



Town of Aurora

General Committee Report

No. PBS17-066

Subject: Award of Contract for Library Square Site Plan

Prepared by: Fausto Filipetto, Senior Policy Planner

Department: Planning and Building Services

Date: September 5, 2017

Recommendations

1. That Report No. PBS17-066 be received; and
2. That the contract for Request for Proposal No. 2017-96-PBS regarding the preparation of a site plan for Library Square be awarded to The Planning Partnership.

Executive Summary

The purpose of this report is for Council to award the contract for Request for Proposal (RFP) No. 2017-96-PBS regarding the preparation of a site plan for Library Square.

- on May 16, 2017, Council directed staff to move forward with the procurement process for design services in the next planning stages for Library Square
- RFP No. 2017-96-PBS was therefore prepared and issued on July 13, 2017
- RFP No. 2017-96-PBS closed on August 8, 2017
- the evaluation determined that the winning bid was made by The Planning Partnership with a cumulative score of 82.5% and total bid price of \$132,635.00

Background

On December 5, 2016, Council provided direction regarding a concept plan for the Cultural Precinct that would involve the demolition of the former library and former senior's centre. This decision was made taking into consideration public input obtained from the vast amount of public consultation which occurred as part of the Council endorsed public consultation strategy. Fotenn Planning + Design prepared two

alternative revisions of the Library Square Concept Plans which were presented to Council on May 16, 2017. At that meeting Council received the revised concept plans and directed staff to move forward with the procurement process for design services in the next planning stages for Library Square.

Analysis

Staff therefore prepared a RFP for design services with respect to the preparation of a site plan for Library Square. The RFP was issued on July 13, 2017 and closed on August 8, 2017. The RFP set out the Terms of Reference for the project which included a description of the scope of work and deliverables. Eighty five percent (85%) of the evaluation criteria was made up of:

1. Experience and Qualifications of the Firm and Project Team Members (45%);
2. Project Understanding, Approach and Methodology (35%); and
3. Value added Services (5%).

Proponents were required to achieve a minimum score of 70% to proceed to the pricing phase (59.5 out of 85 possible points). Evaluation of pricing made up fifteen percent (15%) of the score.

Proposals were submitted by four firms:

- Ambashi Engineering & Management Inc.;
- Plant Architects;
- PMA Landscape Architects; and
- The Planning Partnership.

The evaluation determined that the winning bid was made by The Planning Partnership with a cumulative score of 82.5% and total bid price of \$132,635.00; the least expensive of the three firms that passed the first stage.

Advisory Committee Review

Not applicable.

Financial Implications

On May 16, 2017 Council approved a budget of \$500,000.00 for demolition and detailed design services from the Council Discretionary Reserve Fund. The total bid price offered by The Planning Partnership is \$132,635.00.

Communications Considerations

Not applicable.

Link to Strategic Plan

The Cultural Precinct Plan, including the redesign of Library Square, supports the Strategic Plan goal of **Supporting an exceptional quality of life for all** through the following key objectives:

- *Develop a Cultural Master Plan that includes heritage, music, and art to promote more cohesive and coordinated cultural services;*
- *expand opportunities and partnerships that contribute to the celebration of culture in the community; and*
- *actively promote and support a plan to revitalize the downtown that includes culture.*

Alternatives to the Recommendation

1. Council has the option of awarding the contact to another bidder. However, this would be contrary to the Town's procurement process which was followed in the determination of the winning bid.

Conclusions

As previously mentioned, staff prepared an RFP for the preparation of a site plan for Library Square, in accordance with Council's direction. After an evaluation the winning bidder was The Planning Partnership with a cumulative score of 82.5% and total bid price of \$132,635.00. It is therefore recommended that Council award the contract for Request for Proposal No. 2017-96-PBS regarding the preparation of a site plan for Library Square to The Planning Partnership.

Attachments

None.

Previous Reports

- PR15-026 - Award of Request for Proposal PRS 2015-77 Cultural Precinct Plan, September 15 and December 1, 2015;

September 5, 2017

Page 4 of 4

Report No. PBS17-066

- PRS15-040 - Purchase Order Increase for Cultural Precinct Consultant, December 1, 2015;
- PRS16-006 - Status of the Cultural Precinct Plan, January 19, 2016;
- PDS16-026 - Cultural Precinct/Library Square Repurposing Endorsement of Planning Approvals Process, April 19, 2016;
- PRS16-028 - Seeking Council Investment for Library Square Repurposing Study, May 3, 2016;
- PDS16-041 - Cultural Precinct Consultation Process & Timeline, June 21, 2016;
- PBS17-009 - Next Steps Report for Library Square, February 14, 2017; and
- PBS17-032 - Presentation of the revised Fotenn Plans to Council , May 16, 2017.

Pre-submission Review

Reviewed by the Chief Administrative Officer, Director of Planning and Building Services and the Director of Parks, Recreation and Culture.

Departmental Approval



Marco Ramunno
Director
Planning and Building Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer