To: Mayor and Council  
From: Art Manhire, Director, Community Services  
Date: February 19, 2019  
Committee of the Whole Date: February 25, 2019  
Title: Award RFP for design, supply and installation of outdoor fitness equipment

Recommendation: That Council award the contract for the design, supply and installation of outdoor fitness equipment to Open Space Solutions in the amount of $35,293 plus non-recoverable HST at $621.16 for a total of $35,914.16

Purpose: To award the contract for the design, supply and installation of 12 pieces of outdoor fitness equipment for Lower Reach Park to the preferred respondent to a recent RFP process.

Background: This project to install a circuit of outdoor fitness equipment in Lower Reach park was initiated in 2017 when the Town removed the former “ParticipACTION” circuit from the 1970’s that had completed its life cycle and needed to be removed for safety reasons. Staff began researching options for a replacement and in 2018 staff and former Councillor John Maloney, who is also the organizer for the Urban Jungle in Smiths Falls, visited suppliers at the Parks and Recreation Ontario conference. We collected information on available products and with that information put out a Request for Proposal in December of 2018.

We entertained site visits from prospective bidders and with feedback from suppliers it was determined that we would replace the circuit with equipment placed in one location.

We have broken the project into two components. One is the design, supply and installation of the equipment and the second is the provision of a concrete slab that will act as a base for the equipment.

The tender closed on December 18, 2018 and staff began evaluating the proposals. There were 12 packages requested from suppliers and 8 bids received.

Request for the provision of Outdoor Fitness/Recreation Equipment for Lower Reach Park – Lower Reach Contract #18-CS-10
The below reflect the bids received.
<table>
<thead>
<tr>
<th>Company</th>
<th>Notes</th>
<th>Tender Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Imp Recreational Products of CA</td>
<td>Installation requires rubber base</td>
<td>$33,121</td>
</tr>
<tr>
<td>Openspace Solutions Inc.</td>
<td></td>
<td>$35,293</td>
</tr>
<tr>
<td>Paris Site Furnishing</td>
<td></td>
<td>$35,945</td>
</tr>
<tr>
<td>New World Park Solutions Inc.</td>
<td></td>
<td>$39,318</td>
</tr>
<tr>
<td>(Playworld)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Playground Planners</td>
<td></td>
<td>$41,873</td>
</tr>
<tr>
<td>Play KSL</td>
<td>Supply ONLY</td>
<td>$41,850</td>
</tr>
<tr>
<td>Henderson Recreation Equipment</td>
<td></td>
<td>$41,965.39</td>
</tr>
<tr>
<td>ABC Recreation</td>
<td></td>
<td>$46,156.23</td>
</tr>
</tbody>
</table>

While the price from Blue Imp is lower, the equipment requires it to be installed on an absorbent base because of the height of the equipment and would add cost to the overall project that would make this option a more expensive one.

The cost for equipment referred to in this report represents the first part of the overall project. The second component is the construction of a concrete pad that will serve as a mounting surface for the equipment and will be sourced in a separate procurement process.

**Analysis and Options:**

1. Option #1 (recommended) - Award the contract for the purchase of the equipment to Open Space Solutions. The company has completed similar, successful projects with the City of Cambridge, City of Ottawa, Town of Oakville, and the City of Kitchener.
2. Option #2 – (Not recommended) Award the contract to another bidder.
3. Option #3 - (Not Recommended) Do not award the contract and return the donated funds.

**Budget/Financial Implications:**

Total budget for the project is $67,000 with the Town capital portion being $47,000 and the Urban Jungle has made donations towards the project with contributions amounting to $20,000. The estimated cost of the second component of the project (concrete pad) is $30,000 for a total projected cost of $65,914. These funds are carried over from 2018 and have no impact on the 2019 budget.

**Link to Strategic Plan:**

Strategic Priority #5 - 'Waterfront Development
Existing Policy:

Procurement policy

Consultations:

John Maloney, Urban Jungle
Chris Burns, Operations Supervisor, Community Services
Parks and Recreation Ontario
Marilou Murray, Director, Leisure and Community Services, Town of Whitchurch-Stouffville

Notes/Action (space for Council Member’s notes):

Respectfully Submitted:

Art Manhire, Director, Community Services

Approved for agenda by CAO:

Malcolm Morris, CMO
Town of Smiths Falls
Lower Reach Park