


**Item No. 11.1.2**  
**Halifax Regional Council**  
**August 6, 2013**

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

Original signed by 

**SUBMITTED BY:**

Richard Butts, Chief Administrative Officer

Original Signed by 

Mike Labrecque, Deputy Chief Administrative Officer

**DATE:** July 11, 2013

**SUBJECT:** Award – RFP No. 13-165, Design-Build Washroom Facilities and Site Work  
at Chocolate Lake and Albro Lake Beaches

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**ORIGIN**

Approved 2013/14 Project Budget, Supplementary Reports, page A1 and A27 (Buildings)

**LEGISLATIVE AUTHORITY**

HRM Charter: Section 79, Halifax Regional Council may expend money for municipal purposes. Administrative Order #35, the Procurement Policy, requires Council to approve the award of contracts for sole sources exceeding \$50,000 or \$500,000 for tenders and RFP's.

The following report conforms to the above Policy and Charter.

**RECOMMENDATION**

It is recommended that Halifax Regional Council award RFP No. 13-165, Design-Build Washroom Facilities and Site Work at Chocolate Lake and Albro Lake Beaches, to the highest scoring proponent, Dora Construction Limited, at a cost of \$1,571,590.02 (net HST included) with funding from Project Nos. CB000010 – Regional Park Washrooms and CBX01154 – Accessibility-HRM Facilities, as outlined in the Financial Implications section of this report.

## **BACKGROUND**

The Regional Park Washrooms is a program to make improvements to the park infrastructure and washrooms in HRM parks. Recently washrooms have been constructed on the Halifax Common, Shubie Park, Sandy Lake and DeWolfe Park.

The current focus is to construct washrooms adjacent to HRM supervised beaches that user surveys indicate a high volume of use. Chocolate Lake with over 14,800 (2012) visits and Albro Lake with over 9,300 (2012) visits are amongst the most popular. There is an existing washroom building at Albro Lake that is in a low state of good repair. Chocolate has only portable washroom facilities.

The scope of work for this construction includes a washroom/changing building, exterior lighting, accessibility improvements, security improvements, landscaping, and improved emergency access to the beach areas. The washroom buildings are intended to be seasonal buildings and operate from May to October depending upon the weather. The building will be highly accessible, constructed inside and outside with robust materials that have low maintenance.

Due to the terrain of the site, the Chocolate Lake beach is not accessible. This award will provide for a direct accessible access from the parking lot to the beach and the tennis courts.

HRM owns the land at Albro Lake, and are in negotiations with the Province for a long term lease for Chocolate Lake Park.

## **DISCUSSION**

The Request for Proposal was issued and posted to the Province of Nova Scotia's Procurement on June 25, 2013 website and closed on July 12th, 2013. Proposals were received from the following firms:

- Seagate Construction Inc.
- J.W. Lindsay Enterprises Limited
- Dora Construction Limited

A team consisting of staff from Facility Development and Regional Recreation & Culture, facilitated by Procurement, evaluated the proposals based on the criteria listed in Appendix A - Evaluation Scorecard. The RFP was scored using a two envelope system. Envelope one (1) was the technical component of the RFP (Capability, Work Plan, Methodology). Envelope two (2) was the financial component of the RFP. Only those proponents that received seventy-five (75%) or greater (56.25 points out of 75 points) from envelope one had their second envelope opened and evaluated.

After the completion of the envelope one process, all three (3) firms met the minimum technical score to advance. The final scoring is attached as Appendix A - Proposal Evaluation Scorecard.

The final scoring of the three proponents that met the technical score is as follows:

Proponent	Score ( Max 100)
Dora Construction	87.00*
J.W. Lindsay Enterprises Limited	86.75
Seagate Construction Inc.	76.76

**\*Recommended Proponent**

***Scope of Work and Schedule:***

The scope of work for this project consists of design drawings, construction drawings and the construction of washroom/changing room facilities along with site, accessibility and parking improvements at two locations, Chocolate Lake and Albro Lake beaches. Site improvements include: accessible ramps, exterior lighting, signage, tree vaults, asphalt paving and lining.

It is anticipated that work will commence in late August 2013, and be completed in December 2013.

**FINANCIAL IMPLICATIONS**

Based on the highest scoring proposal of \$1,507,000.00, plus net HST of \$64,590.02, for a net total of \$1,571,590.02, funding is available in the Approved 2013/14 Project Budget from Project Nos.

- CB000010 – Regional Park Washrooms in the amount of \$1,483,310.45, plus net HST of \$63,574.69 for a total of \$1,546,885.14, and
- CBX01154 – Accessibility-HRM Facilities in the amount of \$23,689.55, plus net HST of \$1,015.33 for a total of \$24,704.88.

The budget availability has been confirmed by Finance.

**Budget Summary: Project No. CB000010 – Regional Park Washrooms**

Cumulative Unspent Budget	\$ 1,550,000.00
<b>Less: RFP No. 13-165</b>	<b><u>\$ 1,546,885.14</u> *</b>
Balance	\$ 3,114.86

**Budget Summary: Project No. CBX01154 – Accessibility-HRM Facilities**

Cumulative Unspent Budget	\$ 25,177.86
<b>Less: RFP No. 13-165</b>	<b><u>\$ 24,704.88</u> *</b>
Balance	\$ 472.98

\* This project was estimated in the Approved 2013/14 Project Budget at \$1,500,000.00.

The balance of funds will be used to complete the Regional Park Washrooms program and the Accessibility - HRM Facilities program

**ENVIRONMENTAL IMPLICATIONS**

Implications not identified.

**ALTERNATIVES**

Regional Council may choose not to approve the recommendation in the report, but this is not recommended by staff as this work is needed to continue improving our parks for an enhanced user experience.

**ATTACHMENTS**

Appendix A – Evaluation Scorecard

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A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/agenda.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, P&I (490-4903)

Report Approved by: \_\_\_\_\_  
Terry Gallagher, Manager, Facility Development, P&I (476-4067)

Procurement Review: \_\_\_\_\_  
Anne Feist, Manager, Procurement (490-4200)

Report Approved by: \_\_\_\_\_  
Jane Fraser, Director, Planning and Infrastructure (490-7166)

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**APPENDIX "A"**

**Halifax Regional Municipality**

Request for Proposals RFP # 13-165

Design- Build Washroom Facilities and Site Work at Chocolate Lake and Albro Lake Beaches

	Criteria	Summary	Proponent			
			Possible Points	Seagate Construction Inc.	J.W. Lindsay Enterprises Limited	Dora Construction
(a)	Construction and Related Experience	<ul style="list-style-type: none"> <li>Ability to organize and work with consultants, sub-trades and suppliers.</li> <li>References from past five (5) projects of similar size, scope and magnitude.</li> <li>Qualifications and expertise of team members.</li> <li>Demonstrated design-build partnering experience on similar projects and LEED.</li> </ul>	30	21	25	23
(b)	Methodology and Approach	<ul style="list-style-type: none"> <li>Methodology and approach to managing:                             <ul style="list-style-type: none"> <li>A: Budget</li> <li>B: Schedule</li> <li>C: Quality</li> </ul> </li> <li>Rationale and approach to the planning/design process</li> <li>Stakeholder consultation approach</li> </ul>	30	24	24	24
(c)	Work Plan Schedule	A detailed work plan outlining effective project management. The work plan must demonstrate how the successful proponent plans to meet the substantial performance date of <b>December 6, 2013.</b>	15	13	13	15
	<b>Subtotal (Technical Proposal)</b>		<b>75</b>	<b>58</b>	<b>62</b>	<b>62</b>
	<b>Cost Score</b>		<b>25</b>	<b>18.76</b>	<b>24.75</b>	<b>25.00</b>
	<b>Cost w/Net HST</b>			\$1,963,705.38	\$1,587,232.92	\$1,571,590.02
	<b>Total Score</b>		<b>100</b>	<b>76.76</b>	<b>86.75</b>	<b>87.00</b>