

NEW ARENA STEERING COMMITTEE

MEETING MINUTES

June 29, 2006

City Hall Boardroom 2-1 5:00 P.M.

PRESENT: Alderman G. Kelly, Chairman
Alderman C. Smith
Gerry Labas, CAO
Bill Dearborn, Community Member
Jamie White, Community Member
Dr. Lee Little, Community Member
Paul Murray, Community Member

REGRETS: Alderman B. Cocks

ALSO PRESENT: A. Bizio, Public Services Commissioner
R. Webb, General Manager of Community Development
L. Schlachter, Administrative Assistant

1. Award of Consultant for the Arena Feasibility Planning – Part II RFP #CD06-99

APPENDIX A

Alderman Kelly opened the first presentation by welcoming David Edmunds, David O'Neal, Gary Debney and David Swanson of Graham Edmunds Cartier Architecture (GEC) and introducing the members of the New Arena Steering Committee.

Mr. Edmunds of GEC began their presentation with introductions of the team. The presentation included a review of the Project Objectives, Project Delivery, Funding and Capital Models, Project Schedule, Scope of Services, Design and Construction, Operating and Financing Models. The presentation included a review of Demonstrated Experience and concluded with questions from the Committee Members.

Alderman Kelly opened the second presentation by welcoming Ben Sproule, Garfield Ganong and Conrad Boychuk of Nustadia Recreation Inc. (Nustadia) and introducing the members of the New Arena Steering Committee.

Mr. Sproule of Nustadia began their presentation with introductions of the team. The presentation included a review of Previous Work, Potential Funding, Public Meetings, Functional Study, Critical Site Analysis, Financing Options, Capital Plan, Capital and Development Costs, S.W.O.T. Analysis, Next Steps, Schedule and Preparation and Presentation of Reports. The presentation included a review of Demonstrated Experience and concluded with questions from the Committee Members.

The Committee discussed the presentations, reviewing the evaluation criteria, innovation, deliverables, demonstrated experience and best value.

After discussion, the New Arena Steering Committee recommends to City Council **THAT GRAHAM EDMUNDS CARTIER ARCHITECTURE BE AWARDED THE ARENA FEASIBILITY PLANNING – PART II CONSULTING SERVICES CONTRACT FOR THE AMOUNT OF \$86,500 PLUS G.S.T.**

ADOPTION

2. **Next Meeting**

The next meeting will be held at the **Call of the Chair**.

Adjournment

The meeting was adjourned at 9:00 p.m.

RECEIVED BY CITY COUNCIL

Larry P. Godin, City Clerk

Decision Item

CONSULTING SERVICES AWARD – NEW ARENA FEASIBILITY STUDY - PART II

Presented to City Council – July 4, 2006

ISSUE:

Consulting Services award to undertake the functional study and related components of the Arena Feasibility Study – Part II.

RECOMMENDATION:

That the New Arena Steering Committee recommends City Council approves the selection of Graham Edmunds Cartier Architecture (GEC) to provide consulting services for the New Arena Feasibility Study – Part II for the tendered amount of \$86,500 plus GST, subject to an agreement satisfactory to the City Solicitor and the Chief Administrative Officer.

FINANCIAL IMPLICATIONS:

April 3, 2006 City Council approved a capital budget amendment of \$100,000 to undertake the required studies and analysis to assist in this phase of the new arena feasibility study process.

PUBLIC CONSIDERATIONS:

The Request for Proposals (RFP) Project Scope is to provide City Council with information regarding the feasibility of a new arena (Part II) based on the development of a functional plan, confirmation of capital and operating costs, community and stakeholder consultation, exploration of sources of grants, operating and capital funding, and final site selection.

ENVIRONMENTAL CONSIDERATIONS: N/A

BACKGROUND/RATIONALE/ANALYSIS:

- April 3, 2006, City Council approved the mandate of the New Arena Steering Committee to review, advise, and make recommendations regarding Part II of the New Arena Feasibility Planning Process. The Project Charter and Terms of Reference dated March 28, 2006 were also approved.
- May 2006, the New Arena Steering Committee recommended and City Council approved a RFP process to select a consulting service for the Arena Feasibility Planning – Part II. Closing date for receipt of proposals was May 31, 2006.
- Fifteen consultant groups were invited to submit proposals. Four submissions were received as follows:
 - Cannon Johnston Architecture Inc.
 - Sahuri Hutchinson Brzezinski Architects Inc.
 - Graham Edmunds Cartier Architecture (GEC)
 - Nustadia Recreation Inc.
- Selection was based on the criteria as stated in the RFP and which is consistent with industry practice. Selection criteria was as follows:
 - Knowledge and experience of new arena developments.
 - Knowledge and experience conducting feasibility studies.
 - Understanding of project objectives and requirements.
 - Project approach and methodology.
 - Value for money: fees + disbursements.
- The two consultants best meeting the selection criteria were invited to make presentations to the New Arena Steering Committee on June 29, 2006.
- Based on the evaluation criteria, presentations and the New Arena Steering Committee review, the GEC proposal was deemed to have best met the City's requirements.

OPTIONS CONSIDERED:

To award the Consulting Services Contract to the best proposal meeting the criteria and providing the best value for services in comparing fees to project deliverables and demonstrated capacity and capability.

IMPLEMENTATION PLAN:

- City Council approval of award of Consulting Services Contract – July 4, 2006.
- Commence Part II of the New Arena Feasibility Study process.
- Provide a final report to City Council – December 2006.

APPROVED BY & DATE: Alderman Graham Kelly,
Chairman, New Arena Steering
Committee

June 30, 2006

ATTACHMENTS: N/A

