

**COUNCIL AUTHORITY FOR CONTRACT AWARDS
PROPOSAL AWARD**

Project Award	Proposal Award No. 23-165 – Design, Supply and Installation of Play Equipment for Various Parks in 2024
Recommendation	<p>Staff are recommending the award of the proposal for the Design, Supply and Installation of Play Equipment for Various Parks in 2024 to the highest scoring proponent for each park location as follows:</p> <ul style="list-style-type: none"> • Beaty Trail Park to Openspace Solutions Inc. in the amount of \$113,442.00 (exclusive of HST) • Trudeau Park to ABC Recreation Ltd. in the amount of \$138,117.39 (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 play equipment suppliers for the design, supply and installation of play equipment for various parks in 2024.</p> <p>This Request for Proposal process allows for competitive proposals from suppliers, a greater 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 playground 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 proponents will work as a direct sub-contractor to the General Landscape Contractor for the various parks. The playground installations are scheduled for completion in 2024, subject to finalization of the 2024 budget.</p>
Purchasing Section: Bid Award Information	
Date bid issued	October 6, 2023
Advertisements	Town of Milton website
Closing Date	October 31, 2023
# of Plan takers	Five (5)

<p>Proposal Submissions received</p>	<p>Proposals were received from the following companies:</p> <ul style="list-style-type: none"> • ABC Recreation Ltd. • Openspace Solutions Inc. • Park N Play Design Co Ltd. • Park N Water Ltd. • Play Power LT Canada Inc. 																				
<p>Evaluation Criteria</p>	<p>The proposals were reviewed for compliance with the following mandatory criteria:</p> <table border="1" style="width: 100%;"> <tr> <td colspan="2">IPEMA Certified Play components - IPEMA certificates for each and every play equipment component proposed</td> </tr> <tr> <td colspan="2">Canadian Standards Association CAN/CSA Z614-14 Annex H, Compliance - signed confirmation letter stating that the playground design is compliant</td> </tr> <tr> <td colspan="2">Accessibility for Ontarians with Disabilities - Design of Public Spaces Standards (AODA-DOPS) - signed confirmation letter stating design compliance with the applicable Standard</td> </tr> <tr> <td colspan="2">The resilient safety surfacing will be comprised of an engineered wood fiber (EWF) safety surfacing system, installed per manufacturer's specifications</td> </tr> </table> <p>Proposals meeting the mandatory criteria were further evaluated based on the following criteria:</p> <table border="1" style="width: 100%;"> <tr> <td>Demonstrated play value of the proposed equipment and creative theme and appearance of equipment</td> <td align="right">20 points</td> </tr> <tr> <td>Integration of inclusive and accessible aspects with the proposed equipment</td> <td align="right">5 points</td> </tr> <tr> <td>Value for money and value added services</td> <td align="right">5 points</td> </tr> <tr> <td>Maintenance, durability, warranty and service, including timely availability of parts for future repairs and retrofitting</td> <td align="right">25 points</td> </tr> <tr> <td>Compliance with Preferred Specifications listed in Section 8.0 and Additional Preferred Specifications listed in Section 9.0 and ability to meet Schedule</td> <td align="right">25 points</td> </tr> <tr> <td>Design and installation quality and experience of key personnel</td> <td align="right">20 points</td> </tr> </table> <p>An evaluation team with representation from Community Services evaluated the proposals against the established evaluation criteria. Openspace Solutions Inc. was the highest scoring proponent for Beaty Trail Park, and ABC Recreation Ltd. was the highest scoring proponent for Trudeau Park.</p>	IPEMA Certified Play components - IPEMA certificates for each and every play equipment component proposed		Canadian Standards Association CAN/CSA Z614-14 Annex H, Compliance - signed confirmation letter stating that the playground design is compliant		Accessibility for Ontarians with Disabilities - Design of Public Spaces Standards (AODA-DOPS) - signed confirmation letter stating design compliance with the applicable Standard		The resilient safety surfacing will be comprised of an engineered wood fiber (EWF) safety surfacing system, installed per manufacturer's specifications		Demonstrated play value of the proposed equipment and creative theme and appearance of equipment	20 points	Integration of inclusive and accessible aspects with the proposed equipment	5 points	Value for money and value added services	5 points	Maintenance, durability, warranty and service, including timely availability of parts for future repairs and retrofitting	25 points	Compliance with Preferred Specifications listed in Section 8.0 and Additional Preferred Specifications listed in Section 9.0 and ability to meet Schedule	25 points	Design and installation quality and experience of key personnel	20 points
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Financial Planning Section: Budget Impact (Note 1)		
Account Number(s)	C51016624-A1610-7731	C51016524-A1610-7731
Account Description	Beaty Trail Park	Trudeau Park
Project Total Budget	\$ 472,497	\$ 647,746
Contract Budget	\$ 115,000	\$ 140,000
Actual (Note 2)	\$ 115,439	\$ 140,548
Variance (Note 3)	\$ 439 (U)	\$ 548 (U)
Funding Source	Project Variance Account	Project Variance Account

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

Note 2: The above award is subject to the finalization of the 2024 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.