



REPORT

TO: Mayor Bonnette and Members of Council

FROM: Mark Taylor – Senior Landscape Architect

DATE: June 10, 2022

REPORT NO.: RP-2022-0014

SUBJECT: Parks Construction Blanket Order PO#19-095 Increase

RECOMMENDATION:

THAT Report No. RP-2022-0014, dated June 10, 2022, regarding the Parks Construction Blanket Order PO#19-095 Increase be received;

AND FURTHER THAT the Manager of Purchasing be authorized to increase purchase order PO#19-095 by the amount of \$450,000 (from \$1,250,000 to \$1,700,000) plus applicable taxes to Grade Control Ltd., 558 Main St. Glen Williams Ontario, as the parks construction blanket order contractor based on the timeline and terms of the original tender (2022 & 2023).

KEY POINTS:

The following are key points for consideration with respect to this report:

- Parks Construction Blanket Order is a multi-year (2019-2023) contract that addresses the need for standard park, playground, trail and cemetery construction elements.
- Funding associated with work under this purchase order comes from various current/approved capital budget projects and also 2023 forecast projects.
- If the value is not increased, the purchase order value will be complete by fall of 2022. This would delay completion of certain construction projects or projects would not be able to proceed.
- Staff would be required to re-tender the blanket order a year sooner than anticipated, increasing the amount of administration and potentially cost based on secured unit rates in a currently volatile market.

BACKGROUND AND DISCUSSION:

In order to address the need for standard park, playground, trail and cemetery construction elements like curbing, concrete walkways and grading, staff issue a multi-year blanket order for general contractors for park construction. Unit prices are requested for construction of park features that are included in recurring projects like playground revitalizations. The duration of the contract is typically for a one-year term, with options to renew for four one-year terms. The intent is three-fold:

- reduce the amount of staff time securing bids for recurring elements;
- have a consistent high level of quality for work;
- secure competitive unit prices which allows for easier budgeting and reduces overall expenditures including staff time required for contract administration due to familiarity with the Contractor's ability.

Staff have been using the blanket order system since 2005 in the implementation of playground and park construction projects and it has been very effective.

The most recent procurement process for this blanket order was in 2019 and report RP-2019-0017 awarded T-037-19 Parks Construction Blanket Order to Grade Control Ltd. Work undertaken through this contract is in coordination with minor park construction, playground replacements, minor park & cemetery projects based on approved capital budgets.

The purchase order issued in 2019 had an upset limit of \$1,250,000 based on known projects at the time. Due to additional capital projects that have been added since 2019, staff anticipate that the purchases will reach the limit of the purchase order by Fall of 2022, and staff would be required to issue a new blanket order tender. This would increase the amount of administration time and potentially increase costs due to inflation and current market volatility.

Grade Control Ltd has been the successful contractor for fifteen of the past seventeen years.

STRATEGIC PLAN ALIGNMENT:

This report aligns to the Town's Strategic plan recognizing the value to foster a healthy community that provides a clean environment and range of economic and social opportunities to ensure a superior quality of life in our community.

This report also identifies fiscal and corporate management as one of the Town's Strategic priorities.

RELATIONSHIP TO CLIMATE CHANGE:

This report is administrative in nature and does not directly impact or address climate change and the Town's Net Zero target.

PUBLIC ENGAGEMENT:

Public Engagement was not needed as this report is administrative in nature.

As part of each park or playground project, staff conduct comprehensive public consultation with the local community and users.

INTERNAL CONSULTATION:

Staff from the Purchasing Section administered the 2019 procurement process and have also been consulted in the preparation of this report. The Senior Manager of Purchasing and Risk Assessment is in agreement with the recommendation. Staff from Finance were also consulted in the preparation of this report and agree with the financial implications.

FINANCIAL IMPLICATIONS:

This report will be funded through an existing approved budget source. There is no financial impact. All projects awarded through this blanket order are approved through the annual capital budget process.

Reviewed and approved by,

Kevin Okimi, Director of Parks and Open Space

Paul Damaso, Commissioner of Recreation and Parks

Jon Rehill, Acting Chief Administrative Officer