

REQUEST FOR PROPOSALS FOR CONSULTING SERVICES - Wilfrid Laurier University Master Plan

Header

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Associated Components	No

Dates

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Details

Category	Architect and Engineering Services
GSINS	C: Architecture and Engineering Services
Region of Delivery	Ontario
Region of Opportunity	Canada Wide
Agreement Type	Open Bidding (OB)
Tender Type	Request for Proposal (RFP)
Estimated Value	\$500,001 - \$1,000,000
Solicitation Method	Qualified

Notice Description

REQUEST FOR PROPOSALS FOR CONSULTING SERVICES - Wilfrid Laurier University Master Plan

Wilfrid Laurier University has grown rapidly over the past decade and needs to adjust its planning and processes to a new scale. The Waterloo campus is spilling over the boundaries of its traditional site and the university presence in Brantford is not yet clearly defined with university buildings interspersed with private buildings in the downtown core.

Laurier is inviting proposals from qualified consultant teams to undertake the development of Wilfrid Laurier University Campus Master Plans for each of the Waterloo and Brantford campuses. Consultants may be selected, or choose, to plan for either campus or both. The master plans, when complete, will support Laurier in the development of its long term academic and community strategies, will enhance the academic plan, align facilities with the academic programs, maximise the utilisation of space, and establish development guidelines and help to express the University vision.

The project presents an exciting opportunity to recognize new planning now taking place at Wilfrid Laurier University. Your interest and participation is welcomed.

The University requires that the University community, municipal governments, neighbours, and its stakeholder groups be consulted throughout this consultant selection and planning process.

At stage I, the University will invite a maximum of 6 firms for a presentation and interview. Stage II will involve short listing 3 firms as well as a second round of interviews and possibly a public presentation to the Laurier community.

SELECTION SCHEDULE:

April 23rd, 2008	Issuance of Request for Proposals (RFP)
May 20th, 2008	RFP submissions due
Week of June 9th, 2008	Interviews with selected consultants
June 23rd, 2008	Selection of three firms for Stage II
June 28th, 2008	Initiation of Stage II
August 21st, 2008	Selection of 3 candidates
September, 2008	Final selection process

INTRODUCTION

The University traces its roots back to 1911 when the Evangelical Lutheran Seminary of Canada opened in Waterloo with just four students. From these modest beginnings, Laurier has grown into one of Canada's best universities, with more than 13,500 full-time students on three campuses. Full-time enrolment has grown by 115 percent in the past 10 years, almost double the Ontario average. Laurier has an enviable reputation for academic excellence and community spirit, and a clear vision focusing on quality as it heads towards its second century.

In 1999, Laurier opened a new campus in the former Carnegie Library building in downtown Brantford. From that first year, when just 39 students were registered in a unique Contemporary Studies arts program, Laurier Brantford has grown to about 1,700 full-time students in eight buildings. Laurier Brantford is no longer a faculty under a dean: it is an affiliated college under a principal/vice-president. It has also become the major catalyst in the rejuvenation of Brantford's downtown core, thanks to very generous contributions from the City of Brantford and area residents, and major investments from the University. Laurier has also partnered with the City of Kitchener to bring post-secondary education to the Kitchener core. In 2006, Laurier's Lyle S. Hallman Faculty of Social Work opened in the former St. Jerome's high school building on Duke Street.

Laurier's student focus is one of its hallmarks. One of the factors which attract students to Laurier is the community "feel" of the campus. The compact scale makes it easier to feel part of the campus community.

PROJECT INITIATIVES

The selected consultant will be asked to produce a master plan for the main Waterloo and Brantford campuses. The plan should address issues and implications relating to strategic land banking, capital development, growth/expansion and open space. Consideration must be given to, but not limited to, parking, improved pedestrian travel routes, sustainability, personal safety, accessibility, bicycle use and biodiversity.

The areas of emphasis for the purpose of the plan are:

- Preparation of a site development plan for the Waterloo and Brantford campuses.
- Building development plan
- Parking and traffic study
- The development of a Land Banking Strategy
- A Growth strategy for the physical campuses
- Design guidelines
- Facility utilisation review
- An Open Space Master Plan for Waterloo and Brantford

The plan should take in to account a projected 3% growth on a year over year basis for 25 years

The consultants will specifically be required to address the following initiatives:

1. Promote Sustainability

The consultant should make every effort to incorporate the principles of sustainability throughout the process.

2. Improve Connections with Surrounding Sites

The Waterloo and Brantford campuses are both situated on the edge of the surrounding community and are integral parts of the fabric of the surrounding community. The master plan should take advantage of the prominent location the University has in the community by introducing physical and visual connections.

SUBMISSION REQUIREMENTS

The University is interested in working with consultants who have experience with University or institutional clients are good listeners and can work productively in a complex environment. Consultants are asked to submit information about the following:

1. Approach
 - A statement of the philosophy and strengths
 - A description of the firms understanding of the location of the campuses and how it intends to approach this project
2. Experience
 - A description of the lead firm and supporting firms including key personnel
 - A history of the firms experience including the number of related projects, years of operation, range of project types and sizes, awards and any other relevant information.
3. Sample Projects
 - Up to 6 relevant sample projects that the firm (including supporting firms) has completed within the last 5 years. Include a description of the project, the size and complexity of the work and client references. References should include client contact name and number as well as the name of the organisation.

Submissions should be formatted to 8 1/2" X 11" and should be limited to 20 single sided pages. Ten copies are required.

SELECTION PROCESS

Submissions will be assessed by an Evaluation Team. The criteria for the selection of the firm will be based on overall quality of the respondents' submission and its appropriateness to the project. Demonstrated ability to address complex urban campuses in a meaningful manner will be an important consideration in the selection process.

COMMUNICATION

All questions concerning the RFP should be faxed by May 19th, 2008 to Gary Nower, Assistant Vice President Physical Resources, Wilfrid Laurier University at 519-886-9951. In order to maintain consistency of information and response, no other person at the University will receive or respond to questions. Responses to the questions will be posted on the Physical Resources web site without revealing the source of the questions. The URL is http://www.wlu.ca/page.php?grp_id=95&p=11771

RECEIVING PROPOSALS FOR CONSULTING SERVICES

Sealed submissions should be received by 3:00 p.m. on May 20th, 2008, addressed to:

G. Nower
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Contact(s)

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