

Corporation of the Town of Hawkesbury

Recommendation to Council

N° 2019_REC_37

File N°:

Date of meeting: May 13, 2019

Subject: Update for Confederation Park Public Consultation

Recommendation

Whereas the Confederation Park public consultation project that was budgeted at \$5,000, initially consisted only in consulting with the citizens of Hawkesbury regarding their ideas and preferences regarding the vocation of the Confederation Park/Chenail Island and;

Whereas during the research of documents, multiple studies and plans for Confederation Park were discovered, and it was recommended that those plans be included in the analysis and;

Whereas during discussions with multiple planning consultations it has been determined that it would be beneficial to also include an environmental analysis as well as a historical analysis of the island and;

Whereas it was also determined that due to the nature and location of the park and island tourists should also be consulted and,

Whereas the three quotations received ranged from \$17,850 to \$19,000 and;

Whereas the quotation from Lalonde & Gougeon demonstrates the most comprehensive methodology and work plan.

Be it resolved that council award the contract to for the public consultation in the amount of \$18,180 to Lalonde & Gougeon as recommended in document 2019_REC_37.

Explanation, history, context

During the budget process, a quotation in the amount of \$5,000 was acquired from a consultant in the area of park planning for the Confederation Park public consultation project. In accordance with the Town of Hawkesbury's procurement policy, the

Department of Recreation and Tourism selected four consultants to be invited to submit a written proposal. Only three were received, as the consultant who provided the quotation for budget purposes chose not to submit a proposal.

Breakdown of proposals received:

| Consultant | Total Price | Hours | Price per Hour |
|-------------------|-------------|-------|----------------|
| BC2 | \$19,000 | 100 | \$190 |
| Sierra Planning | \$17,850 | 97.5 | \$183 |
| Lalande & Gougeon | \$18,180 | 257 | \$70.74 |

Options/alternatives

1. Invite the current consultants to re submit their proposals without the additional analyses.

Impact on budget

As presented in the preceding sections, the choice of consultants recommended to council substantially exceeds the amount that was budgeted for by approximately \$14,000. This amount can be taken from the following budgets without impacting activities:

| Budget | Amount | Reason |
|--|-----------------|-----------------------------|
| Professional Services-Grants (1-6-72-4501) | \$4,000 | No other 2019 projects |
| Tourism Training (1-6-95-4201) | \$2,000 | Tourism service provider |
| Convention Fees (1-6-95-4303) | \$1,000 | Lack of time/lower priority |
| Professional Development (1-6-72-4201) | \$2,000 | Cancelled training |
| Activities monitor (1-6-71-1201) | \$5,000 | Lack of installations |
| Total | \$14,000 | |

Relevant studies

None

Supporting document

Quotations from consultants

Department(s) involved

Recreation and Tourism

Submitted and recommended by

Nicole Trudeau, Director of Recreation and Tourism, May 6, 2019

Comments of the Chief Administrative Officer

Daniel Gatién, CAO

Report Approval Details

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| Document Title: | 2019_REC_37_update_public_consult_confederation_eng.docx |
| Attachments: | <ul style="list-style-type: none">- 12901901_OS_Hawkesbury_20190425.pdf- SPM Hawkesbury Proposal Final.pdf- Offre de service - Lalande Gougeon - Développement du Parc de la Confédération.pdf- Lalande Gougeon - Portefolio - 2019.pdf |
| Final Approval Date: | May 7, 2019 |

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

Daniel Gatien - May 7, 2019 - 3:08 PM