



# The Regional Municipality of Durham Report

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To: Planning and Economic Development Committee  
From: Commissioner of Planning and Economic Development  
Report: #2019-P-19  
Date: April 2, 2019

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**Subject:**

Recommendation for Award of RFP 1087-2018 – Growth Management Study, File: D12-01

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**Recommendation:**

That the Planning and Economic Development Committee recommends to Regional Council:

- A) That in response to the Request for Proposals RFP-1087-2018 (the "RFP"), the firm of Urban Strategies Inc. be retained to provide consulting and related services for the Envision Durham Growth Management Study required for the Region's Municipal Comprehensive Review;
- B) That financing for external consulting services in the estimated amount of up to \$835,800 be provided as follows:
- |      |   |                  |
|------|---|------------------|
| i.   | Development Charge Studies Reserve Fund               | \$180,000        |
| ii.  | Property taxes (Non-Departmental), prior year funding | \$400,000        |
| iii. | Property taxes (Non-Departmental), 2019 budget        | <u>\$255,800</u> |
|      | TOTAL   | <u>\$835,800</u> |
- C) That the Commissioner of Finance be authorized to execute the Consulting Services Agreement and any amendments required to complete the work.
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**Report:****1. Purpose**

1.1 The purpose of this report is to seek approval to award RFP 1087-2018 to Urban Strategies for the Envision Durham Growth Management Study as part of the Municipal Comprehensive Review (MCR) of the Durham Regional Official Plan (ROP).

**2. Background**

2.1 The Region's Planning Division is undertaking a MCR of the ROP. The ROP is Council's core planning document that guides Regional decision-making on long term growth and development.

2.2 A resolution was passed by Regional Council on May 9, 2018 providing authorization to proceed with the MCR entitled "Envision Durham". "Envision Durham" will culminate in the preparation of a new Official Plan that provides a policy framework with the following objectives:

- implements Provincial Plans and Policy Statements;
- plans and manages growth to support a strong and competitive economy;
- builds compact, vibrant, healthy and complete, sustainable communities;
- promotes strategic growth areas, including urban growth centres, major transit station areas and other centres and corridor locations, as the primary focus for intensification;
- optimizes the use of existing and future planned infrastructure;
- plans for transit supportive densities;
- results in an appropriate mix of residential housing types to achieve growth forecast;
- protects agricultural lands;
- conserves valuable natural resources for current and future generations;
- plans for the use of land and resources in an efficient manner;
- results in an appropriate mix of employment land uses to achieve growth forecast; and
- maintains a sufficient supply of employment lands in suitable locations.

2.3 To complete the MCR process, a comprehensive Growth Management Study is required. The Envision Durham Growth Management Study will determine how much urban land will be required to accommodate the Growth Plan forecast of 1.19

million residents and 430,000 jobs by 2041. The Study will also consider employment area conversions and settlement boundary area expansions.

- 2.4 The Growth Management Study will be undertaken in two phases and will implement the requirements of the Growth Plan (2017) and related provincial guidance documents.
- 2.5 Phase One of the project will consist of a Land Needs Assessment (LNA) and related studies that meet the requirements of the Province's standardized methodology and related guidance documents.
- 2.6 The LNA will include an intensification strategy to review the capacity for infill development in centres, corridors, major transit stations areas and throughout built-up area. Following this, a greenfield density analysis will assess how much growth can be accommodated in existing greenfield areas. An employment lands analysis will consider how much land is required to accommodate forecasted employment growth.
- 2.7 Visualizations will be created during Phase One of the study to demonstrate the typical built form associated with various population and employment densities. Finally, the consultant will also develop a long-range forecast for the purposes of infrastructure planning.
- 2.8 The LNA, once complete, will determine if there is a surplus of employment area land and whether additional urban land is required to accommodate the Region's forecasted growth beyond the current Regional Structure.
- 2.9 Should the LNA determine that land use conversions or additional urban lands are required to accommodate the 2041 forecast, a second phase of analysis will be required to determine the most appropriate location(s) for any required employment area conversion(s) and/or settlement area boundary expansion(s), together with an analysis that considers impacts to servicing and infrastructure needs and the associated financial implications.
- 2.10 Both phases of the study will be undertaken in consultation with the Province, area municipalities, key stakeholders and the public.

### **3. Financial Implications**

- 3.1 RFP 1087-2018 for consulting and related services for the Envision Durham Growth Management Study was prepared and distributed through the Region's bidding

website and advertised locally. The RFP was issued on November 13, 2018 and closed on January 3, 2019. Two proposals were received by the Region:

- i. Urban Strategies Inc.;
- ii. and the Planning Partnership.

3.2 Following a review by the Purchasing Department, both submissions were determined to be compliant with the RFP submission requirements and were evaluated.

3.3 An evaluation committee comprised of Regional Planning staff was established and the Purchasing Section of the Region's Finance Department facilitated the RFP evaluation. The committee conducted a detailed evaluation of the proposals based on the following evaluation criteria:

- Project management experience and qualifications;
- Proposed company and project team experience;
- Project appreciation;
- Approach and methodology;
- Communications and public engagement program;
- Workplan;
- Schedule; and
- Pricing.

3.4 Both proposals met the minimum threshold score and the bidders were invited to take part in presentations, which were part of the evaluation criteria noted and scored in the RFP.

3.5 Based on the evaluations of the proposals, including the presentation, the highest scoring respondent was Urban Strategies Inc. and their team of subconsultants.

3.6 In accordance with Subsections 9.4.1 and 10.4.4 of the Purchasing By-law 68-2000 (amended), the evaluation and acquisition of Consulting and Professional Services will be acquired on a "quality-based selection" and requires Council approval given the value of the consulting agreement.

3.7 Financing for external consulting services in the estimated amount of up to \$835,800 will be provided as follows:

- i. Development Charge Studies Reserve Fund \$180,000

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ii. Property taxes (Non-Departmental), prior year funding	\$400,000
iii. Property taxes (Non-Departmental), 2019 budget	<u>\$255,800</u>
TOTAL	<u>\$835,800</u>

#### 4. Conclusion

- 4.1 It is recommended that in response to Request for Proposals RFP-1087-2018 that Urban Strategies Inc. be retained to provide consulting and related services for the Envision Durham Growth Management Study at a fee of up to \$835,800 (plus applicable taxes).
- 4.2 It is recommended that the Commissioner of Finance be authorized to execute the Consulting Services Agreement and any amendments required to complete the work.
- 4.3 This report has been reviewed by the Commissioner of Finance who concurs with the financial recommendations.

Respectfully submitted,

Original signed by

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Brian Bridgeman, MCIP, RPP  
Commissioner of Planning and  
Economic Development

Recommended for Presentation to Committee

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer