

Proposals Due: Feb 10, 2023

The Klondike Institute of Art and Culture (KIAC) is seeking proposals for stakeholder engagement and renovation designs for Dënäkär Zho/KIAC, located at 902 2nd Avenue in Dawson City, Yukon.

1. Background

KIAC is a not-for-profit artistic and cultural hub in Dawson City, operated by the Dawson City Arts Society. The current facility is located in the historic ODD Fellows Hall, built in 1901. It lay fallow between 1964 until 1998 when it was renovated by the Dawson City Arts Society into the Klondike Institute of Art and Culture/Dënäkär Zho, which now houses:

- the **ODD Gallery** Contemporary Art Gallery;
- **KIAC Ballroom** used for film and performing arts presentations, community programming (such as theatre and dance), and as a popular community hall and conference room;
- **Three additional programming spaces** that offer pottery, painting, screening printing, music lessons, workshops, greenroom & more;
- **Workstations for up to 10 staff** (6 year round, and up to 4 seasonal).

2. Current Challenges

KIAC opened Dec 31, 1999, but actual usage has shifted from the building's original design as an educational institution. Programming usage is disjointed, and incongruent with the facility's initial design. Available office space is inadequate for the number of staff and storage and accessibility of the building needs improvement.

3. Project Budget

Maximum budget is \$30,000.

4. Scope of Project

The project will have three key elements: Stakeholder Engagement, Research and Design, and Feedback and Final Design.

A. Stakeholder Engagement

Engage with the building's users, staff members, board of directors, partners, and stakeholders in order to collect input on the desired usage and requirements of the building. The consultations will take place through in-person events, surveys, and video calls. A community engagement report will be completed by the contractor to incorporate the discussions and findings.

B. Research & Design

Incorporate the information gathered by the community engagement report into a first draft of architectural plans. Along with items identified in the community engagement, the plans will also address:

- Improving physical accessibility of the building and creating an accessible bathroom on the first floor;
- Creating private, self-contained, gender neutral bathroom stalls for the 1st and 2nd floor bathrooms with a smaller footprint than existing bathrooms;

- Maximizing the usage of the classroom, music/elevator room, central office space, and greenroom by reconfiguring internal access points/entrances, and making each room function as multi-use spaces, and expanding size if possible;
- Improving the stage and backstage areas and creating private access to the adjacent dressing room.

C. Feedback & Final Design

DCAS and the contracted firm work together to make any required revisions to the plans. Once the revisions are completed, final plans will be delivered to the DCAS Board of Directors for approval. Along with the final design plans, the hired firm will provide recommendations on how to carry out long-term renovation plans, advice on prioritizing phases. Recommendations will be used by the Board of Directors to create a long-term plan to secure resources and funding.

5. Deliverables & Timeline

1. Two to three Community Engagement sessions with board, staff, user groups, and stakeholders;
2. A community engagement report; and
3. Final architectural design plans, including recommendations on long-term renovation plans, advice on prioritizing phases, and creating a long-term plan to secure resources and funding.
4. Project must be completed by **May 30, 2023**

6. Proposal Submission Deadline & Requirements

We are seeking proposals for stakeholder engagement, research, and final architectural designs, and implementation recommendations for a long-term renovation project. The architectural drawings will be used to plan and secure funding for phased renovations over the next 5-10 years.

Proposal Requirements:

- Completed proposal form.
- Project timeline, including major tasks and milestones.
- Itemized breakdown of project costs, with total cost including GST.
- Examples 1-2 similar projects completed by the firm.

Submit proposals to: **Attn: Denakar Zho Renovation Project Committee**

In Person:

902 2nd Avenue
Dawson City

Via Email:

admin@kiac.ca

By Mail

Box 8000
Dawson City YT
Y0B 1G0

7. Evaluation Timeline and Criteria

Proposals will be evaluated by a committee between Feb 12-15, 2023.

Proposals will be evaluated based on:

- A. Proposed Timeline
- B. Total Cost
- C. Past Projects & Suitability to the project

Priority given to Yukon-based firms.

7. Contract Requirements

Successful firm will need to submit Proof of WCB and Dawson Business License, as well as complete a Code of Conduct Declaration Form.

5. Contact details

For more information, please direct inquiries to:

admin@kiac.ca

