



Exhibition Place

Item No. 11

September 13, 2012

ACTION REQUIRED

To: The Board of Governors of Exhibition Place

From: Dianne Young
Chief Executive Officer

Subject: **Consulting Services for LEED Existing Building
Operations & Maintenance Certification of Direct Energy Centre**

Summary:

An objective of the Board's Strategic Plan, Exhibition Place is to obtain LEED Canada Green Building Rating System for Existing Buildings: Operations and Maintenance (LEED EB:O&M) Certification of Direct Energy Centre (DEC). This rating system provides a set of performance standards for certifying the operations and maintenance of existing buildings with the intent on promoting high-performance, healthful, durable, affordable and environmentally sound practices in existing building.

This LEED standard is very new for the Canada Green Council and is very complicated. Accordingly, this report recommends that the Board approve an agreement with CDML Consulting Ltd. for the provision of consulting services to assist Exhibition Place through the LEED EB:O&M System. Accordingly, in April 2012, Exhibition Place through the services of City of Toronto issued a Request for Proposals (RFP) for consulting services.

Recommendation:

It is recommended that the Board approve an agreement with CDML Consulting Ltd., based on the terms and conditions outlined in this report, and other such terms and conditions satisfactory to, the Chief Executive Officer and the City Solicitor.

Financial Impact:

Approval of the agreement between the Board and CDML Consulting Ltd. will result in a projected fee not to exceed \$104,375.00 (\$101,875.00 + \$2,500 disbursements + HST) which cost is provided for in the 2012 and 2013 Capital Budgets and the 2013 Operating Budget. Exhibition Place is also seeking financial assistance from Better Building Partnerships and Federation of Canadian Municipalities and success in either of these applications will result in savings in the above-noted budgets.

Decision History:

The Exhibition Place 2009 – 2012 Strategic Plan had an Environmental Goal *To exemplify and demonstrate environmental stewardship and leadership in all aspects of our businesses and operations* and as a Strategy to support this Goal we will *Obtain LEED Certification for Direct Energy Centre*.

Issue Background:

On April 11, 2012, Exhibition Place through the services of City of Toronto issued a RFP for the provision of consulting services for LEED EB: O&M certification of DEC. The RFP outlined six phases to this assignment as follows:

- Phase A: Conduct an ASHRAE Energy Survey and issue report for Level I, Level II and Level III
- Phase B: Re-Commission the DEC in accordance with Credit 2.1 LEED Canada EB:O&M
- Phase C: Conduct all necessary testing, performance of outdoor air and exhaust systems in all areas of DEC pursuant to the requirements for Indoor Environmental Quality
- Phase D: In preparation for the LEED Performance Period, advise and assist in the development of tracking mechanisms of operations and maintenance required for the LEED EB:O&M application
- Phase E: Assist Exhibition Place in the preparation and implementation of policies and procedures required for LEED EB:O&M
- Phase F: Prior to submission by the Board of the Application for Certification, review and provide comments on the completed application package including all Prerequisite and Credit forms and back up.

The RFP closed on May 3, 2012 with five submissions received from the following companies:

- CDML Consulting Ltd.
- Enermodal Eng.
- Pinchin Environmental
- Sebestra Blomberg & Assoc.
- Yolles

On June 8, 2012, the Evaluation Team comprised of Exhibition Place staff scored the responses submitted in accordance with the detailed evaluation RFP criteria and requirements which included the proponent's qualifications, references and experience with similar projects, understanding requirements, project manager & team qualifications, and lowest fee with ratio of points for fees higher than lowest. On September 7, 2012, the Evaluation Team interviewed the top three scoring Proponents and based on the submission and interview, the Evaluation Team has concluded that CDML Consulting Ltd. received the highest overall score. For the interview process, the Evaluation Team included the City of Toronto's Manager –Energy Efficiency Office in an advisory role.

Comments:

CDML Consulting Ltd. is a Toronto firm and has partnered with The Cadmus Group, headquartered in Massachusetts, USA, in joint venture in pursuit of this project. CDML Consulting Ltd. provides expert LEED consulting services to design construction and renovation projects and is experienced with the full suite of LEED rating systems having consulted on over 150 LEED projects. The Cadmus Group with nine regional offices in the USA has been providing support to develop, implement, and review projects within the LEED rating system since the rating system was launched in 1999. Reference include Callahan Capital Partners

portfolio of buildings (over 2 million sq. ft.) in Downtown Denver, World Trade Centre (Denver) and San Jose City Hall to name only a few.

Staff are recommending an agreement with CDML Consulting Ltd. on the following terms and conditions:

- a) Fees: Fixed, \$101,875.00 for all six phases;
- b) Disbursements: In addition to the fee as set out above, the Board will reimburse CDML Consulting Ltd. approved disbursements made as required in order to undertake the Services as defined in this Agreement, at CDML Consulting Ltd. cost, with no mark-up, provided that the total amount to be paid for disbursements under this Agreement shall not exceed \$2,500.00;
- c) Assignment: The agreement shall not be assigned by CDML Consulting Ltd. without written consent of the Board;
- d) Indemnity/Insurance: CDML Consulting Ltd. shall provide proof of insurance in a form and amount satisfactory to the Board and containing provisions including the Board and the City of Toronto as additional insured with a cross liability/severability of interest clause of standard wording;
- e) Union Obligations: CDML Consulting Ltd. shall comply with all trade union/association agreements affecting work done on the grounds; and
- f) Other Commercial Terms: The agreement shall include other standard commercial terms respecting termination and other matters in a form satisfactory to the City Solicitor and the CEO.

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Submitted by:

Dianne Young
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