



Corporation of the Municipality of Temagami

Memo No.
2015-M-092

Memorandum to Council



Staff



Committee

Subject:

Expressions of Interest for Affordable Housing for Seniors

Agenda Date:

December 10, 2015

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2015-M-092 regarding Expressions of Interest for Affordable Housing for Seniors; AND FURTHER THAT Council authorize and direct staff to enter into an agreement with SHS for consulting services for the Feasibility Study for Affordable Housing for Seniors in Temagami in accordance with the proposed Terms of Reference.

BACKGROUND

On October, 8 2015, Council passed Resolution 15-545 (as amended) to adopt the recommendations of the Ad Hoc Affordable Housing for Seniors Committee. They authorized staff to advertise a request for Expressions of Interest for Consulting Services for a Feasibility Study for Affordable Housing for Seniors in Temagami in accordance with the proposed Terms of Reference. Council set a budget of \$20,000 for the study and plan, based upon CMHC funding received.

Staff advertised for Expressions of Interest (EOIs) with a closing date of November 16th. Five EOIs were received. These were circulated to the Ad Hoc Committee members to review and individually rate the submissions. Despite some difficulties getting a date set that worked for most committee members, a date was set for the committee to meet on December 7th to discuss and tally their ratings. Although the Terms of Reference did provide for an evaluation team consisting of Members of the Ad Hoc committee to conduct the evaluation of proposals, a team had not been previously struck, so the entire committee was asked to rank.

Unfortunately, due to some circumstances that arose, the Committee ended up without a quorum at that meeting, but we did have six people that either attended or had submitted their rankings. The scores were tallied up and are as follows:

SHS Consulting	5061
Lough Barnes Consulting	4568
Commerce Management	4533
Harriman & Associates	4261
Project Planning Global	4122

It was felt that this project is already behind the original timeline set out for it, so it would not be advisable to further delay the process until the committee can schedule another meeting in order to get a quorum (which would mean the recommendation would not get to Council until at least January). A significant delay in awarding the project, could necessitate extending the submission deadline for the final report of the feasibility study, which may possibly affect our ability to be shovel ready for any potential funding opportunities.

The committee members who were not in attendance at the meeting were advised by email of the situation and asked if they were comfortable with a memo going to Council to recommend that Council

consider authorizing the awarding of the project, based upon the scoring by those who submitted it, to SHS Consulting. Due to the tight response time, only one additional person replied, and that person was in favour of the recommendation for SHS Consulting.

In light of this, it is recommended that Council consider those who responded to be the evaluation team and a consider awarding the project as detailed above.

Prepared by:

Reviewed by:

Reviewed by:

Elaine Gunnell, Municipal Clerk	Patrick Cormier, Chief Administrative Officer	Mayor Lorie Hunter, AHFS Committee Chair