



Town Hall Recommended Option

Town Hall Project Steering Committee

December 9, 2019



Background

2015

Town Hall Project
Steering Committee
is established

December 2016

RFPQ issued
Design, build, lease

January 18, 2019

RFP issued
Deadline:
Apr 30, 2019

June 6, 2019

RFP Deadline
Extension

September 23, 2019

Report DCS 19-29:
Recommends public
engagement process

September 23, 2019

Council defeated
recommendation

Background

Committee finalized
evaluation of proposals

**2019 Committee
Meeting Dates:**
June 13, June 24, July 8,
Aug 15, Oct 28, Nov 27

**2019 Committee
Presentation Dates to
Council:**
Sept 23, Dec 9

**Public Information
Sessions**
Nov 20 & 21

Evaluation of Proposals

- Town Hall Project Steering Committee
 - Composition:
 - Members of the public
 - Council members
 - Town staff
 - Professional/impartial advisors consulted if necessary
 - Review and evaluate all compliant submissions



Evaluation Criteria

Summary	Points
Financial Strength of Proponent & Proposal	10
Architectural Design Adherence	25
Team Member Qualifications & Management Approach	10
Project Management Plan	15
Multi-Use Features of the Building & Value Added Features	10
Financial Score	30
TOTAL	100

Financial Strength of Proponent & Proposal

Plan to achieve
transaction
close

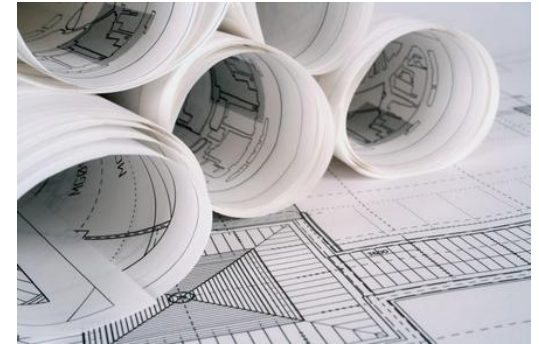
Feasibility of
project
completion

Factors considered:

- creditworthiness of debt & equity providers
- firmness of equity commitment
- risk allocation between team
- performance security of general contractor

Architectural Design Adherence

- Points awarded for:
 - Exceeding minimum standard
 - Providing additional value to the Town
- Added value includes:
 - Features enhancing functionality of operations/flow
 - Materials/detail that exceed minimum standard but do not increase lease cost
 - Environmentally sustainable features/practices
 - Other features the Town considers added value
- Points reduced for:
 - Missing design requirements
- Proposals scoring less than 18 points may be rejected



Team Member Qualifications & Management Approach

- Well-integrated and experienced lease team to manage all project risks
- Ensure Town's requirements will be met at all times
- Early identification and mitigation of key project risks
- Adequately address deficiencies indicating declining quality without Town intervention

Project Management Plan

- Must demonstrate an approach to ensure Town's operational standards, maintenance and service requirements will be met at all times



Financial Score



Proposal Cost=
annual base rent +
first year additional
rent



Proposal Points=
(lowest proposal
cost/proposal cost)
x available points



If proposal cost is
>\$550,000, points
awarded are
reduced by=
(Proposal Cost-
\$550,000)/\$25,000

Dancor (Option A)



- Corner of Brock Street East and Harvey Street
- 27,198 sq ft
- Dancor Design
- Clean and professional exterior design
- BAS Building Automation System
- Treats building like a living thing
- Modern design throughout
- Green Roof

E&E McLaughlin (Option B)



- Corner of Bridge Street and Bidwell Street
- 25,025 sq ft
- Robert Dick, Architect
- Respecting and reflecting the town's history
- Brick and window design elements mimic the old town hall
- Combines heritage with modern
- Ample natural lighting throughout
- Natural gathering space
- 2,000 sq ft in basement

S.E.M. Construction (Option C)



- Corner of Brock Street East and Harvey Street
- 26,905 sq ft
- Paul Ventin, Architect, VG Architects
- Elevate design build to purpose built
- Top floor, one stop service
- Lower floor belongs to the community
- Council chamber opens to civic square/ multi purpose plaza
- Natural light on all sides
- State of the art building

Interviews

- Proponents interviews: August 15, 2019
- Colliers Project Leaders completed the financial evaluation
 - evaluation information is protected under MFIPPA*
- Town could ask different questions to each Proponent
- Proponents were only permitted to supply information necessary to clarify issues
- Interviews allowed Town to complete its scoring



Total Scores

Proponent	Points
Dancor	68.3
E&E McLaughlin	72.4
SEM Construction	72.1

- Dancor had lowest score and ruled out.
- E&E McLaughlin and SEM Construction were within one point:
 - SEM Construction had more points for value added features and is being recommended by the Committee

Committee Resolution

Moved by: Andrew Gilvesy Seconded by: Rick Strouth

THAT based on the RFP process, the Town Hall Steering Committee recommends to Town Council that the preferred option is S.E.M. Construction;

AND THAT the \$8,000 honorarium be released to the other two proponents;

AND FURTHER THAT the Town Hall Steering Committee would like to advise Town Council that all of the proposals received exceeded the financial benchmarks set out in the RFP.

Carried

Financial Impact

- Building size range:
 - 25,025 sq ft - 26,905 sq ft - 27,198 sq ft
- Average Annual Lease Costs over the 30 year period range from approximately \$800,000 (\$29/square foot) to \$850,000 (\$31/square foot).
- Annual lease cost for 12,000 sq.ft. at Town Centre Mall= \$217,500
- Town owns Customer Service Centre
 - Maintenance costs would still exist if there is a new Town Hall, as Tillsonburg Hydro and water/waste water operations would reside there

Honoraria

- Proponents (other than Successful Proponent) receive honorarium of \$8000 each for preparation of proposals and presentations
- Successful Proponent shall receive the honorarium if it withdraws its' Proposal, is disqualified or its' Proposal is rejected
- Proponents must submit an invoice for payment of the Honorarium within 30 calendar days of award

THANK
You!