

COMMITTEE OF THE WHOLE – NOVEMBER 3, 2008

VAUGHAN CORPORATE CENTRE UPDATE RFP AWARD – RFP08-163 FILE #25.5

Recommendation

The Commissioner of Planning, in consultation with the Purchasing Services Department, recommends:

1. That RFP08-163 for the retention of consulting services to prepare the City of Vaughan Corporate Centre Update, be awarded to the firm, Urban Strategies Inc., in association with Gartner Lee Limited, in the amount of \$285,300.00; and
2. That the Mayor and City Clerk be authorized to sign the contract and necessary documents.

Economic Impact

There will be no additional economic impact. This study was included in the 2008 Capital Budget as part of the City's Official Plan Review (Project No. PL-9003-07) a component of the City's *Vaughan Tomorrow* growth management program.

Communications Plan

The Request for Proposal (RFP08-163) was released on July 24, 2008, and advertised in the Vaughan Perspective, Globe and Mail, Novae Res Urbis, Electronic Tendering Network, and the Ontario Public Buyer's Association web site on July 25, 2008, with a closing date of August 9, 2008.

Purpose

The purpose of this report is to obtain approval to retain consulting services to prepare the Vaughan Corporate Centre Update. The Vaughan Corporate Centre Update is a Focused Area Study component of the Official Plan Review project, and will inform the preparation of the City's new Official Plan by producing an updated policy framework to guide future development within the Corporate Centre.

Background – Analysis and Options

The Vaughan Corporate Centre was established in 1998 with the approval of OPA 500. The Corporate Centre has an important role to play in the urban structure of both the City's and Region of York's Official Plans. The Corporate Centre has also been recently recognized by the Province as one of 25 Urban Growth Centres in the Greater Golden Horseshoe. Since the approval of OPA 500, the context for planning and development in the Corporate Centre has changed considerably, with the approval of the Provincial Places To Grow legislation, and the decision to extend the Spadina subway to the Corporate Centre.

On May 7, 2007 Council approved the Terms of Reference for the City's Official Plan Review, including a number of component studies, one of which was a Focused Area Study to review and update the plan and policy framework for the Vaughan Corporate Centre. The approved 2008 Capital Budget included funds to carry out this update. On

May 12, 2008, Council approved the Terms of Reference for the Vaughan Corporate Centre Update.

Scope and Focus of the Vaughan Corporate Centre Update

The scope of the study entails examining the entire Secondary Plan Area within the broader context of the surrounding area, and in recognition of its Regional and Provincial significance. The focus of the study will be within the area designated 'Corporate Centre Node' (the future downtown portion) and the surrounding lands designated 'Corporate Centre District' in the Vaughan Corporate Centre Secondary Plan Area (OPA 500, as amended). The study also includes the lands designated 'Corporate Centre Corridor' which were recently added to the secondary plan by the adoption of OPA 663.

The study will thoroughly examine the Corporate Centre, and produce a comprehensive, new policy framework to enable the area to fully realize its potential as the City's largest and most important focus of high density residential and commercial development. Having one consolidated and contemporary document in a concise and illustrative package will be beneficial in promoting the Corporate Centre to other authorities, the public and potential development interests. Developing a new plan for the Corporate Centre also affords the opportunity to explore sustainable development solutions in a wide variety of dimensions.

The Procurement Process

The Request for Proposal (RFP08-163) was released on July 24, 2008, and advertised in the Vaughan Perspective, Globe and Mail, Novae Res Urbis, Electronic Tendering Network, and the Ontario Public Buyer's Association web site on July 25, 2008, with a closing date of August 9, 2008.

A total of thirteen (13) documents were issued. One addendum to the RFP was subsequently released.

A total of four (4) proposals were received from the following proponents:

Urban Strategies Inc.
Toronto, Ontario

MMM Group Limited
Thornhill, Ontario

iPLAN Corp.
Newmarket, Ontario

The Planning Partnership
Toronto, Ontario

All of the proposals were within the upset fee of \$300,000.00 prescribed in the Request for Proposals.

An Evaluation Committee of City Staff was struck to review the proposals. The Committee included representatives from the City Manager's Office (1), Policy Planning (3), Development Planning (1), Development Engineering (1) and Economic Development (1). A representative from the Purchasing Department provided support with the process and administrative matters.

The Committee evaluated the written proposals on the basis of the criteria set out in the RFP, as summarized below:

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| Qualifications and Experience: | 35% |
| <ul style="list-style-type: none">• Capability of the Consultant Team Leader;• Degree of Participation of senior staff;• Qualifications and expertise of the team members;• Skills consistent with the needs of the project;• Experience in similar studies;• Level of public sector experience;• Experience in multi-disciplinary teams;• Demonstrated success in public/stakeholder consultation; and the quality of the proposed consultation plan. | |
| Quality of the Proposal: | 30% |
| <ul style="list-style-type: none">• Complete and comprehensive submission;• Demonstrated understanding of the project requirements;• Organization and clarity of presentation;• Introduction of innovative ideas and concepts;• Skill in communicating the project plan and innovative ideas and concepts. | |
| Project Management: | 25% |
| <ul style="list-style-type: none">• Work program and scheduling of major milestones and meetings;• Timelines consistent with study requirements;• Approach to reporting and invoicing;• Monitoring of budget;• Ability to commit to the timing objectives for the completion of the study;• Appropriate allocation of resources to various phases of the study. | |
| Financial: | 10% |
| <ul style="list-style-type: none">• Proposal Fee | |

As a result of the evaluation of the written proposals, the Committee determined that two of the four firms should be interviewed. The two firms were interviewed on October 6th and 7th, 2008.

Based on the evaluation process, including consideration of the written proposals, the interviews and a positive reference check, it is recommended that the highest scoring consulting team, led by Urban Strategies Inc., in association with Gartner Lee Limited, be retained to prepare the Vaughan Corporate Centre Update.

Urban Strategies will be the lead consultant and will be responsible for overall project management. They will work with Gartner Lee Limited to undertake the necessary technical analyses and prepare the resulting policy recommendations. The work will be coordinated and integrated with the new Official Plan's policy framework being developed by the City's Core Consulting Team, which includes both firms. Through a separate contract, the City will also be retaining consulting services to carry out the City's Transportation Master Plan. The selected transportation consultant will become an integral part of the Core Team, providing transportation expertise to the Official Plan, the Corporate Centre Update, and other focused area and secondary plan studies.

Relationship to Vaughan Vision 2020

This Study is consistent with the Vaughan Vision Strategic Plan 2020 in terms of implementing a component of the Growth Management Strategy. This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

The Official Plan Amendment resulting from the Study will conform to Regional and Provincial Policy requirements and establish the ground rules for future development. The Plan will accommodate the Region's forecast growth estimates for Vaughan and will have implications for Regional servicing, transportation and community infrastructure.

Conclusion

Based on the evaluation of the written proposals, the subsequent interviews and reference checks, Urban Strategies Inc., in association with Gartner Lee Limited, was found to have the experience and expertise that best addresses the requirements of the Request for Proposals. Therefore, it is recommended that Urban Strategies Inc. be retained to carry out the Vaughan Corporate Centre Update.

Report prepared by:

Paul Robinson, Senior Policy Planner, ext. 8410

Respectfully submitted,

John Zipay
Commissioner of Planning

Diana Birchall
Director of Policy Planning