

DATE: September 20, 2021

REPORT NO: REC-10-2021

SUBJECT: **Dennis Drive Playground Request For Proposal (RFP)**
Authorization

CONTACT: Bob Denison, RRFS, CBT, Manager of Parks, Recreation & Facilities
Mike DiPaola, P.Eng., Director of Public Works & Recreation

OVERVIEW:

- Dennis Drive park area was identified as a suitable location for a playground and was included in the approved 2020 Capital Budget.
- Due to the builder's schedule, the project was delayed until 2021.
- Staff prepared and circulated a Request For Proposal (RFP) procurement document for this playground equipment and five (5) proposals/bids were received.
- In an effort to award this RFP based on best value for money, all proposals received were evaluated using a set criterion of 90% (Technical) and 10% (Cost).
- The submission received by Play Power was evaluated as the highest score.
- Staff recommend awarding the Dennis Drive Playground to Play Power for a total amount of \$123,784.68 (plus HST) to Play Power.

RECOMMENDATION:

1. THAT, Report REC-10-2021, re: Dennis Drive Playground Request For Proposal (RFP) Authorization, dated September 20, 2021 be received; and,
2. THAT, Council awards the RFP submission by Play Power in the total amount of \$123,784.68 (plus HST); and,
3. THAT, a By-Law be passed to authorize the Mayor and Clerk to enter into an agreement with Play Power.

ALIGNMENT TO STRATEGIC PLAN:

Theme #4:

- **Local Attractions** – Improve local parks and trails, and explore new opportunities for programming and sports.

Theme #4:

- **Efficient, Fiscally Responsible Operations** – West Lincoln will grow strategically and responsibly, welcoming new residents and businesses and respecting the heritage and rural character that people value.

BACKGROUND:

Planning and Recreation staff recognized the need for a safe play activity area in the park space on Dennis Drive in the new Marz homes development off of Regional Road 20 (St. Catherines Street). A new playground was included and approved in the 2020 Capital Budget for this location. The new playground will be designed and installed to meet all current CSA and AODA design criteria.

CURRENT SITUATION:

Staff prepared and circulated a Request for Proposal (RFP) procurement document with a closing date of July 23, 2021. The proposal was advertised on the Bids and Tenders electronic bidding network as well as the Township's website. Five (5) proposals were submitted on the closing date.

In an effort to award this RFP on best value for money, all proposals received were evaluated using the following set of criteria (90% Technical & 10% Cost) as itemized below:

- Technical Expertise & Resources
- Design Quality
- Similar Project Experience
- Past Performance & Project Understanding
- Cost

The RFP also asked for a design that was both accessible and intended for use by all children age groups.

The results of the evaluation are summarized in the table below:

Company	Weighted Scoring	Proposal Price (excluding HST)
1. Play Power	833	\$123,784.68
2. Henderson	712	\$132,531.69
3. ABC Recreation	664	\$123,444.92
4. New World	655	\$122,476.19
5. Open Space	540	\$135,284.34

Play Power has provided many of the Township's current playgrounds over the last few years and has the required experience, resources, and have met the design criteria as set out in the scope of the RFP. They also have an excellent track record in delivering professional playground services.

This project includes all play structures and the base preparation, including accessible ground covering. It is anticipated that the playground equipment will be installed and in operation in the Spring of 2022. The proposed playground equipment is attached as Appendix A.

FINANCIAL IMPLICATIONS:

The approved 2020 Capital Budget for this project is \$140,000 and is sufficient to cover the award of this RFP/Project.

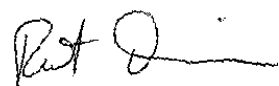
INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Finance and the Chief Administrative Officer.

CONCLUSION:

In summary, staff recommends that the proposal received by Play Power for the delivery and installation of the Dennis Drive Playground equipment be accepted, and that Council awards this project to Play Power in the amount of \$123,784.68 (plus HST).

Prepared by:



Bob Denison, RRFS, CBT
Manager of Parks, Recreation, & Facilities

Submitted by:



Mike DiPaola, P.Eng.
Director of Public Works & Recreation

Approved by:



Beverly Hendry
Chief Administrative Officer

Appendix A – Proposed Playground Equipment