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REPORT  
Regular Council Meeting  
1991 DECEMBER 09

THE CORPORATION OF THE DISTRICT OF BURNABY

TO: HIS WORSHIP, THE MAYOR AND ALDERMEN  
FROM: HERITAGE ADVISORY COMMITTEE  
SUBJECT: ROYAL JUBILEE ARCH CONSERVATION PROJECT

RECOMMENDATION:

1. THAT Council endorse the selection of F.G. Architectural and Planning Consultants to produce a Conservation Report for the Royal Jubilee Arch and approve an expenditure of \$4,300.00 (plus G.S.T.) for this project.

R E P O R T

1.0 BACKGROUND

The Heritage Advisory Committee on 1990 July 27 adopted the following motions:

- "1. THAT the H.A.C. undertake the restoration of the Royal Jubilee Arch as a conservation project for Burnaby's Centennial.
2. THAT this report be referred to the Parks and Recreation Commission and that the Commission be requested to assist the H.A.C. with the preservation of the Royal Jubilee Arch and approve the conservation approach as outlined in this report."

In response to the Committee's request the Parks and Recreation Commission adopted the following motion:

"THAT the H.A.C. be requested to undertake additional research and evaluation of alternative options before making a final decision on the two spruce trees."

With the approval of the Heritage Advisory Committee, Planning staff prepared a Terms of Reference document to seek consultant services for this project which was submitted to qualified architectural conservation consultants. (See attached Appendix 1).

2.0 EVALUATION PROCESS

Of the four conservation consultants that were sent the Terms of Reference Package, three responded with proposals. One of these did not complete the submission requirements and therefore was disqualified from the evaluation process.

The proposals evaluated included:

Commonwealth Historic Resource Management Ltd. - \$5,980.00

F.G. Architectural and Planning Consultants - \$4,300.00

Proposals were evaluated on the following criteria:

- . Experience and qualifications of staff to be assigned to this project.
- . Firm's experience and track record in work of a similar nature.
- . Proposed methodology.
- . Adherence to Terms of Reference.
- . Total cost Implications.
- . Completeness of proposal.

Each firm was evaluated by staff based on the information provided regarding each of these points.

This review revealed that the proposal from F.G. Architectural and Planning Consultants provided the most comprehensive report of the work necessary to complete the Jubilee Arch Conservation Report. This firm consistently responded to the requirements of the Terms of Reference Document with a high degree of detail and quality. The firm also tied their work to a schedule of tasks and client decisions revealing their understanding of the process necessary to accomplish this conservation and maintenance report.

F.G. Architectural and Planning Consultants communicated its experience and skilled personnel through their proposal and the quality of submitted conservation reports completed for other communities. The consulting engineer for the project, Smith & Company, has shown considerable skill in other heritage projects. Finally, this group provided the most reasonable charge-out rates, detailed task breakdown and lowest price of the two firms. The total fees for 46 hours of consultant time amounted to \$3,500.00 with \$800.00 for expenses totaling \$4,300.00 (plus G.S.T.) for this conservation report.

### 3.0 CONCLUSION

The restoration of the Royal Jubilee Arch can be seen as the first implementation of the Municipal Heritage Policy. As a primary heritage structure owned by the Corporation of Burnaby, it is considered essential that conservation procedures follow a methodical approach in order to protect this landmark (refer attached Sketches 1 & 2). The proposed conservation report will allow both the Heritage Advisory Committee and Parks and Recreation Commission to understand the complexity of preserving the arch; provide a cost estimate for this restoration project, and will provide the basis for consideration by both the H.A.C. and the Commission that will be required to pursue the continued preservation of the arch. Upon completion of the report and subsequent discussions it will be necessary to pursue possible sources of funding for the actual restoration work.

Respectfully submitted,

Alderman D.P. Drummond  
CHAIR

Attachments: Appendix I  
Sketches 1 & 2

cc: Director Planning & Building Inspection  
Director Recreation & Cultural Services

APPENDIX I

THE CORPORATION OF THE DISTRICT OF BURNABY  
BURNABY HERITAGE ADVISORY COMMITTEE

ROYAL JUBILEE ARCH CONSERVATION PROJECT

TERMS OF REFERENCE FOR CONSULTANT SERVICES

1.0 BACKGROUND

Burnaby's Heritage Advisory Committee has initiated a conservation project in 1991 to protect the Royal Jubilee Arch located at Patterson Avenue and Kingsway in Central Park. As a primary heritage resource owned by the Corporation of Burnaby it was determined that further work is necessary to ensure the continued protection of this landmark.

The Royal Jubilee Arch was erected as a park feature in a garden setting utilizing the salvaged historic sandstone entrance arch of the old 1891 Vancouver Club Building. Concrete buttresses were added for support and included decorative urns which have since been removed. The completed arch and garden was dedicated in 1935 as a permanent memorial in honour of the Silver Jubilee of King George V.

The Heritage Advisory Committee is concerned about the present condition of the arch. A staff report determined that the arch has suffered some deterioration. Concerns have been raised about the potential conflict of also preserving adjacent trees. An assessment of the condition of the arch and landscape features is necessary to determine the direction of this conservation project.

This project was launched with the intention of initiating a restoration of the Arch during Burnaby's Centennial in 1992.

2.0 CONSULTANT SERVICES

The purpose of this document is to invite proposals to prepare an assessment of the Royal Jubilee Arch. This report will be used by the Corporation of Burnaby to determine the next steps necessary to preserve and restore the Arch and adjacent landscape features.

The report should incorporate the following information:

- An as-found record of the arch and adjacent landscaping should be conducted, including the production of a measured drawing of the arch.
- A site analysis and condition report of the arch and adjacent spruce trees is required. Recommended options for the preservation of both features should be outlined in order to assess the extent of intervention necessary.
- A restoration plan for the arch should be developed with detailed guidelines for all conservation work and continued maintenance.
- A detailed cost estimate for the specific restoration work for the arch is required.

Notes:

Detailed site-specific historic research has been undertaken and will be supplied to the consultant.

A horticultural assessment of the condition of the two spruce trees will be provided to the consultants by the Burnaby Parks and Recreation Department Staff.

3.0 SUBMISSION REQUIREMENTS

Proposals, in triplicate and clearly marked "Proposal for Royal Jubilee Arch Conservation Project", will be received up to 3:00 p.m., 1991 November 25, at:

Purchasing  
The Corporation of the District of Burnaby  
4949 Canada Way  
Burnaby, B.C.  
V5G 1M2

The proposal should contain the following information:

- (1) Experience and expertise of the firm and the personnel assigned to the project.
- (2) Methodology and approach to be employed, plus summary of format of final project.
- (3) Detailed time schedule, person hour budget, and cost breakdown for the project.
- (4) Examples of work previously prepared for architectural conservation projects.

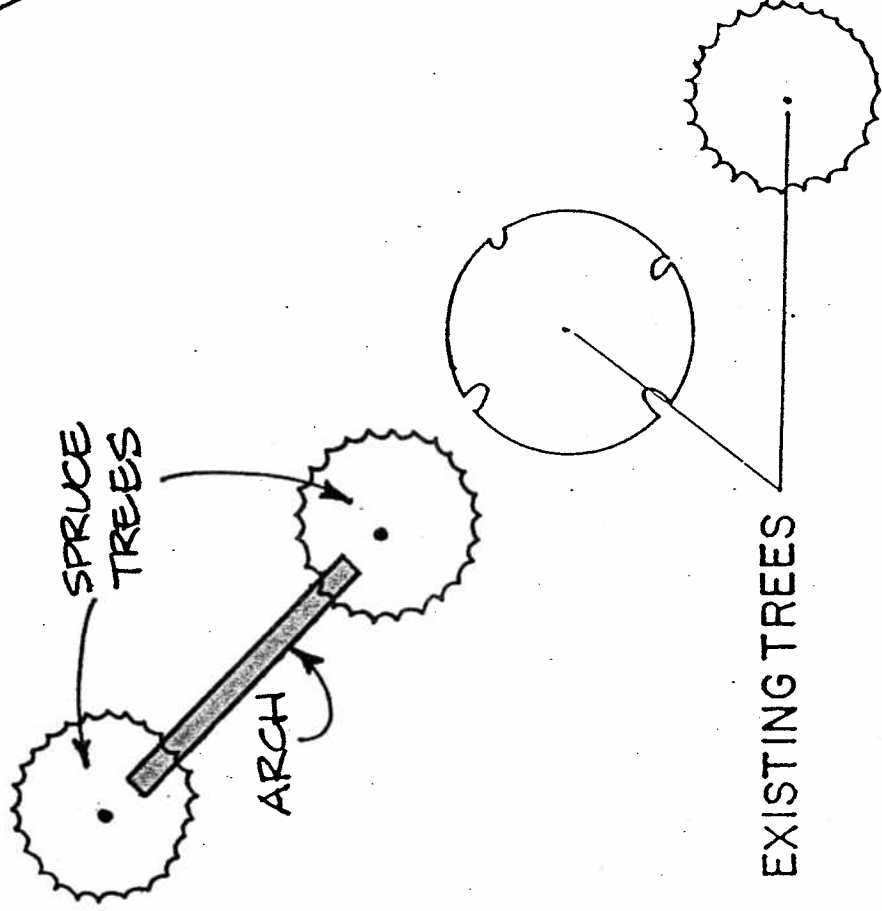
4.0 EVALUATION CRITERIA

Proposals will be evaluated based on several considerations; such as, but not necessarily limited to:

- . Experience and qualifications of staff to be assigned to this project.
- . Firm's experience and track record in work of a similar nature.
- . Proposed methodology.
- . Adherence to Terms of Reference.
- . Total cost implications.
- . Completeness of proposal.

The Corporation of Burnaby reserves the right to accept or reject any proposal received. Additional information may be obtained from Bill Rapanos or Jim Wolf of the Planning Division of the Planning and Building Department (telephone: 294-7215).

KINGSWAY



PATTERSON AVE

CENTRAL  
PARK



Planning &  
Building Inspection  
Department

LOCATION OF  
ROYAL JUBILEE  
ARCH



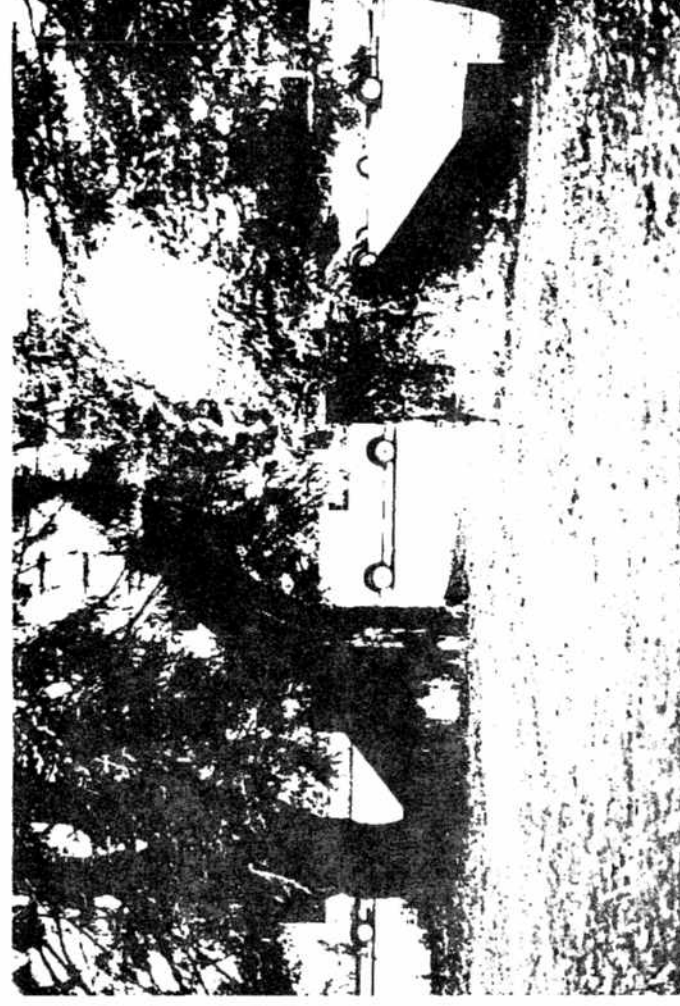
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NORTH FACADE



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THE CORPORATION  
**BURNABY**

Planning &  
Building Inspection  
Department

ROYAL JUBILEE ARCH, CENTRAL PARK