



An interview of both companies was conducted on July 23<sup>rd</sup>, 2020 in order to seek clarity on each proposal with Sonya Watson, Chief Administrative Officer, Fiona Hamilton, Clerk and Cally Mann, Municipal Executive Coordinator in attendance. Through this interview process it was determined that Stantec's proposal is significantly less than KPMG due to the planning review process they have recently completed at the County. This project has offered them insight into the County of Bruce Planning process and related pros and cons and areas for improvement in comparison to other Counties. This review will limit a significant amount of the background work necessary related to the County-lower-tier planning relationship which resulted in a lower cost. They can focus solely on Brockton's process and our particular process related to the County Planning. Both companies did not include the creation of materials to create an intuitive and user-friendly web presence and information sources within the cost of their proposal and this would come at an added cost to both. This was part of the original scope and staff have asked Stantec for the cost that would be associated with the creation of these materials, which was priced at \$13,000 plus HST. KPMG included in person meetings within their proposal, while Stantec's proposal included online meetings due to the COVID-19 limitations. However, one-on-one in person meetings are preferable as appropriate and could be scheduled as needed at a total cost of \$5,392 plus HST, which would include up to 10 interviews and two (2) Council presentations. With the additional cost requests from Stantec, the total cost for acceptance of Stantec's proposal would be \$44,284 plus HST.

Stantec has completed numerous land use planning reviews for municipalities of varying sizes. The Stantec team is comprised of registered planners who will be able to use their shared knowledge and experience to provide the Municipality of Brockton with a variety of recommendations that are realistic and attainable. Stantec's recent review of the County of Bruce's Land Use Planning process has provided them a wealth of experience of working within our Bruce Grey area and has allowed them to identify some of the key stakeholders. During the interview, staff did ask about how the recent County of Bruce process review will affect the Municipality of Brockton review and were assured that the file with the County was closed and the recommendations and work will be completed in Brockton's best interests and could be used in the future evaluation towards the Memorandum of Understanding for planning services with the County of Bruce. KPMG is a knowledgeable firm with a strong background in service deliver with advisory, audit and tax services being their highlights however their land use planning specific projects are fairly limited as they as moving into this market.

It is Staff's recommendation to award the Proposal to Stantec Consulting Ltd. in the amount of \$25,575 plus HST with the added option of in person meetings for \$5,392.00 plus HST as COVID-19 restrictions allow and the added cost of \$13,000 plus HST for the creation of the materials for a total cost of \$44,284.00 plus HST which is well within the \$70,000 in monies received from the Province for a third-party review.

We seek Council's approval to accept the proposal of Stantec Consulting Ltd. The project will be initiated immediately.

### **Sustainability Checklist:**

What aspect of the Brockton Sustainable Strategic Plan does the content/recommendations in this report help advance?

- Do the recommendations help move the Municipality closer to its Vision?

Yes

- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? Yes
- Do the recommendations contribute to the Social Equity? Yes

**Financial Impacts/Source of Funding:**

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

The Land Use Development Process Review Proposal was approved by Council and is within the confines of the Municipal Modernization Grant monies received.

**Reviewed By:**



**Trish Serratore, Chief Financial Officer**

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**Respectfully Submitted by:**



Sonya Watson, Chief Administrative Officer



Fiona Hamilton, Clerk