



Revised Committee Agenda

Long Term Care Redevelopment Planning Task Force

November 4, 2021 -9:30 AM

Electronic Meeting

1. **Call to Order**
2. **Declaration of Interest**
3. **Report and Presentation**

Andrew Rodrigues, Senior Project Manager, Colliers

- a. Results of RFP-LTC-10-21 Award of Prime Consultant Presentation
- b. **CAOR-RP-13-21**

That Report CAOR-RP-13-21 be received; and

That Kasian Architecture Ontario Inc. be awarded the contract to provide prime consultant services for the Rockwood Terrace Redevelopment for a total fixed fee of \$2,504,530 excluding HST, to be taken from the LTC Redevelopment Reserve

4. **Other Business**
5. **Next Meeting Date**

To Be Determined

6. **Adjournment**



Project
Leaders



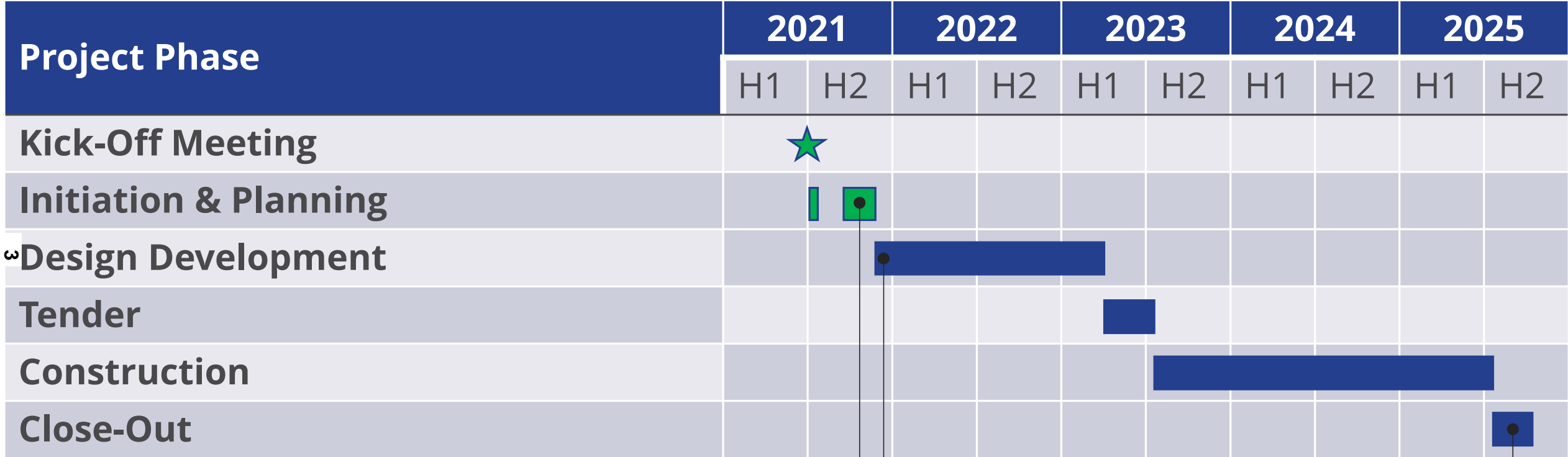
Grey County Rockwood Terrace LTC Redevelopment Project

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Long-Term Care Redevelopment Task Force Update
November 4, 2021

Grey County – Rockwood Terrace LTC Redevelopment Project

Overall Schedule – Rockwood Terrace



■ Actual
 ■ Ongoing / Forecast

Prime Consultant RFP Issued on September 7th, 2021

Kick-off Meeting with Prime Consultant: November 15th, 2021

First Resident Date Milestone: July 2025

Grey County – Rockwood Terrace LTC Redevelopment Project

Overview of Process

Criterion	Maximum Points
Mandatory Criteria	Pass/Fail
Understanding of the project	10
▶ Corporate Qualifications	15
Proponent's Team	30
Project Delivery	25
Fee	20
Total Score	100

- Standard form of Contract for Architect's Services (OAA 600-2013) with Supplementary Conditions
- Review by Grey County (including legal & insurance)

Grey County – Rockwood Terrace LTC Redevelopment Project

Prime Consultant Procurement - Timeline

Activity	Date / Duration
Draft RFP Documents issued to Grey for Review	June 30 th , 2021
Review Comments with Grey	July 21 st , 2021
Issue RFP, Manage Q&A and Issue Addenda	Sep 7 th - Oct 7 th , 2021
Receive and Review Submissions	Oct 7 th – Nov 4 th , 2021
Interviews	October 25 th , 2021
LTC Redevelopment Task Force Approval of Prime Consultant Selection	November 4 th , 2021
Council Approval of Prime Consultant Selection	November 12 th , 2021
Kick-off Meeting with Prime Consultant	November 15 th , 2021

Grey County – Rockwood Terrace LTC Redevelopment Project

Next Steps

- Kick-off meeting with Prime Consultant
- Visioning sessions, workshops and user group meetings
- Preparing alternative conceptual master plan & conceptual floor plans that will support the development of a Class D construction cost estimate



Taskforce Report

To:	Chair Burley and Members of the Long Term Care Redevelopment Planning Taskforce
Committee Date:	November 4, 2021
Subject / Report No:	CAOR-RP-13-21
Title:	Award of RFP-LTC-10-21 Prime Consultant Services for the Rockwood Terrace Redevelopment
Prepared by:	Kim Wingrove, CAO
Reviewed by:	
Lower Tier(s) Affected:	
Status:	

Recommendation

1. That Report CAOR-RP-13-21 be received; and
2. That Kasian Architecture Ontario Inc. be awarded the contract to provide prime consultant services for the Rockwood Terrace Redevelopment for a total fixed fee of \$2,504,530 excluding HST, to be taken from the LTC Redevelopment Reserve.

Executive Summary

Colliers Project Leaders, on behalf of Grey County, issued a request for proposal to determine the preferred firm to fulfill the duties of prime consultant (architect) for the Rockwood Terrace Long Term Care Home redevelopment. Colliers and staff are recommending the firm Kasian Architecture Ontario Inc., be awarded the contract.

Background and Discussion

The RFP to provide prime consultant services for the Rockwood Terrace long term care redevelopment project was posted to Bonfire on September 7, 2021 and closed on October 8, 2021. A summary of the process, the evaluation and a recommendation from Colliers Project Leaders is appended to the end of this report.

Legal and Legislated Requirements

Grey County will enter into an agreement with Kasian as outlined in the RFP, with Schedule A1 Architects Services attached to the OAA Standard Form of Contract for Architect's Services OAA 600-2013 with July 1, 2018 Amendments.

The Rockwood Terrace project will be delivered using a Design, Bid, Build approach using a CCDC2 Stipulated Sum form of contract.

Financial and Resource Implications

The total cost of the contract is \$2,504,530 excluding HST. The funds will be drawn from the LTC Redevelopment Reserve.

Relevant Consultation

Internal – Purchasing, Planning, LTC, Housing, Legal

Appendices and Attachments

MEMORANDUM

To: Long-Term Care Redevelopment Task Force

From: Andrew Rodrigues, Sr. Project Manager

Project: Doc. # P0103-969784674-65 (1.0)

October 29, 2021

Grey County – Rockwood Terrace LTC Redevelopment Project

RFP-LTC-10-21: RFP for Prime Consultant Services – Recommendation Memo

The purpose of this Memo is to summarize the Request for Proposal (RFP) process including the evaluation process and to provide a recommendation to award for review and approval by the GreyCounty Long-Term Care Redevelopment Task Force.

Summary of RFP Process

The RFP was prepared by Colliers Project Leaders, reviewed, and approved Grey County and issued on September 7th, 2021, via the Grey/Bonfire electronic portal.

Milestone dates:

- Deadline for Proponents questions: September 24th, 2021
- RFP closing Date and Time: 2:00:00 p.m. EST on October 7th,

2021A total of five (5) addenda were issued as summarized below:

- Addendum 1 – Issued on September 23rd, 2021
- Addendum 2 – Issued on September 23rd, 2021
- Addendum 3 – Issued on September 24th, 2021
- Addendum 4 – Issued on September 29th, 2021
- Addendum 5 – Issued on September 30th, 2021

A total of five (5) proposals were submitted through the Grey/Bonfire electronic portal.

Summary of Evaluation Process

Proposals were read and evaluated by an Evaluation Committee comprised of members from Colliers Project Leaders and Grey County. Proposals were evaluated against a set of pre-defined criteria and weighting that was stated as part of the RFP, using a four (4) stage process. Proposals were first evaluated against the mandatory criteria. Proposals that met the mandatory criteria advanced to the technical evaluation stage, followed by

interviews/reference checks (for short-listed proponents) and lastly the evaluation of cost criteria. For reference, the point distribution is summarized in the table below.

Criterion	Maximum Points
Mandatory Criteria	Pass/Fail
Understanding of the project	10
Corporate Qualifications	15
Proponent's Team	30
Project Delivery	25
Fee	20
Total Score	100

Recommendation and Award

Following the RFP evaluation, Kasian Architecture Ontario scored the highest combined technical and financial score. On this basis, Colliers recommends that the contract be awarded to Kasian Architecture Ontario in the amount of \$2,504,530 (excluding HST).

Should you require additional information, please do not hesitate to contact me. Sincerely,



[Andrew Rodrigues](#) B.Eng., MHA, PMP Senior Project Manager
COLLIERS PROJECT LEADERS

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