

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. ES-2017-0004

**FOR THE CONSIDERATION OF
COUNCIL
SEPTEMBER 27, 2017**

**SUBJECT: AWARD OF CONTRACT – FES2017-034
DESIGN SERVICES – PEFFERLAW FIRE STATION**

1. RECOMMENDATION:

- 1. That Council receive Report No. ES-2017-0004 prepared by the Emergency Services Department dated September 27, 2017 respecting the award of contract FES2017-034 – Design Services – Pefferlaw Fire Station.**
- 2. That Council approves and authorizes the Purchasing Agent to enter into a contract with Thomas Brown Architects Inc. for the purposes of preparing the design of the Pefferlaw Fire Station.**

2. PURPOSE:

This report is to seek Council approval for the awarding of Contract FES2017-034 for Design Services of the Pefferlaw Fire Station.

3. BACKGROUND:

In April 2017 Council approved the site location of the rebuilding of Station 1-8 to include the current Town owned property and the adjacent, Town owned property, at 270 Pefferlaw Road, being the former Pefferlaw Youth Centre.

It was agreed upon that the Request for Proposal for the design and rebuild of the fire station would, if feasible, incorporate the existing structure at 272 Pefferlaw Road.

Request for Proposal (RFP) FES2017-034 closed on September 7, 2017. The RFP was a two bid process consisting of financial and technical components. Six bids were received. Upon the review of the technical portion by the Evaluation Committee, two qualifying Respondents were invited for interviews on September 25, 2017 to complete the technical scoring. Thereafter the financial component was reviewed and Thomas Brown Architects Inc. was the low bidder.

4. ANALYSIS:

Thomas Brown Architects Inc. has designed many fire stations within York Region and staff are looking forward to working with this architectural firm.

A further report will be brought to Council in December 2017 for approval of the design options of the new fire hall.

Below is a Schedule of Events for this contract.

Schedule of Events	
Launch Meeting	October 3, 2017
Completion of Options Analysis	December 1, 2017
Report to Council	December 2017
Completion of Design	April 30, 2018
Report to Council	May 9, 2018
Approval of Final Design/Construction Budget	May 15, 2018
Pre-qualification of General Contractors	May 30, 2018
Issue of Tender Documents for Construction	May 30, 2018
Construction Tender Close	June 30, 2018
Report to Council	July 11, 2018
Award of Contract	July 16, 2018
Commencement of Construction	July 31, 2018
Substantial Completion	September 27, 2019

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 Thomas Brown Architects Inc. was \$200,000 and is within the approved 2017 capital budget of \$205,000.

Future budgets to reflect the requirements necessary for implementation.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

This report is provided for Council's information as such there is no reference for public consultation or notice.

8. CONCLUSION:

As stated above, approval of the design will be brought to Council in December which will identify either incorporating the existing structure of the Pefferlaw Youth Centre or obtaining approval for the demolition of the structure.

Recommended by:

Recommended by:

Ronald Jenkins, CMM III, CFO, Fire
Service Executive, CEMC
Director of Emergency Services/Fire Chief

Dan Pisani
Director of Operations and Infrastructure

Approved by:

Winanne Grant, B.A., AMCT, CEMC
Chief Administrative Officer

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