

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PUR2017-001

Date: January 10, 2017

Time: 2:00 p.m.

Place: Council Chambers

Ward Community Identifier: City Wide

Subject: Request for Proposal 2016-86-OP - Consulting Services for Development of Kawartha Lakes Healthy Environment Plan

Author: Debbie Ball, Buyer

Signature: 

Co-Author: Denise Williams

Signature: 

Office of Strategy Management (OSM)

Recommendation(s):

RESOLVED THAT Report PUR2017-001, Request for Proposal 2016-86-OP Consulting Services for Development of Kawartha Lakes Healthy Environment Plan, be received;

THAT Land Use Research Associates (LURA) of Toronto, being the highest scoring proponent, be selected for the award of Request for Proposal 2016-86-OP for Consulting Services for Development of Kawartha Lakes Healthy Environment Plan;

THAT subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award RFP 2016-86-OP; and

THAT Purchasing Division be authorized to issue a purchase order.

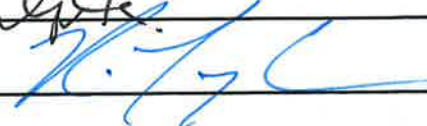
Department Head:



Corporate Services Director / Other:



Chief Administrative Officer:



Background:

The Paris Agreement is an agreement within the United Nations Framework Convention on Climate Change. The purpose of the agreement is to address the effects of greenhouse gas emissions causing global warming. The agreement was negotiated by representatives of 195 countries and adopted by consensus on December 12, 2015. The agreement dealing with greenhouse gas emissions (GHG), mitigation and finance went into effect on November 4, 2016. As a signing partner in the agreement, Canada will work toward a goal to reduce its contributions to GHG emissions.

On December 9, 2016 the Federal Government adopted the Pan-Canadian Framework on Clean Growth and Climate Change. The framework embodies the principles of a collaborative approach to reduce GHG emissions and enable sustainable economic growth while improving quality of life and building a healthy environment. The framework will contribute to meeting or exceeding Canada's 2030 climate change target of a 30% reduction below 2005 GHG levels. Pricing carbon pollution, driving innovation and taking action to grow the economy underpin the actions in the plan.

The Ontario Five Year Climate Change Action Plan commits to making government carbon neutral by 2018 through various action areas such as a low carbon future Cap and Trade Program along with green transportation, buildings and homes. In addition, the plan commits to an environmental lens on land-use planning; industry and business development, agricultural and forestry practices through collaboration, research and development.

In 2016 the City of Kawartha Lakes Corporate Energy Management Plan (CEMP) was finalized and posted per Ontario Reg. 397/11. The CEMP captures baseline consumption of natural gas, vehicle fuel, hydro, propane and heating oil. Demand management initiatives currently underway are documented.

In June 2016 Council endorsed membership in the Partners for Climate Protection Program with the Federation of Canadian Municipalities committing to completing the Five Milestone Framework as detailed below.

Milestone One	Create a community greenhouse gas emissions inventory and forecast.
Milestone Two	Set an emissions reductions target.
Milestone Three	Develop a local action plan
Milestone Four	Implement the local action plan or set of activities
Milestone Five	Monitor progress and report results

At the regular Council Meeting held on June 30, 2016, the following resolution was adopted:

CR2016-616
Moved By Councillor Stauble
Seconded By Councillor Strangway

RESOLVED THAT Report CAO 2016-004, Corporate Energy Management, be received;

THAT staff be directed to communicate to the Federation of Canadian Municipalities (FCM) that the City of Kawartha Lakes will participate in the Partners for Climate Protection (PCP) program and commit to achieving the milestones set out in the PCP five-milestone framework as outlined in the background section of this report;

THAT the City of Kawartha Lakes appoint the following:

1. Corporate staff person - Denise Williams, OSM
2. Elected Official - Gord Miller, Councillor

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality;

THAT staff be directed to pursue grant funding through FCM to implement the PCP program; and

THAT \$75,000.00 from within the 2016 operating and/or capital budgets be the City's financial commitment to leverage FCM grant funding.

This report addresses Council's direction.

By awarding RFP2016-86-OP, milestones one, two and three will be completed.

RFP 2016-86-OP was prepared and advertised in accordance with the Purchasing Policy.

RFP 2016-86-OP closed on Thursday, October 27, 2016 and was opened in public by Mayor Andy Letham and Karen Buckley, Buyer.

Results of Opening:

The following Proposals were received:

Proposal Submitted By:
Land Use Research Associates (LURA) Toronto
IndEco Strategic Consulting Inc. Toronto

The Proposals were carefully reviewed and evaluated by the Committee by consensus to the criteria described in the RFP. The scoring was weighted at eighty percent (80%) for the firm's and key team member's qualifications and experience, references, methodology, approach, project schedule and management plan, and any value added features offered that would prove to be beneficial for the completion of the study.

Twenty percent (20%) was assigned for the financial consideration.

The presentation and interview component was assigned a value of 10%. Committee felt that the skill set required to lead and engage the various working groups and various community stakeholders through this phased approach was an extremely important feature for this City initiative.

Land Use Research Associates (LURA) ranked number one having the highest overall score with the lower financial cost, including an additional 41 hours of their services spread out over all five phases of the project.

Reference checks were conducted and no concerns were identified.

The scope of work detailed by staff in the RFP included the completion of PCP Milestones 1 – 3 inclusive. This work is scheduled to be completed over about 21 months. A second phase of the project will complete milestones 4 and 5 at a later date.

Rationale:

Staff recommends that Land Use Research Associates (LURA) of Toronto being the highest scoring Proponent, be selected for the award of Request for Proposal 2016-86-OP - Consulting Services for Development of Kawartha Lakes Healthy Environment Plan.

Other Alternatives Considered:

No other alternative is being considered based on the fact that a competitive procurement process was followed and the lowest, compliant proposal is being recommended.

Financial Considerations:

Funds for the development of the Healthy Environment Plan for the City will be expensed through the CAO's operating budget with contributions from other City department operating budgets.

A key deliverable at the beginning of the project is to successfully apply and secure grant funding from the Federation of Canadian Municipalities (FCM). The People for Climate Protection Program provides matching funds for municipalities to complete this work. Total upset value of the project is \$150,000.00 of which 50% is grant funding.

Operating Budget and SRN	RFP Amount (incl. HST)	HST Rebate	Total Proposal Cost	Operating Project Balance After Award
\$150,000.	\$149,549.85	(\$14,875.58)	\$134,674.27	\$15,325.73

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

RFP 2016-86-OP – aligns with the Corporate Strategic Goals "A Vibrant and Growing Economy", "An Exceptional Quality of Life", and "A Healthy Environment".

This project directly aligns with these strategic goals and the following action items in the strategic plan:

- 3.1.1 Develop a Green City Charter
- 3.1.3 Develop and Execute the Energy Management Plan

In 2014, Council adopted the Integrated Community Sustainability Plan. The development of the Kawartha Lakes Healthy Environment Plan directly aligns with the recommendations in the ICSP.

Review of Accessibility Implications of Any Development or Policy:

Not applicable

Servicing Comments:

Not applicable.

Consultations:

Craig Shanks, Director of Community Services
Chris Marshall, Director, Development Services

Attachments:

Not applicable.

Phone: 705-324-9411 Ext 1296
E-Mail: dwilliams@city.kawarthalakes.on.ca
Department Head: Ron Taylor, CAO
Department File: Tender 2016-86-OP