

**Report to / Rapport au:**

**OTTAWA POLICE SERVICES BOARD  
LA COMMISSION DE SERVICES POLICIERS D'OTTAWA**

**26 March 2018 / 26 mars 2018**

**Submitted by / Soumis par:**

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**SUBJECT: CONTRACT AWARD - SOUTH CAMPUS PHASE 1 PRIME  
CONSULTANT SERVICES**

**OBJET: OCTROI DE CONTRAT – SERVICES DE L'EXPERT-CONSEIL  
PRINCIPAL POUR LA PHASE 1 DU COMPLEXE SUD**

**REPORT RECOMMENDATIONS**

**That the Ottawa Police Services Board approve the contract award to Moriyama & Teshima and CS&P Architects for prime consultant services for the architectural design and engineering of the South Campus Phase 1 Facility, to be located at 55 Lodge Road, for an amount not to exceed \$3,855,500.00 (excluding taxes).**

**RECOMMANDATIONS DU RAPPORT**

**Que la commission de services policiers d'Ottawa approuve l'octroi du contrat d'un montant maximal de 3 855 500,00 \$ (taxes non comprises), à Moriyama & Teshima et à CS&P Architects à titre d'experts-conseils principaux pour la conception architecturale et l'ingénierie de l'installation de la phase 1 du complexe sud, qui sera située au 22, chemin Lodge.**

**BACKGROUND**

The Facility Strategic Plan (FSP), approved in 2013, outlines the long-term plan for the acquisition, disposal and re-fit of Ottawa Police Service (OPS) facilities. As part of the plan, the OPS committed to reducing the original cost of the program by 25% using an innovative workplace approach.

In June 2017, the Board approved the FSP Update #1 which recommended, as one of the main real-estate strategies, the development of a multi-functional campus on 15 acres of OPS owned property, located at 55 Lodge Rd. A campus approach is a key way to reduce the cost of the plan, as it offers OPS the opportunity to share infrastructure amongst several buildings. Staff presented for information, in October 2017, the South Campus Master Plan detailing a three phase construction development approach.

Phase 1 of the plan is to design and build a new police station housing Frontline Operations to serve the South of the city. It will include community interface elements, such as front desk services, a community police centre and a collision reporting centre. The new facility will also house Community Relations and Specialized Frontline Support Services which include functions such as Canine, Marine Dive and Trail, Tactical, Traffic and Events Planning.

The functional space requirements for Phase 1 of the South Campus plan identified the need for a free standing two storey police facility. The first level will be approximately 120,000 sq. ft. which will include a 25,000 sq.ft. high-bay garage for OPS specialty vehicles. The second storey of this building will be approximately 35,000 sq.ft. and will be fitted up as part of Phase 2 of the campus plan. An appropriate amount of parking is planned on site for staff and fleet vehicles (approximately 340 stalls).

The new building will demonstrate leadership in energy savings and environmental design. The team will work together to achieve the highest LEED certification within budget.

The procurement strategy for this project was developed by staff in the summer of 2017 to meet the target occupancy date of Dec 2021 within the approved budget envelope. Based on the analysis, a linear "Design Bid Build" delivery model was recommended. This aligns with the funding approval and the ability to measure the FSP cost avoidance goal with more certainty. In this model, the facility is designed and tendered before the price is secured, then the project is built. This approach will reduce the overall financial risk.

This report outlines the process used by the City's Supply Management Division in collaboration with the OPS to procure Prime Consultant Services (the Project Design Team). It has yielded a successful proponent and Staff are recommending that the contract be awarded accordingly.

## DISCUSSION

In October 2017, Supply Management issued a Request for Proposal (RFP) for Prime Consultant Services to procure architectural design and engineering services for the new South Campus Frontline Facility to support police operations.

The Prime Consultant will be responsible for providing professional design services including site development, concept design, construction and tender documents, tendering, construction administration, permit approval, substantial completion occupancy and the one-year warranty sign-off.

The Prime Consultant contract includes a full suite of architectural services, civil, structural, mechanical and electrical engineering, building sciences, LEED consulting & sustainable design; fire protection, interior design, building modeling and landscape architecture.

A total of 11 firms responded to the RFP which closed on Nov. 22, 2017.

The evaluation committee chaired by Supply Management Division, included OPS representatives such as, the Chief Physical Environment Officer, the Manager Capital Projects and the Capital Senior Project Manager. This committee reviewed and evaluated each submission based on a consensus approach that was framed in a gated process, as stipulated in the RFP document.

Evaluation gates:

Gate 1 - Mandatory Requirements (pass / no pass)

Gates 2 & 3 - Rated Requirements (60%)

Gate 4 – Presentation by the short listed Proponents (15%)

Gate 5 - Financial Proposal (25%)

The highest scoring proponents from gates 2 and 3 were invited to present their strategy and vision for the design and delivery of the project to the evaluation committee. Upon completion of rating of gate 4, the financial proposals were opened and evaluated based on their fixed fee price.

The proposal submitted by Moriyama & Teshima and CS&P Architects, in joint venture, scored the highest and offered the strongest consulting team. They proved to be innovative in their design strategy and provided the best overall value to the OPS.

Staff are recommending the contract be awarded to Moriyama & Teshima and CS&P Architects for an amount not to exceed \$3,855,500.00 (excluding taxes). The 4 year contract is scheduled to start in April 2018.

## **CONSULTATION**

A public presentation of the master plan was scheduled for January 2018. This was postponed to review and consider the innovative design strategies presented by the recommended Prime Consultant during this RFP process. Once finalized, Staff will proceed with the public information session.

## **FINANCIAL IMPLICATIONS**

Capital funding for the procurement of the Prime Architect Services for South Campus Phase 1 is available in Capital Project #903441

Total Approved Budget:	\$ 75,015,000.00
Expenditure to date:	<u>\$ 509,669.00</u>
Balance Available:	\$ 74,505,331.00
This request:	<u>\$ 3,855,500.00</u>
Remaining Balance:	\$ 70,649,831.00

## **CONCLUSION**

By approving this recommendation, the Board will ensure the timely delivery of the necessary architectural and engineering work required to design Phase 1 of the South Campus site and building it. With the Prime Consultant on board in early April 2018 the project is planned to be completed and operational by end of December 2021.

As part of the Site Plan Application, Staff will present to the Board the new facility's proposed site plan and building elevations in Q1 of 2019. Construction is scheduled to commence in Q3 of 2019.