

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2018-015**

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**Date:** April 10, 2018  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Various

**Subject:** Proposal 2018-28-CP Design, Supply and Installation of  
Playground Equipment

**Author Name and Title:** Ashley Wykes, Buyer  
Ryan Smith, Parks and Open Space Supervisor

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### **Recommendation(s):**

**That** Report PUR2018-015, Proposal 2018-28-CP Design, Supply and  
Installation of Playground Equipment be received;

**That** Openspace Solutions Inc. of Wellesley, being the highest scoring proponent  
be selected for the award of Proposal 2018-28-CP Design, Supply and  
Installation of Playground Equipment for a proposal cost of \$318,314.00 plus  
HST;

**That** the option to renew the contract for two (2) additional, one (1) year terms be  
awarded based on budget and performance;

**That** subject to the receipt of the required documents, the Mayor and City Clerk  
be authorized to execute the agreement to award RFP 2018-28-CP; and

**That** the Financial Services Division be authorized to issue a purchase order.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## Background:

The City of Kawartha Lakes has been replacing playground equipment on an annual, as required basis. The sites for replacement are determined based on the condition of the structure and the surrounding play surface. This provides an opportunity to update structures to meet current safety standards and accessibility requirements.

The existing sites with equipment identified for replacement are:

- Reaboro Community Park
- Lions Park
- Oakwood Park
- Little Britain Park
- Memorial Park

The areas of new sites for playground equipment are:

- Scugog Meadows Park
- Wilson Fields Complex

The playgrounds are designed to suit the demographic for the areas where they are proposed and the intended user groups. This project was approved by Council as Parkland Siteworks Program-PR1801.

Request for Proposal 2018-28-CP Design, Supply and Installation of Playground Equipment was advertised and released in accordance with the Purchasing Policy. The proposal closed on March 1, 2018 and was opened in public by Andy Letham, Mayor and Ashley Wykes, Buyer. Seven proposals were submitted as outlined in the chart below:

Company Name
Playground Planners
Park N Play Design Co. Ltd.
Henderson
Openspace Solutions Inc.
New World Park Solutions
ABC Recreation
Blue Imp

Each proposal was carefully reviewed by the evaluation team based on the criteria in the proposal document.

References were checked for Openspace Solutions Inc. with no issues identified.

### Rationale:

Openspace Solutions Inc. of Wellesley, being the highest scoring proponent is recommended for the award of Proposal 2018-28-CP Design, Supply and Installation of Playground Equipment for a proposal cost of \$318,314.00 plus HST. The initial term of the contract is for two (2) years, with an option to extend the contract for an additional two (2), one year terms based on performance and budget.

### Other Alternatives Considered:

No other alternatives are being considered as the highest scoring proponent is being recommended.

### Financial/Operation Impacts:

Funding for the project will come from the 2017 and 2018 Capital budgets.

Project Number	Project Budget	Other Committed Funds *see below	Project Balance	Tender Amount (incl HST)	HST Rebate	Contingency	Total Cost	Project Balance
950170101 Little Britain CC	\$55,500	0	\$55,500	\$50,849	(\$5,058)	0	\$45,791	\$9,709
950170102 Oakwood CC	\$55,500	0	\$55,500	\$50,836	(\$5,057)	0	\$45,779	\$9,721
950180123 Scugog Meadows	\$64,000	0	\$64,000	\$39,550	(\$3,934)	0	\$35,616	\$31,384
950180124 Lions Park	\$64,000	0	\$64,000	\$53,469	(\$5,319)	0	\$48,150	\$15,850
950180125 Memorial Park	\$64,000	0	\$64,000	\$67,791	(\$6,743)	0	\$61,048	\$2,952
950180126 Reaboro Park	\$64,000	0	\$64,000	\$39,550	(\$3,934)	0	\$35,616	\$28,384
Wilson Fields	\$110,000	0	\$110,000	\$57,649	(\$5,734)	0	\$51,915	\$58,085
<b>Totals</b>	<b>\$477,000</b>	<b>0</b>	<b>\$477,000</b>	<b>\$359,694</b>	<b>(\$35,779)</b>	<b>0</b>	<b>\$323,915</b>	<b>\$153,085</b>

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

**Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:**

The installation of playground equipment relates to the strategic plan by providing exceptional quality of life through improvements to accessibility and youth access to recreation in the City of Kawartha Lakes. The playgrounds and playground surfacing to be installed meets or exceeds AODA guidelines.

**Consultations:**

Junior Accountant

**Department Head E-Mail:** [cshanks@kawarthalakes.ca](mailto:cshanks@kawarthalakes.ca)

**Department Head:** Craig Shanks

**Department File:** 2018-28-CP