

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016

Item 20, Report No. 31, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on September 20, 2016.

20

**AWARD OF CONTRACT RFP16-299
DETAILED DESIGN FOR THE EDGELEY POND AND PARK PROJECT
VAUGHAN METROPOLITAN CENTRE**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager of Planning and Growth Management, the Director of Development Engineering and Infrastructure Planning, the Director of Parks Development and the Manager of Urban Design and Cultural Heritage, dated September 7, 2016:

Recommendation

The Deputy City Manager of Planning and Growth Management, the Director of Development Engineering and Infrastructure Planning, the Director of Parks Development and the Manager of Urban Design and Cultural Heritage, in consultation with the Director of Procurement Services, the Director of Financial Planning and Development Finance & Deputy City Treasurer, and the Chief of Corporate Initiatives and Intergovernmental Relations, recommend:

1. That RFP16-299 for professional consulting services for the detailed design of the Edgeley Pond and Park Project be awarded to DTAH Architects Limited in the amount of \$993,720.38 plus applicable taxes;
2. That a contingency allowance in the amount of \$149,058.06 plus applicable taxes be approved within which the Deputy City Manager of Planning and Growth Management and the Director of Development Engineering and Infrastructure Planning or his designate is authorized to approve amendments to the contract;
3. That an allowance for a third party consultant in the amount of \$50,000 plus applicable taxes be approved within Capital Project DT-7121-13 NE SWM Pond (Edgeley Pond) Retrofit to provide expertise as required throughout the project;
4. That the amounts of the above recommendations, including all contingency allowances, applicable taxes and administration recovery be funded from the amended Capital Project DT-7121-13 NE SWM Pond (Edgeley Pond) Retrofit; and
5. That the Mayor and Clerk be authorized to sign the contract documents associated with this project.

Contribution to Sustainability

Consistent with the goals and objectives of the City's Community Sustainability and Environmental Master Plan (Green Directions Vaughan), the Edgeley Pond and Park Project will contribute to:

- Achieving sustainable growth and development
- The creation of a City with sustainable built form
- Sharing sustainable best practices and ideas between and among municipal staff and the community

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016

Item 20, CW Report No. 31 – Page 2

Economic Impact

Funding for this project in the amount of \$1,250,184, which includes a contingency allowance, an allowance to retain a third party consultant, administrative recovery and applicable taxes, can be accommodated within the approved Capital Project DT-7121-13 NE SWM Pond (Edgeley Pond) Retrofit. The financial impact is illustrated in Table 1 below.

| TABLE 1: ESTIMATED CONSTRUCTION COSTS | |
|--|---------------------|
| | Total |
| | \$ |
| DTAH Architects Ltd. (excluding H.S.T.) | 993,720.38 |
| Contingency Allowance (Approx. 15%) | 149,058.06 |
| Allowance for third party consultants (Est.) | 50,000.00 |
| Sub-Total | 1,192,778.44 |
| H.S.T. (1.76%) Not Recoverable | 20,992.90 |
| Total | 1,213,771.34 |
| Administration Recovery (3%) | 36,413.14 |
| Net Total Cost | 1,250,184.48 |

A total contingency amount of 15% of the RFP price (\$149,058.06) is requested and is covered within the approved Capital budget DT-7121-13. There is adequate funding in the approved Capital Budget to fund this project. As a first-of-its-kind project for Vaughan, the development of a creative and integrated design project of this magnitude will require the consultant team to prepare extensive visuals and work closely with stakeholders to ensure that continuous feedback is provided throughout all phases of the project. As such, this contingency allowance will be used for any unforeseen work that may arise through the extensive design, consultation and visual communication process required. Given the complexity of the project, an allowance of \$50,000 is requested to retain a third party engineering consultant to assist the City's project team and provide expertise as required throughout the project

Communications Plan

Edgeley Pond and Park is a first-of-its-kind project for Vaughan. The goal of the project is to build an iconic and sustainable open space at the centre of the new downtown, the Vaughan Metropolitan Centre (VMC) that functions as a hybrid stormwater management pond with a creative design that integrates urban design features and park and open space uses which will unlock further development potential in the VMC. Innovative outreach tools such as walking tours, design charrettes and social media will be leveraged throughout the study to engage the public, stakeholders, agencies and Council in generating ideas for the site and providing comments and feedback throughout the project's key phases.

Upon award of contract, a detailed communications and outreach strategy will be developed in consultation with staff. Staff anticipates that engagement with landowners will be coordinated within the VMC Working Group platform to provide continued input throughout the study. A great deal of dialogue is expected with the TRCA and the Region of York due to their regulated areas of responsibility and interests in parts of the VMC.

Regular updates of the project will also be brought before the VMC Sub-Committee of Council and communicated through the VMC Newsletter, Moving Forward. Updates about the project will also be posted to the City's dedicated website: www.vaughan.ca/vmc

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016

Item 20, CW Report No. 31 – Page 3

Subject to Council approval at its next meeting, a project kick off meeting will begin in Q3 2016 with stakeholder engagement commencing in Q4 2016. The project milestones are identified in Attachment 1 included with this report.

Purpose

The purpose of this report is to obtain Council approval to retain DTAH Architects Limited (DTAH) to complete the detailed design for the Edgeley Pond and Park Project (RFP16-299) following staff evaluations as part of a competitive RFP process.

Background – Analysis and Options

The integrated design of the Edgeley Pond and Park will serve as a key amenity for residents, visitors and businesses in the VMC. In addition to providing recreation and amenity space, it will also function as a stormwater management facility with quantity and quality controls as a component of the Black Creek Renewal Project.

Evaluation Process

A Request for Proposal (RFP) was released on Thursday, June 30, 2016, with a closing date of Friday, August 5, 2016. The RFP was advertised on Bids and Tenders, Bidding, Ontario Association of Landscape Architects website, OPBA websites. The RFP package provided details of the contract, including the evaluation criteria used in the assessment of competing proposal bids. Twenty-three (23) Proposal Documents were picked up. Two (2) Addendums were issued on July 20, 2016 and July 25, 2016, to answer questions from the Proponents. Submissions were received from the following Proponents:

1. DTAH Architects Limited
2. O2 Planning & Design Incorporated
3. Janet Rosenberg & Studio Incorporated
4. HOK Architect

The package provided details of the contract, including the following criteria used in the evaluation of competing proposal submissions:

| | | |
|------|--------------------------------------|-----|
| i. | Organization and Experience: | 25% |
| ii. | Vision, Approach and Methodology: | 20% |
| iii. | Examples of Related Work: | 20% |
| iv. | Work Program and Project Management: | 15% |
| v. | Quality of Proposal: | 10% |

An Evaluation Committee, comprised of staff from Development Engineering and Infrastructure Planning, Parks Development, Urban Design and Cultural Heritage, and Infrastructure Delivery, and facilitated by the Procurement Services Department, carried out the evaluation process. Each proposal was evaluated based on the capability, experience, expertise, and skills of the team members, and in terms of suitability with respect to team organization, project management, and quality of its written presentation. The top-scoring proponents were then further evaluated through a short-list interview process conducted by the Evaluation Committee and facilitated by the Procurement Services Department. DTAH was the highest scorer.

The selection process to retain consulting services to develop the detailed design for the Edgeley Pond and Park Project is complete, and the recommended firm to carry out the contract is DTAH based on the Committee's evaluation of their proposal and interview.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016

Item 20, CW Report No. 31 – Page 4

Relationship to Term of Council Service Excellence Strategy Map (2014-2018)

In consideration of the strategic priorities set by Council, the recommendations of this report will assist in:

- Facilitate development in the VMC
- Planning and managing growth and economic vitality
- Cultivating an environmentally sustainable City
- Investing, renewing and managing infrastructure and assets
- Ensure the safety and well-being of citizens
- The pursuit of excellence in service delivery

The recommendations contained in this report are consistent with the priorities set by Council. The necessary resources have been allocated and approved.

Regional Implications

As a key stakeholder on this project, York Region staff will be directly involved and consulted with throughout the duration of the project.

Conclusion

Based on the results of RFP16-299, DTAH scored the highest overall ranking and successfully fulfills the City's technical requirements.

It is recommended that DTAH be retained to provide the detailed design services to complete the Edgeley Pond and Park Project in the total amount of \$1,192,778.44 plus applicable taxes.

Attachment

1. Process Map

Report prepared by:

VMC Project Management Team

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)