



## GEORGINA

**Subject:** Keswick Secondary Plan Review Consultant Selection

**To:** Mayor and Council

**From:** Tolek A. Makarewicz, Senior Policy Planner

**Date:** June 26, 2019

**Briefing:** On March 25, 2019, the Procurement Services Division in consultation with the Planning Division, posted a Request for Proposal bid document to the Bids and Tenders website in order to initiate the process to retain a consultant to conduct a review and update of the Keswick Secondary Plan. The bid document was posted for 30 days and closed on April 24, 2019. A total of five proposals were received.

The Evaluation Committee, consisting of the Director of Development Services, Director of Recreation and Culture, Manager of Planning, and Senior Policy Planner, reviewed and evaluated the submissions. Of the five proposals received, two firms met the requirements to be invited to the second stage of the procurement process which included a presentation by the proponent firms followed by a question and answer period with the Evaluation Committee. On June 5, 2019, the Procurement Services Division awarded the contract for the Keswick Secondary Plan Review (Contract No. DSD2019-032) to the successful firm, The Planning Partnership (TPP).

TPP will serve as Lead Consultant for the Keswick Secondary Plan Review, providing policy planning, growth management, consultation and communications, urban and architectural design, GIS mapping, and project management services. TPP is very familiar with the Town of Georgina and the surrounding area, having prepared the Keswick Secondary Plan (2004), Keswick Business Park Secondary Plan (2008), Sutton/Jackson's Point Secondary Plan (2013), Georgina's Downtown Community Improvement Plans for Uptown Keswick, Sutton and Jackson's Point (2014), and the Jackson's Point Harbourfront Redevelopment Plan (2017). TPP also supported the Town with review of development applications in 2017. Ron Palmer, Principal at TPP, will act as the Project Coordinator and primary liaison with Town Staff. Ron has spent much of his 30-year career writing Official Plans, Secondary Plans, and Zoning By-law documents and amendments on behalf of municipal clients, and has been responsible for the policy components of virtually all of the firm's major public planning and design projects throughout North America.

TPP will be supported by a consulting team which includes:

- urbanMetrics, a real estate strategy firm, who will provide their expertise on commercial and employment land analysis, as well as act as an advisor with respect to addressing affordable housing;
- BA Group, a transportation consulting firm, who will undertake all transportation-related work, in particular addressing transportation demand management strategies; and,
- Plan B Natural Heritage, an environmental consulting firm, who will complete the required environmental policy and mapping review/update.

With respect to the Keswick Secondary Plan Review Steering Committee, it is the writer's understanding that Staff Report CAO-2019-0026 from the Committee Services Coordinator will be considered by Council at today's meeting. The report provides the recommendations of the Selection Committee on the Terms of Reference for the Keswick Secondary Plan Review Steering Committee as well as the four members of the public to sit on the Keswick Secondary Plan Review Steering Committee.

Should you have any comments, questions or concerns related to this briefing note, please contact myself via telephone at 905-476-4301 ext. 2297 or via email at [tmakarewicz@georgina.ca](mailto:tmakarewicz@georgina.ca).