



memorandum



DATE: JANUARY 12, 2017

TO: HONOURABLE MAYOR AND MEMBERS OF COUNCIL

FROM: JOHN MACKENZIE,
DEPUTY CITY MANAGER, PLANNING AND GROWTH MANAGEMENT
JASON SCHMIDT-SHOUKRI
DIRECTOR OF BUILDING STANDARDS & CHIEF BUILDING OFFICIAL

SUBJECT: REPORT 2, ITEM 6 – COMMITTEE OF THE WHOLE, JANUARY 17, 2016
AWARD OF RFP 16-352 – COMPREHENSIVE ZONING BY-LAW REVIEW

Recommendation

The Deputy City Manager, Planning and Growth Management and the Director of Building Standards, in consultation with the Director of Procurement Services and the Chief Financial Officer and City Treasurer, recommend:

1. That RFP 16-352 for consulting services for the Comprehensive Zoning By-law Review be awarded to MMM Group Limited in the amount of \$741,772.50, plus applicable taxes;
2. That a contingency allowance in the amount of \$74,177.25, plus applicable taxes, be approved within which the Director of Building Standards or his designate is authorized to approve amendments to the contract;
3. That the amounts identified in the above recommendations, including all contingency allowances, applicable taxes and administration recovery be funded from Capital Project BS-1006-15 Zoning By-Law Review; and
4. That the Mayor and the City Clerk be authorized to sign the appropriate documents.

Economic Impact

The total cost including contingency allowance, applicable taxes and administrative recovery is \$855,219.79. The total cost can be accommodated within approved Capital Project BS-1006-15 Zoning By-Law Review.

TABLE 1: Total Cost	\$
Contract Value (Excl. HST)	741,772.50
Contingency Allowance (10%)	74,177.25
Sub-Total	815,949.75
H.S.T. (1.76%, Not Recoverable)	14,360.72
Add: 3 % Administration Recovery	24,909.32
Total Cost	855,219.79

Table 2: Financial Position	\$
Capital Project	BS-1006-15
Approved Budget	1,962,923.00
Less: Expenses / Commitments to Date	42.38
Available Budget	1,962,880.62

Purpose

This communication, (to be read in accordance with Item 6, Report 2) seeks Council approval to award Request for Proposal (RFP16-352) to retain MMM Group Limited to undertake the Comprehensive Zoning By-law Review for the City of Vaughan.

Conclusion

The lead consultant MMM Group Limited has the most qualified team to fulfill the requirements of this contract and scored the highest marks based on the evaluation criteria set forth in the Request for Proposal documents. Therefore, it is recommended that MMM Group Limited be retained by the City to undertake the Comprehensive Zoning By-law Review.

Report prepared by:

Brandon Correia, Project Manager, Comprehensive Zoning By-law Review, ext. 8227

Respectfully submitted,



JOHN MACKENZIE
Deputy City Manager,
Planning & Growth Management



JASON SCHMIDT-SHOUKRI
Director of Building Standards
Chief Building Official

Copy to:

Daniel Kostopoulos, City Manager
Jeffrey Abrams, City Clerk