

# Municipality of Lakeshore - Report to Council

## Engineering & Infrastructure Services

### Public Works



**To:** Mayor & Members of Council

**From:** Jeff Wilson, Manager of Operations

**Date:** January 29, 2021

**Subject:** Proposal Award and Tender, Geralyn Tellier Perdu Memorial Park

---

### Recommendation

Award the contract for the Geralyn Tellier Perdu Memorial Playground Structure Project to Henderson Recreation Equipment Ltd. in the amount of \$ 84,548.28 plus non recoverable HST to be funded from the Playground Equipment Reserve, as presented in the report at the February 16, 2021 Council meeting.

### Background

Through the Parks Master Plan, it was recommended that playground structures and equipment in excess of 20 years be replaced as the equipment does not meet current safety standards.

The Master Plan identified that the park equipment upgrades for the Geralyn Tellier Perdu Memorial Park (Geralyn Park) be completed in 2020.

In 2020 Council approved a \$95,000 budget for the Geralyn Park in alignment with the above plan. The following works are proposed:

- Removal and restoration of the existing playground structures in the southwest corner (which has exceeded the 20 year useful life) that does not satisfy current CSA safety standards;
- The northwest area will receive a new play structure (to CSA safety standards), including placement of safe material (Engineered Wood Fibre (EWF)) as equipment platform; and
- The northeast area will be upgraded with fall safe surface conversion (EWF) platform in lieu of the existing stone within the swing area and the expansion to include a new play item within this area.

A request for proposal (RFP) for the proposed park improvements was issued on December 7, 2020 with a closing date of January 15, 2021. There were 5 proponents that submitted proposals.

## Comments

An evaluation committee consisting of the Manager of Operations, the Supervisor of Parks, the Manager of the ATC and one of our Parks Operators completed an evaluation of each proposal by applying criteria that were set out in the RFP.

In selecting the recommended proposal for acceptance, the below criteria was used to evaluate each proponent including the weighting for each category.

<b>Evaluation Criteria</b>	<b>Weighting</b>
Play Value, Appearance, Layout and Design	55%
Quality and Durability of Equipment	15%
Experience of Proponent	10%
Warranty, Service and Maintenance	10%
Total Contract Price	5%
References	5%
<b>Total</b>	<b>100%</b>

Based on the above, Henderson Recreation Equipment Ltd. submitted the highest ranked proposal with an associated cost of \$84,548.28 plus HST. The Evaluation committee was satisfied that the proponent understood the scope of the work and is capable of performing the work in a timely and professional manner.

The contract being awarded is in accordance with the Municipality's purchasing by-law.

The submission was also reviewed by the Accessibility Advisory Committee to ensure accessibility standards are acceptable.

The concept plan for the park can be found in the attached Henderson Detailed Design Submission.

## Others Consulted

The Accessibility Advisory Committee was consulted as part of this project.

## Financial Impacts

The budgeted amount for the Geralyn Tellier Perdu Memorial Playground Structure Project is \$ 84,548.28 including the non-refundable HST and will be funded from the playground equipment reserve as approved under the 2020 budget and carried over into 2021.

**Attachment(s):** Henderson Detailed Design Submission.

## Report Approval Details

Document Title:	Proposal Award – Geralyn Tellier Perdu Memorial Park Playground Structure 2021.docx
Attachments:	- Henderson Submission.pdf
Final Approval Date:	Feb 10, 2021

This report and all of its attachments were approved and signed as outlined below:

Krystal Kalbol

Rosanna Pellerito

Kristen Newman

Truper McBride