

Municipality Of Chatham-Kent
Community Development
Planning Services

To: Mayor and Members of Council

From: Ryan Jacques, MCIP, RPP
Director, Planning Services

Date: April 16, 2021

Subject: Secondary Plan for the South Side of Wallaceburg – RFP R21-183 Award

Recommendations

1. The proposal in the amount of \$84,422.30 (including HST) for Consulting Services for the Secondary Plan for the South Side of Wallaceburg be awarded to Fotenn Planning + Design.
2. The Mayor and Clerk be authorized to enter into the necessary agreements.

Background

On October 19, 2020, Council approved that a Request for Proposals be issued for a Secondary Plan for the South Side of Wallaceburg.

A secondary plan is a land use plan for a particular area of a municipality that is prepared as an amendment to an official plan. Typically, a secondary plan provides detailed policies for the area it covers. Adopting a secondary plan into the official plan is the responsibility of a municipality.

A secondary plan happens through a deliberate, collaborative, and transparent public process. This process provides for people to participate through the various milestones from learning and visioning, identification of alternatives, and evaluation of a preferred outcome.

A secondary plan will encourage incremental and organic transition of new land uses over time through the reinvestment in the neighbourhood by an array of stakeholders from the private, public, and nonprofit sectors. This change will lead to the revitalization of the neighbourhood. Neighbourhood revitalization will benefit adjacent neighbourhoods and the entire community.

Comments

In accordance with the Purchasing By-law, the Secondary Plan for the South Side of Wallaceburg RFP R21-183 was advertised on the Municipal Website on February 17, 2021 and closed on March 24, 2021.

The results are as follows:

RFP R21-183 Secondary Plan for the South Side of Wallaceburg		
Rank	Company Name	RFP Score
1.	Fotenn Planning + Design	1185.0
2.	Dillon Consulting Ltd.	1167.7
3.	Stantec	594.7*

*Price envelope was not opened due to not meeting minimum requirements.

It is therefore recommended that the RFP R21-183 Secondary Plan for the South Side of Wallaceburg be awarded to Fotenn Planning + Deign in the amount of \$84,422.30 (Including HST).

The project is comprised of six defined tasks and will proceed as follows:

- Task 1: Project Start Up (May 2021).
- Task 2: Background Data Collection including Public Consultation #1 (June 2021).
- Task 3: Technical Analysis, Development of Land Use Alternatives including Public Consultation #2 and public meeting / Community Development Advisory Committee workshop (June-September 2021).
- Task 4: Draft Secondary Plan Concept (October 2021).
- Task 5: Final Secondary Plan Concept and Draft Secondary Plan Policy and Mapping including Statutory Public Meeting (November-December 2021).
- Task 6: Final Recommendation and Draft Official Plan Amendment (March 2022).

Areas of Strategic Focus and Critical Success Factors

The recommendation in this report supports the following areas of strategic focus:

Economic Prosperity:

Chatham-Kent is an innovative and thriving community with a diversified economy

A Healthy and Safe Community:

Chatham-Kent is a healthy and safe community with sustainable population growth

People and Culture:

Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community

Environmental Sustainability:

Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendation in this report supports the following critical success factors:

Financial Sustainability:

The Corporation of the Municipality of Chatham-Kent is financially sustainable

Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

Has the potential to support all areas of strategic focus & critical success factors

Neutral issues (does not support negatively or positively)

Consultation

The RFPs were opened and reviewed by the Director, Planning Services; Planner I, Planning Services, and Manager, Engineering (Traffic & Underground Infrastructure).

Financial Implications

The project will be funded through the Planning Services Base Budget for Special Projects.

Prepared by:

Reviewed by:



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Director, Planning Services



Bruce McAllister, MCIP, RPP
General Manager
Community Development

Attachments: None

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