

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF SEPTEMBER 20, 2016**

Item 17, Report No. 31, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on September 20, 2016, as follows:

***By approving the following in accordance with Communication C8, from the Deputy City Manager, Community Services and the Director of Recreation Services, dated September 20, 2016:***

- 1. That RFP 16-280 Consulting Services – Pierre Berton Heritage Centre Exhibit, be awarded to Reich + Petch Design International in the base amount of \$196,556 plus applicable taxes; and***
- 2. That the Mayor and City Clerk be authorized to sign the necessary documents; and***

***By receiving the report of the Director of Recreation Services, dated September 7, 2016.***

**17                                      AWARD OF REQUEST FOR PROPOSAL RFP 16-280  
CONSULTING SERVICES - PIERRE BERTON HERITAGE CENTRE EXHIBIT  
WARD 1**

**The Committee of the Whole recommends:**

- 1) That consideration of this matter be deferred to the Council meeting of September 20, 2016.**

**Recommendation**

The Director of Recreation Services, in consultation with the Deputy City Manager, Community Services, the Director of Procurement Services, the Chief Financial Officer and City Treasurer, and the Director of Financial Services, Deputy City Treasurer, recommends:

- 1. That RFP 16-280 Consulting Services – Pierre Berton Heritage Centre Exhibit, be awarded to Reich + Petch Design International in the base amount of \$196,556 plus applicable taxes; and,**
- 2. That the Mayor and City Clerk be authorized to sign the necessary documents.**

**Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan, Community Sustainability Environmental Master Plan, Goal 4, and Objective 4.1:

- To foster a city with strong social cohesion, an engaging arts scene, and a clear sense of its culture and heritage.

**Economic Impact**

Funding for this project in the amount of \$196,556, plus applicable taxes can be accommodated within the approved capital project RE 9504-08.

**Communications Plan**

The Pierre Berton Heritage Centre project has a Communication Plan developed with key outputs by both Corporate Communications and Recreation Services to help promote and inform the public/community of the project.

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#### **Purpose**

The purpose of this report is to seek Council's approval to award RFP 16-280 for Consulting Services – Pierre Berton Heritage Centre Exhibit, to the firm of Reich + Petch Design International, to develop and install an exhibit at the city-owned former Kleinburg United Church site, 10418 Islington Avenue.

#### **Background - Analysis and Options**

In May 2016, Council approved the recommendation from the Pierre Berton Task Force to develop a permanent wall exhibit at the City-owned Pierre Berton Heritage Centre at 10418 Islington Avenue (formerly the Kleinburg United Church, purchased by the City in 2012) with an opening date for the site (including renovations to the building) of June 2018.

A Request for Proposal (RFP) RFP16-280 was released on July 4, 2016 with a closing date of August 4, 2016. The RFP was advertised on Bids & Tenders website, Biddingo and OPBA websites. The RFP package provided to proponents detailed the proposed work requirements and project information, including the evaluation criteria used in the assessment of competing proposal bids. In total, 19 Proposal Documents were picked up at Procurement Services. An addendum was issued on July 27, 2016 to answer questions from the Proponents. Submissions were received from the following Proponents:

1. Museum Planning Partners, In partnership with Convex e2
2. Lord Cultural Resources
3. Reich + Petch Design International
4. W3

The RFP package provided details of the project, terms and conditions, and outlined the following criteria that were used in the evaluation of competing proposal submissions:

▪ Qualifications and Experience:	35%
▪ Project Management:	20%
▪ Quality of the Proposal:	25%
▪ Financial:	20%

An Evaluation Committee, comprised of staff from Recreation Services, Infrastructure Delivery and Procurement Services carried out the evaluation process on August 12, 2016. Each proposal was evaluated based on the criteria set out in the RFP and marked based on experience in similar projects, expertise, skills of team members and suitability with respect to team organization, project management and quality of proposal. Reich + Petch Design International obtained the highest score based on bid document criteria.

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

In consideration of the priorities set within the Term of Council Service Excellence Strategy Map, the recommendations in this report support the priority to promote arts, culture, heritage and sports in the community.

#### **Regional Implications**

There are no regional implications.

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**Conclusion**

Staff recommends that the firm of Reich + Petch Design International be awarded the contract as the Pierre Berton Heritage Centre exhibit consultants to undertake the design, development and installation of the exhibit at the heritage centre in the amount of \$196, 556, plus applicable taxes.

**Attachments**

Not Applicable

**Report prepared by:**

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