



BID AWARD PANEL CONTRACT AWARD

Award of Doc4373783168 to O2 Planning and Design Inc. for the Glencairn Subway Station Planning Study for City Planning and Transportation Services

Date: July 4, 2024
To: Bid Award Panel
From: Chief Procurement Officer
Wards: 8 - Eglinton-Lawrence

RECOMMENDATIONS

The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:

Solicitation Number:
Request for Proposal Doc4373783168

Description:
For the provision of Professional Planning and Engineering Services to undertake the Glencairn Planning Framework study. The purpose of this comprehensive Study is to support the development of an appropriate planning framework to achieve (or exceed, where appropriate) the required minimum density of 200 persons and jobs per hectare as prescribed by the Growth Plan for the Greater Golden Horseshoe (Growth Plan), 2020 for the lands surrounding the Glencairn Subway Station, to support the delineation of the (Protected) Major Transit Station Area for Glencairn Subway Station, and to support the development of recommended tools to implement the framework.

Recommended Supplier:
O2 Planning and Design Inc.

Contract Award Value:
\$505,779 net of all applicable taxes and charges
\$571,530 including HST and all applicable charges
\$514,680 net of HST recoveries

Contract is expected to start on date of award and end on April 30, 2026.

FINANCIAL IMPACT

The total contract award identified in this report is \$571,530 including all applicable taxes and charges. The cost to the City is \$514,680 net of HST recoveries.

Funding has been included in the 2024 Capital Budget and in the 2025-2033 Approved Capital Plan for the City Planning and Transportation Services Divisions. Additional funding details are summarized as follows:

Table 1: Financial Impact Summary of Recommended Contract

Division/WBS Element and Account Name	Date of Award to December 31, 2024	January 1, 2025 to April 30, 2026	Total (net HST recoveries)
City Planning (Growth Studies)/CUR028-67	\$78,458	\$0	\$78,458
City Planning (Growth Studies)/CUR028-70	\$0	\$209,222	\$209,222
Transportation Services/CTP823-05-01	\$56,750	\$170,250	\$227,000
Total			\$514,680

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the information as presented in the Financial Impact section.

SOLICITATION SUMMARY

Solicitation Issued: February 26, 2024

Solicitation Closed: April 19, 2024

Number of Addenda Issued: Six (6)

Number of Bids: Five (5)

Table 2: Summary of Proposals Received

Supplier Name
Hatch Corporation*
O2 Planning and Design Inc.
Perkins + Will Canada Corporation Inc.*
Urban Strategies Inc.
Zeidler Architecture Inc.*

*Supplier did not meet minimum technical threshold

DIVISION CONTACTS

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Shelly Cham, Manager, Community Planning, North York District, City Planning, 416-338-7292, Shelly.Cham@toronto.ca

COMMENTS

For the recommended contract award, the following requirements have been met:

a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;

b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;

c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:

1. for a contract funded by the operating budget, 5 years or less including any option years; or

2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. the Solicitation document was advertised on the City's internet website and bids or proposals were submitted electronically in Ariba; and

e. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Geneviève Sharkey,
Chief Procurement Officer