



TOWN OF
HALTON HILLS
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REPORT

TO: Mayor Bonnette and Members of Council

FROM: Keith Hamilton, Planner - Policy

DATE: January 25, 2022

REPORT NO.: PD-2022-0006

SUBJECT: Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review – Award of Contract

RECOMMENDATION:

THAT Report No. PD-2022-0006 dated January 25, 2022 regarding the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review - Award of Contract be received;

AND FURTHER THAT Council approve the award of the Request for Proposal to Sajecki Planning Inc., 111A Lakeshore Road East, Mississauga, ON, L5G 1E2 in the amount of \$189,979 (excluding HST);

AND FURTHER THAT the Senior Manager of Purchasing and Risk Management be authorized to issue a Purchase Order in the amount of \$189,979 (excluding HST) to Sajecki Planning Inc., 111A Lakeshore Road East, Mississauga, ON, L5G 1E2, for consulting services for the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review as per Request for Proposal #P-127-21.

KEY POINTS:

The following are key points for consideration with respect to this report:

- A Secondary Plan Review is required for the Georgetown GO Station Area/Mill Street Corridor to ensure conformity with the updated Provincial and Regional policy context while considering local plans and priorities.
- A Request for Proposal (RFP) was issued to seek a qualified consultant to complete the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review in November of 2021.
- Four bids were received, with Town staff opting to interview three of the consulting teams for further evaluation.

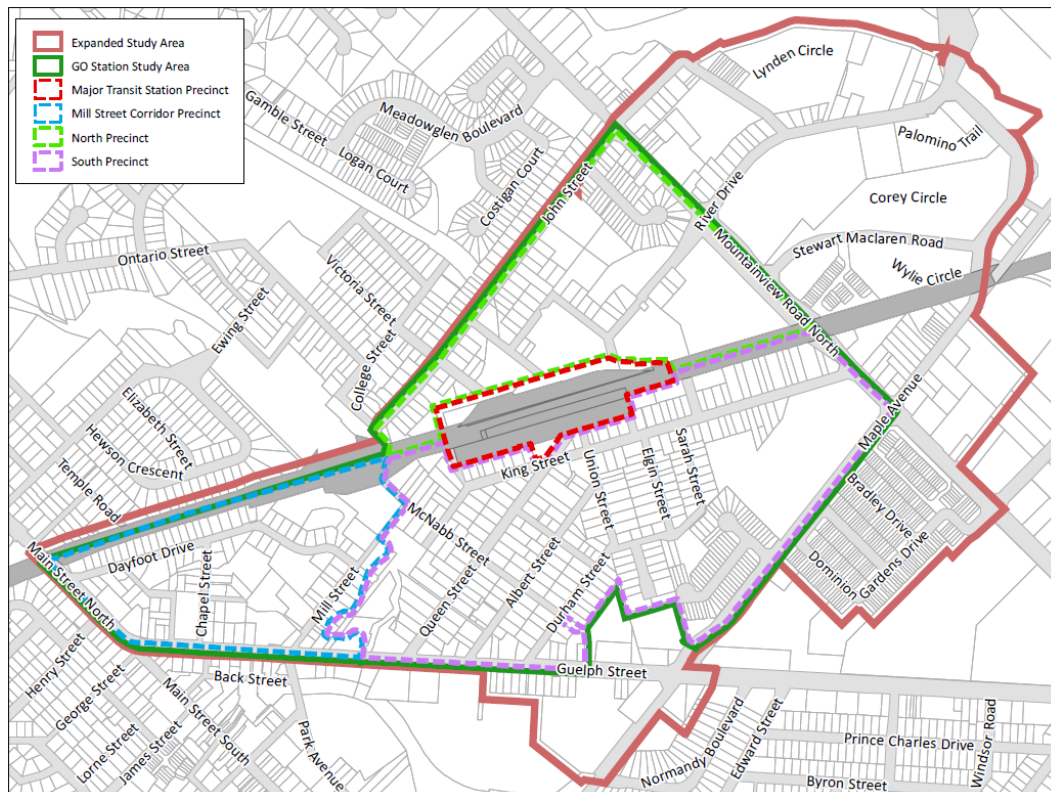
- After a careful review and evaluation of four proposals, Town staff are recommending a consulting team lead by Sajecki Planning Inc. be issued an Award of Contract to complete a review of the Georgetown GO Station Area/Mill Street Corridor Secondary Plan.

BACKGROUND AND DISCUSSION:

A Secondary Plan Review is required for the Georgetown GO Station Area/Mill Street Corridor. As outlined in report PD-2021-0069, brought to Council in November of 2021, the review will ensure conformity with the updated Provincial and Regional policy context while considering local plans and priorities.

The review will include an expanded Plan Area (See Map 1) that will match the Georgetown GO Major Transit Station Area (MTSA), which was delineated by Halton Region staff and approved through Regional Official Plan Amendment (ROPA) 48. The expanded Plan Area includes all of the existing Secondary Plan Area, with added lands to the west and south.

Map 1 – Georgetown GO Station Area/Mill Street Corridor Secondary Plan Area



The Terms of Reference for the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review were approved by Council on November 15, 2021, through PD-2021-0069. A Request for Proposal (RFP) was subsequently issued to seek a qualified consultant to complete the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review.

1.0 Request for Proposal

A Request for Proposal (RFP P-127-21) was posted on the Town's Bids and Tenders website on November 16, 2021. The RFP closed on December 16, 2021 and four (4) submissions were received as follows:

Proponent	Location
SGL Planning and Design Inc.	Toronto, ON
Sajecki Planning Inc.	Mississauga, ON
B+H Architects	Toronto, ON
Fotenn Consultants Inc.	Kingston, ON

The evaluation criteria and weighting were included in the Request for Proposal and bids were evaluated by a staff team based on the following criteria:

- Company Profile and Experience (30%);
- Understanding of the Project and Proposed Methodology (40%); and,
- Work Plan and Fees (30%).

After reviewing and evaluating the submissions, three consulting teams (SGL, Fotenn, and Sajecki Planning) were selected for an interview. The interviews provided the consulting teams an opportunity to discuss the components of their bid in further detail, including staff qualifications, team approach and work plan. The interviews also gave the teams a chance to respond to questions provided by the Town's evaluation team. This included technical questions related to project deliverables, project budgets, questions on engagement strategies, and questions on community character preservation.

2.0 Recommended Project Consultant Team

Based on the review and evaluation of the proposals received and interviews conducted, staff recommends that Sajecki Planning Inc., together with John Wood Group PLC, Parsons Corporation, and Urban Metrics Inc., be awarded the contract to complete the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review.

The Sajecki Planning proposal contains a clear and detailed work plan that clearly responds to the Terms of Reference for the Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review. The work plan anticipates completion of the Study within a timeframe of approximately 2 years from commencement.

A limit of \$200,000 for the project has been allocated through the Town's Capital Budget. The project bid submitted by Sajecki Planning and sub-consultants is slightly below this, and a request for a budget increase is not needed.

2.1 Consultant Team Work Plan and Approach

Documents submitted by Sajecki Planning as part of their bid provided an outline of how deliverables would be achieved, as well as the team responsible for completing each. A brief summary of Project Team responsibilities is as follows:

- Background review and policy analysis (Sajecki Planning);
- Public consultation and stakeholder engagement (Sajecki Planning);
- Development of land use alternatives (Sajecki Planning);
- Presentations to Council and Committees (Sajecki Planning);
- Transportation/Traffic Study (Parsons);
- Servicing and Storm Water Management (Parsons);
- Urban Design (Sajecki Planning);
- Fiscal Impact Analysis (Urban Metrics);
- Cultural Heritage Resource Assessment (Wood PLC)
- Natural Heritage and Environmental Impact Analysis (Wood PLC); and,
- Secondary Plan Development (Sajecki Planning).

In both their submission to the Town and subsequent interview with the evaluation team, the Sajecki Planning consulting team demonstrated extensive knowledge and understanding of context-specific conditions and issues in the Georgetown GO Station Area. Additionally, members of the team have worked on several projects in Halton Region in the past, including Secondary Plans within MTSAs, Cultural Heritage Assessments, Area Master Plans, and demonstrated experience with rail projects (CN and Metrolinx).

The consulting team approach will focus on balancing the need to intensify within a Major Transit Station Area, while respecting the existing low-density neighbourhoods. Stakeholder and public engagement will also be critical in updating the current land use plan and policies for both the existing Plan Area and added lands to the west and south (see Map 1). Preserving the existing cultural and natural heritage, and an examination of the existing transportation networks and servicing capacity will also be key priorities.

2.2 Proposed Consultation Plan

The consulting team has presented a well-rounded engagement plan that will build on the Town's Public Engagement Charter and address challenges related to the current COVID-19 pandemic. The consulting team will work collaboratively with Town staff to ensure all public consultation, committee meetings (Technical Advisory and Steering), and Council presentations are effectively organized with the appropriate notification measures. In addition to online engagement, planned public consultation will include a virtual neighbourhood tour, one Public Information Session, three Public Open Houses, and a Statutory Public Meeting before Council. The proposed consultation plan also accounts for the upcoming 2022 Municipal Election, and recognizes that public engagement opportunities will be limited during the latter half of the year.

STRATEGIC PLAN ALIGNMENT:

This report aligns to the Town's Strategic plan recognizing the value to achieve sustainable growth to ensure that growth is managed so as to ensure a balanced, sustainable, well planned community infrastructure and services to meet the needs of its residents and businesses.

The Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review will ensure new growth is balanced, sustainable, and a reflection of the existing community character. The Plan will also ensure community infrastructure is planned to meet the needs of current and future residents.

This report also identifies shaping growth as one of the Town's Strategic priorities.

The Georgetown GO Station Area/Mill Street Corridor Secondary Plan Review will provide the Town the opportunity to examine policies for redevelopment and intensification of areas in close proximity to the GO Station, as identified in the current Plan.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

A Public Consultation and Engagement Plan is required as a deliverable early in Phase 1. This plan will provide details regarding all consultation and engagement initiatives that will be included throughout the project lifecycle.

INTERNAL CONSULTATION:

The Evaluation Team for the selection of a project consultant consisted of staff representatives from the Planning and Development, Transportation and Public Works, Communications, and Recreation and Parks departments. The Senior Manager of Purchasing and Risk Management facilitated the process and is in agreement with the recommendation.

FINANCIAL IMPLICATIONS:

This report will be funded through an existing approved budget source.

Reviewed and approved by,

Simone Gourlay, Senior Manager of Purchasing and Risk Management

Bronwyn Parker, Director of Planning Policy

John Linhardt, Commissioner of Planning and Development

Chris Mills, Chief Administrative Officer