



# Revised Committee

## Agenda

### Long Term Care Redevelopment Planning Task Force

January 22, 2021 – 2:00 PM

Electronic Meeting, Grey County Administration Building

1. Call to Order
2. Election of Chair and Vice Chair
3. Declaration of Interest
4. Discussion of the [Terms of Reference](#) and Mandate
5. Update – Rockwood Terrace Project
6. Reports
  - a. CAOR-RP-04-21 Recommendation on Consultant Proposal for Grey Gables

**That Report CAOR-RP-04-21 containing a summary of the results of RFP-CAO-01-21 be received; and**

**That SHS Consulting be retained to provide options for repurposing Grey Gables at a cost of \$54,000, excluding taxes: and**

**That the costs be funded from the Long-Term Care Redevelopment Reserve.**
7. Workplan Development and Resources
8. Other Business
9. Next Meeting Dates
  - a. TBD
10. Adjournment



# Committee Report

<b>To:</b>	Chair and Members of Long-Term Care Redevelopment Planning Task Force
<b>Committee Date:</b>	January 22, 2021
<b>Subject / Report No:</b>	CAOR-RP-04-21
<b>Title:</b>	Recommendation on Consultant Proposal for Grey Gables
<b>Prepared by:</b>	Kim Wingrove, CAO
<b>Reviewed by:</b>	
<b>Lower Tier(s) Affected:</b>	Grey Highlands
<b>Status:</b>	

## Recommendation

1. That Report CAOR-RP-04-21 containing a summary of the results of RFP-CAO-01-21 be received; and
2. That SHS Consulting be retained to provide options for repurposing Grey Gables at a cost of \$54,000, excluding taxes; and
3. That the costs be funded from the Long-Term Care Redevelopment Reserve.

## Executive Summary

The County issued RFP-CAO-01-21 to seek proposals from qualified consultants to examine options for redeveloping the current Grey Gables facility. The proposals are to provide an assessment of the highest and best use of the existing Grey Gables building and how it's next use will integrate with or benefit from the new long-term care home.

## Background and Discussion

Grey County has been given approval to proceed with development of a new 128-bed long-term care facility adjacent to the current building in Markdale. As the current and future buildings will share a small site, it is important to understand how they might connect, share site or building amenities before the planning of the new building begins.

RFP-CAO-06-19 was posted on the Grey County purchasing portal on December 23, 2020 and closed on January 15, 2021. The RFP included the following evaluation criteria:

1.	<b>Qualifications and Experience</b> <ul style="list-style-type: none"> <li>• Experience and credentials of firm and of personnel assigned to the project</li> <li>• References indicating the competence and track record of the respondent in the marketplace with regards to the specific services required by the County including relevant and successful experience in carrying out similar projects within the last five years</li> </ul>	25
2.	<b>Understanding the Scope</b> <ul style="list-style-type: none"> <li>• Proposal details that show that the Consultant understands the scope of the work to be done and the included methodology which demonstrates this.</li> </ul>	25
3.	<b>Work Plan</b> Project Schedule in the form of a Gantt Chart <ul style="list-style-type: none"> <li>• Clearly define the project schedule</li> <li>• Identify weekly milestones and deliverables for each</li> <li>• Describe each task in detail</li> </ul>	25
4.	<b>Price</b> <ul style="list-style-type: none"> <li>• Overall submitted price for consulting services, excluding HST</li> </ul> <i>Included but not evaluated shall be per diems and hourly rates</i>	25
	<b>Total</b>	<b>100</b>

The RFP noted that the successful proponent provide recommendations to the Task Force on the optimal use of the existing Grey Gables facility. The analysis should include a feasibility study, market demand analysis, revenue potential, operating models and costs as well as renovations costs. Six companies were invited to submit a proposal. Only one submission was received.

SHS Consulting in collaboration with Salter Pilon Architects provided a response that scored highly on all evaluation criteria. These firms are also completing the housing options study for the Rockwood Terrace lands in Durham. Staff feel there will be a benefit to working with the same highly experienced firms on both projects.

It is recommended that SHS Consulting be award the contract.

## Legal and Legislated Requirements

Grey County's Purchasing Policy was followed.

## Financial and Resource Implications

The costs of this project will be \$54,950.40 (including non-refundable portion of HST) and this is recommended to be funded from the Long-Term Care Redevelopment Reserve. The Long-Term Care Redevelopment Reserve has a projected 2020 year-end balance of \$7,211,493.

## Relevant Consultation

- Internal Purchasing
- External

## Appendices and Attachments

None