

COUNCIL MEETING
COMMUNITY SERVICES DEPARTMENT
FACILITIES DIVISION

REPORT CS-2025-26
July 8, 2025

SUBJECT: Civic Square Revitalization Detailed Design RFP Award

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RECOMMENDATION:

THAT Council receive REPORT CS-2025-26 for information; and

THAT Council award to The MBTW Group Inc. for the provision of the Design, Consulting, Tendering and Contract Administrations Services for the Civic Square Plaza Revitalization.

RELATIONSHIP TO STRATEGIC PLAN:

This recommendation is aligned with Council's strategic priority of ensuring "Liveability" by creating a sense of belonging while enhancing mobility by improving access to recreation and community events, ensuring adequate housing options, encouraging job growth, and improving ways to efficiently move people throughout the city.

EXECUTIVE SUMMARY:

The purpose of this report is to award RFP25-09 Detailed Design for City of Welland Civic Square Revitalization to The MBTW Group Inc. As per the [City of Welland Purchasing Policy](#), professional services over the amount of \$150,000 must be approved by Council. The MBTW Group Inc. is the highest-scoring proponent through a competitive RFP process. Approval will ensure a timely completion of the detailed design for the project.

BACKGROUND:

Civic Square, which should be a vibrant focal point of downtown Welland, has aged significantly and no longer meets the functional, aesthetic, safety, or

accessibility expectations of a modern public space. Originally constructed in 2005, Civic Square has experienced considerable wear and tear since construction and its outdated infrastructure and limited amenities do not support contemporary programming or community use. Issues such as deteriorating hardscaping, insufficient lighting, barriers to accessibility, and health and safety concerns have been noted by staff, residents, and user groups.

Through report CS-2022-03 – Civic Square Final Design (Appendix 1), Council approved the final concept design presented by Adesso Design Inc. The next step of the process is to create working construction drawings from the concepts that are ready for tender and construction. The successful consultant will use the approved concept design and prepare a comprehensive, detailed design package that is tender and construction ready.

This design will guide future capital investment decisions, support accurate costing, and serve as the foundation for phased construction planning. Approval of the detailed design by Council is necessary to initiate the revitalization of the Welland Civic Square.

DISCUSSION:

The City of Welland issued RFP25-09 Detailed Design for City of Welland Civic Square Revitalization competitively on Bidding on April 9, 2025. The proposal closed on May 14, 2025, and the City of Welland received three compliant proposal submissions:

<u>Bidder</u>	<u>Scoring</u>
1. The MBTW Group Inc.	1 st
2. Adesso Design Inc.	2 nd
3. GSP Group	3 rd

Staff from Community Services evaluated the compliant proposals based on requirements, project understanding, methodology, work plan, experience, and price. Based on these criteria, staff recommend The MBTW Group Inc. for approval.

FINANCIAL:

As noted above, The MBTW Group Inc. is the highest-scoring proponent and is recommended for the award.

Vendor Name	Total Cost (pre-tax)	Inclusive of City Tax
The MBTW Group Inc. – Base Bid	\$ 149,485.00	\$ 152,115.94
Provision Costs – Design concepts for the side and back areas of City Hall	\$ 19,540.00	\$ 19,883.90
TOTAL	\$ 169,025.00	\$ 171,999.84

The design of the side and back of City Hall was included in the RFP as a provisional item due to the similar condition of the existing infrastructure and the opportunity to address several key goals: improving flow and connectivity, creating a unified visual identity, making efficient use of space, enhancing user experience, integrating environmental considerations, increasing design flexibility, and establishing a stronger spatial hierarchy. Since this provisional work is within budget, it will be included in the project scope due to its cost-effectiveness, operational efficiency, and the design benefits it offers the City.

Funding for the detailed design will be provided through the Capital Project, as detailed below:

Capital Project	Funding Available
10-439-25460 - Civic Square Plaza Revitalization	\$ 175,000.00

ATTACHMENT:

Appendix 1 – CS-2022-03 Civic Square Final Design