

**RFT 2025/001087**

**PART D - SERVICE REQUIREMENTS**

## **D1. PURPOSE**

The scope of the Design Services for Avalon Place Plan – Streets as Shared Spaces and Streetscape Upgrade includes for the engagement of a team to prepare a design that achieves the outcomes identified to make permanent the trial of a one-way shared zone at Old Barrenjoey Road along with streetscape upgrades to the pedestrian area, the extent of which is shown in the attachments.

## **D2. SERVICES**

### **D2.1 Introduction and Background**

Northern Beaches Council is committed to shaping vibrant, safe, inclusive, and sustainable places across the local government area. In July 2022, Council adopted the Avalon Beach Place Plan, a strategic blueprint that celebrates what makes Avalon Beach unique. Developed in close consultation with the community, the plan outlines what residents value most about Avalon and sets out a roadmap for future improvements that reflect both current and emerging needs.

Guided by community-identified principles, the Place Plan includes a mix of short, medium and long-term actions. One key initiative was to improve traffic flow and pedestrian safety in Avalon Beach, including an upgrade to the intersection at Old Barrenjoey Road and Avalon Parade, and a trial of a one-way shared zone. This trial, which ran from March 2023 to February 2024, also featured improvements to pedestrian areas.

Following the trial and community engagement, Council resolved to permanently install the one-way shared zone, and in keeping with the character of Avalon Beach prepare a design for high-quality upgrades to seating, lighting, stormwater infrastructure, and landscaping within the shared space.

The extent of the shared zone can be found in the attachments.

The design elements - such as paving, street furniture, lighting, and plantings used in this project will serve as a model and material palette for future improvements throughout the Village Hub Precinct, as funding becomes available.

Northern Beaches Council now seeks the services of a suitably qualified consultant team to prepare a design that achieves the outcomes identified.

It is anticipated that:

- The team will be led by a landscape architect with proven ability to deliver projects of this nature and the capability to undertake co-ordination and proactive management of all design disciplines relating to this work.
- The consultant will work co-operatively with Council and be prepared to respond to stakeholder's inputs.

### **D2.2 Project Requirements**

The following high-level scope of works is envisaged to deliver the objectives identified.

Council requests that a fee submission be provided in a 'Reverse Brief' style proposal, and allows for all required consultants, site visits, investigations and reports required to achieve the required outcomes in line with the adopted Avalon Beach Place Plan.

An aerial image showing the extent of the shared zone can be found in the attachments, consultants are to:

- Prepare a design to make the Streets for Shared Spaces arrangements on Old Barrenjoey Road, Avalon Beach permanent.
- Identify high-quality upgrades to the pedestrian zone including paving, seating, shade, plantings and lighting in keeping with the character of Avalon Beach.
- Investigate and prepare a design to address the current issues relating to flooding within the shared zone.
- Develop a materials palette in keeping with the character of Avalon Beach that will be utilised in this project and can be rolled out for future improvements to streetscapes throughout the Village Hub Precinct.
- Provide a value for money design solution.

#### Sub-Consultant Team

Tenderers should nominate their consultant team in Schedules F9 and F10. Consultant team members may be in house or sub-consultants. Consultant team is expected to include, but not be limited to: Urban Designer, Civil/ Stormwater Engineer, Land Surveyor & Services Locator, Quantity Surveyor, Planning Consultant.

#### **Please note:**

**Sydney Water is currently carrying out an upgrade to the water main along Old Barrenjoey Road, these works are anticipated to be completed by the end of 2025.**

### D2.3 Scope of Work

The following outlines the design stages and minimum services to be performed at each stage of the project:

#### **Design Pre-Work**

- Prior to commencing the design phase consultants are to arrange for a detail and level survey of the site, along with services location in the areas indicated in the attachment.
- Review the mapped pits and pipes locations as provided in the attachments.

- Review the community feedback on the Avalon Streets as Shared Spaces Trial.
- Review road safety audit provided in the attachments.
- Review the adopted Avalon Beach Place Plan provided in the attachments.
- Review Overland Flow Analysis provided in the attachments.
- Inspect the area at the time of design and prepare a design that demonstrates consistency with the identified objectives.
- Attend and record outcomes from kick off meeting with Council.

### **Design Preparation**

#### **Concept Design**

- Allow for the inclusion of all consultants, and sub-consultant fees required to deliver on the works. Prepare a brief for each sub-consultant required for this phase of the project.
- Ensure that the concept design is in accordance with the overall project design intent and fully meets the objectives outlined in the adopted Avalon Beach Place Plan.
- Preparation of a materials palette, including pavers, lighting, planting and furniture.
- Preparation of rendered plans and materials palette for the purposes of community engagement.
- Preparation of a minimum of 3 photomontages for the purposes of community engagement.
- Issue concept design drawings in .dwg and .pdf
- Allow for up to 5 meetings with Council and other key stakeholders during the concept design phase
- Allow for refinement of the concept design based on feedback received during community engagement.
- Consultants are to be aware that they are to allow for a 4-week period of community engagement, and an additional 3 weeks of data analysis within their design program at the end of this phase.

#### **Planning Approval and Design Development**

This stage involves the ongoing development and refinement of the design, incorporating feedback received during community engagement and inclusion of all authority requirements into the design. It is to be assumed that the works will

be carried out under SEPP (Transport and Infrastructure) 2021 and a Review of Environmental Factors (REF) will be prepared.

- Preparation of a Review of Environmental Factors.
- Preparation of 50% design documentation including layout plans, materials and finishes, grading, cross sections, typical details, planting plans and draft technical specifications to be presented to Council for feedback and to quantity surveyor for preparation of cost plan.
- Coordination and review of sub-consultant input.
- Allow for refinement of design based on feedback from Council and submission of cost plan, prior to proceeding to 90% DD at the approval of Council.
- Preparation of coordinated set of documentation drawings including sub-consultant drawings and specifications at 90% DD including technical specification for Council review.
- Allow for up to 5 meetings with Council and other key stakeholders during the detailed design phase.
- Issue detailed design drawings in .dwg and .pdf

### **Tender and Construction Documentation Phase**

The purpose of this phase is to prepare documentation suitable for tender and construction.

- Minor refinements to the design and documentation based on feedback on 90% DD.
- Issue all documentation to Quantity Surveyor required for pre-tender cost estimate.
- Final coordination and quality assurance review.
- Issue 100% tender documentation package for issue by Council to open tender.
- Review and respond to RFIs during tender period and coordinate sub-consultant's responses in a prompt manner.
- Assist Council where negotiations may be required around costs/ inclusions/ exclusions.
- Issue for construction documentation in .dwg and .pdf

### **Construction Phase**

Tasks under this phase are to be carried out under an hourly rate at the request of Council officers. Tenderers are required to provide hourly rates for key personnel, including sub-consultants in Schedule F.

Tasks undertaken during this phase may include:

- Review and respond to RFIs during construction and coordinate sub-consultants' responses in a prompt manner.

- Modify and reissue all relevant documentation due to design changes.
- Undertake applicable quality inspections, including Practical Completion inspection.