



PO Box 1749
Halifax, Nova Scotia
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Item No. 10.1.3
Halifax Regional Council
February 23, 2010

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:

A handwritten signature in dark ink, appearing to read "Dan English".

Dan English, Chief Administrative Officer

A handwritten signature in dark ink, appearing to read "Wayne Anstey".

Wayne Anstey, Deputy Chief Administrative Officer - Operations

DATE: February 9, 2010

SUBJECT: Increase to Contract - Metro Transit Terminal Design

ORIGIN

This report originates from a need to increase the contract beyond the approval authority of the CAO.

RECOMMENDATION

It is recommended that Halifax Regional Council authorize an increase to Purchase Order PO 2070451797, the contract with Sperry & Partners Ltd., for the Metro Transit Terminal Design, from an original award by the CAO of \$374,413.00 (Net HST Included) to \$775,921.20 (Net HST Included) with funding from Capital Account No. CB200428 - Transit Terminal Upgrade & Expansion as outlined in the Budget Implications section of this report.

BACKGROUND

Metro Transit Standard Terminal Design RFP 09-179 for the design of the new transit terminal on the Dartmouth Common was awarded by the CAO on August 27, 2009 to Sperry & Partners Ltd., the highest scoring proponent, for an amount of \$374,413.00 (Net HST Included). This fee was based on a projected construction budget of \$4,468,000.

Public consultation for the new terminal took place on October 5, 2009, at the Public Open House for the Dartmouth Commons Master Plan Presentation.

The key recommendations taken from the Public Open House were as follows:

- 1) The new terminal should have strong and safe well lit pedestrian connections to both Nantucket Ave. and Thistle St.
- 2) The terminal should appear to be part of the park, with the bus bays built below or into the existing grade, if possible.
- 3) The terminal should be perpendicular, not parallel, to Nantucket Ave.
- 4) The terminal should be an architecturally significant building.

DISCUSSION

To incorporate the above noted points in the project meant a significant increase to the scope of work outlined in the original RFP 09-197. The areas of increase in scope include the following:

- 1) Architectural Design - Building Sitting - The recommended solution is to orient the building perpendicular to Nantucket Avenue, rather than parallel as originally stipulated. This has necessitated a much more intensive site development solution.

- a portion of the bus bays to be buried 18' below existing grades on the High School side of the site;
- requirement for stairwells and an elevator;
- significant increase in the roofing design and roof landscape.

As the scope in project site development increases, there is significant design and coordinating efforts required for a project with the above-mentioned public elements

- 2) Structural Engineering - Additional retaining wall design will be required to address the recommendation to lower the park to meet existing grades of the Dartmouth Sportsplex (DSP) parking lot, and the overpass requires a significant structural increase in scope.

3) Landscaping – The landscape intent is to blend and design the building landscape to create a public park on the common with adequate access, appropriate ground cover, and visibility. There have been significant increases to the size and complexity of the landscaping effort now necessary to address the new scope.

4) Electrical - There is an increase in electrical scope as the building increases in size and the park lighting integration on the public park element.

5) Mechanical - The mechanical engineering scope is increased also as the building increases in size and is also modified as the roof becomes an occupied space with design requirements and scope are revisited as standard roof top units will no longer be viable on the main roof.

The new total fee of \$775,921.20 (Net HST Included) is based on a projected construction budget of more than \$9,500,000. This represents an increase of \$401,508.20 over the original fee approved by the CAO. Metro Transit staff are working on a realignment of their budget for 2010/2011 to accommodate the capital cost of this project.

BUDGET IMPLICATIONS

Additional Funding in the amount of \$401,508.28 (Net HST Included) is available in Capital Account No. CB200428 - Transit Terminal Upgrade & Expansion. The budget availability has been confirmed by Financial Services.

Budget Summary: Capital Account CB200428 - Transit Terminal Upgrade & Expansion

Cumulative Unspent Budget	\$ 3,974,269.48
Less: Fee Increase to PO 2070451797	<u>\$ 401,508.20</u>
Balance	\$ 3,572,761.28

The balance of funds will be used for construction of the new Bridge Transit Terminal.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

Council may decide not to approve this increase and request staff to issue a new RPF with the increased scope of work. This is not recommended by staff as it would create a significant delay in the project. This project is a key component of the Council Focus Areas; a delay would negatively impact Metro Transit's ability to deliver the proposed service increases.

ATTACHMENTS

Attachment A - Interim Award (CAO) RFP No. 09-179, Metro Transit Standard Terminal Design

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Darren Young, Project Manager, Facility Development IAM 490-4903

Report Approved by:



Terry Gallagher, Manager, Facility Development, IAM, 476-4076

Financial Approval by:



Anne Feist, Operations Manager, Procurement, 490-4200

Report Approval by:



Phillip Townsend, Director, Infrastructure & Asset Management



PO Box 1749
Halifax, Nova Scotia
B3J 3A5, Canada

Attachment A

CAO Interim Award Report

TO: Dan English, Chief Administrative Officer

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SUBMITTED BY: _____
for Phillip Townsend, Director, Infrastructure and Asset Management

DATE: August 18, 2009

SUBJECT: Award - RFP No. 09-179, Metro Transit Standard Terminal Design

ORIGIN

Approved 2006/2007 Capital Budget Account No. CB200428, Transit Terminals Upgrade & Expansion with an additional \$1 Million identified in the 2009/2010 Budget.

RECOMMENDATION

Under the authority of the Interim Award Policy approved by Council on June 17, 2008, it is recommended that the Chief Administrative Officer award RFP No. 09-179 to the highest scoring proponent, Sperry & Partners Ltd. for a Total Price of \$374,413.00 (net HST included) with funding from CB200428 - Transit Terminal Upgrade & Expansion, as outlined in the Budget Implications section of this report.

APPROVED:

A handwritten signature in cursive script, appearing to read "Wayne Anstey".

Wayne Anstey, Deputy CAO
August 27, 2009

Date: _____

A handwritten signature in cursive script, appearing to read "Dan English".

Dan English, CAO
August 27, 2009

Date: _____

Metro Transit Standard Terminal Design

BACKGROUND

Council's Focus Areas include improvements to the Municipality's transportation network facilitating an easier flow of people and goods throughout HRM. Transit enhancements, active transportation, traffic management and transportation planning will be some of the transportation priorities in the coming years.

In an effort to continue to bring improved service to the citizens of the Halifax Regional Municipality (HRM), Metro Transit has developed a Five Year Plan which includes a number of new terminals located throughout the region. Metro Transit would like these terminals to have a common look and feel. The first of which to be built will be the Dartmouth Bridge Terminal.

The Bridge Terminal is the busiest passenger facility in the entire Metro Transit system, averaging over 17,000 passenger on/off's per weekday. It plays a broad regional role, hosting routes that provide service to most of the urban communities in HRM. Service to the current terminal on the Dartmouth Common has outgrown its capacity and the replacement of this facility has been identified as a priority by Metro Transit staff.

The current terminal cannot efficiently accommodate existing bus traffic, and cannot accommodate any future growth in bus traffic. As a result, Metro Transit cannot add any additional service to the terminal, either by adding new routes, or by making significant service frequency increases to existing routes. Additionally, the current terminal is deficient in safety, and operator/customer amenities. Due to the terminal configuration and physical characteristics, we are unable to load passengers using mobility devices onto our wheelchair accessible buses. This is a significant constraint, given that this is our busiest transfer point and is serviced by five accessible routes (with that number projected to grow significantly in the coming years).

In January 2008, ENTRA Consultants completed a capacity study on the Bridge Terminal which examined options for replacing/expanding the current terminal. The study concluded that the terminal is inadequate for Metro Transit's current and future needs, and that a new terminal with 16 bays would meet the needs of Metro Transit for the foreseeable future.

In June 2008, Regional Council approved in principal the location for an expanded Bridge Terminal on Dartmouth Common lands and requested that the Province of Nova Scotia amend the Municipal Government Act accordingly to allow for this. This amendment was incorporated in the Halifax Regional Municipality Charter, which replaced the Municipal Government Act for HRM effective January 13, 2009. As such, HRM is now permitted to build an expanded Bridge Terminal on the Dartmouth Common subject to the conditions in the Charter.

The Dartmouth Common is a historic and valuable area. As such, it is imperative that the design for the new Bridge Terminal respect and reflect this importance, and be well integrated with surrounding land uses. HRM is concurrently undertaking a Master Planning process for the entire Dartmouth

Common. The successful proponent for the Metro Transit Standard Terminal Design project will work with the project team for the Dartmouth Commons Master Plan in order to integrate the two projects where possible. The first public open house for the Dartmouth Commons Master Plan was held on April 4, 2009.

DISCUSSION

The purpose of this recommendation is to engage a Consultant Team to design, produce construction documents and site services for the new Dartmouth Terminal and prototype designs for 6, 8, 10 bay facilities.

The Request for Proposals (RFP) was publicly advertised on July 15th and 18th, 2009 and closed on August 6th, 2009. Proposals were received from the following proponents:

Company
DSRA
Sperry
Connor

The RFP was scored in two phases; the first phase was a review of each proponent's technical submission. The second phase consisted of the opening of the Cost Proposals with the lowest proposal receiving the full 20 points and each of the other proponents receiving a prorated value based on the lowest bid.

After completion of both phases the companies had the following scores;

Company	Score out of 100
DRSA	65
Sperry	91
Connor	66

Sperry is the highest ranking and recommended proponent from the evaluation process.

The anticipated schedule for this project is as follows:

August 31, 2009	RFP awarded
September 2, 2009	Pre-Design Meeting with Stakeholders
October 2, 2009	Draft Schematic Design for Dartmouth Terminal
October 5, 2009	Public Consultation (Dartmouth Commons Master Plan)
Dec 18, 2009	Design Drawings Complete
Jan 6, 2010	Issue Tender for Construction
Jan 27, 2010	Tender Closing Date
Feb 16, 2010	Award Tender
March 1, 2010	Construction Begins

BUDGET IMPLICATIONS

Based on the highest scoring proponent, a total price of \$374,413.00 (net HST included), funding is available from Capital Account No. CB200428 - Transit Terminal Upgrade & Expansion. The budget availability has been confirmed by Financial Services.

Budget Summary:	Capital Account No. CB200428 - Transit Terminal Upgrade & Expansion
	Cumulative Unspent Budget \$ 4,378,218.11
	Less: RFP No. 09-179 <u>\$ 374,413.00</u>
	Balance \$ 4,003,805.11

*This project was estimated in the Approved 2006/07 Capital Budget at \$3.0 M

The balance of funds will be used for the construction of the Dartmouth Bridge Terminal and the Design and Construction of the Lacewood Terminal in 2010/2011.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

The CAO may choose not to approve this RFP award. This is not recommended by staff as it will negatively impact Metro Transit's ability to deliver the proposed service increases.

ATTACHMENTS

Appendix "A" - Scoring Matrix

A copy of this report and information on its status, can be obtained by contacting the Procurement Office at 490-4170, or Fax 490-6425.

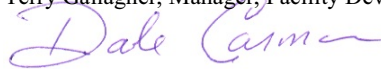
Report Prepared by: Darren Young, P.Eng. Project Manager, Facility Development IAM (490-4903)

Business Unit Review:



Terry Gallagher, Manager, Facility Development IAM (476-4067)

Procurement Review:



for Anne Feist, Operations Manager, Procurement (490-4200)

APPENDIX “A”
Halifax Regional Municipality
Request for Proposals RFP#: 09-179
Metro Transit Standard Terminal Design

ITEM		MAX SCORE	SUBMISSION		
			DSRA	SPERRY	CONNOR
1	Capability a) Project Team Experience b) Project Manager Experience c) Company Experience The length and quality of experience on other similar work will be reviewed. Sample projects with references are to be listed.	20	14	19	12
2	Work Plan a) Past performance in being able to keep projects within their fee estimates and the same personnel as originally indicated b) Schedule - acceptable schedule including all required tasks. Past performances in being able to keep projects on schedule. C) Level of Effort - total proposed person hours and distribution among team members.	20	12	19	7
3	Methodology a) Understanding project objectives & associated issues. b) Work Plan - thoroughness of approach to the project c) Overall quality of proposal	40	26	38	27
4	Cost	20	13 \$420,756.00 (net HST inc.)	15 \$374,413.00 (net HST inc.)	20 \$265,601.00 (net HST inc.)
Total Score (100)			65	91*	66

* recommended proponent