



## Council Report

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**Report Number:** PUR2024-020  
**Meeting Date:** September 24, 2024  
**Title:** 2024-076-CQ Memorial Park Roadway and Parking Improvements  
**Author and Title:** Ashley Wykes, Buyer  
Ryan Smith, Manager of Parks and Recreation

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### Recommendation(s):

**That** Report PUR2024-020, **2024-076-CQ Memorial Park Roadway and Parking Improvements**, be received;

**That** Melrose Paving Co Ltd. be selected for the award of Request for Quotation (RFQ) 2024-076-CQ Memorial Park Roadway and Parking Improvements for the submitted price of \$1,298,116.39, not including HST;

**That** the deficit of \$642,631 (including payable HST) be financed from the uncommitted portion of the Capital Contingency Reserve (1.32248);

**That** subject to receipt of the required documents, the Director of Community Services be authorized to execute the agreement to award; and

**That** Community Services be authorized to issue a purchase order.

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

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

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

**Background:**

In 2017 the Parks and Recreation Division completed a Master Plan for Memorial Park. Elements for inclusion contained within the Master Plan were a much-needed playground replacement, washroom upgrades, tennis court renovations, two pavilion replacements, pathway enhancements, increased parking and accessibility improvements. Also contained within the plan was the replacement of the driveway with a one-way design to improve traffic flow. To date, upgrades to the tennis courts, replacement of the playground and washroom facility have been completed. The driveway improvements, pathways, parking upgrades and two pavilion replacements are the last remaining components to complete the Master Plan recommendations.

The Request for Quotation 2024-076-CQ Memorial Park Roadway and Parking Improvements was issued in accordance with the Procurement Policy. The RFQ was opened electronically on September 29, 2024, with the following results:

<b>Company Name</b>	<b>Submission Amount</b>
Melrose Paving Co. Ltd.	\$1,298,116.39
Powcon Inc.	\$1,299,212.50
Marquis Snow & Ice Ltd.	\$1,329,551.10
Envision Excavating Ltd.	\$1,407,110.00
Real Landscaping Plus Inc.	\$1,422,022.59
Gerald Everson Excavating Ltd.	\$1,447,413.78
W.G Jackett & Sons Construction Ltd	\$1,476,178.61
1799877 Ontario Inc. (Young's Construction)	\$1,556,036.78
Dufferin Construction Company, A division of CRH Canada Group Inc.	\$1,806,000.00
Four Brothers Construction	\$1,953,947.50
Brennan Paving & Construction Ltd.	\$1,989,232.50

Melrose Paving Co. Ltd. was the lowest compliant submission. References were checked and found to be favorable.

### **Rationale:**

Currently, the driveway at Memorial Park is a closed loop that enters and exits to Lindsay Street South. The driveway is narrow and often creates challenges when vehicles are entering and exiting the property. The proposed driveway will allow one-way traffic to travel through the park, reducing congestion and vehicular conflict. Memorial Park is a high priority park within the municipality with hundreds of visitors enjoying the park each year. Recent improvements to the amenities have created an increase in traffic to the park. The new proposed driveway, with concrete curbing, will help manage traffic flow and increase parking along the curb lane while minimizing vehicular damage to the park from straying motorists. This project also incorporates the replacement of the highly utilized pavilions. Pavilions within Memorial Park are rented by residents and visitors to host events like family reunions, corporate team building events, family celebrations and community events. There are four pavilion structures currently located in the park. Pavilions 1 and 2 are in good condition however Pavilions 3 and 4 are at the end of their lifecycle and are in need of replacement. The proposed project will see these two pavilions replaced and accompanied by accessible parking improvements at the specific structures that will align with the new drive. The recent upgrades to the washroom building included the sanitary sewer and waterline. This infrastructure is in the driveway from Lindsay Street South and requires resurfacing. The parking lot expansion adjacent to the tennis/pickle ball courts will support the community and the increased court demand for pickle ball. This driveway reconstruction project has been deferred for multiple years amplifying the need for this work to take place.

### **Other Alternatives Considered:**

No alternative is being recommended as a competitive procurement process was issued and the lowest compliant bidder is being recommended.

### **Alignment to Strategic Priorities**

This project aligns with the following Strategic Priorities:

1. An Exceptional Quality of Life – Making improvements to Memorial Park will help promote physical activity and a healthy lifestyle for residents and visitors of Kawartha Lakes.
2. A Vibrant and Growing Economy – The park improvements will help promote Kawartha Lakes as a tourist destination.

3. Good Government – Improving the park will promote continuous improvement and innovation, and ensure municipal assets are well maintained and managed.

**Financial/Operation Impacts:**

Financing for 2024-076-CQ Memorial Park Roadway and Parking Lot Improvements is included in the 2024 Capital budget. The deficit will be financed from the uncommitted Capital Contingency Reserve.

Project Number	Original Project Budget	Other Committed Funds *see below	Project Balance	Purchase Amount (excl. HST)	Contingency 15%	HST Payable	Total Amount	Project Balance
950240108	\$900,000	\$23,522	\$876,478	\$1,298,116	\$194,718	\$26,275	\$1,519,109	(\$642,631)

Other committed funds include the costs associated with the development of the detailed design and specifications that were used to tender the project.

Any surplus or deficit will be addressed by the Treasury Department in accordance with the Capital and Special Project Policy.

**Consultations:**

Treasurer  
 Supervisor, Procurement

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**Department Head:** Jenn Johnson

**Department File:** 2024-076-CQ