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TO:	CHAIR AND MEMBERS COMMUNITY & PROTECTIVE SERVICES COMMITTEE MEETING ON MONDAY, JULY 22, 2013
FROM:	MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER & LYNNE LIVINGSTONE MANAGING DIRECTOR, NEIGHBOURHOOD, CHILDREN & FIRE SERVICES
SUBJECT:	ARCHITECT TO ACT AS PRIME CONSULTANT FOR ADDITION AND INTERIOR ALTERATIONS TO THE SOUTH LONDON COMMUNITY CENTRE REQUEST FOR PROPOSAL No. 13-18 PROJECT # P126-RC2751

RECOMMENDATION

That, on the recommendation of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer and the Managing Director, Neighbourhood, Children & Fire Services with the concurrence of the Managing Director, Housing, Social Services and Dearness Home:

- (a) The proposal submitted by Cornerstone Architecture, 110-700 Richmond Street, London, Ontario N6A 5C7 to act as Prime Consultant for the Addition and Interior Alterations to the South London Community Centre for a fee of \$399,500 excluding HST **BE ACCEPTED**; it being pointed out that the proposal submitted by Cornerstone Architecture was deemed to provide the best technical and financial value to the Corporation, meets the City's requirements in all areas and acceptance is in compliance 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 City Clerk **BE AUTHORIZED** to execute any contract or other documents, if required, to give effect to these recommendations.

PERTINENT REPORTS RELATED TO THIS MATTER

- C&PSC – July 19, 2010 – Ontario Works in the Community Strategy
- C&PSC – February 4, 2013 – Ontario Works Decentralization

BACKGROUND

PURPOSE:

This report is submitted to seek Council approval to enter into a formal contract with Cornerstone Architecture for consultant services associated with the Addition and Interior Alterations to the South London Community Centre.



CONTEXT:

In February 2013, Council approved in principle the Ontario Works Decentralization Plan, a component of which was investment in the South London Community Centre (SLCC) to serve Ontario Works (OW) participants in the South west quadrant of the city.

Recognized as the hub of an active, diverse and growing White Oaks community the SLCC is home to a variety of functions including the Jalna Branch Public Library, the South London Neighbourhood Resource Centre (SLNRC), childcare space, a community centre, programming space and administrative offices.

While the primary driver of this project is the implementation of the Ontario Works Decentralization, the City has identified the need to expand services and support programs at this facility. The July 2010 Council report discusses the synergies that would be made possible through this strategy, including opportunities for co-location with, and expansion of space for, Settlement Services already available at SLCC.

A public meeting to discuss the proposed expansion to SLCC and the possible synergies including improved access to OW services was held February 3, 2011 at SLCC and attended by more than 300 local residents. Though some concerns were registered, the meeting demonstrated overwhelming community support for the concept of an investment that would benefit new Canadians, local Ontario Works participants and the community at large.

Following the success of pilot projects at Glen Cairn and South London and in response to Council’s February 13, 2013 resolution, Civic Administration is moving forward to support phase two of Ontario Works Decentralization to establish a permanent Ontario Works office and support centre at SLCC.

DISCUSSION:

To meet the proposed Spring 2014 construction start for the SLCC addition and renovations it is necessary to engage consultant services at this time to prepare schematic and detailed design and construction tender documents. This will also help to finalize cost estimates which are needed to complete the fuller Ontario Works decentralization implementation plan.

The Prime Consultant will work with a “Technical Committee” comprised of City staff and service providers liaising with local community residents to evolve a detailed design for the proposed additions and renovations. Designs will be discussed in a public forum before approval is sought from Council to award a construction contract.

Request for Proposal (RFP) #13-18 Architect to Act as Prime Consultant for Addition and Interior Alterations to the South London Community Centre was issued June 11, 2013. The responses from three (3) potential candidates were received June 26, 2013 and responses were evaluated by Facilities Design & Construction and Neighbourhood, Children & Fire Services staff against the following technical criteria:

- Project team qualifications and experience with completing similar projects;
- Design philosophy as it relates to high-demand, multi-purpose, multi-stakeholder, community-based programming and support service centres;
- Technical understanding of the facility’s current operations and an ability to plan for future flexibilities;
- Ability to meet time lines and budgets based on similar past projects;
- Confirmation that the project time lines can be met; and
- Fee proposal

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Evaluators focused on a Proponent’s ability to meet the technical criteria before considering the fee portion of the responses. The fee portion of a response that achieves the highest point score for technical abilities is measured against the mean of all costs submitted. A fee proposal within 10% of the mean is deemed to be acceptable and when combined with the technical abilities of the Proponent, offers the best overall value to the Corporation.

The proposal submitted by Cornerstone Architecture 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 of the Procurement of Goods and Services Policy.

FINANCIAL IMPLICATIONS:

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

ACKNOWLEDGEMENTS:

This report was prepared by John Devito, Facilities Design & Construction.

SUBMITTED BY:	SUBMITTED BY:
KEN OWEN DIVISION MANAGER, FACILITIES	TONY KYLE MANAGER, AREA RECREATION SERVICES
RECOMMENDED BY:	RECOMMENDED BY:
MARTIN HAYWARD MANAGING DIRECTOR, CORPORATE SERVICES & CITY TREASURER, CHIEF FINANCIAL OFFICER	LYNNE LIVINGSTONE MANAGING DIRECTOR, NEIGHBOURHOOD, CHILDREN & FIRE SERVICES
CONCURRED BY:	
SANDRA DATARS BERE MANAGING DIRECTOR, HOUSING, SOCIAL SERVICES AND DEARNESS HOME	

Attach: Appendix “A” – Sources of Financing

- cc: Bill Coxhead, Managing Director, Parks and Recreation
- Pina Sauro, Manager, Community Supports
- Anna Lisa Barbon, Manager, Financial & Business Services
- Tim Wellhauser, Manager, Facilities Design & Construction