



P.O. Box 1749  
Halifax, Nova Scotia  
B3J 3A5 Canada

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Halifax Regional Council  
September 2, 2003

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

**SUBMITTED BY:**

A handwritten signature in black ink, appearing to be "George McLellan", written over a horizontal line.

George McLellan, Chief Administrative Officer

**DATE:** August 20, 2003

**SUBJECT:** Request for Proposal #03-097 - Transit Oriented Development (TOD)  
and High Capacity Transit (HCT) Opportunities Analysis

### ORIGIN

The Halifax Regional Municipality publicly advertised a request for proposals for a Transit Oriented Development (TOD) and High Capacity Transit (HCT) Opportunities Analysis to be completed as part of the Regional Planning Project.

### RECOMMENDATION

It is recommended that :

1. a contract be awarded to the highest ranking proponent, LEA Consulting, in the amount of \$130,428 plus 15 % HST to total \$149,992.00 from Capital Account CDE00105.

## BACKGROUND

Funds for this study were approved through the capital budget process in support of the Regional Planning Project.

Two key challenges of the Regional Planning process will be to identify the best way for the municipality to grow over the next 25 years, and to prepare a transportation plan which ensures transportation choice, access to land uses and the efficient, effective movement of people and goods. Within the 25 year Regional Planning horizon the need has been identified to determine the potential role of higher capacity transit modes, including ferry, rail and improved rapid bus services. The TOD and HCT Opportunities Analysis will determine which these transit technologies work best within the specific context of several transportation corridors within the region. The findings of this study will be critical inputs for evaluation criteria which will be used to assess various Regional Planning alternatives describing settlement, transportation, environmental and economic development patterns under the Regional Planning program.

This study is also expected to supplement the short to medium-term *Metro Transit Strategy* adopted by Regional Council in June 2002 which will guide the incremental development of transit service including the design of rapid bus routes over the next seven to eight years.

## DISCUSSION

A Request for Expressions of Interest (REI #03-074) on this project was advertised on May 20, 2003 and closed on May 28, 2003. Four companies responded:

Entra Consultants  
LEA Consulting  
McCormick Rankin Corporation  
IBI Group

All four were determined qualified to respond to the Request for Proposal which was posted on July 8, 2003 and closed on July 28, 2003. Under this terms of reference the consultant will prepare:

- A land use analysis along the corridors which identifies appropriate mix, density and layout required to support a high capacity transit system.
- A market analysis to determine the incentives necessary to capture the ridership required to support the high capacity transit alternatives.
- Preliminary ridership estimates for potential high capacity transit modes in several priority corridors.
- A preliminary operating plan for each transit mode option which determines total vehicle requirements, vehicle hours, vehicle kilometers, and maximum passenger capacity of service.
- A preliminary capital elements plan for the type and location of transit non-vehicle investments required to implement the transit mode option within each of the corridors.

- Capital and operating and maintenance costs estimates for each transit mode and corridor under consideration.

The estimated price range, including HST, from the four proponents was \$149,745.00 to \$188,988.00. The Expressions of Interest were evaluated based on the following criteria: professional and technical ability, and qualifications/expertise of the proponent's key staff. The Request for Proposals were evaluated based on the following and as detailed on the attached Appendix A - Summary of Evaluation Criteria: Understanding of scope of work, duties of consultant, proposed methodology, and costs.

The evaluation team consisting of staff from Regional Planning and Metro Transit facilitated by Procurement, concluded that LEA Consulting was the highest ranking proponent who best met the Terms of Reference and therefore, recommended that LEA Consulting be awarded the work based on an estimated cost of \$149,992.00 (HST included).

### BUDGET IMPLICATIONS

Funds for the study were approved by Council in account CDE00105.

### ALTERNATIVES

Council could choose not to approve the funds required to undertake this study. This is not recommended as the funds were previously budgeted for this purpose. Failure to proceed with this study would significantly impede the ability of the Municipality to proceed with the Regional Planning project.

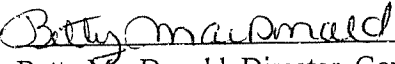
### ATTACHMENTS

Appendix A - Summary of Evaluation Criteria

Additional copies of this report, and information on the its status, please contact the Office of the Municipal Clerk, at 490-4210 (TEL) or 490-4208 (FAX).

Report Prepared by: Trudy Cann Fournier, Procurement Coordinator, 490-4202  
Erica Tiffany, Integrated Transportation Planner, 490-6487

Report Approved by:   
Carol Macomber, Project Manager, Regional Planning, 490-5908

  
Betty MacDonald, Director, Governance & Strategic Initiatives, 490-4769

**APPENDIX A:  
SUMMARY OF EVALUATION CRITERIA**

<b>HALIFAX REGIONAL MUNICIPALITY</b>					
Transit Oriented Development (TOD) & High Capacity Transit (HCT) Opportunities Analysis SUMMARY OF EVALUATION CRITERIA RFP # 03-097					
PROPOSAL: Transit Oriented Development (TOD) and High Capacity Transit (HCT) Opportunities Analysis Evaluated by: Regional Planning and Metro Transit, facilitated by Procurement					
CRITERIA	MAX. SCORE	SUBMISSION			
		Lea Consultants	Entra Consultants	IBI Group	McCormick Rankin Corporation
<b>PROFESSIONAL AND TECHNICAL ABILITY</b> Areas of Interest Professional ability Technical ability Approach	50	43	37	35	41
<b>QUALIFICATIONS/EXPERTISE OF KEY STAFF</b> Proponent's credentials Staff credentials References	50	40	40	37	39
<b>UNDERSTANDING SCOPE OF WORK, DUTIES OF CONSULTANT</b> Demonstrate an understanding of scope and objectives Comprehension of associated issues Demonstrate ability to convey ideas and concepts through oral presentations and written word.	40	31	29	32	28
<b>PROPOSED METHODOLOGY</b> Stated methodology Quality of proposal approach Consideration of options and solutions Demonstrates a realistic schedule - with critical path and milestones	50	40	34	38	29
<b>COSTS</b>	10	10	10	0	10
<b>TOTAL</b>		164	150	142	147
<b>RANKING</b>		1	2	4	3