



To: Mayor and Council
From: W. Troy Dunlop, Director of Public Works and Utilities
Date: May 10, 2017
Committee of the Whole Date: May 15, 2017
Title: Award of RFP – Beckwith Street Redevelopment Plan

- For Direction
- For Information
- For Adoption
- Attachment

Recommendation: THAT Council of the Corporation of the Town of Smiths Falls award RFP # 17-PW-07 to Parsons for professional services relating to the Beckwith Street Redevelopment Plan. AND THAT Council authorize the Mayor and Clerk to execute the final contract agreement with Parsons for the amount of \$84,535 plus HST. AND FURTHERMORE THAT additional project funding be approved in the amount of \$9,100, which will be funded from capital reserves.

Purpose: The purpose of this report is to provide background on the Request for Proposal issued for selection of the preferred consultant for the Beckwith Street Redevelopment Plan and to award the contract to the qualifying firm with the best overall proposal.

Background: On March 24th, 2017, the Town released Request for Proposal # 17-PW-07 for professional services for the development of the Beckwith Street Redevelopment Plan. As part of this assignment, bidding firms were requested to develop a workplan to deliver a functional streetscape design for Beckwith Street within the downtown core. Proponents were furthermore directed to build upon the guidelines and principles of the Downtown Revitalization and Waterfront Integration Master Plan (2013). Other activities included within this assignment were as follows:

- 1) Traffic Study – Prepare a focused traffic study to assess the laning and geometrics requirements for each of the intersections (signalized / unsignalized) in the study area. Beckwith Street forms part of the Ministry of Transportation’s connecting links program and as such, the study outcomes will need to demonstrate that corridor changes will not adversely impact the level of service. The traffic study will also look at other multi modal aspects such as cycling opportunities, pedestrian crossings, key linkages, and accessibility needs (Accessibility for Ontarians with Disabilities Act).
- 2) Existing Conditions Plan – Develop an existing conditions plan that will document all above and below ground infrastructure, utilities, building interfaces and natural features within the corridor. Consult with electrical, telecommunications and natural gas providers to

identify any network replacements or upgrades that may have bearing on the corridor design. This information will help inform the study process and provide guidance when evaluating individual design alternatives;

- 3) Parking – Independently assess each of the two parking alternatives presented in the Downtown Revitalization and Waterfront Integration Master Plan. This review will also include an evaluation of the on and off street parking inventories within the downtown core. The on street parking solution for Beckwith Street will ultimately define the working palletete for development of the “complete street” concept;
- 4) Functional Streetscape Design – Develop a functional design for streetscaping based on the design principles included within the Downtown Revitalization and Waterfront Integration Master Plan. This streetscape plan shall furthermore provide the design details and locations for: preferred surface treatments, street furnishings, streetlights, waste/recycling baskets, benches, cycling racks, decorative signage etc. The preferred design is also to be fully integrated with the Town Square planning works underway;
- 5) Cost Estimates – The Consultant will be required to provide cost estimates on or before October 1st, 2017 to inform the next stages of detailed design and construction. This information will be considered in the 2018 Budget and will also be used to assist the municipality in the next round of funding under the Connecting Links Program (2018-2019) along with other federal and provincial opportunities.

Terms within the Request for Proposal also stipulated that all of the above works were to be completed with final study recommendations received by Council on or before January 31st, 2018.

On April 20th, the Request for Proposal closed with four proposals received from the invitees. All of these submissions were subsequently reviewed and scored according to the following criteria:

- Experience and Team Qualifications – 20 points
- Understanding of Objectives – 10 points
- Quality of Approach and Methodology – 20 points
- Work Plan, Schedule and Level of Effort – 20 Points
- Financial Proposal – 30 Points

A break-out of the level of effort and financial results for qualifying bids are included in the table below:

COMPANY	Level of Effort (Hours)	Score (Max 100)	Total Price (Including HST)
AECOM	738	91	\$85,659.65
Ainley Group (Kingston)	614	86	\$90,965.00
Novatech	834	78	\$124,300.00
Parsons	627	96	\$95,524.55
AVERAGES	703	-	\$99,112.30

All of the proposals were individually reviewed by the Director of Public Works and Utilities and the Senior Planner. Once the scoring process was completed, the submission from Parsons yielded the highest overall score in the group and offered the best overall value to the Corporation. The Parsons proposal was very thorough, met all project deliverables and also presented the most comprehensive public engagement plan in the group. Parsons has also numerous planning, design and streetscaping projects for downtown "complete streets" in Ottawa including the following:

- Main Street (Rideau Canal to Rideau River) in Old Ottawa East
- Rideau Street Renewal (Dalhousie Street to Rideau River) in the Market
- Wellington Street (Western Avenue to Somerset) in Hintonburg

Parsons's team will be led by Ron Clarke, who is a professional transportation and urban planner with over 29 years of experience in the consulting industry. Ron was the project manager for the City of Ottawa's "Downtown Moves" initiative. "Downtown Moves" was an Urban Design and Transportation Study completed in 2011-2013 that specifically looked at the development of complete street environments in Ottawa's Central Business District.

Analysis and Options: The advancement of the Beckwith Street Redevelopment Plan is an important milestone project that will help the municipality work toward its vision for redevelopment of the waterfront and the downtown core (Strategic Priority #5). This assignment will also establish the base plans for all subsequent design work for renewal of existing water, sewer, drainage, and road infrastructure. Recommendations falling out of this study will also better position the municipality to submit applications for grant funding under any new federal or provincial infrastructure programs (Strategic Priority # 2).

If Council should choose not to award the contract, the foundational design work for Beckwith Street would remain incomplete and the downtown revitalization project would otherwise be placed on hold. Levels of service for local infrastructure on Beckwith Street would also continue to decline with continued impacts on local residents, businesses and tourists. Staff are therefore recommending that the Town proceed with the award of contract.

Budget/Financial Implications: The 2017 Budget allowance for this project is currently set at \$80,000 which includes capital reserves of \$35,000 and Federal Gas Tax contributions of \$45,000. In order to advance the project, staff will require additional funding commitment in the amount of \$9,100 to cover the project cost of \$86,022.82 and all subsequent advertising once all non recoverable taxes are considered. Staff are presently recommending that this shortfall be funded from capital reserves.

It should be noted that with the recent announcement of the Connecting Links Funding for the Beckwith Street structures, the municipality will receive new grant funding for the engineering phase totalling \$68,400 (90% funding of \$76,000). With that announcement, the Town will see new revenues in the 2017 Budget that will provide offsetting savings of \$68,400 that were originally to be sourced from capital reserves.

Links to Strategic Plan:

Vision Statement

- Item 4 – Investing in infrastructure to keep pace with needs
- Item 5 – Redeveloping our waterfront and downtown

Strategic Priority # 2 – Financial Sustainability

- Objective 2.10 of the Strategic Plan outlines that the municipality will continue to research funding and grant opportunities with the objective of increasing the ratio of grant funding to taxation revenue. The advancement of the Beckwith Street Redevelopment Plan will better position the Town to define future projects for funding eligibility under the Connecting Links Program and other federal /provincial grant programs.

Strategic Priority # 5 – Waterfront Development

- Objective 5.1.5 – Undertake a complete Beckwith Street Redevelopment Plan.

Consultations: Director of Community Services, Senior Planner, and Interim Treasurer

Existing Policy:

- By-Law no. 7850-2004, Policies respecting the procurement of goods and services
- Official Plan 2016 – Section 2.2 and enabling policies therein
- Downtown Revitalization and Waterfront Integration Master Plan, 2013

Notes/Action (space for Council Member's notes):

Respectfully Submitted:



W. Troy Dunlop, C.E.T.
Director of Public Works and Utilities


Niki Dwyer, MA BES
Senior Planner

Approved for agenda by:



Malcolm Morris, CMO
CAO