

HALIFAX

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Item No. 11.1.2
Halifax Regional Council
October 27, 2015

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original signed by 
Richard Butts, Chief Administrative Officer

Original Signed by
Mike Labrecque, Deputy Chief Administrative Officer

DATE: October 20, 2015

SUBJECT: Award RFP Tender No. 15-029 – Dartmouth Sportsplex Revitalization – Design Services

ORIGIN

April 15, 2014 Halifax Regional Council Motion:

That Halifax Regional Council direct staff to include the Dartmouth Sportsplex revitalization construction project in the strategic capital projects to be considered by the Audit and Finance Standing Committee for determination of priorities and funding strategies.

July 29, 2014 Halifax Regional Council Item # 14.2.10 Motion:

Approve an increase of \$2.2 million to the 2014-15 gross capital budget for the Dartmouth Sportsplex Renewal and Refurbishment (Account CB000006) with funding from Regional Facility Expansion Reserve – Q145.

LEGISLATIVE AUTHORITY

- HRM Charter, Section 79(1) including:
(k) recreational programs; and (x) lands and buildings required for a municipal purpose.
- Community Facility Master Plan, approved by Regional Council on May 27, 2008.
- 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 RFPs. See Charter Sections 79(1) and 322(3).

RECOMMENDATIONS

It is recommended that Halifax Regional Council award RFP No. 15-029, Dartmouth Sportsplex Revitalization – Design Services, to the highest scoring proponent, Diamond Schmitt Architects, **for a total capital cost of \$1,679,729.00 (HST fully refundable)**. Funding is available from **Project No. CB000006** – Dartmouth Sportsplex Revitalization as outlined in the Financial Implications section of this report.

BACKGROUND

The Dartmouth Sportsplex is owned by HRM and is operated by the Dartmouth Sportsplex Community Association (DSCA). The Sportsplex is outdated, and does not meet contemporary user needs. Staff presented a full report and recommendation regarding the renovation of this municipal recreation asset in April 15, 2014, Item 14.1. Regional Council subsequently approved the project and allocated funding towards the detailed design of the project.

The Dartmouth Sportsplex delivers municipal recreation and sport programming for residents. In order to achieve a more inclusive and accessible delivery model, the facility requires significant upgrades in multiple systems as outlined below, and in program delivery areas. The facility was the first of its type to be constructed in HRM and opened its doors in 1982. Since that time service delivery has taken place through a model that included both typical registration, drop-ins, and a membership model.

The renewal plan for the facility will result in a municipal facility that represents the needs of residents and municipal mandate for recreation service provision. The project includes renovation of existing and creation of new spaces, which will extend the life of this municipal facility, and better align the building capability with user's expectations.

As the Dartmouth Sportsplex is located on the Dartmouth Common, the design will be in accordance with the Dartmouth Common Act and related land use bylaws.

Specific areas which will be included in the renewal include:

- New gymnasium
- Renovated locker/change rooms
- New entrance and lobby space
- New fitness/cardio rooms overlooking Wyse Road
- Repainting/replacing existing metal roofing.

Through the renewal of the building, the following outcomes are expected to be achieved:

- Improve overall community and member-based recreation program delivery
- Make the building more inviting and accessible to the public
- Improve multi-use space for all age groups, including seniors programs
- Improve the state of good repair
- Increase number of users of the facility
- Improve the energy efficiency and user experience by replacing outdated equipment.

The program components listed above were developed by HRM staff after extensive program analysis, community consultation, and discussion with the Dartmouth Sportsplex Community Association and its key stakeholders – residents and facility users. The updates will re-position the facility to meet the current needs of residents' involved in all aspects of recreation, and will enable more and better access of

programs and services of all age groups and populations.

DISCUSSION

This Request for Proposals (RFP) will provide design services for the Dartmouth Sportsplex Renewal and Revitalization Project. This work includes design documents that will be used to tender the construction work at the facility, provided by licensed architects and engineers as required by Municipal Building By-laws, as well as quality assurance during the construction work.

Tenders were called and posted to the Province of Nova Scotia's Procurement website on July 10, 2015, and closed on August 19, 2015. Scoring on the RFP was as follows:

Company Name	RFP Scoring (100 max.)
Diamond Schmitt Architects *	91.5
DSRA Architecture	90.9
Stantec	90.7
Architecture 49	84.7
Root Architecture	82.5
SPDA	77.8

***Recommended bidder.**

The RFP was evaluated using a two-envelope process. Envelope one was the technical component of the RFP. Envelope two consisted of the lump sum project cost for this project. Only those proponents that received 75 percent or better on the Technical Submission from Envelope one had their cost envelopes opened and evaluated. Three proponents' submissions did not meet the minimum technical requirement. These proponents were Harvey Architecture, TA Scott Architecture, and CS+P Architects.

The RFP submissions were evaluated by staff from Parks & Recreation, Operations Support, and Dartmouth Sportsplex and facilitated by Procurement.

The scope of work of the Design Services RFP includes:

- Design Services and Construction Documents
- Detailed Cost Estimates
- Contract Administration
- Close Out and Record Drawings
- Warranty Services

Two separate cost estimates will be prepared as part of the work. The first estimates will help provide direction during the design process to ensure the design is aligned with the capital budget. This work will also provide a second estimate prior to the construction tender.

Schedule

The work of this RFP is expected to start immediately after the RFP award. The duration of the design work will be twelve (12) months.

Construction work at the facility will be tendered separately from this RFP, and is expected to be tendered in spring 2017. Construction work is expected to take sixteen (16) months, for a total of twenty-eight (28) months. Operational considerations and the timing of construction (next phase of work) will be dependent upon the final design to be completed in this Award. Staff will inform Regional Council and members of the public of specifics of construction-related access at that time.

FINANCIAL IMPLICATIONS

Based on a capital cost of \$1,679,729.00 (HST fully refundable), funding is available based on Motion 14.2.10 passed by Halifax Regional Council July 29, 2014, from Project No. CB000006 – Dartmouth Sportsplex Revitalization. Budget availability has been confirmed by Finance.

Budget Summary:	<u>Project No. CB000006 – Dartmouth Sportsplex Revitalization</u>	
	Cumulative Unspent Budget	\$ 22,972,144.28
	Less: RFP No. 15-029	<u>\$ 1,679,729.00</u>
	Balance	\$ 21,292,415.28

This Award was estimated by HRM staff in the approved 2015/16 work plan at \$2,200,000.00

Remaining funds will be used towards the revitalization of the Dartmouth Sportsplex.

COMMUNITY ENGAGEMENT

The community consultation was included as part of the project, specifically during the following components:

- Dartmouth Sportsplex Renewal and Revitalization Report, Asbell, 2010
- Schematic Design Report, Diamond Schmitt, 2012.

Communication with the public regarding project updates will be ongoing.

ENVIRONMENTAL IMPLICATIONS

None identified

ALTERNATIVES

Regional Council may choose not to approve the RFP Award. This is not recommended by staff.

ATTACHMENTS

Appendix A – Evaluation Criteria

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: Greg MacKay, Project Manager, Corporate Facility Design and Construction, 233-5171
Report Prepared by: Betty Lou Killen, Recreation Planning Specialist, Parks and Recreation, 490-4833

Report Approved by: _____
Terry Gallagher, Manager, Facility Design and Construction, 476-4067

Report Approved by: _____
Brad Anguish, Director, Parks & Recreation, 490-4933

Jane Fraser, Director, Operations Support

Procurement Review: _____
Holly Fancy A/Manager, Procurement, 490-4200

Original Signed

Appendix A - Evaluation Criteria

Criteria	Score	Diamond Schmitt	DSRA	Stantec	Architecture 49	Root Architecture	SPDA
Communication Skills	5	4.50	4.75	4.75	4.75	4.75	4.25
Team composition and experience	30	26.25	27.25	26.75	25.25	23.00	23.75
Understanding of HRM needs	15	13.75	13.75	14.25	12.25	10.75	12.50
Business Solution	15	12.50	13.00	13.75	10.63	10.25	12.50
Project Management Methodology	5	4.50	5.00	5.00	4.50	4.25	4.75
Technical Total /70	70	61.50	63.75	64.50	57.38	53.00	57.75
Cost /30	30	30.00	27.19	26.20	27.28	29.48	20.08
Overall	100	91.5	90.94	90.70	84.66	82.48	77.83
Value \$		\$ 1,679,729.00	\$ 1,837,115.01	\$ 1,892,500.00	\$ 1,832,000.00	\$ 1,708,900.00	\$ 2,235,000.00