

DATE: May 23, 2023

REPORT NO: REC-04-2023

SUBJECT: **Leisureplex Ball Diamonds – Award of LED Lighting Upgrades**

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

OVERVIEW:

- The Leisureplex ball diamond lighting upgrades were included and approved in the Capital Budget in the total amount of \$280,000.00.
- This project will eliminate the constant need for maintenance on the current lighting fixtures while helping to reduce energy usage and assist with our greenhouse gas reduction strategy.
- In order to assist municipalities with their procurement procedures, Local Authority Services (LAS) developed and circulated a Request for Proposal (RFP) for retaining a consultant/contractor for the conversion of Recreation Facility Lighting to LED, with Conrad Lighting Solutions being the successful service provider for the Province.
- A proposal from Conrad Lighting Solutions was received totaling \$222,000.00 (excluding HST).
- By undertaking this project, it is estimated that there will be a savings in electrical and maintenance costs.
- The total project cost is estimated at \$250,000.00 which includes the proposal from Conrad Lighting Solutions, a contingency allowance, and net HST.

RECOMMENDATION:

1. THAT, Recommendation Report REC-04-2023, re: “Leisureplex Ball Diamonds – Award of LED Lighting Upgrades”, dated May 23, 2023 be received; and,
2. THAT, Council accepts and awards the proposal submitted by Conrad Lighting Solutions in the amount \$222,000.00 (excluding HST); and,
3. THAT, Council approve a 10% contingency amount of \$22,000.00 for this project; and,
4. THAT, the total estimated project cost of \$250,000.00 be approved; and,
5. THAT, a by-law be passed to authorize the Mayor and Clerk to enter into an agreement with Conrad Lighting Solutions.

ALIGNMENT TO STRATEGIC PLAN:

Theme #4:

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

Theme #6:

- **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:

As part of our approved Corporate Energy Conservation and Demand Plan (CECDM), and under Ontario Regulation 25/23, the Township is required to submit annual reporting of energy demand and conservation results in accordance with the CECDM. The CECDM has identified the goal of a minimum reduction of 1% of energy consumption annually for all Township facilities. This LED lighting project will help the Township move toward achieving the energy reduction goal.

The current ball diamond lighting fixtures and bulbs at the Leisureplex are metal halide which is not very energy efficient. In recent years, staff have had a difficult time finding replacement bulbs and other parts to repair the existing and outdated fixtures. The old fixtures also required various repairs throughout the season which are difficult to complete because of field conditions and ball diamond usage/scheduling conflicts.

Local Authority Services (LAS) is a not-for-profit subsidiary of the Association of Municipalities of Ontario (AMO). In order to assist municipalities, LAS developed a turn-key operation to convert municipal street lighting and facility lighting systems to LED technologies.

In previous years, the Township partnered with LAS to procure our street lighting conversion program and staff have pursued this partnership once again for this facility (ball diamonds) lighting conversion project.

CURRENT SITUATION:

In order to assist municipalities with their procurement procedures, LAS developed and circulated a Request for Proposal (RFP) for retaining a consultant/contractor for the conversion of facility lighting to LED. Conrad Lighting Solutions was the successful proponent for the design and installation of facility LED lighting. Conrad Lighting Solutions completes a full review of the existing system, the required photometric design, and coordinates the installation. Cooper Lighting Solutions will supply the product (LED Fixtures) and work collaboratively with Conrad Lighting Solutions.

Township staff received a proposal from Conrad Lighting Solutions on April 14, 2023, totalling \$220,000.00 (excluding HST) as itemized below:

➤ North Leisureplex Ball Diamond:	\$105,400.00
➤ South Leisureplex Ball Diamond:	\$105,400.00
➤ Supply of Glare Guards (\$5,600 per diamond):	\$ 11,200.00
TOTAL RFP COSTS:	\$222,000.00

The total estimated project costs included in the RFP submitted by Conrad Lighting Solutions, a 10% contingency allowance, and all other miscellaneous costs including net HST is \$250,000.00.

The Province of Ontario's Independent Electricity Supply Operator (IESO) is currently not offering any IESO Incentive opportunities for exterior lighting fixture retrofits.

FINANCIAL IMPLICATIONS:

\$280,000.00 was approved as part of the Capital Budget, and is sufficient to cover the award and total cost of this project as itemized below:

- Conrad Lighting Solutions RFP Amount: \$222,000.00
- Project Contingencies (10%): \$ 22,000.00
- Net HST & Other Miscellaneous Costs: \$ 6,000.00

TOTAL PROJECT COST: \$250,000.00

INTER-DEPARTMENTAL COMMENTS:

This report was reviewed by the Director of Finance, CAO, and the Clerk's Office.

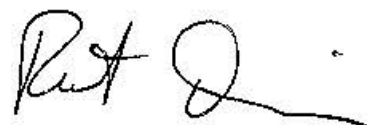
CONCLUSION:

In summary, staff recommends that Council awards this project to Conrad Lighting Solutions in the amount of \$222,000 (excluding HST). The total project cost including a contingency amount and net HST is estimated at \$250,000.00.

ATTACHMENTS:

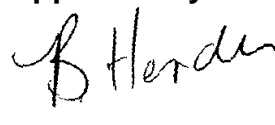
APPENDIX A – LUMASPORT 8 Light Fixture & Visor

Prepared & Submitted by:



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Approved by:



Beverly Hendry
Chief Administrative Officer



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