



## REQUEST FOR PROPOSAL EVALUATION REPORT MODB2405

### Description of RFP

This RFP was issued to invite proposals from qualified and experienced professional consultants with backgrounds in aquatics, recreation, architecture, engineering and similar professions to perform a comprehensive condition assessment of our outdoor pool facility.

### Details of Invitation

RFP invitation method: Open tender posted on the Nova Scotia Procurement website.

RFP invitation date: July 16, 2024

RFP closing date: August 8, 2024

### Proposals Received

Number of Proposals Received: 4

Proponents	Total Fees excluding HST (lowest first)
TEAL Architects+Planners	\$10,800
Green PI Inc.	\$18,000
RJC Engineers	\$39,500
DSRA Architecture Inc.	\$107,000

### Compliance with Tender Specifications

Proponent	Compliance with RFP specifications	Details of any non-compliance
TEAL Architects+Planners	Yes	N/A
Green PI Inc.	Yes	N/A
RJC Engineers	Yes	N/A
DSRA Architecture Inc.	Yes	N/A

## Budget Implications

\$20,000 was allocated in this year's operating budget for the completion of this assessment. The funds will be taken from GL 01-21215-002 – Other Professional Fees. With our municipal rebate on HST, the total cost of the assessment will be approximately \$8,700 under the budgeted amount.

## Recommendation

The proposals were evaluated by the CAO and Director of Recreation to determine the degree to which they responded to the requirements as set out in the RFP. The evaluation was based on the following matrix:

Criteria	Points
Project Understanding	15
Experience & Qualifications	30
Project Approach and Methodology	15
Schedule	10
Pricing	30
<b>Total</b>	<b>100</b>

Upon evaluation, the results were the following:

Proponent	Score
TEAL Architects+Planners	84
DSRA Architecture Inc.	67
RJC Engineers	60
Green PI Inc.	57.5

It was challenging to compare MJMA/TEAL to the other proposals as they recommended a phased approach, but they clearly demonstrated the best understanding of the project and seemed the most realistic. They stood out by providing solid examples of similar projects and highlighting a diverse team, with partners that others also listed for their specific expertise. We particularly appreciated how MJMA/TEAL clearly outlined their assessment methodology, breaking it down by area of expertise, and offering the most realistic range of potential outcomes.

While DSRA is undoubtedly experienced, their responses seemed generic. The level of detail provided by DSRA was terrific, but their costs are disproportionately high given the similarity in scope to the other firms.

Green PI's proposal was vague in terms of methodology, leaving us uncertain about their grasp of the project. Additionally, they failed to provide a detailed scope of work, making it difficult to determine how much of the project would be handled remotely or through subcontractors.

RJC Engineers also lacked clarity in certain areas, though the partners they listed, such as those involved in the Mahone Bay pool project, have relevant experience. However, RJC did not specify who would be responsible for various tasks in their cost breakdown.