

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
PROPOSAL AWARD**

Project Award	Proposal Award No. 24-171 – Design, Supply and Installation of Spray Pad Equipment for Bowes Neighbourhood Park in 2025
Recommendation	Staff are recommending the award of the proposal for the Design, Supply and Installation of Spray Pad Equipment for Bowes Neighbourhood Park in 2025 to the highest scoring proponent, ABC Recreation Ltd. in the total amount of \$139,972.32 (exclusive of HST).
Purpose of Report	As per Section 10.1 of Purchasing By-law No. 061-2018, Council approval is required for proposal awards over \$100,000.
Background information	<p>The Town undertook a Request for Proposal process to seek qualified spray pad equipment suppliers for the design, supply and installation of a spray pad at Bowes Neighbourhood Park in 2025.</p> <p>This Request for Proposal process allows for competitive proposals from suppliers, a range of products for the Town to review, and provides a better understanding of key personnel, company profile and experience. The process also provides an opportunity to review new products, themes and trends in spray pad design. In the end, the Town receives a better product, a design tailored to a specific site and unique play experiences for the parks and the neighbourhood in relation to other parks in the Town.</p> <p>The successful proponent will work as a direct sub-contractor to the General Landscape Contractor for the park. The spray pad installation is scheduled for completion in 2025, subject to finalization of the 2025 budget.</p>
Purchasing Section: Bid Award Information	
Date bid issued	October 4, 2024
Advertisements	Town of Milton website
Closing Date	October 25, 2024
# of Plan takers	Three (3)
Proposal Submissions received	<p>Proposals were received from the following companies:</p> <ul style="list-style-type: none"> • ABC Recreation Ltd. • Burl-Oak Landscaping • Park N Water Ltd
Evaluation Criteria	Proposals were evaluated based on the following evaluation criteria:

Schedule G

	Demonstrated compliance with Ontario guidelines, RFP specifications and requirements. Proven safety of the system with a good track record for the successful operation of the spray pad system and its individual components.	20 points
	Design/layout quality and function. Suitability of spray pad system to the park and neighbourhood. Overall visual attractiveness. Unique and/or special aspects of the design or individual components that make this spray pad an exciting addition to the park and community.	15 points
	Demonstrated installation experience with coordinated projects, working as a subcontractor within a general contract. Presentation of understanding of typical construction sequencing, scheduling, timelines and site safety. Level of expertise shown based on past performance and success of similar projects. Submitted references for projects of a similar scope and size.	20 points
	Proven quality of components. Warranty on parts and overall system, including timely availability of parts for future repairs and retrofitting. Ability to meet replacement of parts/repair timelines. Completeness of submission (itemized parts and pricing list/graphic depictions).	25 points
	Demonstrated play value of the proposed equipment. Integration of inclusive, interactive and on-trend features. Creative aspects of the play system that will attract and maintain interests of a wide variety of ages and interests.	15 points
	Value for money and value added services including environmental benefits, after-sale service offerings or benefits.	5 points
	<p>An evaluation team with representation from Community Services evaluated the proposals against the established evaluation criteria.</p> <p>ABC Recreation Ltd. was the highest scoring proponent.</p>	

Financial Planning Section: Budget Impact (Note 1)

Account Number(s)	C52400425-A1610-7740
Account Description	Bowes Neighbourhood Park
Project Total Budget	\$3,347,601
Contract Budget	\$138,062
Actual (Note 2)	\$142,436
Variance (Note 3)	\$4,374 (U)
Funding Source	Reallocation of line items within the project

Note 1: Financial impact includes any non-refundable portion of HST.

Note 2: The above award is subject to the finalization of the 2025 Capital Budget. The playground equipment will be included as a cash allowance in the park construction contract.

Note 3: The unfavourable variance will be managed through the reallocation of other expenditure lines within the project.