

COMMITTEE OF THE WHOLE – JUNE 5, 2012

RFP12-019 CONTRACT AWARD CONCORD GO CENTRE SECONDARY PLAN STUDY FILE 26.3 WARDS 4 & 5

Recommendation

The Commissioner of Planning, in consultation with the Acting Director of Purchasing Services, the Director of Policy Planning and Director of Budgeting and Financial Planning recommends:

1. That the Request for Proposals RFP12-019 be awarded to the consulting team led by the firm planningAlliance to carry out the Concord Go Centre Secondary Plan study in the amount of \$127,844.00 plus a contingency allowance of \$19,200.00, applicable taxes, and administration recovery.
2. That the Mayor and 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 Plan, Goal 2, Objective 2.2:

- To develop Vaughan as a City with maximum greenspace and an urban form that supports our expected population growth.

Economic Impact

The total cost of \$154,500.00 including consulting fees, contingency allowance, applicable taxes, and administration recovery is within the approved capital budget for the Concord Centre Secondary Plan Study (Capital Project No. PL-9024-11) and is summarized in Table 1 below. Given the complex issues associated with this project it is recommended that a contingency of 15% be carried to cover unexpected costs which may arise during the project.

Communications Plan

As part of the study, a comprehensive communication and public consultation plan will be developed and implemented which will include a minimum of two public meetings and at least one meeting of Committee and/or Council. A Technical Advisory Committee (TAC) will be established that will include representatives from the City, the Region of York, the Ministry of Transportation, GO/Metrolinx and the Toronto and Region Conservation Authority. The Technical Advisory Committee will provide input throughout the study process.

Purpose

To obtain approval to retain a consultant to carry out the Concord Centre Secondary Plan Study as detailed in the Terms of Reference for RFP12-019.

Background - Analysis and Options

On September 27, 2011, Council approved the Terms of Reference and budget for the Concord GO Centre Secondary Plan for \$93,000 along with the following recommendation:

“That the following be included in Section ii) under “Goals and Objectives” of the Terms of Reference:

“The Study needs to examine the ecology of protected species in this area;”

By approving that staff be directed to revise the draft Terms of Reference to reflect the input arising from the discussions with the Concord West Ratepayers Association, in accordance with Communication C15 from the Commissioner of Planning, dated September 27, 2011; and

By receiving the following report of the Commissioner of Planning, dated September 13, 2011.”

As a result of the discussions with the Ratepayers Association, it was determined that a more in depth study would need to be undertaken. On January 31, 2012, Council approved a reallocation of funds to increase the study budget to \$170,048 and to expand the scope of work to address the complexities of the study area.

A Request for Proposals (RFP) to undertake the Study was advertised on the following websites: Biddingo, OPBA, and the City Webpage on March 30, 2012, with a closing date of April 20, 2012. During the bid process a request for an extension was submitted. Due to the short timeline and the complexities of the study the closing date was extended to April 24, 2012.

Eighteen firms picked up the RFP documents. Five (5) proposals were received by the deadline all of which were found to be compliant. The proposals originated with the following firms, as lead consultants:

- Urban Strategies Inc., Toronto, ON
- Dialog, Toronto, ON
- planningAlliance, Toronto, ON
- The Planning Partnership, Toronto, On
- Sorensen Gravely Lowes Planning, Toronto, ON

The RFP package provided details of the contract, including the following evaluation criteria to be used in the assessment of the competing proposals:

a) Qualifications and Experience:

45%

- 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 and history of success in similar studies;
- Level of public sector experience;
- Experience in multi-disciplinary teams;
- Demonstrated success in public/stakeholder consultation; and
- Quality of the proposed consultation plan.

b) Quality of the Proposal:

35%

- 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;
- Preliminary identification of stakeholders;

c) Project Management: 10%

- Work program and scheduling of major milestones and meetings;
- Timelines consistent with study requirements;
- Ability to commit to the timing objectives for the completion of the study;

d) Financial: 10%

- Proposal Fee;
- Appropriate allocation of resources by phase of study;
- Ability to meet the study budget.

A committee comprised of staff from the Policy Planning, Development Planning/Urban Design and Engineering Departments, chaired by the Purchasing Services Department, carried out the evaluation. From the final proposals there were two firms that best satisfied the RFP evaluation criteria and were short-listed for interviews. The interviews were held on May 4 2012 and May 8, 2012.

Based on the proposal and the subsequent interview process, planningAlliance scored the highest. Therefore, it is recommended that the team led by planningAlliance be retained to conduct the Concord GO Centre Secondary Plan Study. The team provides the required disciplines necessary to complete the study and includes: planningAlliance and Meridian Planning Consultants (Land Use and Urban Design); Poulos and Chung (Transportation); The Municipal Infrastructure Group (Servicing); Dougan & Associates (Environment); and Unterman McPhail (Built Heritage).

The estimated cost to carry out the Concord GO Centre Secondary plan is \$154,500.00 as calculated below. The balance remaining will be used for incidental costs relating to public meetings, notifications, printing and other expenses.

Table 1

PL-9024-11 Concord Centre Secondary Plan

Approved Capital Budget		170,048
Costs:		
RFP12-019 planningAlliance	127,844	
Contingency (15%)	19,200	
Sub-total	147,044	
Add: HST (1.76%)	2,588	
Sub-Total	149,632	
Administration Recovery (3%)	4,489	
Total Cost	154,121	
Total Cost (Rounded)		54,500
Balance Remaining		15,548

Relationship to Vaughan Vision 2020/Strategic Plan

The preparation of the Concord GO Centre Secondary Plan is consistent with the City's objectives for planning and managing economic growth and vitality by responding to the following:

- Plan and Manage Growth and Economic Vitality;
- Complete and implement the Growth Management Strategy;

Regional Implications:

The Concord Centre GO Secondary Plan study will examine the form and scale of future development in the Local Centre, as outlined in the Vaughan Official Plan – 2010 that is focused on the Highway 7/GO Rail junction. The Concord Centre is located on a Regional Corridor, which also has been identified as the site for a future Go Rail Station and 407 Transitway Station. A major public investment is being made in the Viva Bus Rapid Transit system which will run along Highway 7. The success of the higher order transit in the Highway 7 Corridor is dependent in part on the presence of transit supportive development. Intensification along Regional Corridors at major transit stations with higher density land uses will support these planned transit initiatives. Staff from York Region will be invited to be part of the Technical Advisory Committee for this study.

Conclusion

Notwithstanding its relatively compact area, the Concord GO Centre Study Area presents challenges that will require input and interaction by a number of professional disciplines. Ensuring quality land use and urban design will be essential. There will also be the need to address issues pertaining to stormwater management, the natural environment and the road and public transit systems. All of these considerations will affect land use decisions as well as the policy direction from senior levels of government. The recommended team provides the range of expertise required to address these issues.

Therefore, staff recommends that the consulting team led by the firm planningAlliance be retained by the City to undertake the Concord GO Centre Secondary Plan Study as set out in the Recommendation section of this report.

Attachments

N/A

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Respectfully submitted,

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