

Staff Report to Council

Engineering Department

FILE: 03-1010-01/19

DATE: April 23, 2019 **Date of Meeting –** April 30, 2019
TO: Mayor and Council
FROM: Steve Ahluwalia, Manager of Engineering Projects
SUBJECT: Recommendation of Award for Fire Hall Replacement Consulting Services

RECOMMENDATION(S): THAT Council:

- A. Award the professional services contract in the amount of \$703,722.00 (exclusive of GST) to Johnston Davidson Architects + Planning Inc. as outlined in their RFP No. 1903 proposal for the design, tender, contract administration, and close-out for the new fire hall.
- B. Other.

CHIEF ADMINISTRATIVE OFFICER COMMENT/RECOMMENDATION:



PURPOSE

This report is to advise Council of the results of RFP No. 1903 - Fire Hall Replacement Consulting Services and to recommend award of the contract.

Information Report Direction Report Decision Report

DISCUSSION

Background:

The existing fire hall is planned for replacement and a Request for Proposal (RFP) was posted on BC Bid on March 13th for consulting services of the Fire Hall Replacement project. Seven proposal submissions were received on April 9, 2019 and reviewed by staff. Pursuant to Purchasing and Procurement Policy C012, the procurement of contracts which exceed \$200,000 and are not awarded to the low bid requires Councils approval.

Relevant Policy, Bylaw or Legislation:

- Purchasing and Procurement Policy C012

Analysis:

The seven proposals were evaluated on the weighted criteria set out in the RFP, which included:

Evaluation Criteria	Scoring
Experience, Reputation and Resources (C-2)	30%
Technical (C-3 and C-4)	30%
Financial (C-5)	40%

Proposals were received from the following Consultants:

- Johnston Davidson Architects + Planning Inc.
- Thinkspace Architecture Planning Interior Design
- KMBR Architects Planners Inc.
- Chernoff Thompson Architects
- Finlayson Bonet Architecture
- O4 Architecture Ltd.
- Simcic + Uhrich Architects

The proposals were reviewed by two (2) Engineering staff and one (1) Fire Department representative in regard to experience/reputation/resources and technical information. The Procurement & Contract Administrator evaluated the financial portion of the submissions.

The proposal costs ranged from \$534,030 to \$720,795, excluding GST. Three of the seven proponents had limited experience with the design of fire halls.

After reviewing all the proposals and evaluating based on the criteria above, Johnston Davidson Architects + Planning Incorporated (JDA) was identified as the highest ranked proponent. Although JDA had one of the higher proposal costs, their experience, ability and technical approach was very strong. Their proposal demonstrated a great understanding of the project scope and key issues. JDA provided an aggressive design schedule and mentioned that they have capacity to start the project immediately. Their proposal presented significant experience with fire halls throughout British Columbia and a team that will incorporate sustainable features into the design and construction of the new fire hall. The City also has experience working with JDA as they completed the Fire Hall Feasibility Study in 2017.

Following the evaluation, JDA was contacted and clarified a few aspects of the project scope and schedule. Two of JDAs references were contacted with very positive feedback in regard to their experience. The references mentioned JDA completed a good design, were able to meet key milestone dates, and brought significant fire hall design experience to the team.

Based on the evaluation, staff recommend awarding all phases of the fire hall consulting services to Johnston Davidson Architects + Planning Inc. in the amount of \$703,722.00 (exclusive of GST). The scope would include consulting services for the preliminary design, detailed design, tender, contract administration and field review, and close-out for the new fire hall.

Following execution of the professional services contract, staff will meet with Johnston Davidson Architects + Planning Inc. and the preliminary design will begin. Staff expect the design concept to be

brought before Council by the end of July for consideration. This milestone is key in completing the detailed design and tender on schedule in order to start construction by summer 2020.

COUNCIL STRATEGIC PLAN ALIGNMENT

- Corporate Excellence Economic Prosperity Community Livability
 Transportation & Infrastructure Not Applicable

Engaging a consultant for the design is the first step to get a new fire hall constructed. The design and construction will meet or exceed today’s standards and will make the City better structured to meet the community’s needs.

FINANCIAL IMPLICATIONS

- None Budget Previously Approved
 Other Referral to Business Planning

The 2019 budget for the design and contract administration of the Fire Hall Replacement is \$741,200. The award amount of \$703,722 for Johnston Davidson Architects + Planning Inc. is within the budget amount for 2019.

PUBLIC PARTICIPATION

- Inform Consult Involve Collaborate Empower

Comment(s):

KATZIE FIRST NATION CONSIDERATIONS

- Referral Yes No

SIGN-OFFS

Written by: Reviewed by:
S. Ahluwalia, Manager of Engineering Projects S. Maki, Director of Engineering & Operations