



Report to: Development Services

Date Report: October 25, 2011

SUBJECT: Award of Proposal 167-R-11 Consulting Services for the Markham Centre Mobility Hub Station

PREPARED BY: Alan Brown, Director of Engineering ext. 7507
Sepideh Majdi, Development Engineer ext. 2414
Tony Casale, Senior Construction Buyer ext. 3190

RECOMMENDATION:

- 1) **THAT** the report entitled “Award of Proposal 167-R-11 Consulting Services for the Markham Centre Mobility Hub Station”, be received;
- 2) **AND THAT** the contract for Tender “167-R-11 Consulting Services for the Markham Centre Mobility Hub/Station” be awarded to the highest ranked and lowest priced bidder, Arup Canada Inc., in the amount of \$ 339,196.61 inclusive of HST;
- 3) **AND THAT** that a separate order in the amount of \$ 30,000.00 inclusive of HST be issued for contingency to cover any additional design and consultation costs and that the Director of Engineering be authorized to approve the expenditure of this contingency amount up to the specified limit in accordance with the Expenditure Control Policy;
- 4) **AND THAT** the Engineering Department Project Management fee in the amount of \$ 33,227.69 inclusive of HST be funded from the Markham Centre Mobility Hub Account as detailed in this report;
- 5) **AND THAT** the award be funded from the approved Markham Centre Mobility Hub Account 640-101-5699-10577 which has an available budget of \$645,000.00;
- 6) **AND THAT** the remaining funds in the amount of \$242,575.70 be used for the Transit agencies costs associated with the mobility hub station study and preliminary design of the mobility hub station as budgeted for in this account;
- 7) **AND THAT** the commencement of Phases 3 & 4 (functional design components and implementation/phasing plan) of the study be subject to Metrolinx, MTO, VIVA, YRT, endorsement of the preferred 407 transitway alignment, to the satisfaction of the CAO;
- 8) **AND THAT** staff update Council on the progress of this study;
- 9) **AND THAT** staff be authorized and directed to do all things necessary to give effect to this resolution.

PURPOSE:

To award the contract for Consulting Services for the Markham Centre Mobility Hub/Station.

BACKGROUND:

On March 8, 2011, the Mayor and Senior Staff met with MTO Deputy Minister, Metrolinx President and CAO, Go Transit President and VIVA President.

The purpose of the meeting was to provide an overview of the Adamson concept for the Markham Centre Mobility Hub and to discuss Markham's concerns re: the MTO 407 Transitway Alignment and agree on next steps.

At a subsequent June 7, 2011 meeting (see Attachment 'A' minutes) with senior staff of Markham, MTO, Metrolinx, GO Transit, Region of York, VIVA the following were agreed to;

- Evaluate in more detail 3 options for the 407 transitway and come to a mutual agreement on a preferred alignment.
- Undertake a functional design for the Mobility Hub that would finalize the transit agencies (MTO, GO, VIVA, YRT) requirements for the Adamson Mobility Hub concept.
- Establish a reporting structure
- Begin discussion on the mobility hub costs and funding.
- Begin discussions on partnership opportunities.
- Preparation of an Agreement in principal between the Agencies.
- Retain a facilitator to assist all of the Agencies in these matters.

Due to staffing and funding constraints by Metrolinx it was agreed Markham would be responsible for the functional design and upfront the study costs.

MOBILITY HUB FUNCTIONAL DESIGN STUDY:

Engineering Staff prepared the Terms of Reference for the functional design study (FDS) of the mobility hub. The purpose of the functional design is to;

- Prepare a Mobility Hub Station functional design that achieves the land use objectives of the Town of Markham while meeting the operational needs of all transit operations.
- Prepare a parking management plan that supports development, addresses short and long term park and ride needs and is financially sustainable.

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- Identify major development costs by stakeholder (agencies, developers) and prepare options for a financial strategy for the Town and Transit Agencies to implement the mobility hub station plan.
 - Develop a detailed staging/implementation plan.
 - Provide input into other adjoining studies and/or planning applications in the Mobility Hub area and incorporate development requirements into this study.
 - Integrate the Mobility Hub/Station functional design with the Town's broader Planning and Urban Design vision and development requirements for Markham Centre.
 - Advise of revisions required to the concept plan to accommodate the transit station facilities.

BID INFORMATION:

Advertised	ETN
Bid closed on	August 26, 2011
Number picking up documents	36
Number responding to Bid	6

PROPOSAL EVALUATION:

This Request for Proposal ("RFP") was released to the market utilizing a two-stage approach whereby the Bidders technical proposal is provided in envelope 1 and the Bidders price proposal is provided in envelope 2. A two-stage bidding approach was utilized under this RFP to ensure consultants had the technical ability to fulfill the requirements for the project.

Stage (1) – Technical Evaluation (Envelope 1)

Under stage one (1) of the evaluation process Bidders were evaluated for technical merit against pre-determined criteria as set out in the RFP document; 10 marks for the Experience of the firm, 15 marks for the Qualifications of the Lead Consultant and project team and 25 marks for Project Methodology / Delivery for a total of 50 marks. In order to be considered for stage two (2) (Presentation and Price Evaluation) Bidders needed to score a minimum of 75% on their technical evaluation (37.5 marks out of 50) to advance to stage two of the evaluation. The Evaluation Team was comprised of staff from the Engineering, Planning and Urban Design departments with Purchasing staff acting as the facilitator.

Stage one (1) – Technical Proposal Evaluation

Consultant	Score (out of 50)*	Rank Results
Arup Canada Inc.	47.00	1
Parsons Binckerhoff Halsall Inc.	42.50	2
LEA Consulting Ltd.	37.50	3
Hatch Mott McDonald	30.00	4
Dillon Consulting Ltd.	28.00	5
SNC-Lavalin Inc.	20.50	6

* As outline in the bid document, Bidders needed to score 75% (37.5 out of 50) to be considered for stage two - Presentation and Price Evaluation.

Bidders that were qualified under stage one of the evaluation process were eligible for evaluation under stage two of the evaluation process whereby consultants were evaluated on the presentation 20 marks and then on price 30 marks for a total of 100 marks.

Stage (2a) –Presentation Evaluation

Consultant	Score (out of 20)	Rank Results
Parsons Binckerhoff Halsall Inc.	16.00	1
Arup Canada Inc.	15.50	2
LEA Consulting Ltd.	10.00	3

Stage (2b) –Price Evaluation (Envelope 2)

Consultant	Score (out of 30)	Rank Results
Arup Canada Inc.	30.00	1
Parsons Binckerhoff Halsall Inc.	25.83	2
LEA Consulting Ltd.	24.26	3

Overall Scoring

Based on the combination of technical (50 marks), presentation (20 marks) and financial evaluation (30 marks) totalling 100 marks, the following is the overall scoring;

Consultant	Score (out of 30)	Rank Results
Arup Canada Inc.	92.50	1
Parsons Binckerhoff Halsall Inc.	84.33	2
LEA Consulting Ltd.	71.76	3

Note: pricing received from the three highest ranked firms ranged from \$339,196.61 - \$404,114.40.

Staff recommends awarding the contract to the highest ranked and lowest priced proponent Arup Canada Inc. Their submission indicates that they are well qualified, have successfully completed similar projects which are supported by the necessary technical sub-consultants, and have a good understanding of the scope, constraints and timing of our project.

407 Transitway Alignment

The key issue to be resolved before the FDS can commence is the finalization of the 407 transitway alignment. Pending development in the hub area required staff to undertake and advance this work separately. The firm of McCormick Rankin was retained on a sole source bases to review and evaluate 3 alignments and submit a recommended alignment to the working group (Metrolinx, MTO, GO Transit, VIVA, YRT, Markham) by the end of October 2011 so that a consensus on the preferred alignment can be obtained.

Failure to obtain the agencies approval of the preferred alignment may delay the start of the FDS as the alignment is one of the foundations that the study will be built upon. Proceeding without the agencies consensus will risk incurring substantial additional costs to redo the FDS if the alignment is relocated after the functional design starts.

Staff recommended ARUP be retained and authorized to proceed with Phase 1 & 2 (context review and technical analysis) which relate to gathering of the background information and meeting with stakeholders. Staff do not recommend ARUP proceed with Phase 3 & 4 which are the functional design, cost estimations and phasing plan until the Transit Agencies, Region and Town agree on a preferred 407 transitway alignment.

Staff will be updating Development Services Committee regarding the 407 Transitway Alignment Options on October 25, 2011.

Consultation Process

At the June 7, 2011 meeting with the transit agencies a reporting structure as per Attachment 'B' was endorsed. The station study working group consisting of staff from the Town, Region and transit agencies has been formed. Likewise the Executive Committee consisting of Senior Staff from Markham, Region and Transit Agencies have also been formed. The governance and other subcommittees will be formed as required.

Staff will report back to Council through the Transportation and the Markham Live Committees. In addition updates to the Markham Centre Committee will be provided.

As part of the consultation process workshops will be held with the stakeholders and the need for a public information meeting will be finalized.

FINANCIAL CONSIDERATIONS AND TEMPLATE:

The total cost of this project inclusive of HST is as follows:

Item	Cost (Including HST)
Project Budget (Acct 640-101-5699-10577)	\$ 745,000.00
Architect (allowance)	\$ 100,000.00
Total Budget Available	\$ 645,000.00
Functional Design – Arup Canada Inc.	\$ 339,196.61
Contingency	\$ 30,000.00
Total:	\$ 369,196.61
Engineering Department Admin Fee (9.0%)	\$ 33,227.69
Total Project Cost:	\$ 402,424.30
Total Remaining:	\$ 242,575.70

*The Mobility Hub Study (Project 640-101-5699-10577) has a total budget of \$745,000.00 and an available budget of \$645,000.00 (\$745,000 - \$100,000). The remaining balance after this award in the amount of \$242,575.70 will be used for Transit agencies costs associated with the mobility hub station study and preliminary design of the mobility hub station as budgeted for in this account.

HUMAN RESOURCES CONSIDERATIONS

Not applicable

ALIGNMENT WITH STRATEGIC PRIORITIES:

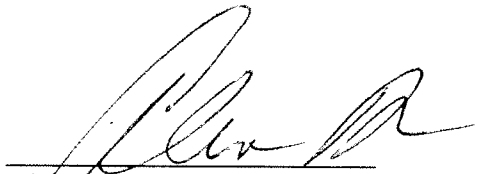
The Functional Design of the Mobility Hub Station commences with the implementation of key transit facilities.

This project is in line with the Town's strategic focus relating to Growth Management, Transportation/Transit, Safety, the Environment and Municipal Services.

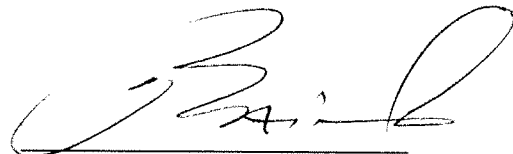
BUSINESS UNITS CONSULTED AND AFFECTED:

The Finance and Planning Departments have been consulted and their comments have been incorporated.

RECOMMENDED BY:



Alan Brown, C.E.T.
Director of Engineering



Jim Baird, M.C.I.P., R.P.P.
Commissioner, Development Services

ATTACHMENTS:

Attachment 'A' - June 7, 2011 Minutes

Attachment 'B' - Reporting Structure



ATTACHMENT A

MEETING MINUTES

Date: June 8, 2011

Subject:	Executive Committee - Markham Centre Mobility Hub Station
Date/Time of Meeting:	June 7, 2011, 1:00 p.m.
Location:	Metrolinx Offices, 20 Bay Street, Suite 600

Attendees: Scott Thompson, ADM, Provincial Highways Management
Bruce McCuaig, President and CEO, Metrolinx
Leslie Woo, General Manager, Metrolinx
Daniel Haufschild, Metrolinx
Gary McNeil, President, GO Transit
Bruce MacGregor, CAO, York Region
Mary-Frances Turner, V.P. York Region Rapid Transit
John Livey, CAO, Town of Markham
Jim Baird, Commissioner, Development Services, Town of Markham
Alan Brown, Director, Engineering, Town of Markham
Michael Morrissey, Adamson and Associates

Any errors or omissions in these minutes should be provided to Alan Brown immediately.

Item #	Agenda Items	Notes	Action
1.0	Introductions		
2.0	Purpose of Meeting	John Livey provided an overview of the Markham Centre Mobility Hub Station	
3.0	Adamson Concept	Jim Baird provided a presentation of the Adamson Concept	
4.0	Update – Technical Working Group activities/progress	<ul style="list-style-type: none">• Technical working group underway (Metrolinx, MTO, VIVA, Region of York, Markham)• Study to review 3 options (Adamson Concept, MTO EA, and Markham Live)• Objective is to agree on a station that not only meets the transit agencies requirements but can accommodate pending	

<u>Item:#</u>	<u>Agenda Item</u>	<u>Notes</u>
5.0	Strategic Processes and Schedule	<p>development without delay, or financial burden. Markham to forward the impact on development from the MTO alignment.</p> <ul style="list-style-type: none"> • Study to commence in September and will take ± 9 months to complete • Draft Terms of Reference discussed briefly • Any issues/conflicts should be brought to this executive group for resolution • Updated Markham Centre Transportation Study to be forwarded to agencies • GO advised that with their pending 12 train service, the Markham Centre platform could be extended south under Hwy 407 and parking south of Hwy 407 would be beneficial • Draft reporting structure enclosed • MTO concerned that proposed schedule is aggressive especially finalization of 407 transitway • MTO is concerned about connectivity and transit viability • Markham advised that both pending development and political timeframes adds urgency to resolving the 407 transitway alignment • Metrolinx advised of their staffing and scheduling concerns
6.0	Projected Study Costs and Co-funding	<ul style="list-style-type: none"> • Summary of Studies and costs incurred to date for the hub were reviewed (enclosed) • Draft funding partnership reviewed

Markham

Item:#Agenda ItemNotes

7.0

Joint Development Opportunities

- Concern was raised as to developer funding and involvement in the station study
- As Region of York is not a landowner in the hub they would not be a partner in the Public/Private Partnership consulting assignment
- Technical Working Group to review funding opportunities and report back
- Provincial/Markham partnership opportunities discussed
- Business case for Public/Private Partnership required
- General consensus that terms of reference should be prepared for a business case
- Review of development opportunities and Public/Private Partnerships options will require a consultant's assistance at $\pm \$100,000$
- MTO advised that as a landowner who has development rights they should participate
- Agreement in principle (MOU) required
- Metrolinx has a draft MOU they used with the City of Brampton
- Metrolinx will forward a draft MOU to Markham
- Metrolinx advised that business case and any Public/Private Partnerships must be a transparent and clear process
- It was suggested that a process advisor/facilitator to assist in all aspects of the mobility hub be reviewed

Markham

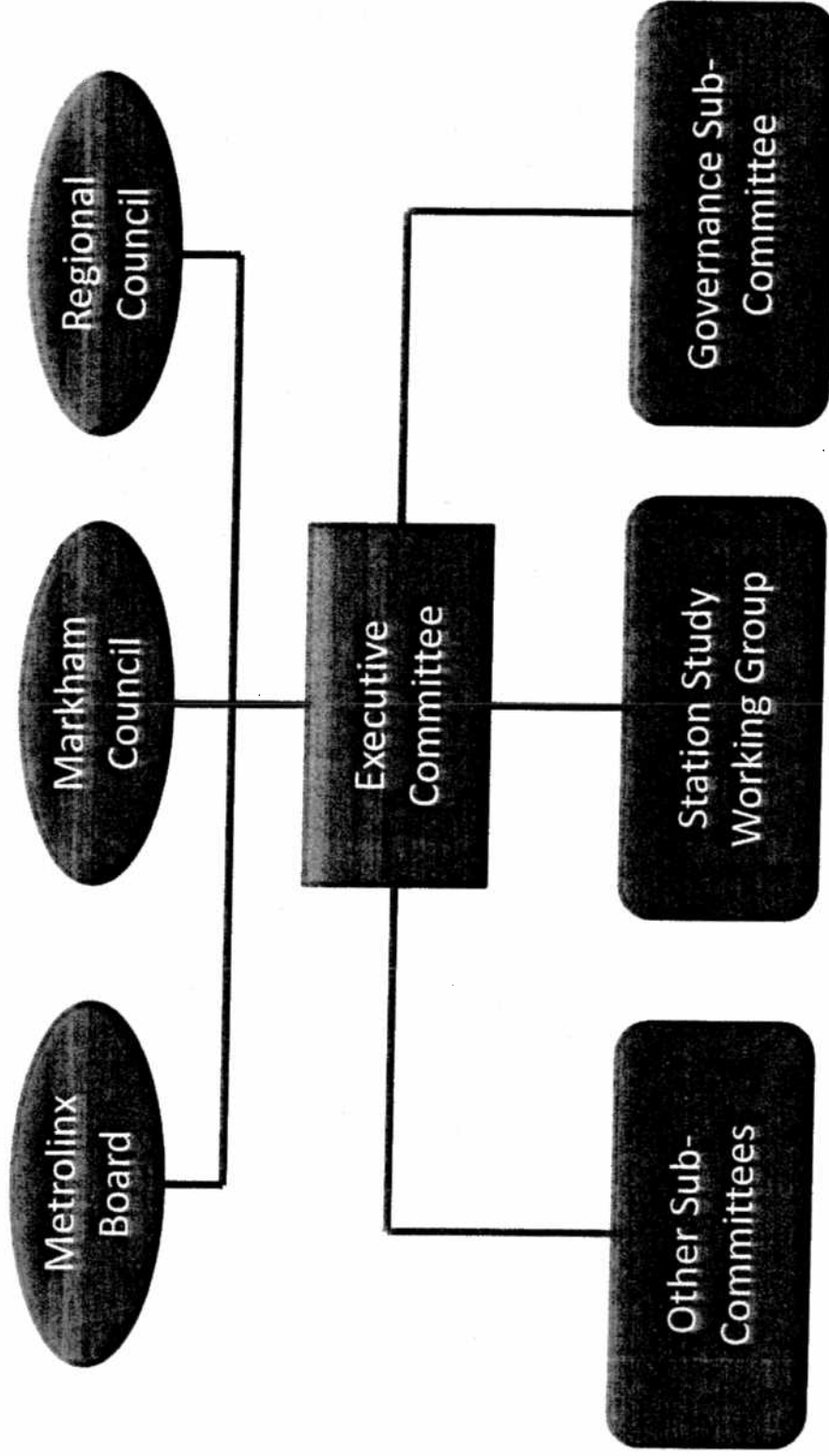
Technical Working Group

Markham

Metrolinx

Markham

Markham Centre Mobility Hub Reporting Structure



ATTACHMENT B



COPY

RESOLUTION OF COUNCIL MEETING NO. 12 DATED JUNE 28, 2011

REPORT NO. 42 – DEVELOPMENT SERVICES COMMITTEE

**(7) MARKHAM CENTRE MOBILITY HUB
STATION STUDY (5.14)**

- 1) That the report entitled “Markham Centre Mobility Hub Station Study” be received; and,
- 2) That the Terms of Reference for the Markham Centre Mobility Hub Station Study be endorsed; and,
- 3) That a \$745,000 allowance for the Mobility Hub Station Study components as outlined in this report be approved; and,
- 4) That the tendering process for Land use and Urban design study component in the amount of \$100,000 from the \$745,000 study allowance be waived in accordance with Purchasing By-Law 2004-341, Part 2, Section 7 Non Competitive Procurement (1)-(h) where it's necessary or in the best interests of the Town to acquire Consulting or Professional Services from a supplier who has a proven track record with the Town in terms of pricing, quality and services and that Adamson Architects be retained; and,
- 5) That the Engineering Department's 2011 Capital Budget account # 640-101-5699-10577 be amended to include an additional \$675,000 for the Markham Centre Mobility Hub Station Study to be funded from the Town Wide Hard Development Charges Reserve; and,
- 6) That staff update Committee as required on the progress of the Markham Centre Mobility Hub Study; and further,
- 7) That staff be authorized and directed to do all things necessary to give effect to this resolution.

A handwritten signature in black ink, appearing to read 'Kimberley Kitteringham', with a horizontal line extending to the right.

Kimberley Kitteringham
Town Clerk

Copy to: Jim Baird, Commissioner of Development Services
Alan Brown, Director of Engineering
Sepideh Majdi, Development Engineer
Tony Casale, Senior Buyer