

Cobb's Pond Rotary Park

Development Plan

Final Deliverables

October 2008



Final Deliverables

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1. Project Background

Project Background

In the spring of 2008, the Town of Gander, in partnership with the Gander Rotary Club, retained the consulting services of Tract Consulting Inc. to prepare the Cobb's Pond Rotary Park Development Plan. The Goal of this Development Plan is to:

- Create a cultural and recreational focal point for the community of Gander
- Align the park design and elements with community needs; and
- Enhance infrastructure

Cobb's Pond Rotary Park is very well used by residents. The park has an activity area with a number of accessory buildings, a playground, and an open area where community events, including the Festival of Flight, are held. The Park also features a 2600m boardwalk that circumvents the pond, passing along the shoreline and through the forested border. Several lookouts and bridges along the boardwalk enable walkers to rest and enjoy the view. The park is linked to Little Cobb's Pond and the T' Railway.

The Park is in need of renewal. Some of the structures are beginning to show signs of deterioration due to age and abundant use. As well, poor drainage in the activity area hinders use as it is often too wet to walk on. Also, the boardwalk is too narrow to allow walkers to pass when they meet. A new design will improve the aesthetics, usability, and comfort for the many users.

After meeting with Council, Rotary, and residents to determine user needs, a Design Program for Cobb's Pond Rotary Park was developed and is presented below:

1. The Park will be family oriented and support multi-use
2. Trails and nature will be dominant.
3. Events staging will be provided to support several events of 10,000 people.
4. Summer and winter recreation programs and activities will be supported.
5. The Town's Recreation and Regional Tourism attraction base will be enhanced.
6. Developments will be environmentally benign.
7. Developments will support economically sustainability.

Following the inventory and assessment, a landscape design concept was developed for the Park. The design concept for Cobb's Pond Rotary Park is ambitious and unique. This concept ensures the park will be a key attraction, not only for the Town but for the region and the province.

The deliverables for the Cobb's Pond Rotary Park Development Plan are presented herein.

Past Studies

Town of Gander, Recreation / Leisure Study 1991-1996

Cobb's Pond:

- Environmentally Friendly activities only
- Service clubs and private sector support development
- Boardwalk and accessible play all ages and abilities
- Nature centre for day camp and playground programs
- Install sandy beach swim area
- Roof covered open sided pavilion added.
- Boating opportunities be made available and boat rental program
- Storage and service building and bandshell
- Pathway around Cobb's and Little Cobb's Pond
- Motorized vehicles permitted at Little Cobb's Pond

Province of NL Tourism Product Development Strategy

Identified:

- Gander as Gateway and Service Hub for Kittiwake Coast and Central NL.
- Need to support the established Conference and Convention sector.
- Develop community tourism product to compliment and support the Twillingate Area as a Tier 1 tourism destination, and support extended stays in the Region.

Summary of Cobb's Pond Redevelopment Plan Consultations 2008

1. Conducted meetings with Project Steering Committee.
2. Site visits with staff and developed a design program for future – what's working / not working.
3. Identified community/user demands / needs.
4. Concept plan presentation and client / community feedback.

Resulting Park Demands

- Totally redesign of the entry needed.
- Maintain vegetative buffer adjacent to T'Railway.

- Design to accommodate snowmobile routes through the park in winter.
- Park maintenance compound.
- To accommodate special events create a large “green” with pavilion the main buildings for food, program space, boat rentals, concession.
- Create an enclosed swimming area for children.
- Playground adjacent to the swim area- picnic and parental supervision area.
- Use ditching to drain site and to create play areas for different.
- Mass planting along pond and road edge.
- Widen the boardwalk to six feet remove existing boardwalk.
- Interpretive signs with focus on wildlife, especially avifauna.
- Links to new housing developments, new seniors centre and the downtown.
- Design a linked open space system in the Town use Cobb’s as anchor.
- Support recreation programming, incorporate outdoor classroom space.
- Think winter and support cross-county skiing, snowshoeing / winter hiking.



2. Initiation Meeting Notes - May 28/08



MINUTES OF MEETING

Project Name: Cobb's Pond Rotary Park Development Plan

Project No: 08-C6P6

Task A1: Inventory and Assessment

Meeting Date: May 28, 2008

Meeting Location: Gander Town Hall Boardroom

Purpose of Meeting: Initiation Meeting to –

Confirm Scope of Work:

- Identify current users
- Identify programming on site
- Identify current infrastructural and operational challenges.
- Identify Development priorities
- Articulate a vision

Attending: Alastair Powell (Bank of NS Manager, Fogo); Ed Power (City Parks); Allan Scott (CO); Gerald Winsor (Rotarian); Kevin Waterman (Town of Gander); Linda Hardyman (Rotarian); Tony Gabriel (Chair of Rotary); Wilson Hoffe (Chair of Parks and Recreation Committee); Barry Gallagher (Rotarian); Neil and Corrina Dawe (Tract Consulting Inc.).

Item 1: Current Users

- Seniors
- Dog-walkers
- Walkers
- Young families
- Canoers / Kayakers
- Tourists
- Swimmers
- Wildlife (ex. Beavers docks)
- Troutiers
- Ski-doers (permitted seasonal)
- Cross-country Skiers
- ATVers (permitted seasonal)
- Winter Remote Airplanes
- School groups
- Children

- Youth groups – cubs, scouts
- Provincial Forestry Interpreters
- Bird Watchers
- Animal / Wildlife
- Church Groups
- Weddings photography
- Photographers

Item 2: User Needs

- Washrooms
- Parking
- Usable
- Seating
- Garbage cans
- Playground for structured and unstructured play
- Accessible trails
- Signage and Interpretations (theme required)
- Shaded rest areas
- Tree planting / environmental education
- Power and lighting special areas
- Picnic / BBQ area
- Onsite interpreter
- First Aid
- Beach area (opportunity)
- Swimming Areas (opportunity)
- Waterfront Access
- Year round use - walking (large portion unusable due to snow / shading)

Item 3: Programming Activities on Site

- Special events
 - Concerts (1-2 year; 10,000 visitors)
 - Day outings / environmental outings
 - Festival of Lights
 - Thomas Amusements
 - Skating Party
 - Special Olympics Snowboarding Event
 - Rotary Appreciation Day (interpretive walk, nature expert, last Saturday before school is out)

- Yoga on the grass
- Fireworks
- College sports day (BBQ outing)
- Weddings
- Picnics

Item 4: Challenges / Opportunities / Threats

Challenges

- Vandalism
- Clear cutting – legislation exists.
- Urban Encroachments – can see houses now, 3 years ago it was all wilderness; access needs to be better; needs to be enough trees to serve as cover for seeing houses and hearing noise.
- Beavers – safety & destroying nice trees.
- Boardwalk built on water.
- Bog – wet even in August and in grass areas; drainage remains saturated; grade prevents run-off; mosquitoes.
- Noise from cars
- People park along MaGee Rd. – need to eliminate enhancement of trail along MaGee Rd., it's not attractive, street will be upgraded – currently too high.
- Seniors access
- Alders along MaGee Rd. are ugly, but a buffer.
- Dogs off leash – lots of complaints – may have to have an 'off leash' area.

Opportunities

- Peninsula – lookout, access - make an attraction and develop as site to visit.
- The story of Harry Cobb. Interpret and tell other studies.
- Develop beach area with sandy edge.
- Enhance entry – beautification exists.
- Memorial Park – commemorative area for people to purchase benches, trees, etc.; plaques around park; or informal.
- Creating seasonal experiences in the park and education opportunities around these experiences with schools.
- Parking lot expansion.
- Dedicated park custodian.

Threats

- ATV issue – restricted in summer.
- Housing encroachment

Item 5: Priorities

- Washrooms – new and improved all over the park
- Parking lot – new; repositioned; renovated
- Boardwalk enhancements
- Upgrade entries
- Drainage plan
- New playground structures
- Interpretive system for park
- Informational signage
- Beach / Swimming area – encourage use of waterway
- Enhanced water-based activities
- Complete boardwalk around perimeter of park and along MaGee side (gravel area stops people)
- Service road stays
- Expand park ground area
- Enhance steps from MaGee
- Protection of park assets
- Auxiliary buildings – enhance (need to be proper)

Item 6: Vision

- Tree – some ornamental
- Green space
- Intimate spaces / solitude
- Link to schools (children to become junior custodians; foster environmental stewardship)
- Values exercise and getting people back outside into nature
- Town brand – “We’re that kind of Town.”
- Rennie’s River and Nature Access – similar vision for Gander
- Lunchtime concerts – students
- Self-guided walks / interpretation
- Summertime highest use
- Start of interconnected system of walks, esp. if Parks Gander expands west (ex. Mount Pearl good with this)
- Formalized picnic areas with option to cook, or just spread out on a blanket
- See kids swimming
- Structured playgrounds
- Cobb’s Pond Rotary Park – name stays
- Bilingual Interpretation
- Fountain in Pond

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3. Site Assessment

Site Assessment and Design Response

Site Assessment

Tract staff conducted two site visits and conducted an assessment in May 2008. The purpose of the assessment was to document the extent of Cobb's Pond Rotary Park development and evaluate current conditions.

The key feature of Cobb's Pond is the 5 kilometer system of walks. A great majority of the system constructed of 1.5m wide boardwalk, with a few short sections of granular walk. Development of the park has been ongoing. Wet soil conditions throughout the system make construction challenging. However, efforts have been made to improve access.

The purpose of this section of the report is to assess the trail and park infrastructure constructed to date and suggest modifications for future development phases. The assessment was conducted through the field investigations and discussions with Rotarians and Town Staff. It is not the intention of this assessment to address all aspects of the Park but rather to provide an overview of the conditions and potential improvements.

Design Response

The key system elements evaluated included access (parking, entry points, sidewalks, routes & links), walk construction, structures, furniture, signage, planting and maintenance.

<i>Item</i>	<i>Existing Condition</i>	<i>Design Response</i>
Access		
1. Parking	<p>Two parking areas are provided along with access from Magee Road, the main parking lot accommodates approximately 80 vehicles while the smaller lot to the east accommodates 10 – 20.</p> <p>Parking dominates the main park entrance physically and visually.</p>	<p>Redesign parking area to emphasize pedestrian activity.</p> <p>Shift parking area to edge boundary of main activity area to permit more overall space.</p>
2. Entry points	<p>The park has only one vehicular entry point.</p> <p>There are as many as 8 - 10 entry points into the park by foot, bicycle, snowmobile or ATV.</p>	<p>These entry points should be designed to provide passersby reason to enter the park and explore its features.</p>

<i>Item</i>	<i>Existing Condition</i>	<i>Design Response</i>
3. Buildings	<p>Park buildings include storage shed, picnic kiosk and a cookhouse /canteen/ washrooms.</p> <p>Buildings are randomly placed at the main entrance; their design</p>	<p>Design multi-purposed buildings along an axis created by walkways.</p> <p>Tuck storage shed away in trees, away from activity area.</p>
Routing / Links	<p>Currently, the system centres trail development around Cobb's Pond with connections to the surrounding neighbourhoods and Little Cobb's Pond.</p>	<p>Investigate expansion of system to link with other recreational opens paces in Gander.</p>
Walk Construction		
Boardwalks	<p>Generally, the walk around the pond is 1.5 meter wide boardwalk. Level surfaces minimize barriers to those with mobility limitations.</p> <p>Width causes some challenges when needing to pass other walkers, strollers or wheelchair users.</p> <p>Although generally in good condition, there are some sections and points which require maintenance attention (trip hazards, rotted wood).</p> <p>Some sections constructed with old railway ties as foundation – leeching creosote.</p>	<p>The construction objective of the walk around the pond should be of very high quality to accommodate use. Additional width will simplify maintenance access.</p> <p>Wherever possible, trail construction should avoid boardwalk.</p>
Granular Walks	<p>Sections of the trail along Magee Road (service road section) diverge from the character of the trail.</p> <p>Much of the park space along the service road is</p>	<p>Granular walks may be used in some sections, but the majority of new walks should be either hard surface paving or boardwalk to fit the character of the existing park features.</p>

<i>Item</i>	<i>Existing Condition</i>	<i>Design Response</i>
Structures		
Playground Structures	Structures do not meet Current CSA standards. Limited play value.	New playground structure(s) to be designed to fit new playground area. Structure should be developed by a reputable manufacture to provide the highest quality play experience to all children.
Bridges	A significant bridge structure at the west end of the pond crosses the Steady River, the main tributary to Pond. Structure is in poor condition. Small boardwalk-type bridges are used for crossing wet areas and small streams.	Establish design standard for bridges. Pedestrian bridges are popular meeting and rest areas, should be designed to suit such functions.
Lookouts and Rest Areas	Lookouts around Cobb's Pond are small diversions off of the boardwalk. Many are in poor condition: uneven, not integrated with other structures.	Design of lookouts should be responsive to site conditions, i.e., one design is not suitable for all situations. Lookouts should incorporate other amenities such as interpretation, benches and perhaps shelter.
Washrooms	Male and female washrooms exist currently.	New buildings to incorporate washroom / changeroom combinations.
Furniture		
Benches	A variety of bench designs are used throughout the trail system.	Establish one or two robust, purpose-built bench designs for use throughout system. Replace benches through attrition. Design standards will reduce maintenance costs.
Picnic tables	see benches	see benches

<i>Item</i>	<i>Existing Condition</i>	<i>Design Response</i>
Guard rails and Railings	<p>Guardrail and railing vary throughout the system.</p> <p>Some elevated boardwalks require safety railings.</p>	<p>Establish new design standard for railings appropriate for walkway system and use consistently.</p>
Signage		
Way finding	<p>Warning signs and distance markers located along the trail.</p>	<p>Additional detail and directional information should be added to the design of signs. Brochures should be redeveloped to include the entire system, walking distance, difficulty rating etc.</p> <p>Sign design and location should be consistent.</p> <p>There are many opportunities for interpretation along trail system. Interpretation should incorporate direction and tourism information.</p>
Planting		
	<p>Most vegetation in the park is natural. Few planning efforts evident.</p>	<p>Planting efforts at rest areas should be used to achieve specific goals beyond aesthetics. For example, planting can reduce and eliminate erosion, direct traffic, create microclimates and enhance the ecology of areas.</p> <p>Plant selection should use native species wherever possible and ornamental species sparingly. Native species can be economically secured though rescue efforts from site designated for construction or within the forest. They are hardy and require little maintenance.</p> <p>Native plant species can also be effectively used for bioengineering techniques to reduce erosion.</p>

<i>Item</i>	<i>Existing Condition</i>	<i>Design Response</i>
Maintenance		
	<p>Most of the trail system is well built and durable.</p> <p>All maintenance activities are done by hand.</p>	<p>Future development should consider maintenance access to trail segments to simplify maintenance needs.</p> <p>Designs should allow for simplified maintenance procedures.</p>

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4. Conceptual Drawings



5. Interpretation Concept

	Sign Type	Information to Appear on Sign	Manufacturing and Materials	Cost (does not include design)
Gateway Signage		<p>Cobb's Pond Rotary Park and icon</p> <p>Graphics consistent with town square</p>	Materials consistent with town square	<p>\$55,000 (Primary)</p> <p>\$17,000 (Secondary)</p>
Directional Signage		<p>Cobb's Pond Rotary Park and icon</p> <p>Destination or attraction name</p> <p>Directional Arrow(s)</p> <p>Two-sided sign</p>	<p>Dibond (aluminum composite) with vinyl decals</p> <p>Aluminum post mounting</p>	\$250
Information Signage		<p>Park Icon</p> <p>Trail map</p> <p>Points of interest</p> <p>Trail information (warnings, hazards, etc.)</p>	<p>12 mm high pressure laminate (phenolic panel) by iZone Imaging or equivalent</p> <p>Aluminum posts and brackets</p>	\$900
Interpretation Panel		<p>Park Icon</p> <p>Information on natural attractions (Cobb's Pond in four seasons).</p> <p>Graphics consistent with downtown Gander (town square) interpretive theme.</p>	<p>12 mm high pressure laminate (phenolic panel) by iZone Imaging or equivalent</p> <p>Aluminum posts and brackets</p>	\$700
Hazard Signage		Standardized symbols and text required	<p>Dibond (aluminum composite) with vinyl decals</p> <p>Aluminum post mounting</p>	\$120
Distance Marker		<p>Park Icon</p> <p>Attraction Name</p> <p>Distance</p> <p>Directional Arrow</p>	<p>25 mm high pressure laminate (phenolic panel) by iZone Imaging or equivalent</p> <p>Sizes will vary</p>	\$1200 - \$1500



Preliminary Interpretation Plan for Cobb's Pond, Gander

Site & Client Context

Cobb's Pond is a 3-4 km nature trail with boardwalks and observation decks located in the Town of Gander. Its amenities include picnic and play areas. It is named for Alexander Cobb, a worker on the Newfoundland Railway in 1892.

The client would like to develop trail interpretation with an environmental education focus. Interpretation will be designed to encourage visitors to appreciate this natural oasis, and engage residents in preserving and protecting this habitat.

Interpretive opportunities along the trail include: beaver dams, bird feeders, and Central Newfoundland forest, wetland, and pond habitats (native forest species: birch, aspen, fir, spruce). Other opportunities will need to be identified, and further information collected before detailed interpretation can be developed.

Audience

The main users of this trail are town residents of all ages. The main summer use is recreational walking and running. In winter, the trail is used by skiers, ATVers, and snowmobilers. Trail users are a repeat audience, which suggests that interpretation will need to be changed every few years to keep interest fresh. Interpretation should also promote ownership and stewardship over this habitat.

Suggested Interpretive Theme

The interpretive goal should aim to take trail users from an appreciation of this trail's natural assets, to stewardship and active preservation of this habitat. To achieve this end, it is suggested that interpretation focus on how human activities can impact this (and other nearby) habitat(s) and what trail users can constructively do to maintain Cobb's Pond, and extend environmentally friendly practices into their daily routine to make Gander a cleaner, safer place to live in general.

Interpretive Media

As this trail is unstaffed and users are self-directed, interpretation media needs to be fixed. Panels are the recommended interpretation media for this context. High-pressure laminate

panels are extremely durable in all weathers (warranted for 10 years), are resistant to scratching, and can be cleaned of most graffiti. If the client chooses to change interpretation on a more frequent basis, a lower grade, lower cost material will be recommended.

Number and type of panels:

Type	Qty	Location (s)	Possible Content*
Trail Orientation Panels	2	Trail entrance	Trail map, things to look for on the trail, safety reminders
Interpretation panels	14	2 panels per observation deck (7 sets) – the round panels suggested don't fit as much content, but will attract more attention than standard rectangular panels.	<ol style="list-style-type: none"> 1. Phosphates in the Water System (how this chemical affects the environment, which products to avoid) 2. Gas and Water Don't Mix (effects of gasoline in the water system, ways to more safely fill the tanks of watercraft and recreational vehicles) 3. Plastic in the Environment (bags, plastic beer can yokes, etc - alternatives and how to dispose of these to reduce their harm in the environment) 4. Trees and CO² (why trees are important in maintaining balance) 5. Busy Beavers (How beavers alter this habitat, what people can do to ensure beavers stay in the area, controlling the beaver population) 6. Summer Bird Feeding (feeding tips to attract a diversity of birds, keeping feeders away from other animals, etc) 7. Winter Bird Feeding (feeding tips, why it's important to keep feeding once started, why to avoid bread, etc)

*Quantity, specific locations and content will need to be confirmed and refined following more detailed research, a site visit by an interpretive planner, and further consultation with the client.

Design Concept

Interpretation panels should be colourful, fun and family-friendly (ex: bulleted text, “Did You Know” callouts, and cartoon elements). To promote the idea that environmentally-friendly

practices are a year-round activity, unifying design elements can suggest the four seasons. Other aspects of the design draw on concepts developed for the Gander Downtown Development Strategy.

Next Steps: Implementation Stage

1. Site visit and asset inventory (species, points of interest, etc.)
2. Detailed research
3. Refine concept based on # 1-2
4. Client review and approval
5. Draft panel text
6. Client review and approval
7. Draft panel layout
8. Client review and approval
9. Final text and layouts
10. Client review and approval
11. Panel production (allow 8-10 weeks for high pressure laminate panels)

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6. Concept Estimate

	UNIT	QUANTITY	UNIT COST	TOTAL
			SUBTOTAL	\$1,031,700.00
SITE FURNITURE				
PLAYGROUND EQUIPMENT	L.S.	1	\$25,000.00	\$25,000.00
PERMANENT UMBRELLAS	each	10	\$6,000.00	\$60,000.00
TRELLIS	each	2	\$2,200.00	\$4,400.00
CONCRETE SEATING WALL	sq. m face	25	\$320.00	\$8,000.00
STAIRS	riser	16	\$250.00	\$4,000.00
ENTRANCE FEATURE(S)	L.S.	1	\$72,000.00	\$72,000.00
BENCH AREAS (ACTIVITY AREA)	each	20	\$2,000.00	\$40,000.00
PEA GRAVEL (@ PLAYGROUND)	sq.m.	1335	\$15.00	\$20,025.00
TABLES	each	6	\$1,000.00	\$6,000.00
			SUBTOTAL	\$239,425.00
LIGHTING				
LIGHTING	L.S.	1	150,000	150,000
LANDFORMING				
GRADING	L.S.	1	\$200,000.00	\$200,000.00
PENINSULA CONSTRUCTION	L.S.	1	\$60,000.00	\$60,000.00
BEACH SAND	L.S.	1	\$10,000.00	\$10,000.00
			SUBTOTAL	\$270,000.00
PLANTING				
ORNAMENTAL LARGE TREES (40mm CAL.)	each	80	\$650.00	\$52,000.00
ORNAMENTAL SMALL TREES (20mm CAL.)	each	50	\$400.00	\$20,000.00
NATURALIZATION	L.S.	1	\$16,000.00	\$16,000.00
PLANTERS	L.S.	1	\$20,000.00	\$20,000.00
BOTANICAL GARDEN	L.S.	1	\$85,000.00	\$85,000.00
TOPSOIL & SOD	sq. m	15250	\$10.00	\$152,500.00
			SUBTOTAL	\$345,500.00
MISCELLANEOUS				
SIGNAGE	L.S.	1	\$90,000.00	\$90,000.00
DEMOLITION AND CLEARING	L.S.	1	\$125,000.00	\$125,000.00
			SUBTOTAL	\$215,000.00
CONTINGENCY (5%)	L.S.	1	\$185,000.00	\$185,000.00
TOTAL CONSTRUCTION COSTS				\$3,960,595.00
CONCEPT REFINEMENT & DETAILED DESIGN (15%)				\$594,089.25
TOTAL COST (HST exempt)				\$4,554,684.25

Potential Funding Sources – for consideration:

<u>Capital Costs - one time</u>	
Town of Gander	\$ 572,208.25
Gander Rotary Club	\$ 200,000.00
Provincial Municipal Multi-year Capital Fund	\$ 3,168,476.00
Atlantic Canada Opportunities Agency & Industry Trade and Rural Development	<u>\$ 594,000.00</u>
	\$4,554,684.25
 <u>Operating and Maintenance - annual</u>	
Town of Gander	\$ 140,000.00

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7. Maintenance Management Framework

Maintenance Management Framework and Cost Estimate

Maintenance Management Planning involves taking a systematic approach to maintaining the physical resources of Cobb's Pond Rotary Park. It identifies specific tasks that must be undertaken based on the physical elements in the park and suggests appropriate procedures to execute the tasks.

The tasks are usually presented by frequency (how often something needs to be done) and quality (how well it needs to be done).

For Cobb's Pond Rotary Park we suggest that the *Walkway Maintenance Manual (2004)*, developed by the Grand Concourse Authority (GCA), be used as a guide to the maintenance of the Park. This document describes many of the maintenance tasks that will be necessary to maintain Cobb's Pond Rotary Park and provides a breakdown and description that includes the following elements:

1. Safety Considerations
2. Maintenance Inspections
3. Walkways
4. Drainage
5. Landscape Structures
6. Stone Work
7. Litter and Debris Control
8. Signage
9. Special features
10. Trees and Shrubs
11. Turf Care
12. Lighting
13. Buildings
14. Equipment

Since the completion of the Grand Concourse Walkway System, the *Maintenance Manual* has been used with success by the GCA to identify the costs to maintain completed walks, city parks and open spaces for the City of St. John's.

Once the Park has been constructed we suggest:

1. That *As Built* drawings are prepared.
2. These drawings are used to accurately identify constructed condition and all elements of the parks are catalogued and measured.
3. Based on the volume, number and variety of park elements and the agreed to frequency of maintenance, an estimated cost to maintain is determined.
4. This is used as a means to propose the quality and cost of maintenance at the Park.

5. The Town of Gander must agree to follow the prescribed maintenance quality.
6. The Town should at a minimum, undertake annual Maintenance and Inspection Reports on the park for their review and action.

PRELIMINARY MAINTENANCE COST ESTIMATE

The preliminary maintenance cost is estimated to be \$140,000. This figure is based on a gross estimate of three percent (3.5%) of estimated (order of magnitude) construction costs, as per this plan. This number will be refined once a Detailed Design Plan has been completed.

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8. Next Steps

Next Steps

1. Approval to Proceed (*Fall 2008*)
Public / Town / Rotary
2. Funding Application to ACOA and ITRD (*Fall 2008*)
Refine Concept, Detail Design and Detailed Cost Estimate
3. Funding Application to Infrastructure Fund (*Winter 2009*)
70% of funding Province / 30% Town and Rotary
4. Park Construction (*Summer / Fall 2010*)
Prepare tender documents and call for tenders
Contract award / Begin construction
5. Operation and Maintenance Funds Committed (*Fall 2010*)
Town develop formal maintenance program + agreement

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9. Proposal Submission by Tract



March 27, 2008

Attn: Kevin Waterman, Director
 Parks, Recreation and Tourism Department
 Town of Gander
 100 Elizabeth Drive
 Gander, NL A1V 1G7

Re: Cobb’s Pond Rotary Park Development Plan

Dear Mr. Waterman,

Thank you for the opportunity to submit a proposal for a Development Plan for Cobb’s Pond Rotary Park. Prior to the recent release of a Call for Proposals, our firm submitted a quote dated October 15, 2007, which outlined a scope of work and fee estimate reflective our understanding of project requirements based on a site visit and meeting with Rotary Park representatives. Upon close review of the Terms of Reference, we have adjusted our original quotation to correspond with the scope of work identified by the Town of Gander.

The following, Table 1- Scope of Work, responds directly to the itemized list of tasks (a - q) identified in the Terms of Reference. We have added a column that identifies how we would action the stated requirements. (Please note that we have added a couple of components such as Signage System and Maintenance Management Framework.)

The items outlined (A-D) are categorized into four (4) main stages: (A) Inventory and Assessment; (B) Meetings / Consultations; (C) Landscape Concept Plan; and (D) Construction Cost Estimate and Potential Funding Opportunities, which incorporates all scope of work requirements.

Table 1 – Scope of Work

	TASK	ACTION PLAN
A	Inventory and Assessment	
A-1	Meet with client, Town and user groups.	<ul style="list-style-type: none"> • Confirm scope of work. • Identify current users and needs. • Identify programmed activities on site.

	TASK	ACTION PLAN
		<ul style="list-style-type: none"> Identify current infrastructural and operational challenges.
A-2	Prepare an assessment of the current infrastructure.	<ul style="list-style-type: none"> Walk the entire site with park maintenance staff and the client. Catalogue all items in the landscape. Identify design, construction and maintenance challenges. Identify any developments or activities that are negatively impacting the environment. Assess current vehicular and pedestrian circulation.
B	Meetings / Consultations	
B-1	Provide a review of park patron services (i.e., public consultation session)	<ul style="list-style-type: none"> Based on inventory, conduct public meeting. Present findings at public meeting. With the public, identify development opportunities. Generate list of priorities.
C	Landscape Concept Plan	
C-1	Identify an effective drainage pattern for green/open space areas.	<ul style="list-style-type: none"> Following public meeting, the inventory and assessment, and the focus group, generate a physical plan that will include delineation of open space and green spaces. Identify drainage pattern and suggest grading plan for the area.
C-2	Assess the current parking lot location, design and feasible relocation sites.	<ul style="list-style-type: none"> Based on the assessment of vehicular and pedestrian circulation, rationalize the location of parking and separate vehicular and pedestrian areas.
C-3	Review existing and new regulations regarding protection enhancements for wildlife, greenery, and other environmental assets.	<ul style="list-style-type: none"> Following from the inventory and as a component of the Concept Plan, identify those areas that should be conserved, protected and used for low, moderate, and high impact recreation.
C-4	Review potential park boundary expansions, as well as new trails and upgrading the north side peninsula.	<ul style="list-style-type: none"> Based on the assessment, assess opportunities for park expansion. Identify ecological and physical linkages into surrounding landscape. Suggest trail connections into Gander and on the north side peninsula.
C-5	Prepare land-use plan.	<ul style="list-style-type: none"> The concept plan would divide the Park into differing land use zones.

	TASK	ACTION PLAN
C-6	Suggests for replacement options for the existing play structures.	<ul style="list-style-type: none"> Plan area would be integrated into the design and would respond the characteristics of the user. Efforts will be made to incorporate activity based play for all ages.
C-7	Identify a signage system and interpretation signage system.	<ul style="list-style-type: none"> The focus groups and inventory and assessment will identify the stories we want to tell. We will also suggest a graphic approach to design that will include entry signs, directional signs, informational signs, hazard signs and interpretation signs.
C-8	Identify linkages with other existing plans (i.e., Town Plan).	<ul style="list-style-type: none"> The Plan for Cobb's Pond must be developed within the context of the Municipal Plan and any local Recreation Plans or Regional Tourism Development plans.
C-9	Develop ideas and suggestions for the north side peninsula.	<ul style="list-style-type: none"> This will be a component of the overall concept plan.
C-10	Provide artists renderings of the proposed work.	<ul style="list-style-type: none"> We will provide an aerial three-dimensional (3D) drawing of the entire Park. Key areas will be highlighted with sections, plans, and sketches.
C-11	Planting Plan.	<ul style="list-style-type: none"> We will also include a planting plan for the site with a focus on the use of native material to keep maintenance costs down and enhance biodiversity.
D	Construction Cost Estimate and Potential Funding Opportunities	
D-1	Establish boardwalk safety construction standards.	<ul style="list-style-type: none"> Our designs for the site will incorporate user safety as part of the design process without sacrificing aesthetic quality.
D-2	Prepare an assessment of potential funding opportunities (i.e., green projects, active living and other government agencies).	<ul style="list-style-type: none"> We will suggest potential funding agencies and programs that would support the proposed development. It is important that the design for Cobb's Pond is crafted to match funding agency requirements.

	TASK	ACTION PLAN
D-3	Provide an action plan for development with a forecasting for capital costs and project timetables based on the next five (5) years.	<ul style="list-style-type: none"> • Our plan will include a development phasing plan.
D-4	Establish a date for a plan review session within the five (5) year time frame.	<ul style="list-style-type: none"> • As a matter of course the plan should be reviewed on an on-going basis. It will be important that a means to monitor and evaluate the success of the plan is put in place.
D-5	Maintenance Management Framework.	<ul style="list-style-type: none"> • We are suggesting that a formal means to maintain that which is built is established. This would include identifying the annual maintenance tasks, activities and frequency. • We will propose a general framework for such a system.

Our Experience

Tract Consulting Inc. is a professional design firm that specializes in providing creative environmental design solutions for issues pertaining to the use of our land and water resources. As professional landscape architects, environmental planners, interpretive planners, and graphic designers, we apply both artistic and scientific principles to the planning, design and management of natural and built environments.

Our team is composed of a multi-disciplinary group of professionals who have proven success in their field. Appendix A provides the makeup of our company.

Tract is intimately familiar with the planning and design of parks, recreation spaces, and trail networks in literally every corner of the Newfoundland Labrador. Since 1998, we have participated in the evolution of recreation facilities, parks and trailways, signage systems, interpretive programs and infrastructure for municipalities and tourism associations stretching from Port aux Port to St. John's. More specifically, our firm or its members were the prime consultant for:

- ❖ Town of Gander Downtown Redevelopment Plan
- ❖ St. John's Rotary Sunshine Park Master Plan

- ❖ Bannerman Park Master Plan
- ❖ Bowring Park Master Plan
- ❖ Victoria Park Master Plan
- ❖ Corner Brook Stream Master Plan
- ❖ Grand Concourse Walkway Network
- ❖ Town of Pasadena Parks and Recreation Master Plan
- ❖ Town of Conception Bay South Open Space and Recreation Master Plan
- ❖ Town Portugal Cove-St. Philips Recreation Master Plan
- ❖ St. John’s Parks and Recreation Master Plan (current)

These are just a few of the related large-scale planning projects in which we have been directly involved. Included in Appendix B are several other relevant project examples of our previous work.

References

- ❖ Paul Johnson
Johnson Family Foundation
Telephone: 709.737.1594
- ❖ Ray Osmond, Director of Parks and Recreation
City of Mount Pearl
Telephone: 709.748.1045
- ❖ Brent Humphries, Executive Director
Corner Brook Stream Development Corporation
Telephone: 709.637.7308

Deliverables

- 1) Rendered 3D Site Plan
- 2) Typical Cross-Sections
- 3) Dimensioned Site Plan for Key Development areas.
- 4) Sketches and Sections of Key Components.
- 5) Generalized Grading Plan
- 6) Park Zoning Plan
- 7) Out of Park Linkages

- 8) Park Signage
- 9) Interpretative Storyline and Typical Signage
- 10) Phasing Plan
- 11) Maintenance Management Framework

Fee Estimate

Our fee for the scope of work listed in Table 1 is \$19, 830 (plus HST and expenses).

Additional Services

- 1) Topographical survey information (should it be required) will be billed at cost. We do not anticipate this fee would exceed \$1500.
- 2) Administrative and Travel expenses are billed at cost, and are not anticipated to exceed \$1200.

We welcome your comments on our proposal, and look forward to future discussions. Please contact our office if you have any questions.

Best regards,

Neil Dawe, President
Tract Consulting Inc.