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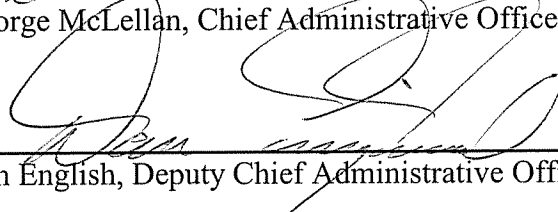
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Halifax Regional Council  
February 11, 2003

**TO:** Mayor Kelly and Members of Halifax Regional Council

**SUBMITTED BY:**

  
George McLellan, Chief Administrative Officer

  
Dan English, Deputy Chief Administrative Officer

**DATE:** January 30, 2003

**SUBJECT:** Award RFP 02-157 Architectural Design Services - North Preston  
Community Centre

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**ORIGIN**

Approved 2002/03 Capital Budget Account CB100095 for North Preston Community Centre.

**RECOMMENDATION**

It is recommended that RFP 02-157 - Architectural Design Services - North Preston Community Centre be awarded to the highest ranking evaluated proposal, Sperry and Partners for a cost of \$171,400.00 from Capital Account CB100095 North Preston Recreation Centre, with funding authorized as per the Budget Implications section of this report

## BACKGROUND

The 2002/03 approved Capital Budget identified a total of \$2,000,000 for the construction of a new community centre for the North Preston community at 44 Simmons Street, North Preston. That approval of funds assumed a two-third contribution from the Canada Nova Scotia Infrastructure Program and a one-third contribution from HRM's Capital Budget. Regional Council approved a subsequent report on May 28, 2002, that updated the cost of the new facility to \$2,972,000. That report approval included an increase in the HRM infrastructure application and established the North Preston Community Centre as the number three priority on the 2002/03 Infrastructure Program Requests. The additional funds required for HRM's increased contribution, \$333,000, will be identified in the 2003/04 capital budget for Regional Council's approval.

## DISCUSSION

Construction of a new community centre for North Preston has long been a high priority for Regional Council and it was determined to be the number one building priority for HRM's submissions to the Canada Nova Scotia Infrastructure program. The previous community centre which was located on the site proposed for the new centre was previously condemned due to failing building systems and finally demolished in 2002 for public safety. On Nov. 13, 2002, it was announced that the North Preston Community Centre was approved for two-thirds cost sharing under the Canada Nova Scotia Infrastructure Program.

Terms of reference setting the scope of work were prepared and a request for proposal was advertised in the local newspaper and closed on January 16, 2003, for architectural services to assist in the project. The scope of work includes complete architectural and engineering design services, preparation of preliminary and final construction documents, provision of estimates and construction supervision.

Proposals were received from the following consultants:

AMEC  
Architech-Hebert  
Harvey & MacKenzie  
John Doucet  
Lydon Lynch  
Sperry & Partners

An evaluation team consisting of staff of Real Property and Asset Management, Recreation Heritage and Culture and Procurement evaluated the proposal on the following basis:

- Expertise of firm
- Proposed Methodology
- Submission Quality
- Fee Proposal

The final scoring for each firm is as follows:

Company	Scoring (max. 100)
Sperry & Partners	89.4
AMEC	85.0
Harvey & MacKenzie	81.9
John Doucet	79.3
Architech-Hebert	75.6
Lydon Lynch	74.8

Sperry and Partners' proposal was unanimously scored number one by all evaluators. Of particular note in the recommendation of the highest scoring proponent Sperry and Partners is their recent similar experience in the design of the East Preston Recreation Centre and considerable experience in the design of recreation facilities including Dartmouth Sportsplex and Cole Harbour Place. (Attachment "A" provides the detailed breakdown of the total scoring and fees). This is a fixed price award.

### **BUDGET IMPLICATIONS**

#### **Budget Summary      Project CB100095 - North Preston Recreation Centre**

Cumulative Unspent Budget	\$2,074,467.07
Less: <b>Tender 02-157</b>	<u>171,400.00</u>
Uncommitted Budget	\$1,903,067.07

The availability of funds has been confirmed by Financial Services.

### **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 can choose to not approve the award of this contract. Construction of the new community centre will not be able to proceed without architectural consulting services. This is **not** the recommended alternative.

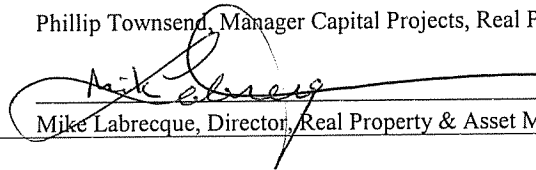
ATTACHMENTS

Proposal Evaluation RFP #02-157

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Phillip Townsend, Manager Capital Projects, Real Property & Asset Management, 490-7166

Report Approved by:



Mike Labrecque, Director, Real Property & Asset Management 490-4851

APPENDIX A  
PROPOSAL EVALUATION

**HALIFAX REGIONAL MUNICIPALITY**  
**ARCHITECTURAL DESIGN SERVICES - NORTH PRESTON COMMUNITY CENTRE**  
**PROPOSAL EVALUATION RFP # 02-157**

PROPOSAL: ARCHITECTURAL DESIGN SERVICES - NORTH PRESTON COMMUNITY CENTRE

EVALUATED BY: REAL PROPERTY AND ASSET MANAGEMENT AND RECREATION SERVICES

CRITERIA	MAX. SCORE	SUBMISSION					
		Sperry & Partners	AMEC	Harvey & MacKenzie	John Doucet	Architech-Hebert	Lydon Lynch
<b>1. EXPERTISE OF FIRM, PROJECT TEAM AND ORGANIZATION AND PERSONNEL</b> * TEAM COMPOSITION * RELEVANT EXPERIENCE * ORGANIZATION & PERSONNEL * REFERENCE CHECKS	40	36.6	31.8	32.3	29.2	27.8	30.1
<b>2. PROPOSED METHODOLOGY</b> * APPROACH TO SCOPE OF SERV * MANAGEMENT OF PROJECT * WORK PLAN	25	23.0	21.3	21.4	17.0	17.3	18.3
<b>3. SUBMISSION QUALITY</b>	5	5.0	4.6	4.4	3.1	3.4	4.4
<b>4. FEE PROPOSAL</b> Prices shown do not include taxes. This is a full tax rebate project.	30	24.8 \$171,400	27.3 \$159,000	23.8 \$176,000	30.0 \$146,000	27.1 \$160,300	22.0 \$185,000
<b>TOTAL</b>		<b>89.4</b>	<b>85.0</b>	<b>81.9</b>	<b>79.3</b>	<b>75.6</b>	<b>74.8</b>
<b>RANKING</b>		1	2	3	4	5	6