

REPORT

REPORT TO: Chair and Members of the Community and Corporate Affairs Committee

REPORT FROM: Mark Taylor
Senior Landscape Architect

DATE: December 19, 2018

REPORT NO.: RP-2019-0002

RE: Proposal Award P-026-18 for Playground Equipment – Blanket Order

RECOMMENDATION:

THAT Report RP-2019-0002, dated December 19, 2018, regarding the Proposal Award P-026-18 for Playground Equipment - Blanket Order be received;

AND FURTHER THAT the Manager of Purchasing be authorized to issue a purchase order in the amount of \$750,000 plus applicable taxes to PlayPower LT Canada Inc. PO Box 125, Paris Ontario N3L 3E7, as the play equipment supplier for a one year period (commencing in February 2019) with an option to renew for four one-year terms.

AND FURTHER THAT the Manager of Purchasing be authorized to issue a phased purchase order to an upset limit of \$1,250,000 plus applicable taxes to PlayPower LT Canada Inc., for additional playground projects approved by Council as part of future annual capital budgets.

BACKGROUND:

The Town of Halton Hills has been purchasing playground equipment from Playpower as the successful vendor since 2005.

In 2005, Council approved the proposal P-088-650-04 through Council report R-2005-0005 awarding the playground equipment blanket order to PlayPower LT Canada Inc. (Little Tikes Commercial) for a two year period, with three one year options to renew.

Subsequent playground equipment blanket orders were awarded to PlayPower LT Canada Inc. in 2009 and 2014 for one year periods plus four one year options to renew.

As part of each capital budget, Council approves Play Equipment Replacement. In 2019, this includes play equipment at Robert Little Public School, Barber Mill Park and

the design of Gellert Community Park playground equipment. This was reviewed by Council at Budget Committee on January 15th, 2019 and approved by Council January 21, 2019.

COMMENTS:

As the current contract with Playpower has expired, Town staff requested proposals from experienced vendors for the supply and installation of playground equipment in order to secure another long-term relationship with one vendor with a firm percentage discount from list price.

The goal of establishing a single vendor for playground equipment is to ensure high quality standard of product and design, reduce staff time in administration, expedite the replacement of existing and new play structures, while securing a firm percentage discount from list price.

A Request for Proposal (P-026-18) was issued for the supply and installation of play structures and proposals were evaluated based on the following criteria:

- Layout, Design & Play Value (types of components, accessibility and play value)
- Pricing Structure (discount offered, value of equipment and price list)
- Catalogue (variety company had to offer, ingenuity)
- Experience (company and designer experience)
- Installation (certified installer, experience)
- Warranty/Durability/Safety (compliance with standards, maintenance)
- Lead Time (design, delivery, install)

The RFP was posted on bidsandtenders.ca and the Town's website. Ten (10) companies downloaded the bid document. Submissions were received from seven (7) companies on November 20, 2018.

Company (in alphabetic order)	Location
ABC Recreation Ltd	Paris, ON
Blue Imp (Ontario)	Newmarket, ON
New World Park Solutions	Brantford, ON
Openspace Solutions Inc.	Wellesley, ON
Park N Play Design Co Ltd.	Rocky View County, AB
PlayPower LT Canada Inc.	Paris, ON
PlayQuest Recreation	Edmonton, AB

Staff recommend the proposal from PlayPower LT Canada Inc., having the highest overall score including pricing value, providing excellent play value, installation and warranty for the structures proposed. PlayPower has provided firm pricing for new play structures for the next year with four consecutive, one-year options to renew. Due to the uncertainty in the commodities market and fuel prices, which significantly impact playground equipment (steel and plastic construction), it was determined that the fairest option to suppliers was to focus on one year terms with options for renewal. The Town has the right to cancel the proposal if the list price increase is not acceptable from one year to another.

In the past fifteen years, PlayPower has supplied and installed approximately thirty-five play structures throughout the Town of Halton Hills. PlayPower is in good standing with the Town and staff have not had any difficulties over the past fifteen years.

RELATIONSHIP TO STRATEGIC PLAN:

- A.3.** To provide a broad range of educational, recreational and cultural services that meet the needs of our residents.
- H.1** To provide infrastructure and services that meets the needs of our community in an efficient, effective and environmentally sustainable manner.
- H.2** To ensure that infrastructure required for growth is provided in a timely manner.
- H.4** To partner with other orders of government, and the private sector, to plan and finance infrastructure expansion and improvements.

FINANCIAL IMPACT:

Funding for new and replacement playgrounds will be subject to Council approval each fiscal year. With the firm pricing provided by PlayPower LT Canada Inc., staff will be able to install structures with greater value play.

The chart below itemizes the average playground equipment cost for play grounds with approved funding for 2019 and estimation for the remaining years of the proposal:

Year	Site	Budget / Cost
2019	Robert Little Public School	\$50,000.00
2019	Barber Mill Park	\$60,000.00
2020	Gellert Community Park	\$200,000.00
2020	Yearly replacement and replacement parts	\$50,000.00
2021-2023	Yearly replacement of structures and replacement parts	Based on future annual capital (estimate \$130,000/yr.)
	<u>TOTAL (HST EXTRA)</u>	\$750,000.00

Based on past years' proposal awards, staff are recommending the addition of a further upset limit of \$1,250,000 for a phased purchase order should additional playground equipment be approved through capital budgets, community partnerships or other funding sources.

CONSULTATION:

Staff from the Corporate Services Department administered the Request for Proposal process and are in agreement with the recommendation.

PUBLIC ENGAGEMENT:

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

SUSTAINABILITY IMPLICATIONS:

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life. The recommendation outlined in this report advances the Strategy's implementation.

This report supports the cultural vibrancy and social well-being pillar(s) of Sustainability and in summary the alignment of this report with the Community Sustainability Strategy is Good.

COMMUNICATIONS:

None.

CONCLUSION:

Staff recommend that proposal P-026-18 be awarded to PlayPower LT Canada Inc. as it received the highest overall ranking for providing the best value, excellent play features, service, installation and warranty for the structures proposed.

Reviewed and Approved by,

A handwritten signature in black ink that reads "Simone Gourlay". The script is cursive and fluid.

Simone Gourlay, Manager of Purchasing

A handwritten signature in black ink that reads "Kevin Okimi". The script is cursive and fluid.

Kevin Okimi, Manager of Parks & Open space

A handwritten signature in black ink that reads "Warren Harris". The script is cursive and fluid.

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink that reads "Brent Marshall". The script is cursive and fluid.

Brent Marshall, CAO