

# Staff Report

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**Report To:** General Government Committee

**Date of Meeting:** October 7, 2024      **Report Number:** FSD-040-24

**Authored by:** Mandy Chong, Manager, Procurement

**Submitted By:** Trevor Pinn, Deputy CAO/Treasurer, Finance and Technology

**Reviewed By:** Mary-Anne Dempster, CAO

**By-law Number:** \_\_\_\_\_ **Resolution Number:** \_\_\_\_\_

**File Number:** RFP2024-6

**Report Subject:** Green Development Framework – Update and Program Implementation

## Recommendations:

1. That Report FSD-040-24, and any related delegations or communication items, be received;
2. That the proposal received from The Urban Equation Corporation, the second highest scoring proponent meeting all terms, conditions and specifications of RFP2024-6 be awarded the contract for the provision of Green Development Framework – Update and Program Implementation.
3. That the funds required to complete this project be funded from the approved budget; and
4. That all interested parties listed in Report FSD-040-24, and any delegations be advised of Council's decision.

## Report Overview

To request authorization to cancel the award to Delphi and seek approval to award to Urban Equation Corporation.

### 1. Background

- 1.1 The Municipality of Clarington (Municipality) requires the assistance of a qualified firm for the provision of consulting services for the update and program implementation for the Green Development Framework.
- 1.2 A Request for Proposal (RFP) was drafted to allow the Municipality to select a qualified Consultant to assist with the Green Development Framework was issued and the evaluation completed in accordance with the RFP process.
- 1.3 Approval to award to Delphi Group was sought in Procurement Services Report PS-008-24 and reported to Council in Report FSD- 037-24.

### 2. Analysis

- 2.1 Award notification was sent to Delphi Group. Upon receipt of the award notification, Delphi Group reached out to advise the Municipality that the project lead that they proposed for this project had resigned and therefore, they were unable to accept the contract for this project.
- 2.2 Based on Delphi Group not being able to proceed with the project, the recommendation is to award to the second highest scoring proponent Urban Equation Corporation.
- 2.3 The Urban Equation Corporation has not worked with the Municipality; therefore, reference checks are being completed and will be provided to the Evaluation Committee. The award will be subject to Urban Equation Corporation references being deemed to be satisfactory.

### 3. Financial Considerations

- 3.1 The funding required for this contract award is up to \$166,535.33 (Net HST Rebate) including disbursements of \$3,052.80 (Net HST Rebate). The project will be funded from the following accounts, which are in the approved 2024 budget:

Description	Account Number	Amount
Public Services – Climate Change – Prof Fees	100-15-130-10519-7161	\$190,861

## **4. Strategic Plan**

- 4.1 This project supports Strategic Plan Priority G.4.1 – Design and implement Priority Green Standards for all new development.

## **5. Climate Change**

- 5.1 Green Development Frameworks are standards that set minimum energy efficiency or emissions performance requirements for new developments. They are designed to reduce energy consumption and greenhouse gas (GHG) emissions in the building sector, which is a major contributor to climate change. The Framework will also include measures to enhance the climate resilience of buildings ensuring they are better able to adapt to the impacts of climate change.

## **6. Concurrence**

This report has been reviewed by the Deputy CAO, Public Services who concurs with the recommendations.

## **7. Conclusion**

It is respectfully recommended that Urban Equation Corporation, being the second highest scoring proponent meeting all terms, conditions and specifications of RFP2024-6 be awarded the contract for the provision of Green Development Framework – Update and Program Implementation.

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Staff Contact: Mandy Chong, Manager of Procurement, 905-623-3379 Ext. 2209 or mchong@clarington.net.

Attachments:

Attachment 1 – PS-008-24

Interested Parties:

List of Interested Parties available from Department.