



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Purchasing
Report Number: 2020-332-Financial Services
Prepared By: Nicole Robertson, Supervisor
Meeting Date: September 28, 2020
Subject: RFP Terms of Reference for Play Structures and Engineered Wood Fibre for Various Parks

Purpose

The purpose of this report is to provide Council with further information for the revised Request for Proposal (RFP) Terms of Reference for Play Structures and Engineered Wood Fibre for Various Parks.

Recommendation

That Council receive Report 2020-332-Financial Services and provide direction to Administration to proceed with the RFP for Play Structures and Engineered Wood Fibre for Various Parks, with a budget for the Benson Centre play structures at:

- a. The current budget of \$100,000, or
- b. An increased budget of \$150,000.

Financial Implications

In 2020, the Corporation budgeted \$120,000 (\$90,000 from tax base and \$30,000 from the Parkland Reserve) for the replacement of the play structures in Aimé LeBlanc and Francis Guindon Parks.

The Benson Centre play structure, funded by the Federal Gas Tax, is budgeted at \$100,000. It is recommended that an additional \$50,000 be added to the budget for this project and funded by Federal Gas Tax.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

Background / Discussion

The Recreation Master Plan recommends replacement of the play structures at two (2) parks each year. However, due to budgetary constraints, the Corporation has been upgrading two (2) parks every two (2) years.

The RFP for play structures is issued in the Fall with the structures installed in the Spring of the following year. A budget of \$60,000 per park includes site preparation, engineered wood fibre as a surface, and the supply and installation of a play structure and swing set.

For 2020, as part of the capital budget, \$60,000 has been budgeted for both Aimé LeBlanc Park and Francis Guindon Park for a total of \$120,000.

As part of the 2020 capital budget, a new play structure has been planned for the Benson Centre. To provide for a larger play structure at the Benson Center (similar to those installed at larger parks, i.e. Lamoureux Park, Riverdale Park, Reg Campbell Park), the City budgeted \$100,000 for this play structure.



At the regular Council meeting of September 14, 2020, Administration presented Council with report #2020-327-Financial Services (report attached). The report provided Council with the Terms of Reference for Play Structures and Engineered Wood Fibre for Various Parks.

Council deferred receiving the report to allow Administration to provide Council with the proposed means of enhancing the Benson Centre play structure and incorporating this in the Terms of Reference.

The revised RFP Terms of Reference for the Benson Center play structure notes that the “Corporation is looking to enhance visitors experience by adding a wow-worthy playground to the Centre. It is envisioned that the playground be customized and themed to fit the community of the City of Cornwall and the Benson Centre. The themed playground would include a composite play structure and stand-alone inclusive play structure(s)”.

Enhancements for a play structure would include themed and imaginative concepts, increased accessibility, and additional inclusivity features. Scoring for uniqueness, creativity, and accessibility has been explicitly incorporated into the RFP for the Benson Centre Facility.

Examples of play structures

The following examples of play structures is to provide Council with information on different types of play structures and the associated estimated cost.

Ray Lalonde Memorial Park installed in 2019 (\$60,000) includes a play structure and a swing set:



The following is an example of a structure valued between \$100,000-\$120,000:



This playground includes a play structure and various standalone features, valued at approximately \$175,000-\$200,000:



The following are examples of standalone features that are available. Inclusive spinners are valued between \$10,000-\$16,000 each.



All three (3) play structures would include a play structure and a triple bay swing set with two belt swings, two toddler swings and one Little Tikes special needs swing, as shown in the Ray Lalonde Memorial Park example above.

Proposed Project Schedule:

Item	Date
Issue of RFP	September 30, 2020
Deadline for Questions	October 16, 2020
Deadline for Submission	October 30, 2020
Award of RFP – Council Meeting	November 23, 2020
Project Commencement	Spring, 2021

Appendix A – the revised Terms of Reference for RFP 20-P18 is attached to this report.

Document Title:	RFP Terms of Reference for Play Structures-Additional Information-2020-332-Financial Services.docx
Attachments:	- 20-P18 Terms of Reference for Play Structures Revised.pdf - RFP Terms of Reference for Play Structures-2020-327-Financial Services.pdf
Final Approval Date:	Sep 23, 2020

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Sep 22, 2020 - 4:35 PM

Tracey Bailey - Sep 23, 2020 - 9:54 AM

Maureen Adams - Sep 23, 2020 - 2:28 PM