



**CITY OF KINGSTON**  
**REPORT TO COUNCIL**

**Report No.: 12-372**

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**TO:** Mayor and Members of Council  
**FROM:** Lanie Hurdle, Commissioner, Community Services  
**RESOURCE STAFF:** Wally Ferris, Director, Recreation & Leisure Services  
**DATE OF MEETING:** November 6, 2012  
**SUBJECT:** Award of RFP No. F31-CSG-RLS-2012-65  
Miscellaneous Improvements to Various Parks

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**EXECUTIVE SUMMARY:**

The purpose of this report is to seek Council approval to award the contract construction for miscellaneous improvements to various parks. Council approval is required as staff received only two submissions for this project.

It is recommended that the contract be awarded to the highest scoring proposal based on the evaluation criteria of price and qualifications.

The proposal from Kiley Paving Ltd. was the highest scoring and lowest priced received. The Purchasing By-Law requires that approval be sought by a separate report to Council when only two bids or proposals are received.

**RECOMMENDATION:**

**THAT** RFP No. F31-CSG-RLS-2012-65 for the construction of miscellaneous improvements to various parks be awarded to Kiley Paving Ltd. for a total price of \$113,102.25 plus applicable taxes; and

**THAT** the Mayor and City Clerk be authorized to enter into an agreement with Kiley Paving Ltd. in a form satisfactory to the Director of Legal Services.

November 6, 2012

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**AUTHORIZING SIGNATURES:**

ORIGINAL SIGNED BY COMMISSIONER Lanie Hurdle, Commissioner, Community Services
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ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER Gerard Hunt, Chief Administrative Officer
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**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Cynthia Beach, <i>Sustainability &amp; Growth</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

***(N/R indicates consultation not required)***

**OPTIONS/DISCUSSION:**

On Wednesday, October 10, 2012, two (2) RFP submissions were received for RFP No. F31-CSG-RLS-2012-65 'Miscellaneous Improvements to Various Parks'. Proposals were evaluated on demonstrated relevant experience of park construction. Both submissions were reviewed by staff and scored on the criteria set out in the RFP.

The table below provides final scores of the submissions from the proponents.

RFP Proponents	Total Score
Kiley Paving Ltd.	96
Dalcon Enterprises Inc.	87

The proposal receiving the highest score and having the lowest price was from the firm of Kiley Paving Ltd. This firm has recently completed similar projects for the City of Kingston. The price of their proposal is \$113,102.25 plus applicable taxes.

The park improvements include tennis court surfacing (urethane painting) at Grenadier Park, 4<sup>th</sup> Ave. Kiwanis Park and Compton Park, sports barrier fencing at Woodbine Park and an accessible community garden pathway at Centre 70.

Included in this contract is the painting of two recently completed asphalt tennis courts in Compton Park. Due to community association programming on the courts, this improvement was not known to be possible prior to the submission of the Recreation and Leisure work plan report to Council. The programming on the court has recently changed and, because of this, the court surface can be coated and the lifespan of the asset can be extended. This unplanned park improvement is considered a high priority and due to the economy of administrative scale of implementing the work within this contract award, can be accommodated in the existing budget and work plan without effecting deliverables or displacing other priority projects.

**EXISTING POLICY/BY LAW:**

By-Law 2000-134 A By-Law to Establish Purchasing Policies and Procedures

**ACCESSIBILITY CONSIDERATIONS:**

Accessibility criteria have been incorporated in the evaluation criteria of the RFP.

**FINANCIAL CONSIDERATIONS:**

Sufficient funds exist for these services in the Council approved Recreation and Leisure Services Department capital budget.

**CONTACTS:**

Lanie Hurdle, Commissioner, Community Services

613-546-4291 ext. 1231

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

Wally Ferris, Director Recreation and Leisure Services

Neal Unsworth, Manager, Parks Development

Stephen Grainger, Capital Projects Coordinator, Engineering

Janis Morrison, Purchasing Coordinator, Financial Services

**EXHIBITS ATTACHED:**

N/A