

COUNCIL – SEPTEMBER 25, 2012

RFP FOR ARCHITECT – CIVIC CENTRE RESOURCE LIBRARY WARD 1

Recommendation

The Commissioner of Community Services in consultation with the Acting Director of Purchasing Services and the Chief Executive Officer of Vaughan Public Libraries provides the following recommendation on behalf of the Vaughan Public Library Board for Council's approval:

1. That the firm of ZAS Architects Inc. be retained to provide architectural services for the design, development and construction of the Civic Centre Resource Library in the amount of \$528,000 including disbursements, excluding Taxes and administrative recovery;(extra as indicated in chart on page 3) and,
2. That the contingency allowance of 15% be approved within which the Commissioner of Community Services be authorized to approve amendments to the contract; and,
3. 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 Park Plan:

Goal 6, Objective 6.1: To fully support the implementation of Green Directions at all levels of City operations.

Economic Impact

The Funds for the RFP for the Architect for the Civic Centre Resource Library were approved in the 2009 capital budget.

Communications Plan

The decision of Council will be communicated to the Chief Executive Officer, Vaughan Public Library Board.

Purpose

The purpose of this report is to award the Request for Proposal 12-018 – Architectural Services for the Civic Centre Resource Library.

Background - Analysis and Options

The Vaughan Public Library Board, at its Special Board meeting on August 22, 2012 considered the report entitled “RFP for Architect – Civic Centre Resource Library” and approved the following recommendation:

THAT the Vaughan Public Library Board recommend to the City of Vaughan Council that the firm of ZAS Architects Inc. be appointed to provide architectural services for the design, development and construction of the Civic Centre Resource Library in the amount of \$528,000, including disbursements, plus contingency, applicable taxes and administrative recovery.

The Vaughan Public Libraries in accordance with *Active Together Master Plan Parks, Recreation, Culture and Libraries*, is adding a third Resource Library on the site of the City Hall campus. In keeping with VPL vision of a third Resource Library, the Library Board developed a *Statement of Purpose and Architectural Considerations*.

The *Statement of Purpose and Architectural Considerations* was later revised and approved by the Library Board on April 19, 2012. This document was included in the Terms of Reference of the Request for Proposal (RFP) for Architectural Services as it succinctly defined the Board's vision for the third Resource Library.

This Request for Proposal (RFP 12-018) was advertised on the Ontario Public Buyers Association and the Bidingo (formerly called Electronic Tender Network - ETN) and on the City Web Page on May 10, 2012. One addendum was issued May 29, 2012 to clarify questions received from the proponents. The RFP was closed at 3:00 p.m. and were publicly opened on June 4, 2012 at 3:30 p.m. Fifty-one (51) RFP documents were issued and fifteen (15) RFP documents were received. The following bids were received and reviewed by the Purchasing Services Department:

1. Diamond and Schmitt Architects, Toronto, ON
2. ZAS Architects Inc., Toronto, ON
3. Teeple Architects Inc., Toronto, ON
4. Rounthwaite Dick & Hadley Architects Inc., Toronto, ON
5. MacLennan Javnkals Miller Architects, Toronto, ON
6. Perkins & Will Canada Inc., Toronto, ON
7. Kongats Architects, Toronto, ON
8. Bogdan Newman Caranci Inc., in Association with Phillip H. Carter, Toronto, ON
9. Studio Archifad, in Association with Ted Handy & Associates Inc., Vaughan, ON
10. Stile Architect, Woodbridge, ON
11. The Ventin Group (Toronto) Ltd.
12. Sa Sero SRMA Architects Inc., Toronto, ON
13. Zeidler Architects Inc., Toronto, ON
14. Moriyama & Teshima Architects, Toronto, ON
15. Kasian Architecture Ontario Incorporated, Toronto, ON

After the initial review by the Purchasing services department, four (4) bids were deemed non-compliant, with one no bid. The ten (10) compliant RFP documents were evaluated by a committee, composed of City of Vaughan and Vaughan Public Libraries staff. Submissions were evaluated using the following criteria:

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|----|-------------------------------------|----|
| 1. | Qualification and Experience | 25 |
| | a. Resource Library or Library Firm | |
| | b. Similar projects | |
| | c. References | |
| 2. | Personnel | 15 |
| | a. In-house team | |
| | b. Reporting structure | |
| | c. Experience of team | |
| 3. | Sub Consultant Team | 20 |
| | a. Experience | |
| | b. Assignment to this project | |
| 4. | Understanding of Project | 15 |
| | a. Design philosophy | |
| | b. Meeting requirements | |
| 5. | Timing and Schedule | 10 |
| | a. Proposed project work plan | |
| | b. Meeting completion schedule | |

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|----|----------------------------------|-----|
| 6. | Fee Structure | 15 |
| | a. Outlines all associated costs | |
| | b. Meets budget | |
| | Total Points: | 100 |

The cost of the RFP for the Architect for the Civic Centre Resource Library including a 15% contingency allowance and all applicable taxes is \$631,708.00 and is calculated as follows:

| Financial Summary | | |
|---------------------------------|--------------|---------------------|
| Capital Budget (2009) | | 1,000,000.00 |
| Total Capital Budget | | 1,000,000.00 |
| Costs: | | |
| RFP 12-018 | \$528,000.00 | |
| Contingency – 15% | 74,700.00 | |
| HST (1.76%) | 10,608.00 | |
| 3% Administrative Recovery | 18,400.00 | |
| Total Cost | \$631,708.00 | |
| Budget Balance Remaining | | \$368,292.00 |

Relationship to Vaughan Vision 2020 / Strategic Plan

In consideration of the strategic priorities related to Vaughan Vision 2020, the project will provide:

- STRATEGIC GOAL:
Service Excellence - Providing service excellence to citizens.
- STRATEGIC OBJECTIVES:
Pursue Excellence in Service Delivery; and Enhance and Ensure Community Safety, Health and Wellness; and,
To deliver high quality services and to promote health and wellness through design and program.

This report is consistent with the priorities previously set by Council.

Regional Implications

Not applicable.

Conclusion

The Evaluation Committee determined ZAS Architects Inc. as the highest scoring proposal, thus the recommended architectural firm to complete the project. In addition to obtaining the highest score, ZAS Architects Inc. was also the lowest bidder, with a total cost excluding administrative costs, taxes and disbursements of \$528,000 and received favorable references. This cost falls within the 2009 approved capital budget.

Attachments

Not applicable.

Report prepared by:

Marlon Kallideen
Commissioner of Community Services

Respectfully submitted,

Marlon Kallideen
Commissioner of Community Services