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AFFORDABLE RENTAL HOUSING PROJECT VAUGHAN CIVIC CENTRE CAMPUS AWARD OF ARCHITECTURAL SERVICES CONTRACT

The Community Services and Housing Committee recommends the adoption of the recommendations contained in the following report, May 4, 2007, from the Commissioner of Community Services, Housing and Health Services:

1. RECOMMENDATIONS

It is recommended that:

1. Council award a contract to Allen & Sherriff Architects Inc. (Allen & Sherriff) for the provision of architectural services at a cost of \$526,025, including all applicable taxes, to develop a housing project in the City of Vaughan within the Civic Centre Campus.
2. The Regional Chair and Regional Clerk be authorized to sign the Agreement on the Region's behalf, subject to the prior review of Legal Services.

2. PURPOSE

Section 18.1 (a) of the Region's Purchasing By-law A-0353-2004-089 requires Regional Council to award this Request for Proposal (RFP) because the amount submitted by the successful proponent, Allen & Sherriff, exceeds \$500,000.

3. BACKGROUND

At its September 21, 2006 meeting, Council approved the procurement of a project architect, in accordance with the Region's Purchasing By-law.

RFP No. P-06-93, Architectural Services for a Low-Rise Rental Apartment Building located in the City of Vaughan, was prepared and released on Friday, January 5, 2007 by the Supplies & Services Branch. Vendors were notified of the RFP call by advertisement in the Daily Commercial News on January 3, 2007 and on the Electronic Tender Network on January 4, 2007. Twenty-six companies received the bid document.

On April 12, 2007, nine submissions were received by the Supplies and Services Department in response to the RFP.

In accordance with the Region's Purchasing By-law, Section 18.1 (a), a report shall be submitted to Council prior to authorizing an award where the contract price is in excess of \$500,000 and is in response to an RFP.

4. ANALYSIS AND OPTIONS

Nine proposals were received. On April 19, 2007, the Evaluation Committee consisting of staff from Housing Services, Property Services, and Supplies and Services facilitated the consensus meeting.

Proposals were submitted using a two-envelope system. In the first stage, the information in Envelope #1, The Technical and Management component of the Proposals, were evaluated for all proponents. The criteria for review of this information was as follows:

- Experience and qualifications of firm.
- Experience and qualifications of assigned personnel on similar projects with specific reference to Leadership in Energy and Environmental Design (LEED) project assignments.
- Proposed project specific solutions, designs, approaches and methodologies.
- Proposed timetable.
- Comprehensiveness of submissions.
- Familiarity with municipal program delivery business processes.
- Familiarity with energy conservation methodologies, and identified target and special needs groups identified in the RFP.
- Value added in terms of innovative design solutions.

Proponents had to achieve a minimum score of 42 points (60 %) out of the possible 70 points assigned to the Technical and Management Proposals in order to have their Envelope #2, The Financial Proposal opened.

Of the nine firms which submitted responses to the RFP, five met the minimum cut-off technical scores. These five firms in turn, were assigned weighted scores based on their proposed pricing in relation to the remaining 30 points. The lowest priced proposal scoring 30 points and each subsequent proposal receiving a pro-rated score using a standard formula as indicated in Table 1.

Table 1

Name of Company	Technical Proposal Score	Total Weighted Score	Total Cost (incl. taxes)
Allen & Sherriff	62.6	92.6	\$526,025
MMMC	52.9	81.3	556,500
Young & Wright	45.8	69.8	657,200
Genivar	42.3	66.2	659,850
Larkin	49.3	70.7	736,700

Allen & Sherriff attained the highest grand total weighted score and submitted the lowest total cost of those proponents who had their prices evaluated.

It is the Evaluation Committee's recommendation that RFP P-06-93, for Architectural Services for A Low-Rise Rental Apartment Building located in the City of Vaughan, be awarded to Allen and Sherriff.

5. FINANCIAL IMPLICATIONS

The proposed cost of \$526,025 for the architectural services for the Vaughan Civic Centre affordable housing project can be accommodated within the approved 2007 Capital Budget for the project.

6. LOCAL MUNICIPAL IMPACT

Building an affordable seniors rental housing project in the City of Vaughan will assist in accommodating low-income residents in attaining good quality housing in their community.

7. CONCLUSION

The Region's Purchasing By-law requires all contracts in excess of \$500,000 in response to an RFP to be reported to Council prior to being awarded. It is recommended the architectural services contract for the Vaughan Civic Centre affordable housing project be awarded to the highest grand total weighted score and lowest total cost proponent in the amount of \$526,025, including all applicable taxes. The contract amount can be accommodated within the approved 2007 Project Capital Budget.

For more information on this report contact Sylvia Patterson, Director, Housing Services Branch in the Community Services and Housing Department.

The Senior Management Group has reviewed this report.