

## Memorandum

To: **Shane Taylor** For info of:  
From: Josh Benoit Doc Ref: P0103-849257060-357  
Project: Cambridge Recreation Center and Library Date: August 1, 2024  
Subject: Memorandum - Cambridge Recreation Center and Library - Construction Tender

Colliers Project Leaders (Colliers) is providing this memorandum for the City of Cambridge to select a firm to provide construction services for Cambridge Recreation Center and Library. This document describes the Request for Tender (RFT) process and concludes with the preferred respondent to commence the work as soon as possible.

### Project Background

The project scope includes construction of a new Recreation Centre and Library at 655 Wellesley Road, Cambridge, ON. The Recreation Complex and Idea Exchange will share the new facility. This facility will offer recreational and cultural activities for all ages in a rapidly developing community. The 32.5-acre campus is located north of the intersection of Dundas Street South and Branchton Road.

### Contractor Pre-qualification

The City of Cambridge applied its public procurement process to this Request for Tender (RFT) consistent with the City's Procurement Policies. A pre-qualification approach was implemented to shortlist qualified General Contractors for the project. Five proponents submitted proposals. City Procurement implemented a three-stage evaluation process:

- Stage 1: Cambridge Procurement: Preparation of Pre-qual documents
- Stage 2: Technical scoring
- Stage 3: Consensus meeting

The Scoring Team consisted of the City's Procurement Manager (for compliance) two representatives for the City of Cambridge, a representative for Idea Exchange Library and a representative for Colliers. MJMA, the Design Consultant, was excluded to avoid any conflict of interest.

The City of Cambridge pre-qualified three (3) bidders to provide pricing for the construction of the Cambridge Recreation Center and Library project based on their qualifications:

- Melloul-Blamey Construction Inc. (Melloul Blamey)
- Aquicon Construction Inc. (Aquicon)
- Graham Construction Inc. (Graham)

The scoring process was conducted on Bonfire, the City's preferred procurement portal.

### Request for Tender for Construction Services

On May 14, 2024, this RFT was issued to the public via Bonfire. Eight (8) addenda were issued during the RFT addressing all requests for clarifications. The RFT closed on July 09, 2024, at 2:00 p.m. local time.

This was an extension from the original closing date of June 25, 2024 to allow more time for the bidders to price their proposals.

The City received bids from Melloul Blamey and Aquicon while Graham did not close with a bid.

**Evaluation Process**

The evaluation committee consisting of the City’s Procurement Manager (for compliance) one staff representative for the City of Cambridge, one staff representative from the City of Cambridge’s legal team and a representative for Colliers assessed the submissions. The evaluation consisted of a three-stage review:

1. Mandatory Submission Requirements – Stage 1 consisted of a review to determine which bids comply with all the mandatory submission requirements. Bids that did not comply with all the mandatory submission requirements as of the Submission Deadline would have been disqualified and not evaluated further.
  - a. Submission Form
  - b. Pricing
  - c. Bid Security
  - d. Electrical Supplemental Form
  - e. Mechanical Supplemental Form
  
2. Mandatory Technical Requirements – Stage 2 consisted of a review to determine which bids complied with all the mandatory technical requirements. Bids that did not comply with all the mandatory technical requirements as of the Submission Deadline would have been disqualified and not evaluated further.
  
3. Pricing – Stage 3 consisted of a scoring of the submitted pricing of each compliant bid in accordance with the evaluation method set out in Pricing (Appendix C). The evaluation of price was undertaken after the evaluation of mandatory requirements had been completed.
  - a. Pricing was evaluated based on the lowest stipulated sum.

**Evaluation Results**

The evaluation committee assessed each bid based on the evaluation criteria described and determined the bids received were compliant. The following table details the bid results:

Bidder	Results
Melloul-Blamey Construction Inc.	\$93,150,000
Aquicon Construction Co. Ltd.	\$115,256,000

The evaluation committee nominates Melloul-Blamey as the preferred bidder. Colliers and the evaluation committee feel that the process undertaken was unprejudiced, consistent, and fair.

The current budget allocated for this RFT is \$91,000,000, HST extra. The evaluation committee recommends the City of Cambridge enter into a contract with Melloul-Blamey Construction Inc. for the value of \$93,150,000, HST extra. If directed by the City, the project team could proceed to find cost savings to reduce the value of the construction contract to align it closer with the current budget allocation.