

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. RC-2018-0027

**FOR THE CONSIDERATION OF
COUNCIL**

SEPTEMBER 19, 2018

**SUBJECT: AWARD OF CONSULTING SERVICES – WEST PARK AND SUTTON PARK
DESIGN**

1. RECOMMENDATIONS:

- 1. That Council receive Report No. RC-2018-0027 prepared by the Recreation and Culture Department dated September 19, 2018 respecting the award of the Consulting Services - West Park and Sutton Park Design.**
- 2. That Council award the contract for Consulting Services - West Park and Sutton Park Design to Cosburn Giberson Landscape Architects (Markham).**
- 3. That Council delegate authority to the Manager of Procurement Services to issue a Purchase Order for Cosburn Giberson Landscape Architects (Markham) for Consulting Services - West Park and Sutton Park Design.**

2. PURPOSE:

To obtain Council approval to award the contract for Consulting Services - West Park and Sutton Park Design.

3. BACKGROUND:

At Council's meeting of May 31, 2017, Resolution C-2017-0302 was passed based on Report RC-2017-0015 as follows:

- 1. That Council receive Report No. RC-2017-0015 prepared by the Recreation and Culture Department dated April 26, 2017 respecting the West Park – Follow Up.**
- 2. That Council direct Staff to improve/rebuild ball diamonds at West Park based on direction provided at a later time in conjunction with the 2018 budget.**

Subsequently, in the 2018 Capital Budget deliberations, Council approved funding for the design of West Park redevelopment (design).

The Sutton Park is within the Lakeside Meadows subdivision, north of Baseline Road in Sutton. The subdivision is approximately 50% built out. As such, the timing requirements under the Parkland Standards Manual (2014) for park design and development state that the delivery of the park should occur. The 2018 Capital Budget included Sutton Park design.

Staff prepared and posted the Request for Proposals (RFPs) for both parks together, since there are similarities in project scope and also some of the consulting tasks would be similar across both projects (ie. public and stakeholder consultation), and therefore potential efficiencies might be realized.

An RFP was released on July 9, 2018 regarding Consulting Services - West Park and Sutton Park Design. There were twenty-two (22) Plan Takers. The RFP closed August 16, 2018 with eight (8) submissions. One (1) submission was disqualified, and seven (7) proposals were reviewed and scored. The top three (3) scoring firms were interviewed and scored.

4. ANALYSIS:

The recommendation of Cosburn Giberson Landscape Architects (Markham) as the preferred proponent is based on the scoring of the quality of the proposals, interviews and fee amounts, as well as comparisons to the other bids. Interviews with the top three (3) technical scoring proposals were conducted and scoring included. Cosburn Giberson Landscape Architects (Markham), The MBTW Group (Toronto) and IBI Group (Toronto) were interviewed, and Cosburn Giberson Landscape Architects (Markham) was the selected proponent based on the combined score.

5. RELATIONSHIP TO STRATEGIC PLAN:

GOAL 1: "Grow Our Economy"

GOAL 2: "Promote a High Quality of Life"

GOAL 3: "Engage Our Community & Build Partnerships"

GOAL 4: "Provide Exceptional Municipal Service"

6. FINANCIAL AND BUDGETARY IMPACT:

The preferred proposal is within the approved design budgets for West Park and Sutton Park. Funds are allocated through 2018 Capital Budget.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

The design process for West Park and Sutton Park will involve public, stakeholder and sports group user consultation as part of the consultant tasks. The consultation will be undertaken in October and November, 2018. The preferred designs will be presented to Council at a future date.

8. CONCLUSION:

That Council approve the contract award to Cosburn Giberson Landscape Architects (Markham) for the Consulting Services - West Park and Sutton Park Design as a result of the proposal scoring the highest total points, including proposal submission, interview and total price.

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