



## **COMMUNITY PARKS RECREATION AND CULTURE REPORT CPRC-2018-22**

To: Committee of the Whole Council

Date: December 18<sup>th</sup>, 2018

Subject: Health & Active Living Plaza Design and Contract Administration

Origin: Community Parks Recreation and Culture – Facilities Branch

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### **RECOMMENDATIONS**

1. **THAT** Council receive the Health & Active Living Plaza Update presentation and report CPRC-2018-22 dated December 18<sup>th</sup>, 2018 on the Health & Active Living Plaza Design and Contract Administration procurement process; and
2. **THAT** Council approve the award of contract for the Design phase of the project to MacLennan Jaunkalns Miller Architects Ltd. (MJMA) in the amount of \$1,463,950.00 excluding taxes based on the results of the Request for Proposal (RFP) P-18-03 and budget presented in this report.

### **PURPOSE**

To provide Council information related to the design and contract administration project for the new Health & Active Living Plaza. To seek Council approval for the award of the design phase of the project and budget presented in this report.

### **BACKGROUND**

Council approved in the 2018 Capital budget project #18-024 for the design of the Health & Active Living Plaza located on a 15.85 acre site at Leslie Street and Jim Mortson Drive in Queensville at an estimated amount of \$1.4 million excluding taxes.

### **ANALYSIS**

Staff released a Request for Proposal (RFP) P-18-03 for the design and contract administration of the new Health & Active Living Plaza.

The project is expected to progress in two phases with the following activities with each respective phase:

### **Phase 1 Design**

- Information gathering and review
- Space needs review and analysis
- Stakeholder consultation
- Concept development
- Detailed design development
- Construction documents – Drawings and Specifications
- Procurement assistance

### **Phase 2 Contract Administration**

- Permits and approvals
- Construction general review
- Construction contract administration

**Phase 2 Contract Administration would be initiated with a Council approval to tender for construction and Council approval for construction.**

The procurement process for P-18-03 provides pricing for phase 2 Contract Administration which could be initiated with further reporting and Council approval at time of award of a construction contract.

**Further reporting on a comprehensive financial strategy will be presented to Council for approval**

As the project progresses through the design phase CPRC, Library Services and Finance staff will present to Council schedule updates and a comprehensive financial strategy for the construction and operations of the facility linked to population data to support financial sustainability. The capital costs for the design and contract administration and construction of the facility are development charge eligible funding sources. Operations of the facility are funded through the tax base and annual operating budget.

## **Facility will Centralize High Priority Services for the Town**

The Town of East Gwillimbury Health & Active Living Plaza will support many convenient and complimentary high priority services identified in the Health & Active Living Master Plan 2018 and the Dysart and Jones Associates Library Master Plan 2014. Town services will include recreation amenities including an aquatic centre, gymnasium, track and programming space, recreation administration space and a library. Partnerships with many agencies will also serve residents at the Health & Active Living Plaza through active living, health services, learning arts culture and diversity, public and social services.

## **Design Contract includes optional pricing for project partners**

The Design contract includes optional pricing for the inclusion of specific design services that may be required by project partners at the cost of the project partner (example: YMCA contracted childcare services). Any additional design requirements for project partners will be subject to a separate capital and operating agreement presented to and approved by Council.

## **Competitive Procurement Process**

Request for Proposal P-18-03 was released on Friday August 24<sup>th</sup>, 2018. A total of 34 firms responded and downloaded RFP documents. 15 firms attended a site meeting at the Civic Centre and future Health & Active Living Plaza site. P-18-03 was open for a period of 41 days, exceeding the public procurement industry standards and requirements. The RFP closed on Thursday, October 4<sup>th</sup>, 2018 with 8 firms submitting proposals.

Firms were weighed based on the following evaluation criteria: 1) Price, 2) Experience of the lead architect and design team (engineering and sub-consultants), 3) Experience of the Firm with past projects that are similar in size and scope of work and 4) Understanding of the project and methodology. Additionally Town staff performed due diligence and checked references provided.

RFP documents were reviewed including proponent presentations by an evaluation committee consisting of the General Manager of CPRC, Manager of Municipal Facilities, Manager of Recreation, Library CEO and Staff, Manager of Parks Development and Operations and the Manager of Procurement. The procurement and evaluation process was also monitored by Legal Services.

Table A provides the RFP results based on the combined cost and technical evaluation including the total weighting for each firm:

**Table A**

<b>Firm</b>	<b>Total</b>
MacLennan Jaunkalns Miller Architects Ltd. (MJMA)	89.82
Salter Pilon Architecture Inc.	82
RDH Architects Inc.	78.50
Architects Tillman Ruth Robinson Inc. (with Teeple Architects)	72.59
Diamond and Schmitt Architects Incorporated	71.74
WGD Architects Inc.	65.40
*Lemay + BSN Architects	N/A
*Strasman Architects Inc. & Carscadden	N/A

\*Denotes: Proposal did not meet the minimum technical score (Pricing Envelope Not Opened)

**Recommended firm has a history of designing multipurpose recreation centres**

Since 1988, MacLennan Jaunkalns Miller Architects Ltd. (MJMA) has successfully designed over 50 multi-use recreation facilities throughout Canada, many of which combine aquatic centres and public libraries. They have a consistent 30 year legacy of design excellence and responsible contract administration in aquatic, sport and recreation projects, designing hybrid public spaces that form the civic anchors and social focus of communities. More information can be found at <http://www.mjma.ca>.

Over the thirty year history of the firm MJMA has received over 130 industry design awards. MJMA’s multi-use recreation architecture is known for designing uplifting, elegant civic buildings that are recognized for their strong contribution to the social realm of their communities. These civic projects share an architectural clarity, abundant use of natural light, simplicity and directness, rich materiality and warmth, and innovation in sustainability and inclusivity.

MJMA is focused on projects that advance personal and civic wellness and include a diverse array of programming and scales. These projects include high-performance sport, recreation, wellness programs, aquatics, arenas, field house/gymnasia,

cultural/community spaces, libraries and places of learning and information exchange, sports fields, trails, gardens and plazas. The common thread is a design focus that supports maximum programmatic and social interaction, emphasizing connections between a wide demographic of users groups, and directly linking interior spaces with landscaped areas and parks.

MJMA’s extensive portfolio includes comparable projects in Table B to the Health & Active Living Plaza:

**Table B**

<b>Project Name</b>	<b>Completed/ Anticipated</b>
McBain Community Centre & Library, <b>YMCA of Niagara</b>	2002
Pan-Am Games Athletes Village and Cooper Koo Cherry Street YMCA, <b>City of Toronto</b>	2015
Atlas Tube Centre & Library, <b>Town of Lakeshore</b>	2016
Audley Recreation Centre & Library Expansion, <b>Town of Ajax</b>	2016
Wellesley Community Centre, Library & Pool, <b>City of Toronto</b>	2016
Bostwick Community Centre, YMCA & Library, <b>City of London</b>	2018
Regent Park Aquatics Centre, <b>City of Toronto</b>	2018
Sherwood Community Centre & Library, <b>Town of Milton</b>	2019

**Project Schedule**

Table C provides a projected schedule for this project subject to Council approvals:

**Table C**

<b>Function</b>	<b>Timeline</b>
<b>Award of RFP</b>	<b>January 2019</b>
<b>Design Development</b>	<b>January 2019 to March 2020</b>
<b>Construction Procurement (Pending Council Approval of Design and Construction Budget)</b>	<b>+/- 2020/2021</b>
<b>Construction</b>	<b>+/- 2022</b>

### **Project Management Team will lead the design development**

A specialized project management team consisting of CPRC, Library and Financial Services staff will work with the Architect and consulting team to lead and facilitate the design development process.

### **Extensive Community Outreach and Stakeholder Consultation and Engagement will be included with the design development**

As an integral part of the design phase and design development the Architect, CPRC and library staff will conduct several community outreach meetings and stakeholder consultation and engagement meetings. Included with these meetings will be public open houses within each of the East Gwillimbury communities to seek public input into the project. CPRC staff will work with Corporate Communications to ensure the public is informed and engaged.

The lead architect and consulting team from MJMA can provide an initial introduction presentation to Council. Additionally a consultation workshop with Council will be provided during design development process.

### **NEED FOR PUBLIC CONSULTATION**

This report is presented to Council in public session.

### **FINANCIAL IMPLICATIONS**

Council approved an estimate of \$1,400,000.00 excluding taxes in the 2018 Capital Budget for Architectural Design Services. Staff recommends Council approve the award of RFP P-18-03 for the first of two possible phases of this project in the amount of \$1,463,950.00 excluding taxes.

Part two of the project, Contract Administration, can be initiated upon successful completion of the detailed design and subject to future reporting and council approval. The pricing for the contract administration phase of the project is \$721,050.00 excluding taxes. Table D provides a complete cost tracking for both phases of this project including funding sources.

The total construction project value is estimated at +/- \$30 Million for the recreation facility and +/- \$6-8 Million for the Library.

**Fiscal Responsibility: Population base of 40,000 residents is critical for sustainable operations**

Industry best practice and service delivery standards in Ontario recommend the operation of large scale aquatics facilities when a population base of 40,000 is achieved in order for the centre to be financially sustainable. Further reporting on a detailed financial strategy will be provided as the project progresses into the design development process including the potential timing for operations based on population.

**Tender Ready Drawings can benefit the Town with potential Grants**

Having complete tender ready drawings can benefit the Town with potential infrastructure grant announcements and future grant intake programs.

**Table D**

**Revised Budget and Funding Sources (All amounts listed are excluding taxes)**

<b>Phase 1: Design</b>	
Architect and Consulting Team	<b>\$1,463,950.00</b>
<b>Subtotal Design</b>	<b>\$1,463,950.00</b>
<b>Phase 2: Contract Administration (Subject to Future Reporting and Council Approval)</b>	
Architect and Consulting Team	<b>\$721,050.00</b>
<b>Funding Sources (Balance Effective December 2018)</b>	
Development Charges Indoor Recreation	<b>\$21,329,318</b>
Development Charges Library Services	<b>\$4,558,375</b>

## **ALIGNMENT TO STRATEGIC PLAN**

The recommendations of this report align with the following Strategic Pillar(s):

- #1 Providing quality, affordable programs and services for a safe, accessible and livable community; by delivering leisure, sports, cultural and arts initiatives for all residents.
- #2 Building a complete community that provides healthy places to live, work, play and learn; by exploring innovation and partnerships for community building initiatives including environmentally friendly practices; and to protect, preserve and respect the Town's cultural and natural heritage features.
- #3 A high performance municipal organization committed to service and excellence; by delivering a fiscally responsible organization in a high growth community.

## **CONCLUSION**

Staff recommend Council approve the award of the design for the new Health and Active Living Plaza in an amount not to exceed \$1,463,950.00 excluding taxes to MacLennan Jaunkalns Miller Architects Ltd. and budget presented within this report.

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