



BOARD REPORT

TO: Chair and Directors

File No: 6120 30 02

SUBJECT: Electoral Area A Regional Trail Strategy RFP Award

DESCRIPTION: Report from Ryan Nitchie, Team Leader, Community Services May 8, 2017. Electoral Area A Trail Strategy RFP Award.

RECOMMENDATION #1: THAT: the Board empower the authorized signatories to enter into an agreement with Larch Landscape Architecture and Authentic Mountain Design to complete a Regional Trail Strategy for Electoral Area A for a total cost of \$59,855 plus a 15% contingency, plus applicable taxes.

SHORT SUMMARY:

A Request for Proposals (RFP) was released in March of 2017, inviting qualified consulting firms with expertise in regional trail strategy development, public consultation, data collection and analysis, to develop a comprehensive Regional Trail Strategy for Golden and Electoral Area A. Three proposals were received and evaluated.

VOTING: Unweighted LGA Part 14 Weighted Stakeholder
 Corporate (Unweighted) Corporate (*Weighted*)

BACKGROUND:

In 2016, representatives from Golden and the CSR D engaged in facilitated meetings to investigate collaborative opportunities to inventory, develop and maintain a trail network within the Golden/Electoral Area A region. These meetings resulted in the determination of a regional need for a Regional Trail Strategy for Electoral Area A and Golden. The strategy will provide direction to local governments and stakeholder organizations regarding the development and maintenance of a strategic network of non-motorized, motorized, cycling, equestrian and blue way trails in the region.

A Request for Proposals (RFP) for the development of a comprehensive Regional Trails Strategy was released with a maximum budget of \$60,000, allocated from the Electoral Area A Community Works Funds. The following three submissions were received:

	Total Price (excluding taxes)
Forsite Consultants Ltd.	\$57,109.50
LARCH Landscape Architecture and Authentic Mountain Design	\$59,855.00
McElhanney Consulting Services Ltd.	\$59,922.00

The submissions were evaluated by an evaluation team using the criteria as outlined in the RFP documents. Although Forsite Consultants Ltd. was the lowest cost submission, the highest valuation was given to LARCH Landscape Architecture and Authentic Mountain Design.

LARCH Landscape Architecture and Authentic Mountain Design was evaluated as providing the greatest value through their comprehensive local experience, knowledge of the community and the

surrounding area, increased focus on community engagement, and in-depth consideration of the local Advisory Committee and stakeholder working group.

POLICY:

CSRD Purchasing Policy No. F-32, Procurement of Goods and Services, requires Board authorization when the lowest cost submission is not recommended.

FINANCIAL:

The Board has authorized the expenditure of up to \$100,000 from the Electoral Area A Community Works Fund allocation for the development of a Trail Strategy and Electoral Area A Parks Plan. The Columbia Basin Trust has also provided \$20,000 towards this project.

KEY ISSUES/CONCEPTS:

To provide community services that maximize the benefit and value to the property owners and other stakeholders that benefit from the service.

IMPLEMENTATION:

A contract will be drafted for the successful proponent upon Board approval.

COMMUNICATIONS:

All proponents will be notified of the decision upon Board approval.

DESIRED OUTCOMES:

The Board approve staff's recommendation.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

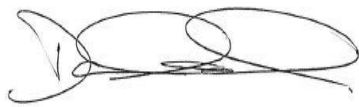
LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

1. Request for Proposal Submissions.

Report Approval Details

Document Title:	2017-05-18_RFP_Award_Trail_Strategy_Area_A.docx
Attachments:	
Final Approval Date:	May 8, 2017

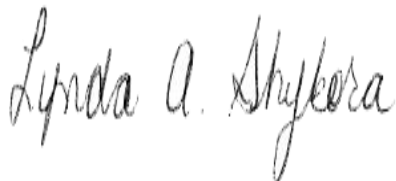
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - May 8, 2017 - 2:08 PM



Jodi Pierce - May 8, 2017 - 2:45 PM



Lynda Shykora - May 8, 2017 - 3:08 PM



Charles Hamilton - May 8, 2017 - 3:57 PM