

TORONTO STAFF REPORT

June 14, 2004

To: Economic Development and Parks Committee

From: Commissioner of Economic Development, Culture and Tourism
Chief Financial Officer and Treasurer

Subject: Professional Architectural/Engineering Services for the Preparation of Due Diligence Assessment Audits of Major Parks and Recreation Facilities
Request for Proposal No. 9118-04-7086

Purpose:

The purpose of this report is to advise on the results of Request for Proposal (RFP) No. 9118-04-7086 issued for the provision of professional architectural/engineering services for the preparation of due diligence assessment audits (state of good repair - Phase 14) of major Parks and Recreation facilities and to request authority to award a contract to the recommended Proponent, Accent Building Sciences.

Financial Implications and Impact Statement:

This project has been included in the approved Parks and Recreation capital budget, as part of the Policy and Development Division's continuing Asset Management Program. The overall budget for this program is comprised of two funding sources: (a) Capital Account CPR 114-34-01 in the amount of \$750,000.00 and (b) Capital Account CPR 114-33-09 in the amount of \$55,000.00, for a combined total budget amount of \$805,000.00.

Recommendations:

It is recommended that:

- (1) Accent Building Sciences, the highest scoring Proponent meeting the requirements be awarded a contract for the provision of architectural / engineering services for the preparation of due diligence assessment audits of major parks and recreation facilities in the amount of \$804,907.50 (including all taxes, disbursement and cash allowance costs); and

- (2) the appropriate City Officials be authorised and directed to take the necessary action to give effect thereto.

Background:

The Economic Development, Culture & Tourism Department requires that all recreational buildings within its portfolio be maintained in a safe and structurally sound condition to prevent a decline into a state of physical or functional obsolescence. In this regard, the Policy & Development Division is initiating this “Due Diligence Assessment” project in order to identify capital repair requirements for both maintenance and rehabilitation purposes.

Accordingly, interested professional architectural/engineering firms were invited to submit proposals for the preparation of due diligence assessment audits of major Parks and Recreation facilities in order to provide a comprehensive overview of the present condition of 269 City-owned recreational facilities with respect to all physical operational and functional requirements of these building structures, over a twenty-five (25) year period.

Results of the RFP process for this assignment are summarized below.

Comments:

One hundred and ninety-four (194) firms from the City’s bidders list were notified and invited to submit proposals. The RFP was also advertised on the City’s internet website. This resulted in a total of seven (7) submissions being received from the following firms:

1. Accent Building Sciences
2. BSG Engineering Limited
3. Kleinfeldt Consultants Limited
4. Morrison Hershfield Limited
5. Norr Limited, Architects and Engineers
6. The Stonewell Group Incorporated
7. WGA Wong Gregersen Architects Incorporated

Using the evaluation criteria specified in the Request for Proposal (RFP), an Evaluation Team that consisted of one supervisor and four project managers from the Capital Projects Section of the Policy and Development Division, followed the prescribed two-stage evaluation process. The first stage was a pass/fail stage based on whether mandatory requirements had been met. All seven proposals met the requirements and proceeded to the final stage of the evaluation, which involved a detailed evaluation of the proponent’s submitted work plan and project schedule, similar project experiences in the last 5 years, an inspection checklist, relevant staff experience and expertise, proven ability to meet both project schedules and approved budget costs.

Upon completion of the evaluation of proposals, the scores ranged from 37.8 to 89.5 points out of a possible 100 points. The proposal submitted by Accent Building Sciences has the highest overall score meeting the requirements of the RFP.

The Fair Wage Office has reported that the recommended firm has indicated that they have reviewed and understand the Fair Wage Policy and Labour Trades Requirements and has agreed to comply fully.

Conclusion:

This report requests the authority to award a contract to the recommended Proponent, Accent Building Sciences for the preparation of Due Diligence Assessment Audits (State of Good Repair, Phase 14) in the amount of \$804,907.50, including all charges and taxes. The proposal submitted by Accent Building Sciences is the highest overall scoring, meeting all requirements.

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