



**City of Kingston
Report to Council
Report Number 17-298**

To:	Mayor and Members of Council
From:	Lanie Hurdle, Commissioner, Community Services
Resource Staff:	Sheldon Laidman, Director, Housing & Social Services
Date of Meeting:	November 21, 2017
Subject:	Award Contract - Rideau Heights Regeneration Phase 2 Development Services

Executive Summary:

On August 2, 2017 the Housing & Social Services Department received responses to Request for Proposal (RFP) Number F31-CSG-HSS-2017-2 'Rideau Heights Regeneration (Phase 2) Land Development Services'. The RFP requested qualified proponents to submit proposals to undertake land development consulting services on behalf of the city to pursue the implementation of phase two of the Rideau Heights regeneration neighbourhood plan. The services requested relate to required Official Plan and zoning by-law amendments and Plan of Subdivision approval to establish the necessary land use planning framework and associated land parcel arrangements.

Phase two of the Rideau Heights regeneration neighbourhood plan focuses on the Headway Park area including the adjacent social housing properties. A key feature of the plan includes the introduction of private laneways and a new public street to provide improved access for waste pickup, emergency service access and establishing a more regular neighbourhood street pattern. Other neighbourhood renovations include reconfiguration in parkland and improvements in Headway Park, infill housing development to complete block patterns and provide mixed-income housing opportunity, and reconfigured parking areas in closer proximity to homes.

The Rideau Heights Regeneration Strategy was endorsed by Council in November 2015. The neighbourhood plan includes three phases of development to be accomplished over an estimated twenty year timeframe. The phase two development approvals were preceded by the phase one development approvals which established the necessary land use planning framework and land parcel arrangement to implement the Shannon Park area improvements which are currently under construction.

November 21, 2017

Page 2 of 7

Three proposal responses were received and evaluated relative to the evaluation criteria outlined within the RFP. The proposal submitted by Fotenn Consultants Inc. received the highest score amongst the submissions in addition to offering the lowest price for the required services totalling \$361,666 (including applicable taxes). City staff is requesting the budget be established at up to \$400,000 to provide contingency funding to address other related expenses which can be anticipated with a project of this scale.

The purpose of this report is to obtain Council's approval to award the contract to Fotenn Consultants Inc. and budget approval to be funded from the Social Housing Reserve Fund. The Social Housing Reserve Fund was established to assist social housing providers with development projects, capital planning and unforeseen expenses to ensure the social housing portfolio is functioning effectively. It is replenished on an annual basis with the operating surpluses generated by all social housing providers, including Kingston and Frontenac Housing Corporation.

Recommendation:

That Fotenn Consultants Inc. be awarded the contract for 'Rideau Heights Regeneration (Phase 2) Land Development Services', RFP Number F31-CSG-HSS-2017-2, for a total price of \$361,666 (including applicable taxes); and

That Council approve a capital budget amendment of \$400,000 from the Social Housing Reserve Fund for the Rideau Heights Regeneration (Phase 2) Land Development Services project; and

That the Mayor and Clerk be authorized to enter into an agreement with Fotenn Consultants Inc. in a form satisfactory to the Director of Legal Services.

November 21, 2017

Page 3 of 7

Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

Lanie Hurdle, Commissioner, Community Services

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

Gerard Hunt, Chief Administrative Officer

Consultation with the following Members of the Corporate Management Team:

Desirée Kennedy, Chief Financial Officer & City Treasurer	√
Denis Leger, Commissioner, Corporate & Emergency Services	Not required
Mark Van Buren, Acting Commissioner, Transportation & Infrastructure Services	√

November 21, 2017

Page 4 of 7

Options/Discussion:

In 2013, Housing & Social Services staff and the Kingston and Frontenac Housing Corporation (KFHC) retained the services of a professional consulting team with expertise in community revitalization and design, social housing renewal, land development economics, civil and building engineering and community consultation. Over approximately 18 months, with support from city staff and KFHC, the consultant team assessed the existing challenges in the central area of the Rideau Heights neighbourhood and considered opportunities to ensure the long-term maintenance of the social housing assets and improvement of the physical design of the neighbourhood to support an improved quality of life for its residents.

In November 2015, the Rideau Heights Regeneration Strategy was presented to and endorsed by Council. The Strategy includes the following key objectives and strategies:

- Introduction of market rental and ownership housing opportunities into the neighbourhood;
- Decommissioning and relocation of a minimum of 100 rent-geared-to-income (RGI) units to provide a more equitable distribution of RGI housing across the city;
- Rehabilitation and enhancement of the energy efficiencies and orientation of retained social housing units;
- Rationalization and enhancement of recreational facilities and park spaces to support improved usage and sense of personal security in public open spaces;
- The sale of social housing lands to accommodate market housing opportunities and generate a revenue source to partially offset KFHC housing development and rehabilitation work;
- Introduction of KFHC market rental units to create mixed-income properties and provide a new revenue source for the social housing organization;
- Strategic infill of social housing properties to maintain unit yields and create proper building and block orientations;
- Reorientation of driveways, parking areas and common outdoor spaces to provide frontage on public streets or private laneways to facilitate improved waste handling services, emergency services access and improved passive surveillance; and
- Improved access and transportation routes across the neighbourhood supporting vehicular and alternative modes of transportation.

Given the extensive geographic scope and expenses associated with implementing the neighbourhood regeneration plan, the plan is divided into three main phases. The phase one plan is underway and supports the enhanced reconfiguration of Shannon Park, the extension of MacCauley Street through to Wilson Street, and the creation of a new market housing block on the north side of the MacCauley Street extension.

Through Report Number [HHC-17-004](#), Council approved a revised phase two Rideau Heights regeneration neighbourhood plan which focuses on the Headway Park area and includes the reconfiguration of some of the social housing sites and the adjacent public parklands to provide more regular block orientations and arranging for homes fronting on public roads or private

November 21, 2017

Page 5 of 7

lanes. The introduction of a new public street where the existing emergency services fire lane in Headway Park is located will support improved community connectivity and improve access and the public quality of Headway Park.

To begin implementing phase two, Housing & Social Services staff conducted a RFP process for land development consulting services. On August 2, 2017, staff received responses to RFP Number F31-CSG-HSS-2017-2 Rideau Heights Regeneration (Phase 2) Land Development Services. The services requested relate to required Official Plan and zoning by-law amendments and Plan of Subdivision approval to establish the necessary land use planning framework and associated land parcel arrangements.

Three proposals were received and evaluated in accordance with the RFP evaluation criteria by staff representing the Housing & Social Services and Engineering Departments in addition to representation from KFHC.

The following table outlines the evaluation criteria established within the RFP:

Evaluation Criteria	Weighting (out of 100)
Understanding, Approach and Work Plan	35%
Company Profile, Experience and Qualifications	30%
Financial Proposal	30%
Accessibility	5%

The following table provides details regarding the cost proposals and assigned overall scoring:

Proposal Ranking (Lead Firm Identified)	Total Proposal Cost (taxes included)	Total Scoring
Fotenn Consultants Inc.	\$361,666	90
WSP Canada Group Ltd.	\$417,766	81
J.L. Richards & Associates Ltd.	\$399,492	75

The proposal submitted by Fotenn Consultant Inc. received the highest overall score and offered the lowest cost proposal. Fotenn's project team is supported by Forefront Engineering

November 21, 2017

Page 6 of 7

Inc. in addition to a variety of sub-consultants who will complete specific work requirements. Fotenn has been working on the ongoing phase one approvals; therefore, they are well aware of the objectives of the regeneration strategy and the technical details of the neighbourhoods planning framework and infrastructure servicing. Key components of the Fotenn project team's work plan include:

- Refinement of the phase two neighbourhood concept plan;
- Planning Rationale to support land use planning applications;
- Preparation of conceptual renderings;
- Conducting a public open house;
- Serviceability Report;
- Storm Water Management Report;
- Geotechnical Report;
- Archaeological Assessment;
- Tree Inventory and Preservation Plan;
- Traffic Impact Study;
- Parking Study;
- Noise Study;
- Boundary and Topographic Survey;
- Detailed public street designs and tendering document preparation; and
- Preparation and coordination of required *Planning Act* applications (i.e. Official Plan and zoning by-law amendment, Draft Plan of Subdivision and Final Plan of Subdivision).

Given the extensive scope of the phase two development approvals, staff is requesting the budget be established at \$400,000 to provide contingency funding to address other related expenses which can be anticipated with a project of this scale.

Existing Policy/By-Law:

The Rideau Heights Regeneration Strategy and associated neighbourhood plan updates were approved through Report Numbers [15-357](#) and [HHC-17-004](#).

The Revitalization of the north end is a priority in Council's 2015-2018 Strategic Plan.

Notice Provisions:

Not required

Accessibility Considerations:

Accessible document preparation and design provisions were incorporated in the RFP evaluation criteria.

November 21, 2017

Page 7 of 7

Financial Considerations:

The requested \$400,000 project budget is available to be funded from the Social Housing Reserve Fund. This Fund was established to assist social housing providers with development projects, capital planning and unforeseen expenses to ensure the social housing portfolio is functioning effectively. It is replenished on an annual basis with the operating surpluses generated by all social housing providers, including KFHC.

Contacts:

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Other City of Kingston Staff Consulted:

Paige Agnew, Director, Planning, Building and Licensing Services

Mark Campbell, Acting Director, Engineering

Lana Foulds, Manager, Financial Planning, Financial Services

Neal Unsworth, Manager, Parks Development, Recreation & Leisure Services

Lee Campbell, Manager, Housing and Childcare Programs, Housing & Social Services

John Henderson, Housing Programs Administrator, Housing & Social Services

Exhibits Attached:

Not applicable