



**DATE: OCTOBER 14, 2016**  
**TO: HONOURABLE MAYOR & MEMBERS OF COUNCIL**  
**FROM: JOHN MACKENZIE, DEPUTY CITY MANAGER**  
**PLANNING AND GROWTH MANAGEMENT**  
**SUBJECT: COUNCIL COMMUNICATION – OCTOBER 19, 2016**

**ITEM NO. 3 REPORT NO. 35, COMMITTEE OF THE WHOLE (CLOSED SESSION) – OCTOBER 5, 2016**

**ADVICE SUBJECT TO SOLICITOR/CLIENT PRIVILEGE**  
**PARKS DEVELOPMENT CONSULTING SERVICES CONTRACTS**  
**WARD 1**

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### **Recommendation**

The Deputy City Manager, Planning and Growth Management and the Director of Parks Development in consultation with the Deputy City Manager, Legal and Human Resources, Chief Financial Officer & City Treasurer and the Director of Procurement Services recommend:

1. That the Deputy City Manager of Planning and Growth Management be authorized to negotiate and award a single-source contract for consulting services to Stantec Consulting Ltd. to facilitate the timely completion of the North Maple Regional Park Phase 1 project as outlined in this report, notwithstanding the City's Consolidated Purchasing Policy, provided that the total contract award amount is within the funding allocation of Council approved Capital Project 5961-2-03 for this purpose.

### **Background & Analysis**

#### **North Maple Regional Park – Phase 1 Park Development**

The Phase 1 project for North Maple Regional Park (NMRP) includes development of 2 artificial turf soccer fields, grading, servicing, park building with washrooms/changerooms, temporary driveway and parking, and general park improvements as required to safely open the park for public use.

In an effort to complete Phase 1 detailed design drawings and tender documents for issue by the end of 2016 in keeping with the original project schedule, consulting services are required to support staff in preparing this project to be tender-ready and to provide contract administration and approvals during construction. The value of these services is estimated to cost in the range of \$300,000 to \$350,000 plus contingency, with funding available in approved Capital Project 5961-2-03 for this purpose.

Staff is seeking delegated authority from Council to negotiate and award a single-source contract for these services to Stantec Consulting Ltd. (Stantec). Delegation of authority to staff to award the contract is necessary during this cycle of Council meetings in order to meet the project schedule for substantial completion of Phase 1 construction in 2018.

Stantec is a recognized consulting firm with expertise in a variety of disciplines including landscape architecture, architecture and civil engineering. In addition, Stantec has a sports field design and construction specialty division (Stantec Sport Group) with proven experience in completing projects with similar scope of work as NMRP Phase 1. Recently completed project examples include the University of Guelph double artificial turf field complex and the Municipality of Brockton Soccer Park.

The proven experience of the Stantec Sport Group is specifically required to advance the immediate preparation of detailed design and tender documents for the Phase 1 project due to extreme time constraints to facilitate completion of the project within the timelines identified below. Staff have worked with Stantec before in various capacities and trust their ability to deliver this project.

The revised Phase 1 project schedule is proposed as follows:

ITEM	PLANNED TIMING	REVISED TIMING
RFPQ for Artificial Turf	July-August 2016	November-December 2016
RFPQ for General Contractors	July-August 2016	December-January 2017
RFT for Phase 1 Construction	September-October 2016	February 2017
Contract Award for Phase 1	November 2016	April 2017
Ground-breaking	December-January 2017	May 2017
Construction	January 2017-June 2018	May 2017-August 2018
Ribbon-Cutting	July 2018	September 2018

\*project schedule is based on availability of architectural consultant services for incorporation of the park building component into the Phase 1 tender documents. An alternative schedule will be provided for the park building component if different from above.

#### North Maple Regional Park – Park Master Plan

The Park Master Plan project for NMRP includes development of concept ideas and vision for the PPP Lands along Keele St. and development of a detailed park plan for the balance of the parkland.

Staff recommend deferring completion of this project until the results of a Stage 2 RFP for potential public-private-partnerships are known and impacts to the balance of parkland are better defined. In addition, a number of significant contextual factors including the Teston Rd. extension, proposals for use of nearby landfill areas and the relationship of these proposals to the park need to be better understood and assessed prior to finalizing the Master Plan.

Work completed to date on the PPP lands aspect of the Park Master Plan project, which included a public information open house meeting held in June 2016, may be sufficient to advance the Stage 2 RFP for public-private-partnerships at this time prior to completing the final park plan. Staff will prepare a report to a future committee meeting with an update and proposed go-forward plan.

The revised Park Master Plan project schedule is proposed as follows:

ITEM	PLANNED TIMING	REVISED TIMING
Park Master Plan process	May-September 2016	*defer until completion of the Stage 2 RFP for PPP Lands
Report for Council Consideration	October 2016	Q1-2017
Stage 2 RFP for PPP Lands	December 2016 and beyond	Q2-2017 and beyond

## **Conclusion**

Consulting services are required to support staff with the completion of Phase 1 park development at NMRP. In order to advance this as quickly as possible to meet critical timelines for construction staff are seeking delegated authority to award a single source contract for these services to Stantec provided that the costs are reasonable and within the Council approved budget allocations for this purpose.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'John Mackenzie', with a stylized flourish at the end.

**JOHN MACKENZIE**  
Deputy City Manager  
Planning and Growth Management

Copy To: Daniel Kostopoulos, City Manager  
Jeffrey A. Abrams, City Clerk  
Claudia Storto, Deputy City Manager, Legal and Human Resources  
Laura Mirabella-Siddall, Chief Financial Officer & City Treasurer  
Asad Chughtai, Director of Procurement Services