



## REPORT

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**TO:** Mayor Lawlor and Members of Council

**FROM:** Mark Taylor, Senior Landscape Architect

**DATE:** March 8, 2024

**REPORT NO.:** RP-2024-008

**SUBJECT:** Award of 2024-010-P Inclusive Playground Equipment for Cedarvale Park

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### RECOMMENDATION:

THAT Report No. RP-2024-008, dated March 8, 2024 regarding the Award of 2024-010-P Inclusive Playground Equipment for Cedarvale Park, be received;

AND FURTHER THAT Proposal 2024-010-P Design, Supply and Installation of Inclusive Playground Equipment for Cedarvale Park be awarded to Openspace Solutions Inc., for Part A -Traditional Playground in the amount of \$137,791.00 plus applicable taxes and Part B – Natural Playground in the amount of \$119,596.00, in the total amount of \$257,387.00 plus applicable taxes;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order in the amount of \$257,387.00 plus applicable taxes to Openspace Solutions Inc. and an additional amount of \$20,000 plus applicable taxes for cash allowance, in the total amount of \$277,387.00 plus applicable taxes;

AND FURTHER THAT That Council authorizes the Mayor and Clerk to execute the necessary contract documents for the project.

### KEY POINTS:

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

- Playground equipment replacement is required for Cedarvale Park and was approved as part of the 2022 Capital Budget.
- Staff are recommending the award of Proposal 2024-010-P Design, Supply and Installation of Inclusive Playground Equipment for Cedarvale Park to Openspace Solutions.

- Openspace Solutions was the highest ranked compliant bidder through the Request for Proposal evaluation process
- Public consultation informed the play equipment for the request for proposal and further consultation will finalize the design.
- The project has an approved existing budget amount of \$385,000, and the Openspace Solutions proposal is within budget.

**BACKGROUND AND DISCUSSION:**

Through the 2022 Capital Budget, Council approved project 8500-13-0106 Play Equipment Replacement in the amount of \$385,000, \$370,000 of that budget is for replacement of playground equipment at Cedarvale Park.

In 2023 the first round of public consultation through Let’s Talk Halton Hills and stakeholder discussion occurred, which identified desired inclusive features for this community park playground. Desired experiences were multi-sensory including touch, sight, auditory and vestibular (motion/balance). Muscle and skill development through climbing and collaborative play in alternative ways were also requested. There was a strong desire for natural playground elements including logs, net climbers, sand and water play features that would be unique features not present in current Halton Hills parks and also traditional playground equipment including structures with climbers, platforms, slides and sensory features. Additional feedback included that the age range of users would be 18 months to 12 years, with consideration for caregivers and that the playground should be designed to encourage collaborative play and inclusion as well as seating, shelter and shade.

**Request for Proposal for Inclusive Playground Equipment**

Request for Proposal (RFP) 2024-010-P was developed seeking companies to submit designs for the supply and install of Part A - traditional playground equipment and Part B - natural playground equipment for Cedarvale Park. This bid was issued on January 10, 2024 and closed on February 8, 2024. Bids were posted on the Town’s bids and tenders website. There were eleven (11) plan takers through the Bids and Tenders website and eight (8) submissions were received as follows:

Proposals received (in alphabetical order)	Location
ABC Recreation Ltd.	Paris ON
Bienenstock Natural Playgrounds	Hamilton ON
New World Park Solutions Inc	Brantford ON
Openspace Solutions Inc.	Wellesley ON
Park N Play Design Co Ltd.	Rocky View County AB
PlayPower LT Canada Inc.	Paris ON

S.F.Scott Mfg. Co. Ltd. O/A Blue Imp	Medicine Hat AB
TAIMCO Inc	Mississauga ON

Proposals were evaluated by staff from Recreation & Parks and administered by Purchasing, based on the following criteria:

- Company Experience and Project Team Credentials
- Project Experience and References
- Playground Design and Play Value
- Maintenance and Warranty
- Pricing

Based on review of the proposals, staff recommend the award to Openspace Solutions Inc. as the highest ranked proponent, demonstrating their overall expertise, the best design and the overall best value for both natural and traditional playground equipment.

Next steps include refinement of the playground design through a second round of public consultation, finalizing the design and ordering the playground equipment. Based on equipment lead times and scheduling, it is anticipated that the playground replacement construction would take place in fall 2024 with the project being completed by the end of the year. Staff will be strategic in sequencing of construction and removal of the existing equipment, to minimize the length of service disruption to the community.

#### **STRATEGIC PLAN ALIGNMENT:**

This report identifies infrastructure and asset management as one of the Town's Strategic priorities by replacing existing aging infrastructure in a timely manner.

#### **RELATIONSHIP TO CLIMATE CHANGE:**

This report impacts and/or helps address climate change and the Town's resiliency through climate adaptation.

#### **PUBLIC ENGAGEMENT:**

Public consultation for this project is being carried out in a multi-phase approach. The first round of consultation was carried out through the Let's Talk Halton Hills platform and stakeholder meetings to establish the desired direction for style of play equipment and sensory play experiences. This informed the RFP requirements and direction.

A second round of public consultation will be carried out through Let's Talk Halton Hills and stakeholder meetings to allow the public to comment and fine tune the play equipment design and features before the design is finalized and ordered. Notification for this project is provided through site signage, email and social media.

## INTERNAL CONSULTATION:

Staff from Purchasing and Recreation & Parks worked together on the RFP and staff from Purchasing and Finance were consulted in the creation of this report.

## FINANCIAL IMPLICATIONS:

This report will be funded through an existing approved budget source.

Through the 2022 capital budget, Council approved \$385,000 for project 8500-13-0106, \$370,000 of that budget is for the replacement of playground equipment at Cedarvale Park.

As presented in the table below, at the end of 2023, project 8500-13-0106 has a remaining capital budget of \$370,000 after previous commitments. The project costs will include \$257,387 for design, supply and install of playground equipment and an additional amount of \$20,000 for cash allowance to accommodate potential design adjustment and outcomes of the public consultation is required, plus \$4,882 non-recoverable HST at 1.76%. The total estimated project cost of \$282,269 can be fully funded within the approved budgets and any remaining funds will be applied to any future site works construction once the design is finalized.

<b>Description</b>	<b>Amount</b>
<b>Approved Budget</b>	<b>385,000</b>
Previously committed expenses	15,000
Current balance	370,000
<b>Estimated Expenses</b>	
Openspace Solutions Inc.	
Design, Supply & Install	
Part A -Traditional Playground	137,791
Part B – Natural Playground	119,596
Cash Allowances	20,000
Non-recoverable HST (1.76%)	4,882
Total estimated expenses	282,269
<b>Remaining Budget</b>	<b>87,731</b>

Reviewed and approved by,

Bethany Yew, Manager of Purchasing

Moya Jane Leighton, Director of Finance & Town Treasurer

Kevin Okimi, Director of Parks & Open Space

Paul Damaso, Commissioner of Recreation & Parks

Chris Mills, Chief Administrative Officer