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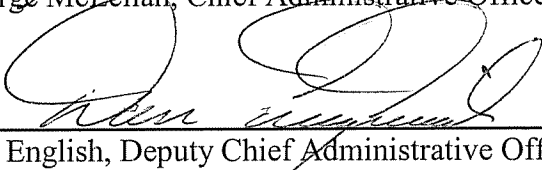
Halifax Regional Council
February 23, 2004

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:



George McLellan, Chief Administrative Officer



Dan English, Deputy Chief Administrative Officer

DATE: February 20, 2004

SUBJECT: **Award RFP #04-007, Halifax Public Gardens Restoration Masterplan Phase I**

ORIGIN

In January the Halifax Regional Municipality publicly advertised for proposals to develop a Phase I Masterplan for the restoration of the Halifax Public Gardens.

RECOMMENDATION

It is recommended that RFP #04-007, Halifax Gardens Restoration Masterplan Phase I be awarded to the highest ranking evaluated proposal, Vollick McKee Petersman and Associates Ltd. for a project cost of \$91,760 plus applicable HST from account # 2160 HRM Infrastructure Renewal Fund with funding authorized as per the Budget Implications section of this report.

BACKGROUND

The Halifax Public Gardens was significantly damaged as a result of Hurricane Juan on September 28th 2003. On October 21st Council passed a motion recommending the establishment of the Public Gardens Foundation to raise funds for the restoration of the Public Gardens and to oversee the monies raised as part of the Maritime Broadcasting Radio-thon. On December 16, 2003 Regional Council approved recommendations from the Halifax Public Gardens Restoration Foundation working group regarding how the fundraising should be expended to restore the Public Gardens and approved the issuance of two Request for Proposals; one for short term projects, and one for longer term issues regarding maintenance and sustainability that will eventually form a Master Plan for the Public Gardens. RFP #04-007 represents the first of those two RFP's.

DISCUSSION

A request for proposal was advertised in the local newspaper and closed on January 26, 2004 for proposals to carry out design work associated with Phase I of the Public Gardens Restoration. The scope of the work includes restoration of Griffins Pond and the Freshwater Brook system, restoration of the Main Gate Area, conservation of Built Garden Features, Conceptual Design for Horticultural Hall and public washrooms, irrigation and drainage design, electrical upgrades, accessibility improvements, bandstand and general upgrades.

Proposals were received from the following consultants:

CBCL Ltd
Commonwealth Historic Resources Management Ltd.
Ekistics Planning and Design
O'Halloran Campbell Consultants Ltd
Schollwen and Company Inc.
Vollick McKee Petersman and Associates Ltd.

An evaluation team consisting of Public Gardens Foundation members, staff of Real Property and Asset Management, CAO's Office, Capital District and Procurement evaluated all submissions and followed up with interviews of the four short listed proponents top four candidates based on :

- Project Team, Organization and Personnel
- Approach
- Submission Quality
- Costs

The final scoring for each firm is as follows:

Company	Scoring (max. 100)
Vollick McKee Petersman Ltd	90
Ekistics Planning and Design Ltd	86
O'Halloran Campbell Consultants Ltd	76
CBCL Ltd	71

Appendix "A" provides the detailed breakdown of the total scoring and fees. The proponents were advised that there was an upset limit of \$120,000 for consulting services associated with this project.

BUDGET IMPLICATIONS

Project #04 -007 is to be funded from monies collected as part of the Maritime Broadcasting Radio-thon and administered by the Public Gardens Foundation. The Foundation is recommending this expenditure as part of the overall restoration of the Public Gardens.

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

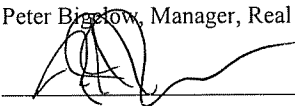
Council could choose not to award this project at this time. This is not the recommended course of action.

ATTACHMENTS

Appendix "A" - Summary of Evaluation Criteria

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: Peter Bigelow, Manager, Real Property Planning (490-6047)

Report Approved by: 
Peter Ross, Manager, Procurement, Financial Services (490-6499)

HALIFAX REGIONAL MUNICIPALITY Halifax Public Gardens Restoration Master Plan PROPOSAL EVALUATION RFP # 04-007					
PROPOSAL: Halifax Public Gardens Restoration Master Plan			EVALUATED BY: Public Gardens Foundation, Real Property Management Services AND PROCUREMENT		
CRITERIA	MAX. SCORE	SUBMISSION			
		CBCL	Ekistics	O'Halloran	Vollick
PROPOSANTS TEAM: * team composition * experience -similar scope -complexity * experience of proponent and team	45	28	39	32	40
ORGANIZATION AND PERSONNEL * completeness and experience * org structure and team org * back up personnel *references					
APPROACH: * scope of services * project management * work plan	35	26	28	26	31
SUBMISSION QUALITY:	5	4	5	4	4
FEE PROPOSAL:: * proposal submission form * upset fee and additional work fee * terms and conditions	15	13	14	14	15
		\$104,000	\$95,265	\$100,611	\$91,760
TOTAL		71	86	76	90
RANKING		4	2	3	1