

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PUR2019-032**

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**Date:** July 16, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** All

**Title:** Request for Proposal 2019-58-CP Design and Contract Administration Services of the Ops Community Centre Revitalization

**Author and Title:** Marielle van Engelen, Buyer  
Jenn Johnson, Manager Parks, Recreation and Culture

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**Recommendation(s):**

**That** Report PUR2019-032, **Request for Proposal Design and Contract Administration Services for the Ops Community Centre Revitalization**, be received;

**That** Salter Pilon Architecture of Barrie, Ontario being the highest scoring proponent be selected for award of Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization;

**That** subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award Proposal 2019-58-CP; and

**That** the Financial Services Division be authorized to issue a purchase order.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## Background:

At the Council Meeting of September 12, 2017, Council adopted the following resolution:

- Resolved That** Report Mayor 2017-002, **Arena Capital Plan**, be received;
- That** the Manvers, Bobcaygeon, Fenelon Falls, Lindsay, and Woodville arena facilities be maintained as required for operations;
- That** the Ops arena facility be scheduled for a complete refurbishment;
- That** a new arena complex be explored in the Oakwood/Little Britain area, with the goal of combining the two existing facilities;
- That** a new arena complex be explored in the Village of Omemee to replace the existing Emily/Omemee complex; and
- That** staff report back by 2<sup>nd</sup> quarter of 2018 on the implementation and budget requirements for all actions above.

**CARRIED CR2017-749**

This report addresses that direction, specifically the refurbishment of the Ops arena.

Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization was released and advertised in accordance with the Purchasing Policy.

The proposal requested pricing for the development of preliminary design options and construction cost estimates. A percentage (%) based fee of the cost estimate was requested for the detailed design and contract administration portion of the project.

The Proposal Closed on Thursday June 27, 2019 and was opened in public by Pat Dunn, Councilor and Marielle van Engelen, Buyer with the following results:

<b>Proposal Received from</b>
Salter Pilon Architecture Inc. Barrie, Ontario
Ronald Awde Architect Bethany, Ontario
Julius Horvath Architect Vaughan, Ontario
ATA Architects Inc. Oakville, Ontario

Submissions were carefully reviewed and evaluated by the evaluation committee by consensus to the criteria described in the RFP, and Salter Pilon Architecture Inc. was found to be the highest scoring proponent.

**Rationale:**

Staff recommends that Salter Pilon Architecture of Barrie, Ontario being the highest scoring proponent be selected for the award for Request for Proposal 2019-58-CP Design and Contract Administration Services for the Ops Community Centre Revitalization.

**Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was conducted.

**Financial Impacts:**

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	10% Contingency	HST Payable	Total Amount	Project Balance
950190301	\$250,000	\$0	\$250,000	\$62,490	\$6,249	\$1,210	\$69,949	\$180,051

This project has multiple phases. The first phase consists of the development of design options and associated costing. The second phase is the detailed design drawing, construction with contract administration.

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

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

The actions impacted by the recommendations within the report are influenced by Goal 2: An Exceptional Quality of Life, specifically 2.2: Improved Wellness, Well-Being & Community Health. Also, Enabler 4: Efficient Infrastructure and Asset Management, E4.2: Well managed and maintained municipal assets is impacted.

## **Review of Accessibility Implications of Any Development or Policy:**

Accessibility requirements will be included in the design and construction of the facility.

### **Consultations:**

Supervisor, Cost Accounting

**Department Head E-Mail:** [cshanks@kawarthalakes.ca](mailto:cshanks@kawarthalakes.ca)

**Department Head:** Craig Shanks, Director of Community Services

**Department File:** 2019-58-CP