



## REPORT

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

**FROM:** Angela Mourao, Landscape Architect

**DATE:** March 25, 2025

**REPORT NO.:** CSE-2025-009

**SUBJECT:** Award of Proposal 2025-017-P; Design and Install Playground Equipment at Danby Road Park and Kinsmen Parkette

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### RECOMMENDATION:

THAT Report No. CSE-2025-009 dated March 25, 2025, regarding the Award of Proposal 2025-017-P; Design and Install Playground Equipment at Danby Road Park and Kinsmen Parkette, be received;

AND FURTHER THAT Proposal 2025-017-P; Design, Supply and Install of Playground Equipment for Danby Road Park and Kinsmen Parkette be awarded to Openspace Solutions Inc. in the amount of \$231,920.00, plus applicable taxes;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order in the amount of \$231,920.00 plus applicable taxes to Openspace Solutions Inc. and an additional amount of \$15,000.00 plus additional taxes for cash allowance, in the total amount of \$246,920.00 plus applicable taxes;

AND FURTHER 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 Danby Road Park and Kinsmen Parkette, and was approved in the 2025 Capital Budget.
- Staff are recommending the award of Proposal 2025-017-P: Design, Supply and Install Playground Equipment at Danby Road Park and Kinsmen Parkette to Openspace Solutions Inc.

- Openspace Solutions Inc. was the highest ranked compliant bidder through the request for proposal evaluation process.
- Public Consultation will inform specific play equipment to finalize the design.
- The project has an approved existing budget amount of \$360,000.00 and the Openspace Solutions Inc. proposal is within budget.

**BACKGROUND AND DISCUSSION:**

Through the 2025 Capital Budget, Council approved project “Playground Equipment Replacement 8500-13-0106” in the amount of \$360,000.00.

\$255,000.00 of that budget is for the playground equipment. The remainder is for site construction and engineered wood fiber surfacing for the Danby Road Park and Kinsmen Parkette.

**Request for Proposal for Playground Equipment**

Request for Proposal RFP 2025-017-P was developed seeking companies to submit designs for the supply and install of both Danby Road Park and Kinsmen Parkette. The bid was issued on February 4, 2025, and closed February 28, 2025. Bids were posted on the Town’s Bids and Tender website. There were 12 plan takers through the Bids and Tenders Website, and seven (7) submissions were received as follows:

<b>Proposals received in alphabetical order</b>	<b>Location</b>
ABC Recreation Ltd	Paris, Ontario
Henderson Recreation Equipment Ltd	Simcoe, Ontario
New World Park Solutions Inc	Brantford, Ontario
Openspace Solutions Inc	Wellesley, Ontario
Park N Play Design Co Ltd	Calgary, Alberta
Park N Water Ltd	Orangeville, Ontario
PlayPower LT Canada Inc	Paris, Ontario

Proposals were evaluated by staff from Community Services – Parks and administered by Purchasing, based on the following criteria:

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

Based on the review of the proposals, staff recommend the award of both projects to Openspace Solutions Inc, as the highest ranked proponent, demonstrating their overall expertise, the best design and the overall best value for both Danby Road Park and

Kinsmen Parkette Playground replacements. Openspace Solutions Inc. is a local Canadian company who is the sales representative for Jambette playground equipment which is manufactured in Levis, Quebec. Refer to Appendix A for visuals of the proposed playground equipment.

After award of this purchase order, the next steps include refinement of the playground design through public consultation on Let's Talk Halton Hills, finalizing the design and ordering the final playground equipment. Based on equipment lead time and scheduling, it is anticipated that the playground replacement construction will take place in Fall 2025 - with the projects being completed by the end of the year. Staff will be strategic in the sequencing of construction and removals of existing equipment, so that the amount of time during which the community is without a playground, is minimized.

### **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 Net Zero target through climate mitigation. Jambette Playground equipment is manufactured with a number of features to mitigate climate, including pollution reduction, responsible waste management, and optimized energy consumption and heat recycling. The company also engages in remote work to help reduce emissions.

### **PUBLIC ENGAGEMENT:**

Public Engagement will be required; consultation with Communications staff to follow.

Public consultation will be carried out through Let's Talk Halton Hills to allow the public to comment on and refine the play equipment design and features - before the design is finalized and ordered. Notification for this project will be provided through neighbourhood mailouts, site signage and email.

### **INTERNAL CONSULTATION:**

Staff from Purchasing and Community Services (Parks) worked together on the RFP. 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 2025 Capital budget, Council approved \$360,000 for project 8500-13-0106 replacement of playground equipment at Danby Road Park and Kinsmen Parkette.

The project costs will include \$231,920 for design, supply and installation of playground equipment and an additional \$15,000 for cash allowance to accommodate potential design adjustments and outcomes of public consultation, plus \$4,346 non-recoverable HST at 1.76%.

The total estimated project cost can be fully funded within the approved budget and the remaining funds will be applied to future sitework once the design is finalized.

<b>Description</b>	<b>Amount</b>
<b>2025 Approved Budget</b>	<b>360,000</b>
Previously committed expenses	15,000
Current Balance	345,000
<b>Estimated Expenses</b>	
OpenSpace Solutions Inc	231,920
Cash Allowance	15,000
Non-recoverable HST (1.76%)	4,346
Total estimated expenses	251,266
<b>Remaining Budget</b>	<b>93,734</b>

Reviewed and approved by,

Kevin Okimi, Director of Parks, Community Development & Environment

Damian Szybalski, Commissioner of Community Services and Acting Chief  
Administrative Officer