

**CITY OF VAUGHAN**

**EXTRACT FROM COUNCIL MEETING MINUTES OF NOVEMBER 20, 2012**

Item 1, Report No. 43, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on November 20, 2012.

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**AWARD OF PROJECT – RFP 12-343**

**VAUGHAN CITY-WIDE STREETScape IMPLEMENTATION AND FINANCIAL STRATEGY PLAN**

**APPROVAL OF CONSULTING TEAM CONTRACT**

**FILE 20.26**

**ALL WARDS**

**The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Planning, dated November 6, 2012:**

**Recommendation**

The Commissioner of Planning, in consultation with the acting Director of Purchasing and Manager of Capital and Asset Management recommends:

1. THAT a Contract be approved to retain the consulting team led by EDA Collaborative Inc. to carry out the “Vaughan City-Wide Streetscape Implementation and Financial Strategy” in accordance with the Terms of Reference shown in Attachment #1, to an upset limit not exceeding \$85,040.00 plus applicable taxes.
2. THAT a contingency allowance in the amount of \$12,800 plus applicable taxes, be approved within which the Commissioner of Planning or his designate is authorized to approve amendments to the contract.
3. THAT the Mayor and City Clerk be authorized to sign the appropriate documents.

**Contribution to Sustainability**

The proposed “Vaughan City-Wide Streetscape Implementation and Financial Strategy” contributes to the goals and objectives within *Green Directions Vaughan*, the City’s Community Sustainability and Environmental Master Plan, specifically:

Goal 1: To significantly reduce our use of natural resources and the amount of waste we generate.

*Objective 1.3 “To support enhanced standards of stormwater management at the City and work with others to care for Vaughan’s watersheds”*

Goal 2: To ensure sustainable development and redevelopment.

*Objective 2.2 “To develop Vaughan as a City with maximum greenspace and an urban form that supports our expected population growth”*

*Objective 2.3 “To create a City with sustainable built form”*

Goal 3: To ensure that getting around in Vaughan is easy and has a low environmental impact.

*Objective 3.1 “To develop and sustain a network of sidewalks, paths and trails that supports all modes of non-vehicular transportation”*

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*Objective 3.2: “To develop and sustain a network of roads that supports efficient and accessible public and private transit”*

*Objective 3.3: “Reduce single occupant vehicle (SOV) trips by supporting active transportation, carpooling and public transit”*

Goal 4: To create a vibrant community for citizens, businesses and visitors.

*Objective 4.1 “To foster a city with strong social cohesion, an engaging arts scene, and a clear sense of its culture and heritage”*

*Objective 4.2 “To ensure that the City of Vaughan attracts businesses and investment that will result in well-paying jobs for Vaughan citizens, a sustainable tax base, and continuing prosperity into the 21<sup>st</sup> century”*

Goal 5: To be a leader on sustainability issues.

*Objective 5.1: “To share sustainable best practices and ideas between and among municipal staff and the community”*

*Objective 5.2: “To continue the City’s role in advocacy and information sharing on environmental issues”*

The “Vaughan City-Wide Streetscape Implementation and Financial Strategy” includes the following study goals that directly relate to those of *Green Directions Vaughan*, specifically:

- a) Develop a standard streetscape classification system to group streets with similar typologies and character, and assign appropriate design treatments/components to them;
- b) Develop a streetscape database model that can be utilized for budgeting and design in all streetscape projects going forward;
- c) Define a full standard streetscape palette of materials matrix for all streetscape classification options in consultation with City Departments;
- d) Develop a Public Art Strategy for intensification areas;
- e) Define a full life-cycle costing analysis for all palette of streetscape components, including construction, operational and replacement costs;

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- f) Provide a hierarchy of fully-costed implementation options (i.e. basic, value added, resident expected for community, developer and Council consideration);
- g) Provide a 10 year financial impact forecast for viable scenarios, including a recommended funding strategy to implement.

#### **Economic Impact**

Funding for the total study costs in the amount of \$102,550.00 is available within the approved Capital project DP-9031-12 City-Wide Streetscape Implementation Manual and Financial Strategy.

#### **Communications Plan**

The study will be initiated with a stakeholder consultation workshop to which all landowners, business groups and other stakeholders in the City's planned intensification areas are encouraged to attend. A Project Team will be established to provide input from key City departments and public agencies, and to facilitate coordination with stakeholders.

Once the new Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy Plan is approved by Vaughan Council, this document will be placed on the City's web-site, which will allow future development proponents to reference this guiding document prior to submission of a development proposal. In addition, design consultants will be provided the approved plan as an urban design reference tool, as they proceed to undertake their work to design and improve the existing and future urban street network for the City's planned intensification areas, including Main Streets.

#### **Purpose**

The purpose of this report is to obtain Council authorization to award a contract to EDA Collaborative Inc. to carry out the Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy.

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

Item 44, Report No. 25, of the June 5, 2012 Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 26, 2012, resolved:

1. THAT the Terms of Reference appended to this report as Attachment #1, for the Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy Plan, BE APPROVED; and
2. THAT the Capital project in the amount \$110,000, plus administration and applicable taxes, BE APPROVED."

The approved Terms of Reference shown in Attachment #1 identifies that the "Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy" will develop: i) a Vaughan City-Wide

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Streetscape Implementation Manual, ii) a Public Art Strategy for intensification areas, and, iii) Financial Impact Analysis, Funding Scenarios and Financial Strategy that recognizes the fiscal constraints affecting streetscape levels of service and implementation.

A Request For Proposal (RFP 12-343) to undertake this Study was advertised in Biddingo and the Ontario Public Buyers Association (OPBA) website with a closing date of 3:00 p.m. on September 6, 2012. The RFP document was picked up by thirteen (13) potential proponents from the Purchasing Services Department.

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

- Qualifications and Experience - 30%
- Quality of the Proposal - 30%
- Project Management - 30%
- Financial - 10%

The criteria above dealt with the expertise expected for each team in the following areas: Land-Use Planning; Urban Design and Landscape Architecture; Municipal Finance and Fiscal Impact Analysis; Municipal Operations; and, Civil Engineering. The team was evaluated based on its capability, experience, expertise and skills in each discipline, and in terms of suitability with respect to team organization, project management, public consultation, and quality of its written presentation.

One (1) proposal from EDA Collaborative Inc. was received by the Purchasing Services Department at the closing date on September 6, 2012. A committee comprising of staff from Development Planning, Parks and Forestry Operations, Engineering Services, and Budgeting and Financial Planning Departments, evaluated the proposal and identified that the team satisfied the evaluation criteria. Purchasing Services facilitated and monitored the evaluation process. Subsequently, this committee received a presentation and conducted an interview with the short-listed team.

The consultant selection process to retain external consulting services to carry out the “Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy” is complete, and the recommended firm/team is EDA Collaborative Inc. The team led by EDA Collaborative Inc. was identified as a qualified team to carry out the contract, based on the Committee’s evaluation of their proposal and interview.

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Financial Summary

RFP 12-343	\$ 85,040.00
Contingency (15%)	\$ 12,800.00
HST (1.76%)	\$ 1,721.98
3% administration fees	\$ 2,986.86
<b>Total Cost</b>	<b><u>\$102,548.84</u></b>
<b>Rounded</b>	<b>\$102,550.00</b>
<b>Approved Capital Budget (DP-9031-12)</b>	<b>\$115,300.00</b>
<b>Less:</b> Commitments/Expenses to Date	\$ 0
3% administration fees	\$ 0
<b>Total Cost RFP 12-343</b>	<b><u>\$102,550.00</u></b>
<b>Balance Remaining</b>	<b><u>\$ 12,750.00</u></b>

A total contingency amount of 15% of the RFP price (\$12,800.00) is requested and is covered within the approved Capital budget, and will be used to address any unforeseen work. Based on the complexity of the financial component of the study, there may be potential for unforeseen issues greater than anticipated. In addition, the residual funding should be used to fund the administrative costs associated with holding any additional public and stakeholders meetings than anticipated. If there are residual funds following completion of the study, staff will recommend the project for closure and the funds can be returned to the original source.

**Relationship to Vaughan Vision 2020 Strategic Plan**

This report is consistent with the priorities set forth in Vaughan Vision 2020 Strategic Plan, through the following initiatives, specifically:

Service Excellence:

- Lead & Promote Environmental Sustainability
- Preserve our Heritage & Support Diversity, Arts & Culture

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##### **Organizational Excellence:**

- Manage Corporate Assets
- Ensure Financial Sustainability
- Manage Growth & Economic Well-being

##### **Regional Implications**

The Region of York is a vital stakeholder in the process, and has participated in all City of Vaughan initiated streetscape plan studies completed to date. Each of these studies supports key elements of the Region of York Official Plan, adopted by Regional Council on December 16, 2009. Specifically, the implementation of the plan's following objectives stated in Section 7.2, Moving People and Goods:

*"To ensure streets support all modes of transportation including walking, cycling, transit, automobile use, and the efficient movement of goods."*

*"To plan and protect future urban and rural streets to accommodate transportation demands."*

##### **Conclusion**

The lead consultant, EDA Collaborative Inc., and their team of sub-consultants including: Sierra Planning + Management, Brad Golden + Co, Planning Solutions Inc., Gabriel MacKinnon Lighting Design, and Genivar Ontario Inc., are well qualified to fulfill the requirements of the contract, and should be retained by the City to carry out the "Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy" for the amount \$85,040.00 plus contingency allowance, applicable taxes and administration recovery.

##### **Attachments**

1. Approved Terms of Reference for the Vaughan City-Wide Streetscape Implementation Manual and Financial Strategy

##### **Report prepared by**

Moir Wilson, Urban Designer, ext. 8017  
Rob Bayley, Manager of Urban Design, ext. 8254

/CM

(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.)