



**Subject: Bridge Street Re-Imagining Task Force Recommendation Regarding Design Consultant**

**Report Number:** EDM 23-10

Department: Economic Development Department

Submitted by: Cephas Panschow

Meeting Type: Council Meeting

Meeting Date: Monday, June 26, 2023

**RECOMMENDATION**

- A. THAT report EDM 23-10 Bridge Street Re-Imagining Task Force Recommendation Regarding Design Consultant be received;
- B. THAT RFP 2023-009 Professional Consulting Services to develop a Streetscaping Plan for Bridge Street be awarded to SHIFT Landscape Architecture Co. Inc. of Guelph in the amount of \$67,746 (non-recoverable HST included) and an additional amount of \$13,155 (non-recoverable HST included) for the two Provisional Areas;
- C. THAT staff be authorized to execute the agreement with Shift Landscape Architecture Co. Inc.

**BACKGROUND**

Town Council has approved two resolutions with respect to the Bridge Street Re-Imagining Task Force as follows:

Resolution # 2023-031 (January 16, 2023)

*THAT Councillor Parsons represent Council on the Re-Imagine Bridge Street Joint Task Force;*

*AND THAT upon completion of the RFP and tender process that the tender be brought back to Council for approval prior to being awarded to the preferred bidder.*

Resolution # 2023-116 (March 13, 2023)

*THAT Report EDM 2023-03 Establishment of the Reporting Process for the Bridge Street Re-Imagining Task Force be received;*

*AND THAT the Development Commissioner be directed to bring forward regular reports with updates on the status of the task force's initiatives to Council.*

The Bridge Street Re-Imagining Task Force has worked with Town staff to prepare the Request for Proposal that was released on April 5, 2023 with a response deadline of May 5, 2023. Four bids were received by the deadline.

The Task Force has reviewed the four proposals and short-listed two of the companies to interview with a recommendation now being made to Town Council in accordance with Council's earlier direction.

## **DISCUSSION**

Proposals were received from:

- Brown and Storey Architects of Toronto;
- J.L. Richards & Associates Limited of Ottawa;
- GSP Group Inc of Kitchener; and,
- SHIFT Landscape Architecture Co. Inc of Guelph.

The proposals received were evaluated based on the following criteria:

- Methodology and ability to meet/exceed specifications (35 Points)
- Schedule & Work Plan (20 Points)
- Relevant Experience (20 Points)
- Cost (20 Points)
- References (5 Points)

Based on a review of the proposals received, two of the consultants (GSP and SHIFT) were short-listed for interviews on June 8 and 13, 2023. Subsequently, the Task Force scored SHIFT's proposal higher in all technical aspects of the evaluation and they were also the lowest cost proposal.

In terms of the project, the Primary Study Area has been identified as Bridge Street West of Broadway (see Figure 1), but two additional areas were also included; namely, Bridge Street East of Broadway to the Customer Service Centre and Harvey Street South from Bridge Street to Lisgar Avenue (See Figures 2 and 3).

Figure 1 – Primary Study Area (Bridge Street West of Broadway)

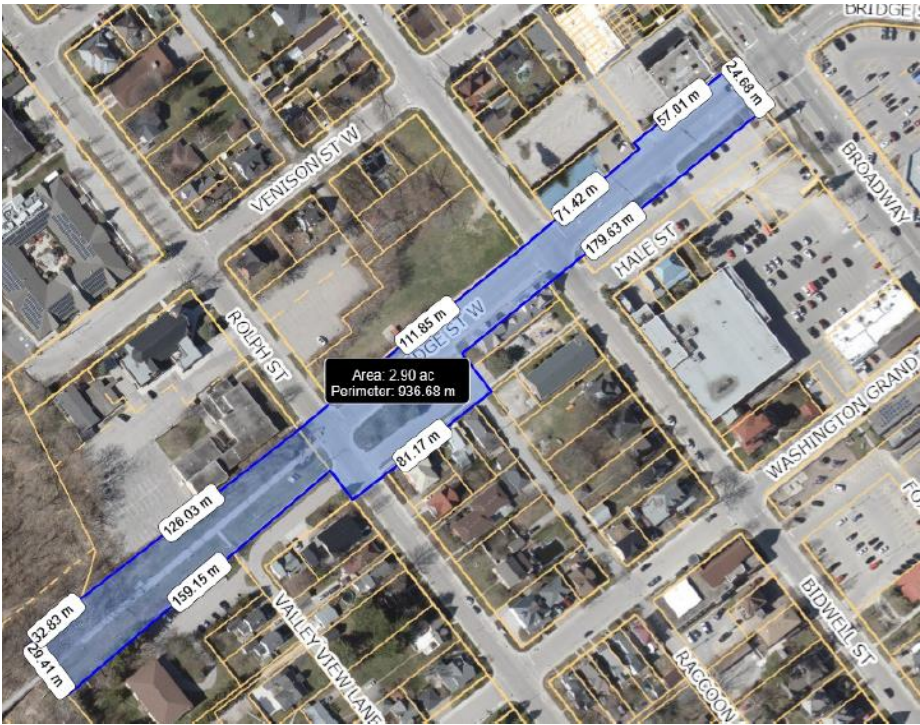
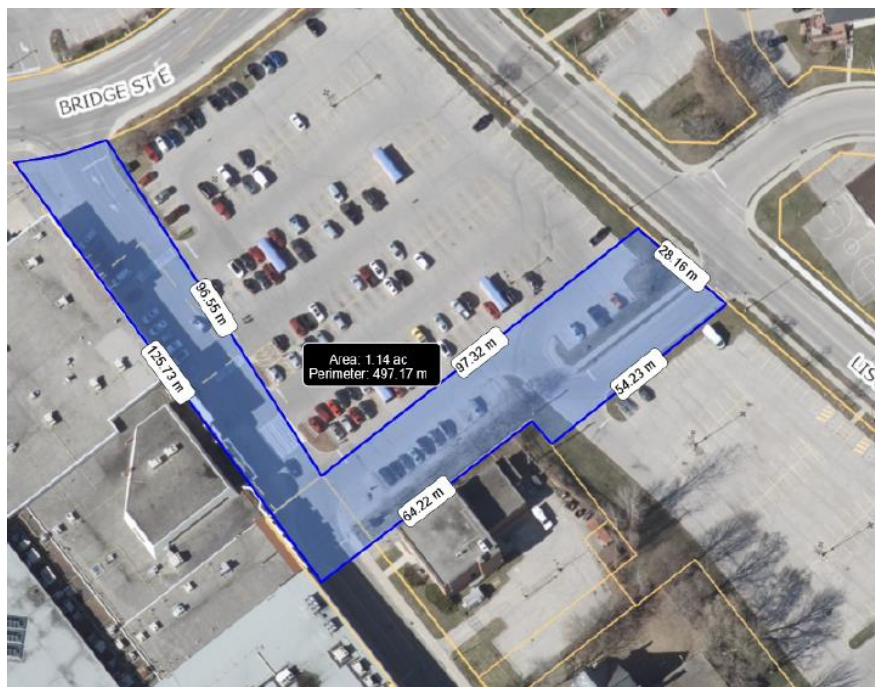


Figure 2 – Provisional Study Area (Bridge Street East of Broadway)





**Figure 3 – Provisional Study Area (Harvey Street South from Bridge St to Lisgar Avenue)**



The Bridge Street Re-Imagining Task Force and the Development Commissioner are recommending that the two Provisional Areas be included in the contract award for the following reasons:

- The Bridge Street East area provides a direct connection to the Town of Tillsonburg Customer Service Centre, which is a key Town facility and may become even more central in the Town's future plans;
- The Harvey Street to Lisgar Avenue section has already been identified as an area for review due to the potential for conflicting vehicle, pedestrian and active transport movements and this has been included in the 2023 Economic Development & Marketing Business Plan (Consultations for Mall Parking Lot Reconfiguration);
- SHIFT Landscape Architecture's proposal included a cost of \$66,574 for the Primary Study Area plus an additional amount of \$12,927 for the two Provisional Areas for a total amount of \$80,901 (including non-recoverable HST), which is slightly greater than the budgeted amount of \$80,000. This amount does not include the developer contribution commitment made by The BMI Group, which, even if pro-rated, would result in a lower cost to the Town. With the minimum

\$20,000 commitment by the developer, this project is anticipated to be \$19,099 under budget even accounting for the two provisional areas.

Based on these factors, the Development Commissioner, in support of the Task Force's recommendation, is also recommending that the full project be awarded to SHIFT Landscape Architecture Co. Inc in the amount of \$80,901 (including non-recoverable HST).

## **CONSULTATION**

The Bridge Street Re-Imagining Task Force is comprised of:

- A representative from The BMI Group;
- Representatives from the Downtown Business Improvement Association;
- Representatives from The Station Arts Centre;
- A representative from the Tillsonburg Farmer's Market;
- Downtown property owners;
- Tillsonburg Town Councillor Bob Parsons.

With participation from Town staff including the Development Commissioner and Director of Operations and Development and/or designate.

At their June 13, 2023 meeting, the Task Force passed the following resolution:

*That the Bridge Street Re-Imagining Task Force recommend that the contract be awarded to SHIFT Landscape Architecture Co. Inc based on the proposal and presentation received.*

The Task Force also noted the additional aspects of the proposal that were of interest; including:

- Focus on extensive natural features in any future streetscape plans;
- This streetscape plan can serve as a foundation for the future Downtown Master Plan being contemplated by the Business Improvement Association; and,
- The public consultation perspectives brought forward by the consultant.

## **FINANCIAL IMPACT/FUNDING SOURCE**

The approved 2023 Economic Development & Marketing Budget includes \$80,000 in funding towards this project.

## CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- ☐ Lifestyle and amenities
- ☐ Customer service, communication and engagement
- ☐ Business attraction, retention and expansion
- ☒ Community growth
- ☐ Connectivity and transportation
- ☐ Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

**Goal** – The Town of Tillsonburg will accommodate and support sustainable growth.

**Strategic Direction** – Promote, preserve and enhance the downtown core as the retail centre and community hub for Tillsonburg; Continue to offer relevant, leading incentives for revitalization and diversification in the downtown and throughout Tillsonburg.

**Priority Project** – *Immediate Term* – Enhanced development standards that benefit the community (including tree planting, affordable housing, walkability, livability, connectivity); *Short Term* – *Enhanced public engagement in planning policies and placemaking.*

## ATTACHMENTS

Appendix A – Proposal Submitted by SHIFT Landscape Architecture Co Inc