



Staff Report

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: December 4 2017
Report: CAO 17.28
Subject: Outdoor Pool Building/Washrooms RFP

Recommendations:

That South Huron Council receives the report of Dan Best, Chief Administrative Officer regarding the Request for Proposal (RFP) results for the Construction of the Outdoor Pool Building/Washrooms project; and

That Council awards the project to Doug Geoffrey Construction Ltd based on their submitted proposal of \$497,187 plus HST.

Purpose:

Council approval

Background and Analysis:

At the Council meeting of November 6, 2017 Council received a report regarding the Exeter and District Outdoor Pool. The following directions were provided to Administration at that meeting:

- Council approved the Exeter and District Outdoor Swimming Pool project to proceed;
- Council approved NC Aquatics to implement the Myrtha Pool RenovAction solution for the Pool and Mechanical system to an upset limit of \$1,200,000 exclusive of HST in accordance with the sole source provisions set out in the Municipality of South Huron Procurement Policy;
- Council approved the Request for Proposal (RFP) process for engineering, site plan, design and construction of the Pool House

Washrooms/Changerooms as presented to an upset limit of \$500,000 exclusive of HST;

Subsequently, a Request for Proposal (RFP) was issued on November 13, 2017 with a closing of November 22, 2017. A total of five firms were contacted with one firm providing a bid.

The Pool Design and Construction Committee met on November 29th to review the RFP and to ensure compliance with the scope and specifications.

The following Table outlines the Evaluation Criteria and scoring results from the RFP.

Evaluation Criteria	Weighting	Average Score
Demonstrated performance of the firm for contracts of this size and nature for municipalities of similar size including but not limited to Firm Profile, References	10	8.3
Relevant experience and qualifications of key personnel identified to perform the work. Project Experience.	10	7.3
Approach and methodology to meet the Municipality's requirements including but not limited to Understanding, Details, Action Plan and Design	30	16
Cost	50	42
Total	100	73.6

Operational Considerations:

There are no other operational considerations examined with respect to this report.

South Huron's Strategic Plan:

Section 6.2.1 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key priorities and strategic directions. The following elements are supported by the actions outlined in this report:

- ✓ Improve and enhance the quality of recreation facilities

Financial Impact:

As previously identified in the report, a maximum amount of \$500,000 exclusive of HST was allocated for this element of the overall Pool/Washrooms/Changerooms project. The proposal as presented by the recommended proponent achieves falls within the budgeted amount.

Legal Impact:

There are no legal implications as a result of the actions outlined in this report.

Staffing Impact:

There are no Staffing implications as a result of the actions outlined in this report

Policies/Legislation:

Municipality of South Huron Procurement Policy – Bylaw 33-2017

Consultation:

Pool Design and Construction Committee

Related Documents:

None

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk