



Council Report

Report Number: PUR2024-002
Meeting Date: January 30, 2024
Title: **Single Source for Ball Diamond Infield Restoration**
Author and Title: Ashley Wykes, Buyer
Ryan Smith, Supervisor Capital and Special Projects

Recommendation(s):

That Report PUR2024-002, **Single Source for Ball Diamond Infield Restoration**, be received;

That Mar-Co Clay Products be awarded the single source contract for the restoration of 16 ball diamonds in the Spring of 2024 at a total cost of \$191,359.10 plus HST;

That following successful completion of the 2024 restorations, Mar-Co Clay Products be awarded an additional five (5) year term, to December 31, 2029, to provide ball diamond restoration services to the City on an as required basis; and

That the Community Services Department be authorized to issue a purchase order.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Parks and Recreation completed an informal request for quotation for ball diamond restoration product supply and service. Mar-Co Clay Products was the only company to submit pricing. Mar-Co Clay Products and Hutcheson Sand are the only two companies that have supplied and installed ball diamond clay products historically for the Parks and Recreation Division.

In 2021, Mar-Co Clay Products acquired the Hutcheson Ball Diamond product line essentially leaving only one manufacturer of ball diamond clay mixes within Ontario.

Rationale:

The majority of the Parks and Recreation ball diamond infields are clay surfaced that are comprised of a precise composition of clay, sand and brick materials that provides for specific colour, playability and safety for infields. Parks and Recreation has renovated numerous ball diamond infields over the past decade with Mar-Co Clay Products, these diamonds require ball diamond mix to be added to the infields for re-grading and crowning periodically to ensure a safe and consistent playing surface.

Purchasing the infield mixes directly from a manufacturer that also installs the product provides the City with a cost savings opportunity and maintains the infield surface materials consistently and uniformly across the division.

Mar-Co Clay Products has been a vendor of choice providing an exceptional product and installation method. It is recommended that the City enter into a five-year single source agreement to provide ball diamond infield restoration services rather than a single source being completed every year. At the completion of the five years, the process will be reviewed to identify if there are any new companies providing supply and installation of ball diamond clay products.

Within the 2022-2024 project budgets, the following ball diamonds will be improved this year:

Project Number	Ball Diamond
950220102	Wilson Fields Diamonds 1-7
950230103	Little Britain Diamonds 1-3 Fenelon Falls Diamonds 1-2
950240114	Bobcaygeon Diamonds 1-2 Oakwood Diamonds 1-2
Any remaining funds or anticipated savings will be allocated to future improvements at the Coboconk and Ops Ball Diamonds which were included in the budget scope for projects 950220103 and 950220102.	

Other Alternatives Considered:

No other alternative is being considered as the Procurement Policy allows for single source purchases due to the following reasons: an absence of competition for technical reasons and the supply of goods is controlled by a vendor that is a statutory monopoly.

Alignment to Strategic Priorities

Ball Diamond Infield Restoration aligns within the strategic priorities of an “Exceptional Quality of Life and Good Government”. Standardizing and maintaining clay infield diamonds will help ensure user group safety, program consistency and uniformity across the Parks and Recreation Division.

Financial/Operation Impacts:

The financing for the ball diamond restoration was approved in the 2022-2024 capital budgets as per the chart below:

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excluding HST)	HST Payable	Total Purchase	Project Balance
950220102	\$70,000	\$0	\$70,000	\$68,500	\$1,206	\$69,705	\$295
950230103	\$70,000	\$0	\$70,000	\$68,500	\$1,206	\$69,705	\$295
950240114	\$70,000	\$0	\$70,000	\$54,359	\$956	\$55,316	\$14,684
Total	\$210,000	\$0	\$210,000	\$191,359	\$3,368	\$194,727	\$15,274

Consultations:

Supervisor, Procurement

Manager, Parks and Recreation

Treasurer

Supervisor, Cost Accounting

Department Head email: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

Department File: 2024-022-SS