



MARKHAM LIVE (MISTA) COMMITTEE

Wednesday July 4, 2012 – 3:30 pm
York Room

MINUTES

<p><u>Attendance:</u></p> <p><u>Members:</u> Regional Councillor Jim Jones – Chair Mayor Frank Scarpitti (ex-officio) Regional Councillor Joe Li Councillor Howard Shore Councillor Don Hamilton Councillor Colin Campbell Councillor Alan Ho Councillor Logan Kanapathi Councillor Alex Chiu</p> <p><u>Regrets:</u> Deputy Mayor Jack Heath (ex-officio) Councillor Carolina Moretti</p>	<p><u>Staff:</u> Jim Baird, Commissioner of Development Services Trinela Cane, Commissioner of Corporate Services Brenda Librecz, Commissioner of Community Services Gary Adamkowski, Director, Asset Management Alan Brown, Director of Engineering Mary Creighton, Director, Recreation Services Joel Lustig, Treasurer Alex Moore, Manager, Purchasing Don Taylor, Manager, Executive Operations Kitty Bavington, Council/Committee Coordinator</p>
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The Markham Live Committee meeting convened at 3:35 pm with Regional Councillor Jim Jones as Chair.

1. Disclosure of Interests – None Declared

2. Minutes of June 19, 2012 meeting

Moved by: Councillor Colin Campbell
Seconded by: Councillor Alex Chiu

That the minutes of the Markham Live (MISTA) Committee meeting held June 19, 2012, be adopted.

CARRIED

3. RFI Process

Regional Councillor Jim Jones provided a document – Markham Live – MISTA Action Plan for consideration.

Joel Lustig reviewed the discussions from the previous Markham Live meeting and the directions given to staff.

Alex Moore gave a presentation regarding the Request for Information (RFI) with respect to background information, an unsolicited proposal received, the purpose of the RFI, and the 13 questions in the RFI.

Nine RFI submissions were received. Staff identified the proponents and provided a high-level review of the submissions with respect to company background, project experience, and proposed role. A cross-commission team is undertaking a detailed analysis over the summer. The RFI will provide information to assist in determining the next steps of a RFP. Staff recommend a timeline of information interviews in September, an update to the Markham Live Committee on the interview results, then a report to Council for approval of the next steps in September/October. It was agreed that the Committee will decide on the optional approaches presented by staff, following evaluations and interviews.

The Committee considered initiating the MISTA-compliant RFP design process to prepare the RFP document. The basis of the proposal would be compliance with the approved functional program, square footage, and Olympic-standard specification, as outlined in the Action Plan submitted by the Chair. All other elements and optional features would be subject to the applicants' creativity. The Committee confirmed that the concept plan has been reviewed and approved by the Committee during the MISTA process; however, it can be reaffirmed if necessary before the RFP goes out.

Staff advised resources will be required to pull the proposal together. Staff will scope out the work and will work with the Purchasing Department to approach three companies for estimates. Staff will do their best to stay within the proposed timelines so that the process is underway and information is available for the interviews during September.

The Action Plan submitted by the Chair was reviewed and generally supported, subject to amended timelines. It was agreed that Markham will work with the tenants to ensure they are comfortable with funding and design. Town issues and overlapping issues will be addressed by the appropriate Committees.

Staff was directed to report back to the Committee on MISTA-related expenses to date.

Moved by: Mayor Frank Scarpitti
Seconded by: Councillor Colin Campbell

That staff be directed to initiate preparation of the MISTA-compliant specifications for sports venues only, subject to availability of external consultants; and,

That staff be directed to initiate preparation of the MISTA-compliant RFP design process to prepare the RFP document, subject to availability of external consultants; and,

That the cross-commission staff team continue the detailed evaluation of the RFI submissions over the summer, and schedule interviews in September; and,

That staff report back to the Markham Live Committee in the Fall following the interviews; and further,

That Staff be authorized and directed to do all things necessary to give effect to this resolution.

CARRIED

3. Next Meeting

A meeting will be arranged in August for an update. Staff were directed to provide the dates of the interviews in September, at the next meeting.

Adjournment

The Markham Live Committee meeting adjourned at 4:30 p.m.