

## CITY OF VAUGHAN

### **EXTRACT FROM COUNCIL MEETING MINUTES OF NOVEMBER 19, 2019**

Item 13, Report No. 36, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on November 19, 2019.

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#### **13. CONTRACT AWARD FOR CITY OF VAUGHAN OFFICIAL PLAN REVIEW**

**The Committee of the Whole recommends approval of the recommendation contained in the following report of the Interim City Manager, and the Deputy City Manager, Planning and Growth Management dated November 12, 2019:**

##### **Recommendations**

1. THAT Council receive this report retaining WSP Canada, at a cost of \$2,682,815.52, excluding taxes, for the City of Vaughan's Official Plan Review.

## Committee of the Whole (2) Report

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**DATE:** Tuesday, November 12, 2019

**WARD(S):** ALL

**TITLE: CONTRACT AWARD FOR CITY OF VAUGHAN OFFICIAL PLAN REVIEW**

**FROM:**

Tim Simmonds, Interim City Manager

Jason Schmidt-Shoukri, Deputy City Manager, Planning and Growth Management

**ACTION:** FOR INFORMATION

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**Purpose**

To provide the Mayor and Members of Council an update to the procurement process which has resulted in the selection of the consultant for the 2019-2022 City of Vaughan Official Plan Review.

**Report Highlights**

- The Official Plan is Council's key land use policy planning framework to guide the creation of a strong, healthy, sustainable and prosperous City.
- The Official Plans of Local Municipalities shall be amended to conform with the Upper Tier Plan within one year of the Upper Tier Plan coming into effect.
- RFP 19-024 was issued on March 29, 2019. The procurement was led by Policy Planning & Environmental Sustainability and supported by Procurement Services.
- The evaluation committee was comprised of multi-disciplined staff from across the corporation.
- Four Proposals were received. Based on the evaluation results, WSP Canada has been selected as the preferred Proponent for the award of RFP19-024 the City of Vaughan Official Plan Review in the amount of \$2,682,815.52 excluding taxes.

## **Recommendation**

1. THAT Council receive this report retaining WSP Canada, at a cost of \$2,682,815.52, excluding taxes, for the City of Vaughan's Official Plan Review.

## **Background**

### **An Official Plan update is a statutory requirement under the *Planning Act***

Pursuant to the *Planning Act*, R.S.O. 1990 C.P.13, the Official Plans of Local Municipalities shall be amended to conform with the Upper Tier Plan within one year of the Upper Tier Plan coming into effect. In order to adhere to the requirements of the *Planning Act*, the City's Official Plan Review process will be strategically coordinated with York Region's Municipal Comprehensive Review (MCR), currently underway and targeted for completion in 2021. The City will be working collaboratively with York Region to provide Vaughan's perspective on policy development processes throughout the Region's MCR.

### **The Official Plan is one of Council's key strategic plans to shape the future of the City**

The Vaughan Official Plan 2010 (VOP 2010) was adopted in September 2010 and constituted the first comprehensive review of the City's Official Plan since 1961. It superseded more than 700 amendments to the 1961 Official Plan and represented a new and consolidated policy regime for the City with a planning horizon to 2031. The VOP 2010 was subtitled a 'Plan for Transformation' and brought the City's growth management strategy into conformity with Provincial Policies and Plans that were new at the time, such as the Provincial Policy Statement (2005), the Provincial Growth Plan for the Greater Golden Horseshoe (2006) and the Greenbelt Plan (2005). The Provincial Plans and Policies addressed concerns over urban sprawl, climate change, sustainability, traffic congestion and the beginnings of a market shift to higher densities.

The Official Plan Review is intended to build on the comprehensive policy structure established by the VOP 2010. The resulting Plan will take into consideration the changing Provincial policy regime and the evolving circumstances and issues that will influence planning in the Greater Golden Horseshoe to 2041 and beyond. The intent is to produce a 'made in Vaughan' response to the future, prepared with public input and consultation on the desired long-term vision. The Terms of Reference of RFP 19-024 provides detailed guidance to undertake the Official Plan Review in accordance with the *Planning Act* and to conform with the York Region MCR.

## **The Official Plan is a key component of the City's overall growth management strategy to 2041**

The Official Plan Review process is carried out in tandem with updates of City Master Plans as an integrated growth management strategy. Multi-disciplinary Master Plans implement the strategic level policies in the Official Plan. The Master Plans are critical in delivering on statutory obligations, matters of public health and safety, environmental sustainability, fiscal responsibility, economic development and the provision of reliable and cost-effective services

### **Previous Reports/Authority**

**UPDATED OFFICIAL PLAN REVIEW AND FUNDING STRATEGY FOR RETENTION OF CONSULTANT TEAM.** Item 14, Report No. 27, of the Committee of the Whole which was adopted, as amended, by the Council of the City of Vaughan on September 27, 2018.

<https://pub-vaughan.escribemeetings.com/filestream.ashx?DocumentId=13826>

The May 23, 2018 Council adopted report can be found at the following link:

[Status Report on Key City Planning Initiatives: Growth Management Strategy Update, Official Plan Review, and Zoning By-Law Review](#)

### **Executive Summary**

The purpose of the Official Plan Review is to update and amend, as required, VOP 2010 to:

- Achieve conformity with the York Region Official Plan, which will be amended through York Region's concurrent Municipal Comprehensive Review/Official Plan Review process, consistent with the Provincial Policy Statement and in conformity with the relevant Provincial Plans and Legislation.
- Conduct a review of the VOP 2010 to renew its policies consistent with the requirements to undertake a review of the Official Plan under the *Planning Act*

### **Overview of the Procurement Process**

The RFP 19-024 The City of Vaughan Official Plan Review was posted on the City's Bids and Tenders online bidding system on March 29, 2019. A total of four (4) submissions were received by the closing date of May 24, 2019 from the following Proponents and all submissions were found compliant by Procurement Services and released for further evaluation.

| <b>Company Name</b>      | <b>Address</b>   |
|--------------------------|--|
| Sajecki Planning Inc     | 1 Abbott Avenue, Toronto Ontario, Canada M6P 1H3               |
| The Planning Partnership | 1255 Bay Street, Toronto ON, Canada M5R 2A9                    |
| Urban Strategies Inc.    | 197 Spadina Avenue, Toronto Ontario, Canada M5T2C8             |
| WSP Canada Group Limited | 100 Commerce Valley Drive W, Thornhill Ontario, Canada L3T 0A1 |

The submissions included Technical and Financial Proposals and any other relevant documents the Proponent deemed appropriate.

The evaluation committee comprised of City staff and its representatives reviewed and evaluated all compliant Proposal submissions in accordance with the predetermined evaluation criteria outlined in the RFP document. The summary of the criteria is provided as follows:

Stage 1 Proposal Submission

- Qualification and Experience
- Project Understanding and Approach
- Project Management
- Communication and Consultation Strategy
- Overall Quality of Proposal

Stage 2 Interview and Presentations

Stage 3 Financial Proposal

Following two days of consensus meetings, three (3) of the four (4) submissions achieved a minimum score of seventy-five percent (75%) in the Stage 1 evaluation of the technical content for advancement to the next Stage of the evaluation. The short-listed Proponents were Urban Strategies Inc., The Planning Partnership and WSP Canada.

Upon completion of the proposals scoring, the Evaluation Committee identified the three top scores of the Proponents that were shortlisted for consideration.

| <b>Company Name</b>      | <b>Rank</b> |
|--------------------------|-------------|
| The Planning Partnership | PASS        |
| Urban Strategies Inc.    | PASS        |
| WSP Canada Group Limited | PASS        |
| Sajecki Planning Inc     | -           |

Stage 2 of the technical evaluation consisted of two rounds of presentations by the short-listed Proponents in response to both prepared and impromptu questions at the evaluated interview sessions. The scores for the two presentation sessions were averaged to attain the final consensus totals for the interviews. All three (3) short-listed Proponents achieved the minimum 70%.

All three Proponents qualified the minimum thresholds for two stages of technical evaluation achieving relatively close scores. After opening of Financial Envelopes and incorporating financial scores, the Evaluation results are summarized as under:

| <b>Proponent</b>  | <b>The Planning Partnership</b> | <b>Urban Strategies Inc.</b> | <b>WSP Canada Group Limited</b> |
|---|---------------------------------|------------------------------|---------------------------------|
| <b>Proposal Score (100)</b><br><b>Passing threshold (75)</b>            | 80.95                           | 80.87                        | 78.14                           |
| <b>Interview Score (20)</b><br><b>Passing Threshold (14)</b>            | 14.95                           | 15.19                        | 16.17                           |
| <b>Total Technical Scores (100+20)</b><br><b>Passing Threshold (89)</b> | 95.9                            | 96.06                        | 94.31                           |
| <b>Proposal Price</b>   | \$3,000,000.00                  | \$2,999,594.00               | \$2,682,815.62                  |
| <b>Financial Score (30)</b>   | 26.828                          | 26.832                       | 30                              |
| <b>Total Score (150)</b>  | 122.73                          | 122.89                       | <b>124.31</b>                   |
| <b>Cost per Point</b>   | \$ 31,282.59                    | \$ 31,226.25                 | <b>\$ 28,446.78</b>             |

WSP Canada achieved the highest total scores and the lowest cost per technical point.

### **Financial Impact**

The completion of the new OPR will be funded from capital project 'PL-9550-16 - Official Plan Review'. The project has a budget of \$2,417,117 2019 and a request to top-up the project by an additional \$1,333,333 will be submitted as part of the 2020 budget process.

### **Broader Regional Impacts/Considerations**

York Region is currently updating its Official Plan through its MCR, to bring it into conformity with the Growth Plan. Under the *Planning Act*, the City's Official Plan Review

must result in the amended VOP 2010 conforming to the York Region Official Plan. In addition, the Region is required to consult lower-tier municipalities, such as Vaughan, throughout their MCR process. Regional staff will be participating on the City's Technical Advisory Committee for the Official Plan Review.

### **Conclusion**

The RFP 19-024 City of Vaughan Official Plan Review was posted on the City's Bids and Tenders online bidding system on March 29, 2019 and closed on May 24, 2019. Four Proposals were received and based on the evaluation results WSP Canada has been selected as the preferred Proponent for the award of RFP19-024 the City of Vaughan Official Plan Review in the amount of \$2,682,815.52 excluding taxes.

**For more information**, please contact: Asad Chughtai, Director, Procurement Services, extension 8306.

### **Attachments**

NA

### **Prepared by**

Asad Chughtai, Director, Procurement Services, extension 8306