



TOWN OF NEWMARKET

Corporate and Financial Services
Purchasing/Office Services
info@newmarket.ca

May 25, 2009

JOINT COMMUNITY SERVICES AND CORPORATE AND FINANCIAL SERVICES REPORT – PURCHASING 2009-26

TO: Committee of the Whole
SUBJECT: RFP 2009-10 Old Town Hall Heritage Architect
ORIGIN: Community Services

RECOMMENDATIONS

THAT Corporate and Financial Services Report – Purchasing 2009-26 dated May 25, 2009, regarding the award of RFP 2009-10 Old Town Hall Heritage Architect be received and the following recommendation(s) be adopted:

1. THAT RFP 2009-26 Old Town Hall Heritage Architect be awarded to Black and Moffat Architects Inc. of Toronto, Ontario at a total cost of \$ 351,800.00 based on an estimated construction budget of \$ 4,500,000.00 (excluding contingency and design costs).
2. AND THAT Black and Moffat proceed with an initial step in determining the feasibility of achieving LEEDS silver for the building renovation at no cost.
3. AND THAT if the Town does proceed with LEEDS silver, that Black and Moffat be awarded this LEED consulting service at a cost of \$ 60,000.00.
4. AND THAT the Manager of Purchasing notify all Proponents of this decision.

COMMENTS

An initial publicly advertised pre-qualification for a Heritage Architect for the Old Town Hall Renovation was performed by the Manager of Purchasing. Five (5) Proponents were determined by an internal staff evaluation team to be qualified to submit a proposal. The Corporate & Financial Services – Clerks department received a proposal from each of the five (5) pre-qualified proponents for consideration and review by both Purchasing and Community Services staff.

Proponents were evaluated based on the following evaluation criteria and weighting:

Newmarket's vision: A community well beyond the ordinary

395 MULOCK DR., P.O. BOX 328, STN MAIN NEWMARKET, ON L3Y 4X7
Direct Dial: 905-953-5335 General Information: 905-895-5193 Fax: 905-953-5137

www.newmarket.ca

	<u>Rating</u>
a) Quality of Proposal submission. Information requested is submitted in full and in the order requested.	5 points
b) The Proponent's understanding of the project.	10 points
c) The Proponent's proposed methodology.	25 points
d) The Proponent's proposed timeline for completion of the project	20 points
e) Project fees (including disbursements)	20 points
f) Confirmation of staff to be assigned to the project; their qualifications, experience and background with similar projects.	20 points
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TOTAL	100 points

Optional (at the discretion of the Evaluation Team)

A presentation by all Proponents' or those Proponent's achieving a minimum score of 75, based on the above criteria and weighting. 30 points

All five (5) Proponents did score a minimum of 75 and were asked to provide a presentation to the evaluation team based on this criteria and weighting that was provided to each Proponent to assist in preparation of the presentation:

Creativity and Innovation – Past Heritage Projects and CREATIVE VISION, CONCEPTS AND suggestions for our project.	15 points
Expand on your methodology and understanding of the project	5 points
LEEDS	5 points
Presentation	5 points
Total	30 points

Black and Moffat Architects Inc of Toronto achieved the highest group evaluation scoring of 113.95 out of 130.

BUSINESS PLAN AND STRATEGIC PLAN LINKAGES

Well-equipped & managed

- Fiscal responsibility and service excellence
- Efficient management of capital assets and municipal services to meet existing and future operational demands

CONSULTATION

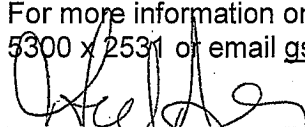
This recommendation is made in consultation with the Manager of Purchasing.

BUDGET IMPACT

This project has been included in the approved 2009 Capital Budget that is supported with a successful two-thirds Federal and Provincial funding approval commitment and as such there is no expected budget impact.

Contact

For more information on this report, contact: Gord Sears, Manager of Purchasing at 905-953-5300 x 2531 or email gsears@newmarket.ca



Gord Sears, CPRB
Manager of Purchasing



Ian McDougall
Director of Recreation and Culture



Jim G. Koutroubis, B.Eng., P.Eng.
Director of Engineering Services



Brian F. Jones, P.Eng.
Director of Public Works Services



Robert Prentice
Commissioner of Community Services

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