

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF MARCH 21, 2017

Item 12, Report No. 10, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on March 21, 2017.

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**AWARD OF RFP16-392
CONSULTANT SERVICES FOR
PARKS REDEVELOPMENT STRATEGY**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Deputy City Manager, Planning & Growth Management and the Director of Parks Development, dated March 7, 2017:

Recommendation

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

1. That the contract for RFP16-392 Consultant Services for Parks Redevelopment Strategy be awarded to Monteith Brown Planning Consultants, in the amount of \$97,665.00, plus applicable taxes;
2. That a contingency allowance in the amount of \$5,374.57, plus applicable taxes, be approved within which the Director of Parks Development, or his designate is authorized to approve amendments to this contract;
3. That the amounts identified in the above recommendations, including all contingency allowances, applicable taxes and administrative recovery, be funded from Capital Project PK-6479-14 Parks Redevelopment Strategy; and
4. That the Mayor and City Clerk be authorized to sign the appropriate documents.

Contribution to Sustainability

Green Directions Vaughan embraces a Sustainability First principle and states that sustainability means we make decisions and take actions that ensure a healthy environment, vibrant communities and economic vitality for current and future generations. Specifically, this report aligns with the following objectives:

- Objective 2.2 To develop Vaughan as a City with maximum green space and an urban form that supports our expected population growth.
- Objective 3.1 To develop and sustain a network of sidewalks, paths and trails that supports all modes of non-vehicular transportation.
- 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 6.1 To fully support the implementation of Green Directions at all levels of City operations.

Economic Impact

Funding for the total costs of \$97,665.00 plus a contingency allowance of \$5,371.57, applicable taxes and administration recovery is available within approved Capital Project PK-6479-14 Parks Redevelopment Strategy as illustrated below:

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Financial Summary PK-6479-14 (Parks Redevelopment Strategy)	
RFP Cost RFP16-392 (excluding HST)	97,665.00
Add: Contingency (5.5%)	5,371.57
Add: HST (1.76%)	1,813.44
Add: 3% administration recovery	3,145.50
Net Total Costs	107,995.51
PK-6479-14 Budget	108,150.00
Less:	
Commitment/Expenses to Date	-
Current Funds Remaining	108,150.00
Less: Net Total Cost RFP16-392	107,995.51
Budget Remaining for future expenses	154.49

Communications Plan

Consultation with project stakeholders and/or community user groups will be proposed as part of the implementation plan for this project.

Purpose

The purpose of this report is to award the contract for RFP16-392 Consultant Services for Parks Redevelopment Strategy to Monteith Brown Planning Consultants.

Background - Analysis and Options

In 2013, the City completed an update to the Active Together Master Plan (ATMP), the City's strategic plan for Parks, Recreation and Libraries. The 2013 ATMP identifies the need to undertake a comprehensive study to guide the renewal and redevelopment of parks and open space facilities which can act as a catalyst for improving quality of life and revitalizing existing areas throughout the City.

Key observations and recommendations of the 2013 ATMP include:

- Lack of dedicated funding for park renewal is an impediment to improving quality of parks and open space facilities in Vaughan;
- Lifecycle repairs and replacements should be coordinated to refurbish entire parks at one time rather than taking a piecemeal approach;
- Use of cash-in-lieu of parkland (CIL) funding should be considered to offset the cost of renewing and revitalizing existing parks intended to serve areas of residential intensification; and
- Appropriate community and public-private partnerships should be promoted for use in the municipal parks system in order to leverage additional resources, expedite development and improve accessibility.

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Vaughan's parks and open space system is relatively modern, with many of the City's parks having been built in the late 1990s and early 2000s to address the needs of a rapidly growing city. The City is currently experiencing a substantial shift from greenfield residential development to infill development and intensification projects within existing communities which is placing pressure on existing facilities. Pressures for park renewal and redevelopment is also being driven by other factors such as declining facility condition, safety concerns, legislative requirements as well as changes in leisure preferences and socio-demographic composition. To ensure that the City's parks and open space system remains relevant and that existing parks are properly aligned with changing community needs, a strategy is required to sustainably plan for parkland renewal and redevelopment.

In recent years there has been a growing concern that existing parks and outdoor recreation facilities within the City's established communities are not sustainable due to pressures from intensified development, age of park facilities and backlog of required capital and maintenance improvements. In addition, many of the park and open space facilities within older established communities may not be capable of meeting the future needs of park users. The trend of park and open space facility renewal is being experienced by many municipalities across the Greater Toronto Area and throughout North America as municipalities attempt to balance user needs while achieving fiscal sustainability.

As such, the City requires a comprehensive strategy for managing the renewal and redevelopment of parks and open space facilities over a 10-year period (2018-2028). Through an analysis of existing facilities and a review of emerging trends and pressures from population growth, the Parks Redevelopment Strategy will identify potential service delivery gaps and review and recommend an approach to prioritize park redevelopment initiatives that properly align with the City's Service Excellence plan and that respond to changing community needs. It is intended that this strategy will guide and inform capital investment decisions regarding major renovations and the repurposing/decommissioning of older and under-utilized park and open space facilities.

RFP16-392 Consultant Services for Parks Redevelopment Strategy was advertised on the Bids and Tenders Section of the City's Website, Biddingo and Ontario Public Buyers Association (OPBA) on December 22, 2016 and closed on January 30, 2017. 1 addendum was issued to respond to questions received. A total of 10 Plan Takers registered for this RFP, and 2 compliant bids were received as per below:

- Monteith Brown Planning Consultants; and
- MHBC Planning Limited

An Evaluation Committee comprised of staff from Parks Development, Financial Planning and Development Finance, Corporate Asset Management and Transportation Services, Parks and Forestry Operations and facilitated by Procurement Services carried out the evaluation process. The City's bid package provided details of the contract, including the following criteria to be used in the evaluation of the submissions:

Evaluation Criteria	Weight
Experience of Consulting Team & Examples of Related Work	40
Approach & Methodology	25
Project Schedule	15
Proposed Fees/Pricing	10
References	5
Proposal Submission	5

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Submissions from all compliant proponents were evaluated and scored based on the above criteria. Based on the Evaluation Committee's review, Monteith Brown Planning Consultants scored the highest and successfully fulfilled the requirements set forth in the RFP.

Monteith Brown has extensive experience and expertise in the realm of Parks Planning and strategies and is familiar with the City of Vaughan.

As such, staff recommends the award of contract for RFP16-392 Consultant Services for Parks Redevelopment Strategy to Monteith Brown Planning Consultants.

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

In consideration of the strategic priorities related to the Vaughan Service Excellence Strategy Map (2014-2018), the project will:

- Invest, renew and manage infrastructure and assets
- Continue to ensure the safety and well-being of citizens
- Continue to cultivate an environmentally sustainable city
- Support and promote arts, culture, heritage and sports in the community
- Enhance civic pride through a consistent city-wide approach to citizen engagement

Regional Implications

N/A

Conclusion

Staff recommends that the contract for RFP16-392 Consultant Services for Parks Redevelopment Strategy be awarded to Monteith Brown Planning Consultants, in the amount of \$97,665 plus contingency allowance, applicable taxes and administration recovery.

Attachment

N/A

Report prepared by:

Martin Tavares, Manager, Parks & Open Space Planning, Ext. 8882
Kevin Huang, Senior Planner, Parks Development, Ext. 8094
Mary Campoli, Technical Coordinator/Capital Projects, Ext. 8059

**AWARD OF RFP16-392
CONSULTANT SERVICES FOR
PARKS REDEVELOPMENT STRATEGY****Recommendation**

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Regional Implications

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Conclusion

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Report prepared by:

Martin Tavares, Manager, Parks & Open Space Planning, Ext. 8882
Kevin Huang, Senior Planner, Parks Development, Ext. 8094
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Respectfully submitted,

John MacKenzie,
Deputy City Manager
Planning & Growth Management

Jamie Bronsema,
Director of Parks Development