

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. CAO-2018-0014

**FOR THE CONSIDERATION OF
COUNCIL
SEPTEMBER 12, 2018**

**SUBJECT: AWARD OF CONTRACT – CAO2018-071
PROJECT MANAGEMENT SERVICES – Multi Use Recreation Complex
(MURC)**

1. RECOMMENDATION:

- 1. That Council receive Report No. CAO-2018-0014 prepared by the CAO's Office – Capital Initiatives dated September 12, 2018 regarding the award of contract CAO2018-071 – Project Management Services – Multi Use Recreation Complex (MURC).**
- 2. That Council approves and authorizes the Manager of Procurement Services to enter into a contract with Colliers Project Leaders Inc., Mississauga, Ontario, for \$543,653.00, excluding applicable taxes, for the purposes of providing project management services for the Multi Use Recreation Complex (MURC).**

2. PURPOSE:

This report is to seek Council approval for the awarding of Contract CAO2018-071 for Project Management Services for the Multi Use Recreation Complex (MURC).

3. BACKGROUND:

In 2014, Council adopted the Recreation and Culture Facility Needs Study which identified a series of individual facility needs for the current and growing population of Georgina. The study further recommended that several of the identified facility needs be contained within a Multi-Use Recreation Complex. The fundamental benefit of a MURC is that they can be built and operated in a much more cost-efficient manner than stand-alone or single purpose facilities. They are also highly desirable by participants as they can address a variety of family needs in one place.

Since the endorsement of the Facility Needs Study in 2014, this Council has addressed the following critical and sequential activities as it relates to the MURC:

- West Park / MURC Site Concept and Analysis
- MURC/Civic Centre Site Concept and Analysis
- Sports-field Review
- New DC Study and Bylaw (MURC DC allocations)

- MURC Financing Plan
- MURC Site Requirement Analysis
- Construction Methodology Review
- MURC Site Selection
- Pre-Qualification of Project Managers

This Report represents the next sequential step in the planning of the MURC.

4. ANALYSIS:

The Request for Proposal No. CAO2018-071 concerning Consulting Services - Project Management – Multi Use Recreation Complex (MURC) was prepared by the Office of the CAO and Procurement Services and posted on July 6, 2018. This bid opportunity was advertised in the Georgina Advocate, running in all possible editions until the closing date, and was accessible through the Procurement Services Bid and Tenders website.

The closing date of RFP No. CAO2018-071 was August 16, 2018 at 14:00 hours, at which time 5 proposals were submitted by the following firms;

- CRBE Limited, Toronto
- Colliers Project Leaders Inc., Mississauga
- METTKO, Toronto
- p2i Strategies Ltd., Milton
- WSP Canada Inc., Toronto

Procurement Services completed a preliminary analysis of the Submissions and found them to be acceptable with respect to the basic Terms and Conditions as set out within the Request for Proposal Document and the Purchasing By-Law. Proposals were evaluated by the Treasurer, Manager of IT Services, Director of Recreation and Culture, Director of Library Services/CEO, the Town's procurement consultant, and the Capital Initiatives Director. The evaluations were based on the respective scoring allocations identified with the RFP Document.

The following firms were invited for a follow-up interview with the Evaluation Team on Friday, August 31, 2018.

- Colliers Project Leaders Inc., Mississauga
- p2i Strategies Ltd., Milton

The Evaluation Team concluded that based on the aggregate scoring of the comprehensive evaluation matrix that the successful proponent was Colliers Project Leaders Inc.

Staff are recommending that Colliers Project Leaders Inc., be awarded the contract for Project Management Services for the Multi Use Recreation Complex (MURC).

5. RELATIONSHIP TO STRATEGIC PLAN:

This report addresses the following strategic goals:

GOAL 2: “Promote a High Quality of Life” – Healthy, Safe, Sustainable;
Communities – A vibrant, healthy, safe and accessible community;

GOAL 3: “Engage Our Community & Building Partnerships” – Communication
Engagement, Collaboration & Partnerships;

GOAL 4: “Provide Exceptional Municipal Service” – Organizational & Operational
Excellence.

6. FINANCIAL AND BUDGETARY IMPACT:

The bid received from Colliers Project Leaders Inc., was \$ 543,653.00 exclusive of applicable taxes, and is within the approved 2017 capital budget of \$2,000,000. The remaining funds will be used towards architectural and design costs and will be tendered at a future date.

Future budgets will reflect the requirements necessary for the construction phase.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There is no specific public consultation or notice requirements associated with the Award of Contract. Upon approval of this report, communications staff will notify the public of the successful proponent. As part of the Project Managers scope of work, a comprehensive community consultation framework has been designed by the Town, and they will be responsible for assisting in its implementation.

8. CONCLUSION:

The Award of Contract for Project Management Services includes the following 3 primary phases; (i) Pre-Construction, (ii) Construction, (iii) Post-Construction. The Pre-Construction Phase will include securing an Architect to develop a conceptual design for the MURC. The conceptual design will be a product of a comprehensive consultation process involving key stakeholders, as well as the technical and functional requirements of the Corporation.

A recommended conceptual design will be brought back to Council, in the next Council Term for subsequent approval. It is important to note that this phase does not initiate any construction activity. It is however a necessary step that is required for the eventual construction phase.

Recommended by:



Terry Alyman
Capital Initiatives

Approved by:



Dave Reddon
Acting - Chief Administrative Officer