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| TO: | CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON JANUARY 22, 2019 |
| FROM: | SCOTT STAFFORD MANAGING DIRECTOR, PARKS & RECREATION |
| SUBJECT: | RFP18-31 CONSULTANT SERVICES FOR FOXFIELD PARK DEVELOPMENT |

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| RECOMMENDATION |
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That on the recommendation of the Managing Director, Parks & Recreation, the following actions **BE TAKEN** with respect to the award of consulting services for the Foxfield Park Development:

- (a) the proposal submitted by Stantec Consulting Ltd. for the provision of Consulting Services for the Foxfield Park Development in accordance with RFP18-31, at a total estimated cost of \$178,234.56 (HST extra), **BE ACCEPTED**;
- (b) the financing for this project **BE APPROVED** in accordance with the "Sources of Financing Report" attached hereto as Appendix "A" to this report;
- (c) the Civic Administration **BE AUTHORIZED** to undertake all the administrative acts that are necessary in connection with this purchase;
- (d) the approvals given herein **BE CONDITIONAL** upon the Corporation entering into a formal contract for this purchase; and,
- (e) the Mayor and City Clerk **BE AUTHORIZED** to execute any contract, statement of work or other documents, if required, to give effect to these recommendations.

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| PREVIOUS REPORTS PERTINENT TO THIS MATTER |
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None.

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| BACKGROUND |
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Purpose

The City of London sought proposal submissions from professional consulting firms to design, prepare detailed drawings, tender and provide contract administration for the construction of a new sports field complex, including a full size turf soccer field, a spray pad and a field house, to be located at 2384 Buroak Drive, in Foxfield Park. This report recommends the award of the consulting contract to the successful proponent, Stantec Consulting Ltd.

Context

The Foxfield District Park currently consists of a parking lot, a basketball court, three tennis courts, two pickleball courts, play equipment and a pathway system with a focal point entrance to the park. There is an established neighbourhood to the south and east side of the site. A future park block is proposed, located to the west of the site adjacent to 2476 Buroak Drive which will provide a new street frontage and pathway access to the park and linkage to neighbourhoods to the west.

The Foxfield District Park development project will develop the park west half of the current site to provide a full size artificial turf soccer field and a spray pad for the community. The project is also looking to accommodate washroom facilities with the addition of a small field house and to allow for some parking lot upgrades, enhanced circulation pathways to connect the new amenities with existing, and lighting upgrades to the area.

The City anticipates this consulting contract to span approximately 12-22 months (January 2019 – October 2020) following 6 key phases:

- Phase 1 – Base mapping, inventory and preliminary studies
- Phase 2 – Schematic Design Phase and consultation steps
- Phase 3 – Construction Documents Phase
- Phase 4 – Construction Procurement Phase
- Phase 5 – Construction Phase
- Phase 6 – Post Construction Phase

Purchasing Process

A formal Request for Proposal (RFP) was issued on September 25, 2018 and eight (8) submissions were received. These proposals were evaluated by a team with representation from Parks & Open Space Design, Aquatics, Arenas & Attractions, Facilities, and Purchasing and Supply against the following technical criteria:

- Qualifications and relevant experience;
- Design philosophy, and understanding of project requirements;
- Project Manager qualifications and experience;
- Sub-consultants qualifications and experience;
- Project Schedule – ability to complete the assignment on time; and,
- Presentation and completeness of the proposal.

The team determined the successful proponent using the Best Value Evaluation Bid formula. It is recommended that Stantec Consulting Ltd. be awarded a contract for the work in accordance with Section 15.2 of the Procurement of Goods and Services Policy.

Financial Impacts

The City of London has currently budgeted for the design, contract administration and construction associated with the Foxfield Park Development. There are no anticipated additional operating costs associated with the award of this Consultant Services contract, and future operating costs will be brought forward through the assessment growth process once the amenities have been constructed.

Acknowledgements

This report was prepared by Daryl Diegel, Supervisor – Facilities Design & Construction in consultation with the Consultant selection team consisting of Lynn Loubert, Julie Michaud, Jim Moore and Sarah Denomy.

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| SUBMITTED BY: | REVIEWED AND CONCURRED BY: |
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| TIM WELLHAUSER, C.I.M. DIVISION MANAGER - FACILITIES | ANDREW MACPHERSON, OALA, CSLA MANAGER, PARKS PLANNING & OPERATIONS |
| CONCURRED BY: | RECOMMENDED BY: |
| | |
| IAN COLLINS DIRECTOR, FINANCIAL SERVICES | SCOTT STAFFORD, MANAGING DIRECTOR, PARKS & RECREATION |

Attach: Appendix A – Source of Financing

Cc: John Freeman, Manager of Purchasing and Supply
Jeff Bruin, Manager of Parks & Open Spaces
Daryl Diegel, Supervisor – Facilities Design & Construction
Jim Moore, Technologist II – Architectural – Facilities Design & Construction