



**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**Report**

Department: Financial Services  
Division: Purchasing  
Report Number: 2021-07-Financial Services  
Prepared By: Nicole Robertson, Supervisor  
Meeting Date: January 25, 2021  
Subject: RFP 20-P10 Design and Construction Administration Services for the Municipal Works and Infrastructure Administration and Garage / Multiuse Buildings

**Purpose**

To obtain architectural and engineering design services for the future Municipal Works and Infrastructure Administration and Garage / Multiuse Buildings.

**Recommendation**

That RFP 20-P10 be awarded to J.L. Richards & Associates from Ottawa, Ontario, at the total bid price of \$1,595,076.36 (net cost to the Corporation - \$1,436,415.67) being the best Proposal meeting the specifications.

**Strategic Priority Implications**

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.



## **Financial Implications**

The Corporation has budgeted \$2,015,000 in the 2019 and 2020 capital budgets for engineering design and construction administration services for the proposed Administration building (\$450,000) and Garage / Multiuse buildings (\$1,565,000).

The total estimated project cost for the second phase of the Municipal Works Yard Redevelopment Project is \$16,624,250. As previously indicated, a total of \$2,015,000 of the costs associated with building related components has been set aside for engineering design and construction administration services. The second phase of the project includes construction of the new Administration and Garage/Multiuse buildings, various exterior site works, visitor parking lot and noise barrier wall construction, site servicing and grading, utility relocations, etc.

The redevelopment of the MW Yard is funded through development charges and long-term debt. The Corporation will only borrow as expenses are incurred.

## **Background / Discussion**

The Corporation invited Proposals from qualified Multidisciplinary Engineering Consulting firms and/or Architectural Consulting firms to provide architectural and engineering design services for the future Municipal Works and Infrastructure Administration and Garage / Multiuse Buildings to be located at 1225 Ontario Street. The scope of work to be completed by the Proponent includes: a functional design study and space/needs analysis, schematic and detailed building design, interior design, visitor parking lot design, exterior site works, noise barrier wall design, landscaping, preparation of tender specifications and contract documents, Leadership in Energy and Environmental Design (LEED) v4.1 Gold Level certification, public consultations, construction supervision and administration, building commissioning and post-construction services.

Council approved the Terms of Reference for this Request for Proposal at its meeting of October 26, 2020.



The proposals were evaluated against the following Criteria:

- (1) Experience of Proponent
- (2) Experience and Qualification
- (3) Understanding of Objectives
- (4) Cost

The following Requests for Proposals were received and opened by Purchasing Services and evaluated by the Selection Committee:

**Architecture49 Incorporated, Cornwall, Ontario**

Bid Price:	\$1,582,839.00
HST:	\$205,769.07
Total bid Price:	\$1,788,608.07

**J.L. Richards & Associates Limited, Ottawa, Ontario**

Bid Price:	\$1,411,572.00
HST:	\$183,504.36
Total Bid Price:	\$1,595,076.36

**Republic Architecture Incorporated, Winnipeg, Manitoba**

Bid Price:	\$1,275,460.00
HST:	\$165,809.80
Total Bid Price:	\$1,441,269.80

The total bid prices in the Proposals were adjusted to meet the required components of the RFP.

Proposals were also received from AECOM Canada Limited and IDEA Incorporated; however, they did not meet the minimum required score to be evaluated for pricing.

Document Title:	RFP 20-P10 Design and Construction Administration Services for MW Buildings - 2021-07-Financial Services.docx
Attachments:	
Final Approval Date:	Jan 20, 2021

This report and all of its attachments were approved and signed as outlined below:

**Bill de Wit - Jan 19, 2021 - 9:37 AM**

**Tracey Bailey - Jan 19, 2021 - 5:28 PM**

**Maureen Adams - Jan 20, 2021 - 9:30 AM**