

COMMITTEE OF THE WHOLE – MARCH 31, 2009

**RFP08-310
APPROVAL OF CONSULTANT
STUDY FOR THE NORTH WEST QUADRANT OF
JANE STREET/MAJOR MACKENZIE DRIVE
FILE #15.107
WARD 1**

Recommendation

The Commissioner of Planning, in consultation with the Director of Purchasing Services and the Director of Reserves and Investments, recommends:

1. That the Request for Proposals RFP08-310 be awarded to Sorensen Gravely Lowes Planning Associates Inc. to carry out the study for the north west quadrant of Jane Street/Major Mackenzie Drive for an upset amount of \$147,770 inclusive of GST and expenses; and
2. That the Mayor and Clerk be authorized to sign the necessary documents.

Economic Impact

The Capital Project Budget for the north west quadrant of Jane Street/Major Mackenzie Drive (PL-9014-08) in the amount of \$150,000 is included and approved in the 2008 Capital Budget.

Communications Plan

The Study's consultation process includes community information and workshop meetings. A Stakeholder Consultation Group and a Technical Advisory committee will be established to provide input throughout the study process. A Public Hearing will be required to consider amendments to the Official Plan. Further details of the communication and consultation approach will be identified in the consultant's work plan. This will include any requirements for local signs respecting the study as well as notices to be displayed in public facilities such as Community Centres and Libraries.

Purpose

To seek Council's authorization to award the contract to a consultant team to carry out the study for the north west quadrant Jane Street/Major Mackenzie Drive.

Background – Analysis and Options

The study for the north west quadrant of Jane Street/Major Mackenzie Drive was directed by Council on September 8, 2008. The purpose of this study is to establish a new land use and urban design framework for this area.

On September 8, 2008, Council also approved the Terms of Reference for the study, and directed staff to initiate the process to retain the required consultant services. The Capital Project Budget (PL-9014-08) in the amount of \$150,000 is included and approved in the 2008 Capital Budget.

The consultant selection process to retain external consulting services to carry out the study for the north west quadrant of Jane Street/Major Mackenzie Drive is complete, and the recommended firm/team is Sorensen Gravely Lowes Planning Associates Inc.

A Request For Proposals to undertake this Study was advertised in: the Vaughan Today; Novae Res Urbis (NRU); and, Electronic Tendering Network (Bidding) and the Ontario Public Buyers Association, with a closing of 3 p.m., Tuesday, November 25, 2008. One Addendum was issued to clarify proponents' queries and questions. Subsequently, eight (8) RFP documents were picked up from the Purchasing Services Department. Four (4) proposals were submitted prior to the closing time and date.

The package provided details of the contract, including the following evaluation criteria used in assessing competing bid submissions:

a) Qualification and Experience: **35%**

- Capability of the Team Leader;
- Qualifications and expertise of the team members;
- Skills consistent with the needs of the project;
- Experience in similar studies;
- Level of public sector experience;
- Demonstrated success in public stakeholder consultation; and the quality of the proposed consultation plan;
- Demonstrated skill in communicating project proposal and products, including excellent graphic presentation

b) Quality of the Proposal: **30%**

- 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.

c) Project Management: **25%**

- Work Program, timelines and scheduling consistent with study requirements;
- Degree of participation of senior staff;
- Ability to commit to the timing objectives for the completion of the study.

d) Financial Considerations: **10%**

- Proposal Fee;
- Appropriate allocation of resources to various phases or study tasks

The criteria dealt with each of the disciplines required on each team – planning, urban design, and transportation and servicing, environment, sustainable development, and public consultation facilitation. Each team was evaluated based on its capability, experience, expertise and skills in each discipline, and in terms of its suitability with respect to team organization, project management, public consultation, and quality of its written and oral presentation.

Four (4) proposals were received by the Purchasing Services Department at the closing date of Tuesday November 25, 2008 from the following consultants leading their respective teams:

1. planningAlliance
2. The Planning Partnership Limited
3. Sorensen Gravely Lowes Planning Associates Inc.
4. Weston Consulting Group Inc.

A committee comprised of staff from the Policy Planning, Development Planning (urban design) and Engineering Departments evaluated each of the proposals and short-listed two teams which best satisfied the evaluation criteria. Purchasing Services facilitated and monitored the evaluation process. Subsequently, this committee received presentations and conducted interviews with the two teams on January 23, 2009.

The team led by Sorensen Gravely Lowes Planning Associates Inc. scored highest scores and was determined to be the best qualified team to carry out the contract, based on the Committee's evaluation of their proposal and interview.

Relationship to Vaughan Vision 2020/Strategic Plan

The products of the study for the north west quadrant of Jane Street/Major Mackenzie Drive, resulting in a recommended amendment to the Official Plan, will be consistent with the Vaughan Vision Statement, and in particular to Section 4 of the Vision, 'Planning and Managing Growth'. It will also be consistent with the new Official Plan vision and principles and approach to sustainable community design.

Regional Implications

The products of the study for the north west quadrant of Jane Street/Major Mackenzie Drive will conform to Regional and Provincial policy requirements, and establish the basis for the future development and redevelopment of the Major Mackenzie Drive/Jane Street Study area.

Conclusion

Should Council so direct, the lead consultant, Sorensen Gravely Lowes Planning Associates Inc., and their team of sub-consultants should be retained by the City to fulfill the requirements of the contract for the study of the north west quadrant of Jane Street and Major Mackenzie Drive.

Report prepared by:

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Attachment

None

Respectfully Submitted,

John Zipay
Commissioner of Planning

Diana Birchall
Director of Policy Planning