



**REPORT TO THE PLANNING, TRANSPORTATION AND PROTECTIVE SERVICES  
COMMITTEE  
MEETING OF WEDNESDAY, OCTOBER 24, 2012**

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**SUBJECT**     **Regional Sustainability Strategy, Award of Contract**

**PURPOSE**

To authorize an award of contract for services to develop the Regional Sustainability Strategy at a cost of \$325,074.

**BACKGROUND**

Consulting services are needed to undertake the work program associated with reviewing the Regional Growth Strategy and transitioning it to a Regional Sustainability Strategy (RSS), as well as implementing the communications and engagement program for the RSS and developing monitoring indicators and an implementation framework. The working terms of reference for the RSS can be found at <http://sustainability.crd.bc.ca/>.

A call for credentials was issued in August 2012 to prequalify firms capable of carrying out the work. Proposals from the firms that responded were evaluated and four were selected for more detailed Request for Proposal (RFP). The RFP was issued on September 25, 2012 with a closing date of October 12, 2012. Proposals were received from four lead firms; these firms are listed below with cost estimates in brackets:

1. City Spaces Consulting Ltd., Victoria, BC (\$301,806)
2. O2 Planning + Design, Calgary, Alberta (\$324,905)
3. ECOPlan, Vancouver, BC (\$325,031)
4. HB Lanarc-Golder, Vancouver/Victoria, BC (\$325,074)

All submissions came in at or below the budget of \$325,000 indicated in the RFP and therefore were primarily judged on technical merit. The variation in tender amount relates to level of effort expressed in the proposal with respect to innovation in approach to planning and engagement, availability of a range of appropriate tools (engagement techniques, modeling, mapping), choice and scope of project teams, experience in similar planning and engagement projects and project management. In all cases, sub-consultants were proposed as part of the project teams. The lead firms have established reputations in planning and community engagement, including experience with regional plans. HB Lanarc-Golder recently completed the Communications & Engagement Plan for the RSS.

The four responses to the RFP were carefully evaluated by a committee consisting of the Senior Manager of Regional & Strategic Planning, the Research Planner in the Regional Planning division who was instrumental in preparing the terms of reference and RFP and the Senior Manager of Environmental Protection, who is a member of the RSS inter-departmental working group. Guidance was provided by the General Manager of Planning & Protective Services who also reviewed all submissions. All firms were interviewed in person by the evaluation committee. All submissions were competitively written and all teams presented well during the interview; the final choice was between two firms who scored exceptionally close.

The proposal by HB Lanarc-Golder is preferred based on innovative planning and engagement approach, appropriate choice and scope of project team, local experience and knowledge, comprehension of regional issues, demonstrated experience at the regional level in other jurisdictions and project management. HB Lanarc-Golder's head office is in Vancouver, however, there is a satellite office in Victoria from which principal team members will operate. A brief proposal outline is attached in Appendix 1.

Following Board authorization staff will finalize the project schedule and scope of work with HB Lanarc-Golder and immediately proceed with Phase 1 of the work plan.

### **FINANCIAL IMPLICATIONS**

The proposed fee submitted by HB Lanarc-Golder to carry out the RSS over the next 24 months is \$325,074. The project is funded from the Regionally Significant Projects Gas Tax allocation of \$1.2 M for the RSS.

### **SUMMARY**

Four proposals have been considered for consulting services to assist with the development and engagement program for the RSS. After careful evaluation, HB Lanarc-Golder is the recommended lead firm to carry out this work with the Regional Planning Division.

### **RECOMMENDATION**

That the Planning, Transportation and Protective Services Committee recommends to the Board that:

1. The Board authorize the award of the contract for services to HB Lanarc-Golder of Vancouver, BC for \$325,074 to carry out the Regional Sustainability Strategy Project with the CRD Regional Planning Division.

**\*\*Original Signed\*\***

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Marg Misek-Evans, MCIP  
Senior Manager  
Regional & Strategic Planning

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Robert Lapham, MCIP  
General Manager  
Planning & Protective Services  
Concurrence

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Kelly Daniels  
Chief Administrative Officer  
Concurrence

## APPENDIX 1

### **RGS REVIEW – TRANSITION TO REGIONAL SUSTAINABILITY STRATEGY (RSS) Summary of Proposal by HB Lanarc-Golder (Golder Associates)**

Golder Associates is a large multi-disciplinary firm, recently enhanced with its acquisition of HB Lanarc (Nanaimo) – a firm that has built a reputation for sustainability planning.

The proposal submitted by Golder Associates demonstrates familiarity with many of the municipalities and agencies in the region, understanding of the region's Regional Growth Strategy (RGS) as well as knowledge of the RGS legislation. The firm brings extensive experience on projects of similar magnitude, focus and complexity from other communities across British Columbia and elsewhere. They have extensive experience with municipal planning projects in the CRD as well. For this project, the proponent has assembled a team with the breadth and depth necessary to meet the needs of this multi-disciplinary planning exercise.

The core team includes professional planners supported by engagement specialists with international certification, a technical support team for mapping, modelling, indicators, research and analysis and graphic design. They have also included a number of supporting specialists that mirror the six strategic initiatives proposed for the RSS. Leading the team, and playing a hands-on role, are two of the company's senior project managers, Robert Barrs (professional planner) and Vince Verlaan (engagement specialist). Both are leaders in their respective fields and are highly regarded amongst their peers.

The proposed approach submitted by Golder Associates identifies the importance of supporting the primary drivers for creating the RSS, namely to align the RGS with new Provincial direction and legislation, reflect corporate commitments and leadership, and to address those sustainability issues that are regional. Expressed throughout the proposal is a commitment to "pragmatic sustainability" that will result in practical, achievable policies and implementation measures.

Recognizing that there are two main elements to the work, the technical planning exercise and the awareness, education and relationship building component, the planning team is supported by an effective Communications & Engagement Plan (developed earlier this year by Golder Associates) and key personnel. The proponents have developed an engagement program tailored to the various audiences, with particular focus on internal and related audiences as well as external stakeholders. Their approach seeks to achieve the desired outcomes of facilitating productive relationships with municipalities and the Province as well as raising awareness and education regarding the RSS among external stakeholders and the public.

The proposed methodology aligns directly with the work plan developed as part of the RSS Terms of Reference with two variations presented as 'value-added' activities. One variation is process oriented, and the other is substantive:

- At the outset of Phase I, a key trust building event (using graphic facilitation or some other process) with DPAC and the inter-departmental working group will be held at the outset to establish the larger purpose and benefit of having an RSS, and to build trust amongst participants to help them see the potential of effectively working together towards common purpose at the regional level.
- The proponents have committed to building alternative future scenarios and taking an outcomes approach to developing policies and strategic approaches. They have also added a housing and transportation costs baseline analysis for transportation and housing affordability in the context of income levels to better inform decisions related to transportation and land use.