

Special Meeting of Council Agenda June 27, 2023

Special Meeting of Council will be held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C., and via Zoom live meeting, commencing at **5:00 p.m.**

Please click the link below to join the webinar for **the Special Meeting**:

<https://us02web.zoom.us/j/84087017662?pwd=QmdVMVF4VWdqWjQrcUNZeHd2amJBZz09>

Telephone: dial (for higher quality, dial a number based on your current location):

Canada: 1-204-272-7920, 1-438-809-7799, 1-587-328-1099, 1-647-374-4685,
1-647-558-0588, 1-778-907-2071, 1-780-666-0144

Webinar ID: 840 8701 7662 Passcode: 295897

International numbers available: <https://us02web.zoom.us/j/kcxQFGbQ3b>

1 CALL TO ORDER (5:00 P.M.)

2 ADOPTION OF AGENDA

3 RESOLUTION TO ADOPT COMMITTEE OF THE WHOLE RECOMMENDATIONS:

(a) Recommendations from the June 19, 2023 Committee of the Whole meeting to be considered for adoption:

1. THAT Council adopt staff's recommendation presented as Option 2 in Report 23-53, to allow residential dwelling premises to purchase a second 121 L garbage collection cart,

AND FURTHER;

THAT residential dwelling premises be required to pay the annual collection and disposal fees, and a one-time administration fee associated with the second cart.

2. THAT Council adopt staff's recommendation presented as Option 1 in Report 23-56 to continue to operate the yard waste facility as status quo,

AND FURTHER;

THAT Council revisit the options for the yard waste facility in one year.

4 MUNICIPAL SERVICES (CHAIR MACLEOD / DEPUTY FALSTEAD):

(a) **Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation – Recommendation for Award (Report No. 23-59)**

Report from the Manager of Engineering and Infrastructure to seek Council authorization to award Request for Proposal 2023-15 Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation.

RECOMMENDATION: Council consider and resolve:

THAT Council award Request for Quotation 2023-15 for the Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation to Parkworks Solutions Corp. in the amount of \$386,531.75 plus applicable taxes.

5 QUESTION PERIOD:



6 NEXT MEETING(S):

July 17, 2023 at 3:00 p.m. for Committee of the Whole Meeting followed by the Regular Council Meeting at 7:00 p.m., held in Council Chambers at the Community Forum, 445 13th Avenue, Castlegar, B.C. and via Zoom live meeting.

7 ADJOURNMENT:

Given under my hand this 26th day of June, 2023 and posted in accordance with Sections 127 and 166 of the *Community Charter*.



Nicole Brown
Manager of Corporate Services



CASTLEGAR

REPORT TO COUNCIL

MEETING DATE: June 27, 2023 **REPORT NO.:** 23-59

SUBMITTED BY: Manager of Engineering & Infrastructure **FILE NO.:** 6140-20.M1

SUBJECT: Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation – Recommendation for Award

RECOMMENDATION:

THAT Council award Request for Quotation 2023-15 for the Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation to Parkworks Solutions Corp. in the amount of \$386,531.75 plus applicable taxes.

PURPOSE:

Report to seek authorization to award Request for Proposal 2023-15 Millennium Park & Ponds Phase 3 – Play Structure and Safety Surfacing Installation.

This report is for consideration and approval of the recommendation at the June 27, 2023 Special Council Meeting to allow staff to proceed with construction in 2023.

SUMMARY/BACKGROUND:

As part of the 2023 Capital Budget, the City is proceeding with the Millennium Park & Ponds Phase 3 Castle Play Structure. The project has been separated into several stages to ensure that components are ordered and approvals received in an order that allows for completion of the project in 2023. The primary castle play structure was ordered in 2022 and is expected to arrive in Castlegar in July 2023.

The adoption of additional accessible play equipment and the location for the play structure within Millennium Park was adopted at the May 15, 2023 Council meeting. The adoption of the location allowed for detailed design of site works to take place which includes but is not limited to earthworks, concrete edger, a sidewalk, landscaping and irrigation. A tender for construction of the site works will be posted for construction to occur in July and August 2023. After the site works are complete, the installation of the play equipment and safety surfacing can proceed.

Staff issued a Request for Quotation (RFQ) invitation on the BC Bid website on June 8, 2023 to acquire a certified play ground installer to install the play structure, all play equipment components and poured in place safety surfacing. The RFQ closed June 19, 2023 with three quotations being received from Parkworks Solutions Corp., Marathon Surfaces Inc. and Park N Play Design Company Ltd. An evaluation committee consisting of City Staff evaluated based on the following criteria:

- Experience and Qualifications
- Plan & Schedule

- Project Team Qualifications
- Pricing Offered

The evaluation committee scored the three proposals as follows:

Parkworks Solutions Corp.	95
Marathon Surfaces Inc.	90
Park N Play Design Company Ltd.	80

Parkworks Solutions Corp. has extensive experience designing, coordinating and installing play equipment and safety surfacing. Parkworks is currently under contract with the City to supply and deliver the castle play structure. Using the same vendor to install the equipment that is also supplying and delivering will reduce or eliminate coordination issues onsite and allow for full warranty certifications to be in place.

ALTERNATIVES:

1. Council could choose to award the contract to Marathon Surfaces Inc. Staff do not recommend this alternative as the result of the evaluation conducted does not show that Marathon Surfaces Inc. provides a greater value to the City.
2. Council could choose to award the contract to Park N Play Design Company Ltd. Staff do not recommend this alternative as the result of the evaluation conducted does not show that Park N Play Design Company Ltd. provides a greater value to the City.
3. Council could choose not to award to either proponent. Staff do not recommend this alternative as it will result in a delay to the project.

IMPLICATIONS:

- (1) Social** Millennium Park & Ponds attracts families from Castlegar and beyond to interact with Canada’s Tallest Castle Play Structure which promotes physical activity and social interactions. This new play structure will increase community pride.
- (2) Environmental** Wooden structural components are harvested using sustainable forest management practices. Galvanized steel and polymer materials are either recyclable or made from recycled materials.
- (3) Personnel** The successful delivery of this project will require management and inspections from the Manager of Engineering and communications support from the Manager of Communications. Approximate remaining required resources are shown below:

Manager of Engineering: 35 Hours
Manager of Communications: 7 Hours

Upon project completion Civic Works Parks crews will be required for cleaning and upkeep of the play structure.

(4) Financial

This contract is \$386,531.75 plus taxes of the \$1,886,000 currently budgeted for the project. \$1,199,679 has been received from the Communities, Culture and Recreation stream of the Investing in Canada Infrastructure Grant Program.

POLICY IMPLICATIONS:

The recommendation supports Council's 2019-2023 Strategic Plan pillar of creating special places and recreation for everyone by upgrading the current play structure to one that is fitting for the regional park that Millennium Park has become.

IMPLEMENTATION:

Upon Council award, staff will execute a contract with Parkworks Solutions Corp.

COMMUNICATION:

Upon award staff will add the adoption to the Council highlights.

Respectfully submitted,

Approved by



Travis Christianson
Manager of Engineering & Infrastructure

Chris Barlow, A.Sc.T.
Chief Administrative Officer