctive features.</p> <p>Sector Five</p> <ul style="list-style-type: none"> • Bounded by Preston Street, Albert Street, Trillium Line and the Ottawa River. • Future mixed use development area planned for transit orientated development at the junction of the Confederation Line and Trillium Line. 		
Total Points			100 points	

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Detailed Assessment Criteria

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Site Physical Capacity			16 points	
D-1	Zoning status	It is preferable that the site is currently zoned to allow for a library / archives facility.	4 points	This is the same evaluation criterion as the one utilized for the OPL stand-alone facility with a reduced weighting to accommodate the additional criteria unique to the OPL-LAC joint facility.
D-2	The site configuration and features allow for sustainable design and minimal environmental impact	The site should allow for opportunities to use sustainable architecture and minimize the environmental impact.	8 points	Same as above.
D-3	Proximity to paid parking spaces	The site should have the capacity to accommodate parking spaces or be nearby to public parking spaces.	4 points	Same as above.
Contextual Suitability			20 points	
D-4	Existing or planned future development in the surrounding areas will be complementary in terms of character and image of the facility	The existing or planned future development in the surrounding areas of the site should enhance the neighbourhood character, optimize the scale of development and promote the image of the entire area without resulting in a negative impact on the	8 points	Same as above.

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		character and image of the new library / archives facility.		
D-5	Proximity to existing or planned cultural, commercial, residential and institutional facilities that are complementary in terms of function and use	The site should be in a diverse, mixed-use main street environment which includes surrounding facilities that could provide complementary functional support (museums, arts and cultural institutions, restaurants, cafés, retail, entertainment, etc.) and draw residents and visitors to the area.	6 points	Same as above.
D-6	Proximity to existing or planned government institutional facilities that are complementary in terms of function and use	The site should be nearby to other government facilities that could enhance the function and use of the new library / archives facility.	6 points	It is important to LAC that the new joint facility is generally in the same area as other government facilities. Therefore, this additional criterion has been developed to address this requirement.

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Opportunities to Contribute to Civic and National Planning Initiatives and City / Nation Building			39 points	
D-7	Development of the new library / archives facility would serve as a catalyst and economic driver for Central Area development	The site should allow the development of the new library / archives facility to serve as an engine driving further development / redevelopment and advance other major public and non-public investments in the surrounding area.	7 points	This is the same evaluation criterion as the one utilized for the OPL stand-alone facility with a reduced weighting to accommodate the additional criteria unique to the OPL-LAC joint facility.
D-8	Development of the new library / archives facility contributes to the City's development policies, secondary plans and transit oriented growth and intensification	The site should allow the development of the new library / archives facility (an innovative and iconic building) to significantly contribute to the achievement of the overall City building objectives.	7 points	Same as above
D-9	Development of the new library / archives facility contributes to the National Capital Commission (NCC) Comprehensive Plan	The site should allow the development of the new library / archives facility to contribute to the NCC Comprehensive Plan that provides a policy framework for conducting federal activities, managing properties and assigning locations to federal facilities in the National Capital	7 points	For the joint facility, it should align with not only the civic but also the federal NCC development policies and strategy. This additional criterion has been developed to address this requirement.

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
		Region.		
D-10	Development of the new library / archives facility contributes to the establishment of a new civic focal point and civic identity	The site should allow the new library / archives facility (an iconic public building) to be favourably positioned to become an essential civic focal point and provide a statement of civic pride.	9 points	This is the same evaluation criterion as the one utilized for the OPL stand-alone facility with a reduced weighting to accommodate the additional criteria unique to the OPL-LAC joint facility.
D-11	Development of the new library / archives facility contributes to the establishment of a new national focal point supporting the National Capital and Canadians	The site should allow the new library / archives facility to promote the national identity, prominently portray national symbols and become an essential focal point of the National Capital Region.	9 points	It is expected that the new joint facility will promote the national identity and be a focal point within the National Capital Region. This additional criterion has been developed to address this requirement.

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Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
Encumbrances			25 points	
D-12	No significant physical encumbrances	There should not be significant physical encumbrances associated with the site (e.g. water table, soil capacity, encumbrances imposed by the zone of influence adjacent to a light rail transit line or tunnel, air rights / strata title, demolition requirement, etc.) that could cause delays in the project schedule and/or cost overruns.	7 points	These are the same evaluation criteria as those utilized for the OPL stand-alone facility.
D-13	No significant servicing encumbrances	There should not be significant servicing encumbrances associated with the site (e.g. upgrade or relocation of gas lines, power utilities, water service, storm drainage and sanitary sewers, requirements for road / street infrastructure, etc.) that could cause delays in the project schedule and/or cost overruns.	5 points	

**OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT
SITE EVALUATION CRITERIA**

Item	Assessment Criteria	Description	Weighting	Rationale behind the Criteria
D-14	No significant environmental encumbrances	There should not be significant environmental encumbrances associated with the site (e.g. contamination issues, etc.) that could cause delays in the project schedule and/or cost overruns.	5 points	
D-15	No significant legal encumbrances	There should not be significant legal encumbrances associated with the site (e.g. liens, deed restrictions and covenants, easements, multiple ownership, etc.) that could cause delays in the project schedule and/or cost overruns.	8 points	
Total Points			100 points	

Next Steps

Next Steps

The draft Site Evaluation Criteria described in this report will be presented to the OPL Board on July 12, 2016 for consideration and approval.

Once the Site Evaluation Criteria are approved by the OPL Board, the Candidate Site information packages will be provided to the Site Evaluation Committee members for evaluation of the sites against the approved Site Evaluation Criteria.

An evaluation consensus workshop involving all of the Site Evaluation Committee members will take place in August to evaluate all of the Candidate Sites and reach a consensus on the scoring for each site.

Based on the outcome of the consensus meeting, and subject to Board confirmation, a short-list of sites will proceed to further due diligence including site condition investigations, appraisals and financial analyses.

Appendix 1 – Site Evaluation Personnel

Site Evaluation Committee for the OPL Stand-alone Facility

- **Elaine Condos**, Division Manager, Central Library Project, OPL
- **Richard Stark**, Program Manager, Facilities Development, OPL
- **John Smit**, Manager Policy Development and Urban Design, City of Ottawa
- **Robin Souchen**, Manager, Strategic Realty Initiatives, City of Ottawa
- **David Leinster**, Partner, The Planning Partnership (external expert)
- **James Parakh**, Manager, Urban Design, Toronto City Planning (external expert)
- **David Gordon**, Director, School of Urban and Regional Planning, Queen's University (external expert)

Site Evaluation Committee for the OPL-LAC Joint Facility

- **Serge Corbeil**, Director General, Real Property, LAC
- **Mario Gasperetti**, Manager, Strategic Accommodation, LAC
- **Elaine Condos**, Division Manager, Central Library Project, OPL
- **Richard Stark**, Program Manager, Facilities Development, OPL
- **John Smit**, Manager Policy Development and Urban Design, City of Ottawa
- **Robin Souchen**, Manager, Strategic Realty Initiatives, City of Ottawa
- **David Leinster**, Partner, The Planning Partnership (external expert)
- **James Parakh**, Manager, Urban Design, Toronto City Planning (external expert)
- **David Gordon**, Director, School of Urban and Regional Planning, Queen's University (external expert)

Site Evaluation Facilitator

- Deloitte

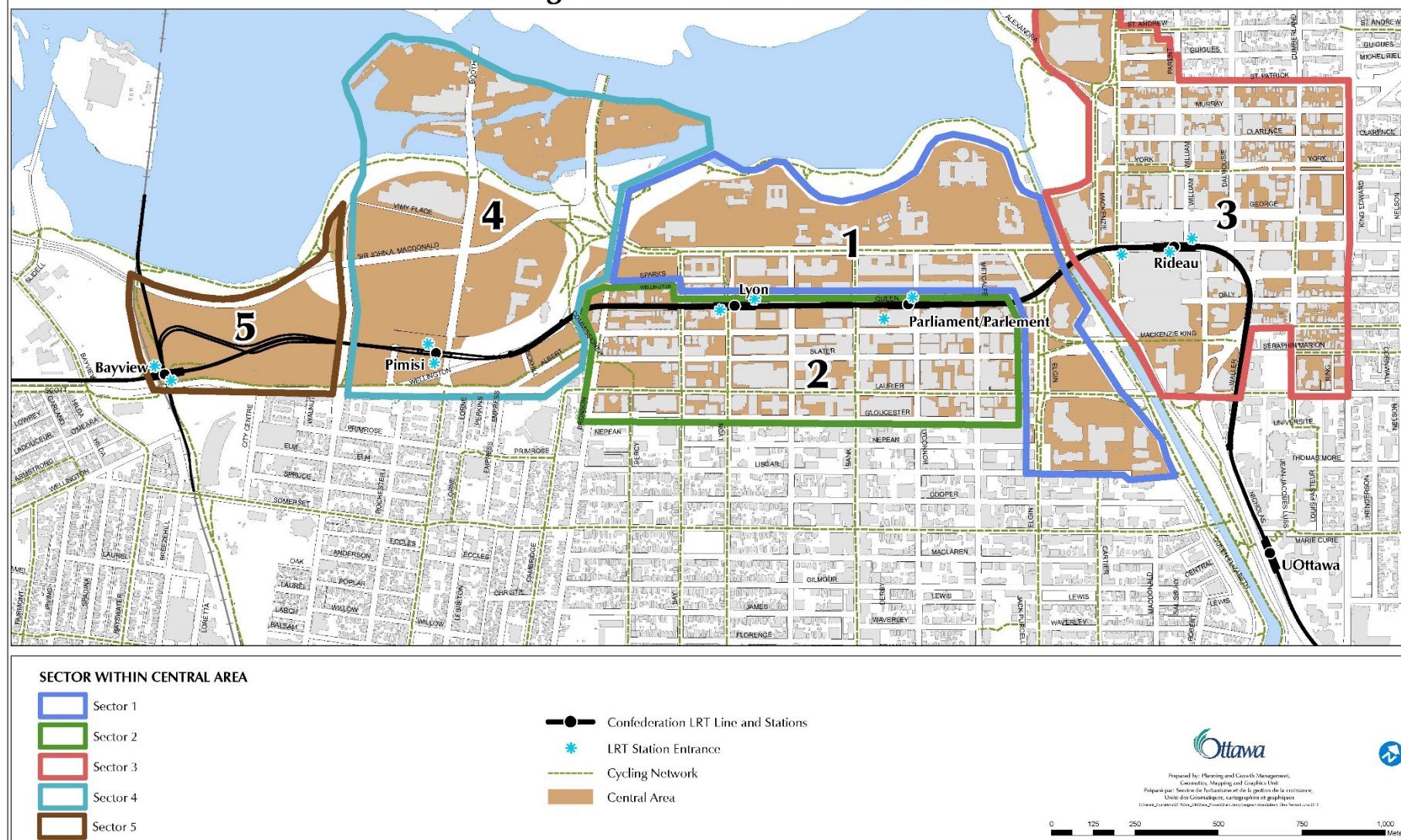
Fairness Commissioner

- Peter Woods, Public Sector Company Limited

Appendix 2 – Map of the Central Area

OTTAWA CENTRAL LIBRARY DEVELOPMENT PROJECT SITE EVALUATION CRITERIA

Screening Assessment Criteria Item No. S-7





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