

Memorandum

To: **Shane Taylor** For info of:
From: Josh Benoit Doc Ref: P0103-1175927554-13
Project: Preston Memorial Auditorium Date: Nov 14, 2023
Subject: Memorandum - Cambridge Preston Arena Construction RFT Recommendation

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

Project Background

The City of Cambridge pre-qualified 3 bidders to provide pricing for the construction phase of the Cambridge Preston Arena project. The project scope includes the renovation of the existing Preston Memorial Auditorium as well as an addition of approximately 4,000 m² that includes a second ice pad, new dressing rooms and a new mechanical space for the refrigeration and ice making equipment.

RFT for Construction

The City of Cambridge applied its public procurement process to this RFT consistent with the City's Procurement Policies. On August 21, 2023, this RFT was issued to the public via BonFire, the City's preferred procurement portal.

Eight (8) addenda were issued during the RFT addressing all requests for clarifications. The RFT closed as scheduled, on October 11th at 2:00 pm. All three (3) pre-qualified bids were received before the closing time.

Evaluation Process

The evaluation committee consisting of representatives from the City, aTTR (the Architect), Spriet and Colliers assessed the respondents' submissions. The evaluation consisted of a 3-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 III 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 outlined previously and determined that all seven (3) bids were compliant. It was determined that based on the lowest price submitted by Ball Construction that they were the winning bid. Colliers and the evaluation committee feel that the process undertaken was unprejudiced, consistent, and fair.

Conclusion

The budget for this construction tender is \$27,349,998. The lowest compliant bid is above this budget allocation. The project team post tender provided Cambridge Council cost savings alternatives and Cambridge Council directed the project team to move forward pending Council approval with awarding the contract to the lowest compliant bidder, Ball Construction, and to work towards finding cost savings without compromising the program and/or building performance.

The results of each bid are detailed in the following table.

Contractor	Stage 1	Stage 2	Stage 3
Ball Construction	Yes	Yes	\$28,860,000
Melloul-Blamey	Yes	Yes	\$29,240,000
Aquicon	Yes	Yes	\$36,797,500