



Corporation of the City of St. Catharines
WELLAND CANAL FALLEN WORKERS MEMORIAL TASK FORCE MEETING
Tuesday Apr 15, 2014
3pm to 4:30pm
St. Catharines City Hall, 50 Church Street: Ante Room , Third Floor

MEETING NOTES

- Present:** Mayor Brian McMullan
Rick Dykstra, MP
Malcolm Allen, MP
Dave Schulz, Regional & Municipal Affairs Liaison, Rick Dykstra's Office
Councillor Bruce Timms
Maggie Riopelle, EA Mayor McMullan
Rebecca Cann, Cultural Supervisor, City staff
Gary Miele, President Unifor 4211
Chris Grawey, IBEW 303
Sheri Laekeman, President, UNIFOR 4212
Kevin Vallier, Fundraising Co-ordinator
- Guest:** Bob Sears, Canadian Canal Society
Stuart Green, Landscape Architect, City staff
- Regrets:** Rob D'Amboise, Rick Dykstra's Office
Mayor Barry Sharpe, Welland
Mayor Ted Luciani, Thorold
Mayor Badawey, Port Colborne
Councillor Bruce Williamson
Karen Moncur, Rick Dykstra's Office
Lisa Bastien, Malcolm Allen
Kathleen Powell, Supervisor of Historical Services, City staff
Patrick Little, Lawyer & heritage advocate
Jeff Burch, Executive Director, Folk Arts Council
John Armstrong, Welland Canal Foundation
Jim Given, Executive VP, Seafarer's International Union
Mark Cherney, Business Representative, IBEW Local 303

Welcome ~ Rick Dykstra

- Arden Phair submitted resignation to co-chairs, Rick Dykstra and Mayor

Motion, Gerry Miele

That the Task Force not accept Arden's resignation and designate him as a member in good standing

- All in favour
- Carried

Action, Rick Dykstra

Rick's office to communicate Task Force decision to Arden

Motion, Rick Dykstra

That the Task Force invite Bob Sears to be a formal member of the Task Force

- All in favour
- Carried
- Bob Sears accepts

Review of Mar 18 meeting notes

- All in favour
- Carried

1. Fundraising Committee update ~ Dave Schulz and Stuart Green

i) See appendix, *Welland Canal Memorial site layout concept*

- Review of budget:
 - 400K to memorial
 - 50K to events and materials for launch events, unveiling etc.
 - 250K to site works (water and electrical servicing, landscaping, pathway & trail connections)
- Current pledge balance is \$9,625
- Heritage Canada funding request is for \$150K

Action, Bruce Timms

Bruce will present the \$250K ask to the Region for Greater Niagara Circle Route Funding

ii) Key campaign dates

- July 18, 2014, deadline for designs from the shortlist (may change pending RFP release)
- July 23, 2014, 100th Anniversary of first canal-related death to announce first major donor
- Nov 30, 2014, Anniversary of the opening of the first canal in 1829 for final design unveiling

iii) Sheri Laekeman requests use of the WCFWM Logo for use on materials to be sold at the UNIFOR regional convention as a means of fundraising

Motion, Dave Schulz

That the Task Force allows the use of WCFWM logo on locally made materials to be sold at the UNIFOR convention for the purposes of fundraising for the memorial

- All in favour
- Carried

Action, Maggie Riopelle

Direct the City's Print Centre to amend the logo and forward onto Sheri

2. Design Committee update ~ Rebecca Cann

- See appendix, *project timeline draft 7*
- See appendix, *RFP draft 3*
- It is the City's intent to not be the general contractor and to contract the Artist, the landscape architect or landscape contractor as such the Artist may choose to be the general contractor, pending eligibility (need bonding, insurance, WSIB etc. in place)
- The process of preparing the site and erecting the memorial cannot impede the operations of the SLSMC or canal

Action, Task Force

Task Force to review the RFP and email suggestions to Rebecca

Action, Rebecca Cann

Rebecca to make appropriate revisions as required to the RFP, including:

- 1) the 4 designs will not be made public
- 2) clarify how the names, sponsor recognition and project statement will be

incorporated into the memorial

3) revise statement on p 3 to "The St. Lawrence Seaway (replace Welland Canal) is an example of successful co-operation between Canada and the United States."

3. Site Selection Committee update ~ Rebecca Cann

- Council approved site selection at Apr 14th meeting
- Letter from SLSMC is being prepared to satisfy Heritage Canada's requirements that the site is secure for 10 years

4. Communications Committee update ~ Maggie Riopelle

- Communication initiatives will line up with revised project schedule

5. Research and Interpretation Committee update ~ Rebecca Cann for Kathleen Powell

- Spelling of deceased's names will be determined if possible, through grave markers, or alternatively through the official death registration or a genealogical source deemed sufficiently trustworthy
- Research team continues to follow up with individuals who contacted the Standard and indicated they had ancestors who died as a result of the Canal project
- Kathleen is following up with members from the Genealogical Society who offered to volunteer their time to research

Adjourned: 4:30pm

Next meeting: Wednesday, May 21

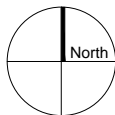
3pm to 4:30pm

Committee Room 1, third floor

St. Catharines City Hall



Welland Canal Workers Memorial : Lock III Welland Canal
Generalized Site Layout Concept:
For Budget Estimates Only



Welland Canal Fallen Workers Memorial
Draft Project Timeline

7/29/2015

		2014						2015					
Project Work		Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec	Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec
Site Selection													
	Research 3 shortlisted sites												
	Finalize site selection												
	Seek approvals as required (ie Seaway, City etc.)												
	Confirm Site		14-Apr										
	Lease negotiations with Seaway												
	Sign lease agreement												
Design Development													
	Release Call for Selection Panel												
	First Meeting of Selection Panel												
	Release Call for Designers, Expressions of Interest												
	Deadline for EOI Submissions	15-Jan											
	Shortlist 3 - 5 design finalists	18-Feb											
	Release Call for Design to finalists												
	Design development (draft, review, revise, review)			May 1 - July 30									
	Meet with Artists to review Draft Designs			Aug-Sept									
	Final design approved and made public						30-Nov						
Build and Install													
	Contract artist						Pending Financing						
	<i>Select and Contract Landscape Architect</i>												
	Review, revise drawings, site conditions etc.												
	Establish project team, timelines etc.												
	<i>Go to tender</i>									JUNE			
	Build memorial (scale and materials will affect timeframe)									6 to 8 months dependant on design			
	Install memorial and Unveil (fall 2015)												

R - Reports required, ie to St. Catharines City Council, other. See embedded comment for detail.

Welland Canal Fallen Workers Memorial
Draft Project Timeline

7/29/2015

		2014						2015					
Project Work		Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec	Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec
Financing													
	Grant prep for submission to DCH												
	Confirmation of grant results												
	Announce grant, major donors						30-Nov						
	Develop fundraising plan												
	Develop donor packages												
	Research potential leads												
	Corporate Inquiries												
	Public Campaign												
	In-kind asks												
	Municipal investments												
	Motions to Local Councils for design development												
	Initial presentation to Greater Niagara Circle Route Cttee												
	Request to Region of Niagara												
	Follow-up as required (post election)												
Community Engagement													
	Clarify role of community partners												
	Confirm community partner/s												
	Develop other engagement strategies												
	<i>Develop booklet with Research Subcommittee</i>												
	<i>Release booklet</i>						??						
	Prep and execute Folk Arts Festival promo												
Communications and PR													
	Develop web presence												
	Release Call for Selection Panel												
	Release Call for EOI												
	Research crowdsourcing/online fundraising												
	Shortlisted artists announced	12-Feb											
	Site concept released at Site - Fundraising Campaign Launch?				23-Jul								
	DCH grant announced						30-Nov						

R - Reports required, ie to St. Catharines City Council, other. See embedded comment for detail.

Welland Canal Fallen Workers Memorial
Draft Project Timeline

7/29/2015

	Final Design released to public						30-Nov						
	PR for major funding announcements (tbd)		as appropriate										
	Unveiling												date tbd
		2014						2015					
Project Work		Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec	Jan-Feb	Mar-Apr	May-Jun	Jul-Aug	Sep-Oct	Nov-Dec
Research													
	Expand committee												
	Continue research of workers, accidents, photos												
	Assist with Development of booklet												
	Provide research info for RFP												
	Provide updated research to final artist												
	Research and contact family members of fallen workers												

R - Reports required, ie to St. Catharines City Council, other. See embedded comment for detail.

REQUEST FOR PROPOSED DESIGN CONCEPTUALS FOR A MEMORIAL TO THE WELLAND CANAL FALLEN WORKERS

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INTRODUCTION

The Corporation of the City of St. Catharines (the City) is inviting “Design Conceptual Proposals” (the Design) for the Welland Canal Fallen Workers Memorial (the Memorial). This Request for Proposed Design Conceptuals (RFP) is being provided to 4 artists/design teams (the Artist) and a stipend of \$2,000.00 is provided on the expectation that each Artist will respond to this RFP. Submitted draft designs will be made public, for comment only, and one design will be selected at the end of this phase of the project.

Once a final design is selected the next phase of the project will involve hiring a Landscape Architect to undertake a design of the Parkette within which the Memorial will reside. Either the Artist or the Landscape Architect will be contracted by the City as General Contractor to undertake all tendering and project management necessary for the build and installation of the Memorial, in conjunction with the all landscaping required for the Parkette. The City reserves the right to publish the contents of the submitted proposals for decision-making and public relations purposes. Full copyright of submitted designs remains with the Artist for this phase of the competition.

Background

"Peace has its heroes as well as war, and in a construction job of this magnitude, with its daily risk and hazard, the sacrifices of human life seem to be unavoidable. It is only right and proper that we should give a thought to the 115 men who lost their lives during the progress of the work. In due course we shall see that the names of these workmen are suitably preserved and made an enduring portion of the great structure that rises not only as a monument to their effort and their lives, but to the efforts of the thousands of working men and engineering helpers whose unrelenting toil, often in the face of difficulty and discouragement, made possible the triumph of the present hour."

Dr. R.J. Manion, Minister of Railways & Canals

- St. Catharines Standard, p.4, 10 August 1932

99 years later efforts are underway to honour 131 men who died while building the Welland Ship Canal. These deaths took place between 1914 and 1932, and represent the largest loss of life in a federal government infrastructure project in Canadian history. In its worst year, 1928, the average loss of life was one man every two weeks. The effect on the workers' families was profound, and communities mourned for years following the opening of the Canal in 1932.

These lost men, and those who worked alongside them, are responsible for today's Welland Canal, which has had a significant effect on the historical, natural, built and

economic development of Ontario and Canada. As part of the St. Lawrence Seaway, the Welland Canal enables ships to ascend and descend the Niagara Escarpment and bypass Niagara Falls. Approximately 40,000,000 tons of cargo is carried through the Welland Canal annually by approximately 3,000 ocean and Great Lakes vessels. The Welland Canal has been a major factor in the growth of Toronto and other North American cities as it allows goods from Great Lake ports such as Detroit, Cleveland and Windsor to be shipped to Montreal and Quebec City, where they are reloaded onto ocean-going vessels for international shipping. The Welland Canal is an example of successful co-operation between Canada and the United States.

In early 2013, stories of the major losses of life during the canal's development were published by The St. Catharines Standard. These stories have inspired more than 2,200 people from across Canada and the United States to sign a petition supporting the creation of a Memorial to honour the "fallen workers." In response, political representatives from the four Canal cities in Niagara called for a Joint Task Force to develop the desired Memorial.

Project Leadership and Stakeholders

The City of St. Catharines is working in collaboration with a Task Force of representatives from across Niagara. The Welland Canal Fallen Workers Memorial Task Force (Task Force) includes: mayors from Port Colborne, St. Catharines, Thorold and Welland; two Members of Federal Parliament; a Regional Councillor from the Niagara Region; and members from the Niagara Folk Arts Council, the Welland Canal Foundation and the labour community of Niagara. The Task Force has been working since May 2013 to pursue financing, finalize the Memorial's future site, pursue further research and community engagement, and establish a design selection process.

The WCFW Task Force has determined the Memorial will be located in St. Catharines, and that the City of St. Catharines will be the future owner of the Memorial, and thus responsible for its future care and maintenance. The Memorial will become part of the City of St. Catharines' Civic Art Collection, and will be developed, installed, managed and maintained according to the St. Catharines Public Art Policy and other relevant City policies, by-laws and procedures.

A key stakeholder in the project is the St. Lawrence Seaway Management Corporation (The Seaway). The Seaway is a not-for-profit corporation that operates the Welland Canal on behalf of the Government of Canada. The Seaway is responsible for the safe and efficient movement of marine traffic through the Canal and it plays a pivotal role in ensuring that the waterway remains a safe and well-managed system, along with its American counterpart, the Saint Lawrence Seaway Development Corporation. The Corporation's mandate is to promote efficiency and responsiveness to the needs of shipping interests, ports, marine agencies, and provincial and state jurisdictions. The

site selected for the Memorial is on the west bank of the fully operational Canal, therefore design and installation must respond to concerns of The Seaway and not impede the Corporation's activities in any way.

Perhaps the most important stakeholders in the project are the residents and former residents from across Niagara who have a vested interest in this project: family descendants of the men who died, contemporary workers in the labour community, and people passionate about the Canal, its history and present-day shipping and related industries.

The Fallen Workers

Research is ongoing regarding the men who died while building the Canal. Since the City released a Request for Expressions of Interest in November 2013, five more men have been identified who died while building the canal, bringing the total deaths we know about – at present – up to 131. Related information continues to grow, as the project's research subcommittee gathers photos and ensures all information is accurate. Since many of those who died were new arrivals to Canada, names were often spelt differently in different locations – a research subcommittee is currently debating the best approach to ensure names are spelt appropriately on the final memorial, but this is a work in progress.

The causes of death on the Canal continue to resonate in today's construction industries: the men were crushed, fell, were hit by flying objects, electrocuted or drowned. The deaths spanned a nineteen year period. The youngest death was a water boy of 15, Antonio Collini (1927); the oldest was 69, Benjamin Kellett (1924). European immigrants newly arrived, hoping to start life in a new country, were among the lost; fathers lost their sons; sons their fathers. Men from 13 countries are included in the death lists, as well as men from eight Canadian provinces. The workforce reflected Canada in its early development days: still a young country, welcoming newcomers as part of the growth of a nation and building infrastructure to foster a burgeoning economy.

Attached as an appendix to this RFP are detailed lists of the men who died and a breakdown by year, country of origin, and burial site. Also included are some of the narratives that have emerged from the research being undertaken by project volunteers.

The canal built between 1914 and 1932 was the fourth Welland Canal. Three previous canals were built through the Niagara Region and men died on each of these construction projects. Local history speaks of their deaths, yet local historians have determined that an accurate number of these losses is not possible, and the names of those who died are mostly lost. The 131 men who died on the present-date Welland

Canal will stand as testament to these lost men, as well as to the many men who died as a result of disease while constructing the canals, also understood to be many hundreds.

Intent of Memorial

The Memorial and its surrounding parkland will honour the 131 men who lost their lives between 1914 and 1932 during the building of the existing Welland Canal. More names may emerge through ongoing research and they, too, are to be included. The Task Force hopes this will be a living memorial, mindful of Canal, shipping and other workers of the twenty-first century. A place where descendants, residents, and visitors can come to reflect, learn and honour the work undertaken, as well as lives lost, for our present-day benefit. The stories of the 131 Fallen Workers can deepen our understanding of the Canal, of those who built Canada, of today's Canal operations, and of the nature of the communities through which the Welland Canal operates.

In Niagara it's a popular local experience to pause and watch a domestic or foreign freighter being lifted inside a lock, or gliding under a lift bridge bringing traffic to a halt, or "climbing the mountain" at the Flight Locks in Thorold, where three locks interconnect. These are daily occurrences through much of the year. For those of us who witness ships travelling between Lake Ontario and Lake Erie it is almost a normal occurrence. *Almost*. There is no experience quite like an enormous freighter ten feet ahead to make you feel the might of the Canal and its marine riders. The magnificence of man-made technology is palpable in these moments. Niagarans are deeply proud of the elements within the local landscape which contribute to this daily miracle.

It is the hope of the Task Force that this project will also contribute to a sense of unity in Niagara. The four "canal communities" that border the Canal are from north and south Niagara, areas of the region that sometimes feel like different countries. A project of this nature has the power to engage residents across municipal boundaries, and build connections between people who share values, experiences and a remarkable landscape. The primary intent of the project is to develop one memorial in St. Catharines, which is home to Locks 1, 2 and 3. The Task Force recognizes an opportunity, not yet supported by budget, to connect the memorial to the other three canal communities, if not to each of the sites where fatalities occurred. Consideration of a design concept that could, in future, be reflected in some way at other sites, is welcomed.

The successful design for the Welland Canal Fallen Workers Memorial will offer:

Appeal

Niagara will love the Memorial and its site.

The Memorial will attract attention, provoke curiosity and shape understanding. Passersby will want to park, get out of their cars and spend time within the created environment where they will be able to reflect on the stories and lives of the men who lost their lives building the Welland Ship Canal. Visitors will leave with a deeper appreciation of the extraordinary nature of their accomplishments, and recognition of their sacrifice. The design will transcend the experiences and stories of individuals and encourage an emotional or intuitive understanding of the Niagara community's relationship to this piece of history.

The final design will be something the community of Niagara will be proud of. Descendants of the fallen workers, members of the labour community, and those interested in history and art will all find something that speaks to them in the final design.

Historic Integrity

The design will respect history, and speak to today.

During the time period of the project from 1913 to 1932 Canada was becoming a nation. Immigrants were flocking to Canada and infrastructure was in the process of development to meet the economic, social and political demands of the country. The Fallen Workers of this Memorial represent the country at the time – hardworking men ranging in age and ethnic background, with large, extended families that relied on them for income. At the time, construction projects “budgeted” one death for every million dollars' worth of work. The Welland Ship Canal was a \$130 million project.

The building of the Canal required enormous machinery, hundreds of workers, and great ingenuity. The materials used were hard – iron, steel, granite, concrete. Its completion resulted in naturally flowing water raising enormous ships towards the sky and down.

The design may be contemporary in nature, but will use history to effect – the lives of the men who died, the magnitude of the project they worked on, or the profound effect of the community's collective loss. These stories will resonate in the final design.

Engagement

People will recognize their own lives in the Memorial.

This was not the largest loss of life on a project in Canada. Others, like the building the CN railroad, had far more significant numbers of deaths. But a promise was made 82 years ago that the Fallen Workers would be recognized, and the summer of 2014 marks the 100th anniversary of the first death. Niagara has a proud history of workers and labour unions: it is a community filled with people who wish to see that a promise made,

is a promise kept, and that a person who contributes their labour to our society is respected.

While the site for the Memorial is in St. Catharines, the final Memorial will speak to residents in Port Colborne, Thorold and Welland. Descendants of the Fallen Workers live across Canada and beyond. They, too, will have a reason to visit the Memorial and pay their respects.

SCOPE OF WORK

This RFP will facilitate the selection of a concept for a Memorial to the Welland Canal Fallen Workers. The Artist is required to design for the selected site, taking into account the project's next phase, which is to design a Parkette that is complimentary to the Memorial. Proposals will provide: conceptual designs for the Memorial; a draft budget; a project statement that outlines the vision for the design and how it responds to the project's goals; and suitable visual materials to allow for public presentation of the design concept. At the conclusion of this phase of the project a final design will be selected and the Artist chosen will be contracted for Phase 2.

The selected Artist will work with the City and the Task Force to identify a suitable Landscape Architect for the next phase of the project. Phase 2 will involve development of detailed design drawings for the Memorial and Parkette, and development of specifications for tendering for the final construction of both Memorial and Parkette. It is the intent of the City to contract the Artist, the Landscape Architect or Landscape Contractor as General Contractor for the full management of the combined projects. See page ___ for further information on City requirements for the General Contract. The Artist may choose to offer their services as General Contractor if he/she meets these requirements.

Memorial Site

The selected site for the project is adjacent to the grounds surrounding The St. Catharines Museum and Welland Canals Centre at Lock 3, 1932 Welland Canals Parkway, St. Catharines. Photographs, satellite images and a land survey are appended. The exact outer limits of the site have not yet been negotiated with The Seaway so there is potential for flexibility in the final shape and size of the Parkette.

The site is situated between a road - the Welland Canals Parkway - and the Welland Ship Canal itself, with two pathways running between the two. The pathway immediate adjacent to the site is a limited path that runs towards the neighbourhood street

northwest of the site. The second pathway is part of the Greater Niagara Circle Route parkway and trail. The GNCR trails are designed for walking, cycling and rollerblading. They follow: the Welland Canal from St. Catharines to Port Colborne; the old CN Rail Line to Fort Erie; the Niagara Parkway to Niagara-on-the-Lake and, Lakeshore Road back to St. Catharines. This section of the pathway is also used by The Seaway for canal maintenance. It is fenced in at this location, with gateway access directly adjacent to the Memorial site. Seaway vehicles require ongoing access from the road to the pathway.

The future Memorial site is separated from the existing parkland at the St. Catharines Museum by one row of parking spaces as well as road access to the gateway accessing the GNCR trail. Currently there is a large container on the site with a mural advertising The Seaway. This container is to be removed by The Seaway before siteworks begin.

The City sees the site's development as an opportunity to extend existing parkland, adding a new dimension to attract visitors to the St. Catharines Museum and Welland Canals Centre. The Region of Niagara, a potential funding partner, will be seeking parkland improvements that respond to the goals of the GNCR. The successful Memorial design will serve all of these stakeholders.

Site Visit

The City of St. Catharines will host a site visit with all shortlisted Artists on the following day:_____. Representatives from the City, the GNCR and The Seaway will be in attendance to respond to questions. It is strongly recommended that at least one representative from each design team be present at this meeting.

Project Budget

Revenue sources for the memorial design, construction and installation will differ from those for the Parkette development. The outside budget limit for the Memorial itself has been set at \$400,000. The outside budget limit for the Parkette design development and installation is \$250,000. 2% should be included in the budget for HST. See Submission Requirements for further information on what should be considered in the draft budget to be prepared for this RFP.

Project Schedule

The successful Artist will be selected in the fall of 2014 and a Landscape Architect will be confirmed shortly thereafter. Contracting for final drawings and specifications will be undertaken with the goal of being ready for tender by spring 2015. The Task Force has identified the fall of 2015 for unveiling of the Memorial, however, the City advises that scheduling is dependent on fundraising, lease negotiations and the final design. The

Artist is asked to provide an outline schedule as part of their submission reflecting ideal circumstances.

Welland Canal Operations

All aspects of the Memorial and Landscape design, construction and future function and/or operations cannot conflict with Canal operations or threaten its security. A technical review by Seaway staff of all designs will be part of the evaluation process.

Technical Requirements

The Memorial must be made of robust materials that will be durable and stable. The Memorial design will maximize public safety and accessibility, will be in compliance with all City regulations (see page___), particularly barrier-free requirements, and will be sensitive to the environment. As an outdoor feature it will resist significant deterioration due to weathering and atmosphere, and maintenance requirements will be modest or minimal.

Text Requirements

Text can be a powerful addition to a Memorial or it can be a burden. The right amount of text is a decision that will require design involvement and final decisions about on-site interpretative materials will be made in consultation with the successful Artist. Text is to be used to add emotional weight, deepen understanding, and intrigue visitors to the site.

The minimum permanent text requirements for the project will be provided in both English and French, and are:

1. **Names of the Fallen Workers.** All 131 men, and more if they are identified, must be listed prominently and respectfully within the Memorial site. Design teams may consider including additional information about the Workers, such as age, birthplace, or cause of death.
2. **Brief Memorial Statement.** This will be approved by the Task Force and will summarize the story behind the Memorial.
3. **Sponsor Recognition.** Donors of \$10,000 or more will have their names placed in the vicinity of the Memorial. Placement should not detract from the names of the workers, but should respect the essential contribution of sponsors. The fundraising plan estimates approximately 14 business or donor names and at least three levels of government in this category.

A great deal of information has been gathered about the Fallen Workers, and many more community donors are anticipated who will need to be recognized online. Discussion is underway about how to establish a website presence that can share the stories, pictures and individual worker details with the public. Task Force members have discussed whether further information should be available on-site without reaching

consensus. Ideas have included: detailed interpretive panels on the site with individual stories and pictures of the workers and the construction process; a potential outdoor computer kiosk that allows visitors instant access to these stories and images; use of a QR code or other similar technology that will direct visitors to an online source; development of a video to be shown inside the St. Catharines Museum and Welland Canals Centre.

Design teams should consider how the Memorial site is linked to this collection of information, and include on-site infrastructure costs associated with their solution as part of the design. Content development is not a part of this RFP.

Stakeholder Engagement

The residents of Niagara and the descendants of the men who died are important participants in this project. The four Canal Communities that are represented on the Task Force all have a deep connection to the intent of this Memorial since the accidents that killed the Fallen Workers took place along the full length of the Canal. Members of the labour community from across Niagara are taking an interest in the project, and a grant request has been submitted to the Government of Canada. This breadth of stakeholder is a key part of the future success of the project, as general community support is essential to fundraising success and Niagara needs to be proud of the final product. The final design and Artist will serve to spark further interest in the project and inspire people to donate to the cause.

One concern at the Task Force table related to engagement has been site selection: the Memorial can only be in one of the four Canal communities spearheading the project. How can the other three be engaged? Discussions at the Task Force have included future consideration of interpretive panels, or the echo of an iconic piece of the Memorial represented at other Canal sites that are historically relevant. Current budget does not account for these options, but a desire for options to consider in future exists.

As a value added component of submissions, Artists are invited to share ideas in their proposal of how project stakeholders can be engaged with the project now as well as in the future.

SELECTION PROCESS

Design proposals will be reviewed by the Welland Canal Fallen Workers Design Selection Panel (Panel), City of St. Catharines staff, and staff from the St. Lawrence Seaway Management Corporation. The Design Selection Panel is comprised of two contemporary visual artists, an architect, a landscape planner, a representative from the local labour community and a WCFW Task Force representative. The recommendation

that is finalized by the Panel will move forward to the Task Force for review and approval and from there to St. Catharines City Council for final approval.

It is the intent of the Task Force to share with the public all four draft designs. The purpose of this is to increase public interest in the project and support the fundraising campaign. The City reserves the right to release some or none of the final draft designs.

Submission Requirements

The proposal shall include, at a minimum, the following information:

a. Visual Documentation – Design Conceptuals

- i. A site plan, to scale, indicating the size and location of the Memorial, and its relation to existing features on the site, excluding the Seaway container.
- ii. An elevation, plan and/or sectional drawing, to scale, sufficient in detail to fully illustrate the proposed Memorial. Include notation indicating overall dimensions, proposed materials and finishes.

b. Artist's Statement

Provide a statement that describes how the design responds to the Memorial intent and to the site. Explain how text requirements will be addressed and stakeholder consultation will be addresses. If available, provide recommendations for additional interpretive elements and how the Memorial could be connected to all four Canal communities.

c. Fabrication, Installation and Maintenance Requirements

- i. List all proposed materials for the Memorial.
- ii. Describe your team's preferred method and requirements for fabrication and installation of the memorial at the site including proposed foundation and attachment methods.
- iii. Provide a description of the short and long-term anticipated maintenance requirements for the Memorial. Provide annual requirements and an estimate of when, in years, more significant maintenance may be required.
- iv. Provide an outline budget estimate for the Memorial, to include all immediate project costs including but not limited to:
 - all commissions and fees
 - all materials
 - fabrication costs including contracted or third party fees

- shipping, delivery and installation costs including any required equipment rentals, labour, utility locates and servicing, structural work and required permits
- all travel and accommodation expenses including travel for site visits, fabrication and installation
- site preparations
- approvals and permits
- immediate memorial-related landscaping, including lighting and plant materials
- all signage and interpretive requirements
- Insurance, including general public liability insurance of not less than \$2,000,000.00 from commencement of the artist's services until written acceptance of the artwork by the City of St. Catharines
- contingency

v. Describe your team members and their roles and responsibilities in the project, and append resumes of all key personnel. Describe your preferred approach to landscape design development, general contracting and project completion. Should you have subcontractors identified with whom you will work, provide background information about those firms and/or individuals and detail their responsibilities.

ii. Provide an estimated outline schedule in weeks for:

- Stakeholder consultations, as recommended
- Design revisions and final drawings, and integration with landscape design development
- Memorial contracting fabrication, shipping and installation

Indicate times when city staff should review the work and when any other important meetings and milestones should occur. Detailed scheduling is not required at this time. Please provide information about projects already underway that may impact the estimated timelines for this project.

d. Public Presentation Material

Provide full colour renderings of the proposed memorial including a three dimensional view and any other views or diagrams necessary to fully explain the work. These renderings will be made available for public response.

e. Digital Documentation

Provide a CD clearly labeled containing digital files of all of the material submitted including photographs of the maquette. Images are to be provided in jpeg format at a minimum resolution of 300 dpi and text in PDF format.

Criteria for Selection

A final design will be selected using the following criteria:

- Response to Memorial intent:
 - Aesthetic appeal
 - Historic integrity
 - Ability to engage viewer
- Suitability to site
- Artistic Excellence –in concept, materiality, form and execution
- Accessibility and public safety
- Durability and maintenance requirements
- Proven ability of team to implement the scope of work
- Project can be achieved within budget
- Design effectiveness of minimum permanent text requirements (ie. Fallen Workers names, etc.)
- Responsiveness to City regulations and requirements

The final selected design cannot impede canal operations or raise security concerns for The Seaway.

Value added components may increase the Artist's final score but are not the criteria upon which a final selection will be made:

- Recommendations for stakeholder engagement during the project's development
- Recommendations for extending the Memorial's reach to all four Canal communities
- Expanded text solutions beyond outlined requirements

Timeline for Final Selection – TBD, pending RFP release

The Task Force would like to unveil the shortlisted draft designs publicly on or before July 23, 2014 is the 100th anniversary of the first Fallen Worker's death. From there, designs will undergo a technical and financial review, which may require input from the Artists. Interviews will be set between the Artists and Selection Panel between the dates of August 25 and September 10, 2014.

The Design Selection Panel will then make recommendations to the Task Force in the early fall of 2014. The intent is to present a final recommended design to St. Catharines City Council on or before October 20, 2014. As this report is a public document, all design teams will be informed of the recommendation in advance of the report's release, approximately 10 days before the City Council meeting.

For more information . . . (purchasing info to come)