

Date: 2023-05-05

Subject: **Request to Begin Procurement – Hiring of Architectural Consultants for Various Projects**

Contact: Sean Cressman, Manager, Building Design and Construction,
Public Works and Engineering

Report Number: Public Works & Engineering-2023-428

Recommendations:

1. That the report from Sean Cressman, Manager, Building Design and Construction to the Committee Meeting of May 24, 2023, re: **Request to Begin Procurement – Hiring of Architectural Consultants for Various Projects**, be received; and
2. That the Purchasing Agent be authorized to commence the procurement for professional architectural consulting services for various projects on an as and when required basis for a three-year period.

Overview:

- **This report seeks Council approval to commence the procurement for Professional Architectural Design and Contract Administration Services for Various Projects on an as, and when, required basis for a Three-Year Period.**
- **Each contract is to have two one-year options to extend.**

Background:

The professional architectural and interior design consulting services for various projects on an as and when required basis for a three-year period will be utilized for obtaining consulting services for various projects.

Typically, these services are provided for smaller scale State of Good Repair projects in order to provide a means of promptly beginning design work. This procurement supports the December 14, 2022, Council Report titled Strategies to Address Unspent Capital Backlog, which was approved with resolution C377-2022.

Current Situation:

Upon approval of the recommendations in this report, staff will conduct a public procurement process in order to retain up to three Architectural consultation service vendors. Each vendor is to have a three-year contract with two one-year options to extend. The current Architectural contracts are set to expire on June 30, 2023.

Corporate Implications:

Financial Implications:

Sufficient funding for year one of this contract is available through various projects within the approved capital budget of Public Works and Engineering. Departmental staff will ensure that sufficient funds are requested for additional years of this contract in future budget submissions, subject to Council approval.

Legal Implications:

Legal Services will provide support and will review procurement documents as needed.

Purchasing Implications:

A public Procurement Process will be conducted and the Bid submissions shall be evaluated in accordance with the published evaluation process within the bid document. Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurement must occur formally, through the contact person identified in the Bid Document.

Term of Council Priorities:

Brampton is a Well-Run City: the procurement outlined in this report will provide efficient use of resources and support proactive, effective and responsible management of finances, policies and service delivery.

Conclusion:

It is recommended that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

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Approved by:

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Acting Commissioner,
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Reviewed by:

Lucius Maitre, Director, Building Design and Construction

Submitted by:

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