

Report to Community and Protective Services Committee

To: Chair and Members,
Community and Protective Services Committee

From: Anna Lisa Barbon, Deputy City Manager, Finance Supports
Cheryl Smith, Deputy City Manager, Neighbourhood and
Community-Wide Services

Subject: RFP-2024-100 Prime Consulting Services for CHOCC
Teaching Kitchen and Elevator

Date: July 15, 2024

Recommendation

That, on the recommendation of the Deputy City Manager, Finance Supports and Deputy City Manager, Neighbourhood and Community-Wide Services, the following actions be taken with respect to the Request for Proposal Prime Consulting Services for CHOCC Teaching Kitchen and Elevator (RFP-2024-100):

- a) The proposal submitted by 17\21 architects inc., 1065 Valetta St, London, for the Prime Consultant Services for CHOCC Teaching Kitchen and Elevator project for a fee of \$152,015.00 excluding HST **BE ACCEPTED**; it being noted that the evaluation team determined the proposal submitted by 17\21 architects inc. provided the best technical and financial value to the Corporation, met the City's requirements in all areas and acceptance is in accordance with section 15.2 of the Procurement of Goods and Services Policy;
- b) The financing for this project **BE APPROVED** as set out in the Sources of Financing Report attached as Appendix "A";
- c) The Civic Administration **BE AUTHORIZED** to undertake all administrative acts which are necessary in connection with the project;
- d) The approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract with the consultant for the work; and,
- e) The Mayor and the City Clerk **BE AUTHORIZED** to execute a contract or any other documents, if required, to give effect to these recommendations

Executive Summary

This report is submitted to seek Council approval to enter a formal agreement with 17\21 architects inc. for Prime Consulting Services for the design and contract administration of the CHOCC Teaching Kitchen and Elevator project.

Linkage to the Corporate Strategic Plan

The CHOCC Teaching Kitchen and Elevator project is aligned with the following strategic area of focus and outcomes from the City of London Strategic Plan 2024-2027:

Wellbeing and Safety

1. London has safe, vibrant, and healthy neighbourhoods and communities.
 - 1.3 Londoners have safe access to public spaces, services, and supports that increase wellbeing and quality of life.
 - a. Deliver programs and activities that foster improved physical, mental, and social wellbeing.
 - b. Invest in publicly-owned facilities, parks, open spaces, and natural amenities that provide cultural, social, and recreational opportunities, programming and engagement.

- c. Remove barriers to accessing public spaces, services, and supports for equity-denied groups.
- d. Reduce barriers for community partners to host special events in publicly-owned spaces across the city.

Analysis

1.0 Background Information

1.1 Previous Reports Related to this Matter

- Investing in Canada Infrastructure Plan: Community, Culture, and Recreation Stream (September 10, 2019)
Community and Protective Services Committee
- Investing in Canada Infrastructure Plan: Community, Culture, and Recreation Stream – Transfer Payment Agreement (August 31, 2021)
Community and Protective Services Committee

1.2 Background

In August 2019, the Province of Ontario announced the opening of the Community, Culture, and Recreation (CCR) Stream of funding under the Federal Investing in Canada Infrastructure Plan (ICIP).

Projects must contribute to improved access to and/or increased quality of cultural, recreational and/or community infrastructure, including Indigenous peoples and vulnerable populations.

Municipalities and other eligible recipients were invited to submit projects starting on September 3, 2019, within two (2) categories:

1) Multi-purpose Category:

- New build, large-scale renovation or expansion of existing facility projects that provide integrated service delivery to address identified service gaps.
- Projects not to exceed \$50 million in total project costs.

2) Rehabilitation and Renovation Category:

- Renovation or rehabilitation that would improve the condition of existing facilities including small-scale improvements to address accessibility as well as small new build/construction projects of recreation, cultural or community infrastructure (e.g. playing fields, tennis courts, small community squares).
- Projects not to exceed \$5 million in total project costs.

On January 8, 2021, The Corporation of the City of London was made aware that two (2) projects were successful in receiving funds through the program, Labatt Park and Carling Heights Optimist Community Centre (CHOCC), both in the rehabilitation and renovation category. A virtual funding announcement with all levels of government took place on March 4, 2021.

The objective of the Carling Heights Optimist Community Centre (CHOCC) project is to provide an accessible and collective space for the kitchen and meeting space, and barrier free access to the second-floor viewing areas of the pool and gymnasium.

2.0 Discussion and Considerations

A Request for Pre-Qualification RFPQ-2023-243 was issued September 26, 2023. The responses from seven (7) architectural firms were received October 17, 2023 and were reviewed and evaluated by staff from Fleet & Facilities. Three (3) firms' qualifications were found to be acceptable.

Request for Proposal RFP-2024-135 was issued May 16, 2024, to the three (3) pre-qualified firms. Two (2) proposals were received June 6, 2024, and evaluated by staff from Fleet & Facilities against the following criteria:

- Project Team
- Design Philosophy
- Project Methodology and Commitment to Schedule

The proposal submitted by 17\21 architects inc. was deemed to provide the best technical and financial value to the Corporation and it is recommended that they be awarded a contract for the work in accordance with section 15.2 (e) of the Procurement of Goods and Services Policy.

Based on current timelines, construction is scheduled to commence in 2025 with completion planned in 2026.

3.0 Financial Impact/Considerations

The proposal for design services submitted by 17\21 architects inc. for CHOCC Teaching Kitchen and Elevator project totals \$152,015.00. Funding to cover the costs of this contract are accommodated within the Transfer Payment Agreement, the municipal share is funded from existing approved capital budgets for life-cycle renewal (LCR) as outlined in Appendix A, Source of Financing Report.

There are no additional operating costs associated with the award of this contract.

Conclusion

It is recommended that Council provide approval to enter into a contract with 17\21 architects inc. for the design and construction administration services for the CHOCC Teaching Kitchen and Elevator project.

Prepared by: Ashley Howard, Manager Facilities Design and Construction, Fleet & Facilities

Submitted by: Jon Paul McGonigle, Director, Recreation & Sport
Lynda Stewart, Director, Fleet & Facilities

Recommended by: Cheryl Smith, Deputy City Manager, Neighbourhood and Community-Wide Services
Anna Lisa Barbon, Deputy City Manager, Finance Supports

c: Steve Mollon, Senior Manager, Purchasing and Supply, Finance Supports
Doug Drummond, Financial Business Administrator, Finance Supports
Val Morgado, Senior Manager, Facilities

Attached: Appendix A – Source of Finance

Appendix "A"

#24144

July 15, 2024

(Award Consulting Services)

Chair and Members

Community and Protective Services Committee

RE: RFP-2024-100 Prime Consulting Services for CHOCC Teaching Kitchen and Elevator

(Work Order 2548403)

Capital Project RC2631 - CHOCC Teaching Kitchen and Elevator

17/21 architects inc. - \$152,015.00 (excluding HST)

Finance Supports Report on the Sources of Financing:

Finance Supports confirms that the cost of this project can be accommodated within the financing available for it in the Capital Budget and that, subject to the approval of the recommendation of the Deputy City Manager, Finance Supports and the Deputy City Manager, Neighbourhood and Community-Wide Services, the detailed source of financing is:

Estimated Expenditures	Approved Budget	Committed To This Date	Submission	Balance for Future Work
Engineering	154,691	0	154,691	0
Construction	1,715,309	0	0	1,715,309
Total Expenditures	\$1,870,000	\$0	\$154,691	\$1,715,309

Sources of Financing

Capital Levy	445,874	0	36,884	408,990
Drawdown from Capital Infrastructure Reserve Fund	52,855	0	4,372	48,483
Federal Grants - Investing in Canada Infrastructure Program (ICIP) - Community, Culture, Recreation Stream (40%)	748,000	0	61,876	686,124
Provincial Grants - Investing in Canada Infrastructure Program (ICIP) - Community, Culture, Recreation Stream (33.33%)	623,271	0	51,559	571,712
Total Financing	\$1,870,000	\$0	\$154,691	\$1,715,309

Financial Note:

Contract Price	\$152,015
Add: HST @13%	19,762
Total Contract Price Including Taxes	171,777
Less: HST Rebate	-17,086
Net Contract Price	\$154,691

Jason Davies

Manager of Financial Planning & Policy

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