

Meeting Date: October 21, 2019
Department: Community Services Department
Prepared By: Rob Lilbourne, Director
Approved By: Greg McClinchey, Chief Administrative Officer
SUBJECT: **Recreation Facility Infrastructure Renewal Strategy Program Proposal Approval**

RECOMMENDATION: **THAT: Report CS 23-2019 entitled Recreation Facility Infrastructure Renewal Strategy Program Approval be received for information, and further;**

THAT: Council approved the awarding of the Proposal to Nustadia Recreation Inc. for the value of \$43,560.00 plus HST;

BACKGROUND

As part of the Municipality's commitment to ensuring that we offer exceptional recreational facilities to residents and user groups, Council included a series of Building Condition Assessments for several recreational facilities in the 2018 Capital Budget priorities.

The project proposed was originally identified in the 2015 Parks and Recreation Master Plan. The plan recommended that all of the indoor recreation facilities have a building condition assessment completed to determine an objective comparison and evaluation of options for future investments.

Based on the Building Condition Assessments of the recreation facilities and the value each one of these institutions play within the community, it was determined that a fulsome review take place and that a Recreation Infrastructure Renewal Strategy Program be developed for Strathroy-Caradoc.

The following are the major project deliverables;

1. Review and update existing facility condition assessments for the; Tri-Township Arena, Caradoc Community Centre, and West Middlesex Memorial Centre.
2. Through community and stakeholder engagement identify current and future needs in terms of recreation facility infrastructure.
3. Identify a recreation facility renewal strategy through a systematic business planning approach to include:
 - a. Building program options (if applicable) with complete detailed development and operating costs
4. Project funding options
5. Site selection evaluation of available sites (if applicable)

6. Project delivery options
7. Any other information to assist with the delivery of recreation facility infrastructure renewal strategy
8. Draft Final Report
9. Final Report and Presentation to Council

COMMENTS

This project was advertised on the Municipality’s Bids and Tenders Page of our Website.

At the time of closing the Municipality received two 2 bid packages. The bids ranged from a low of \$21,301.00 to a high of \$43,560.00.

As part of this Request for Proposal an Evaluation Criteria was developed that consisted of the following:

1. Qualifications of Project Team
2. Relevant Experience
3. Proposed Work Plan, Methodology and Schedule
4. Quality of Proposal and Ability to Meet Terms of Reference
5. References
6. Total Cost

The following two (2) bids were received by the closing date/time.

Bidder	Proposal Price	Start Date	Completion Date	Score
Nustadia Recreation Inc.	\$43,560.00 + HST	October 2019	January 2020	82.5
Nadine Consulting Engineers	\$21,301.00+HST	October 2019	December 2019	64

It should be noted that the lowest bidder is not the recommended bidder. The two bids were evaluated by the CAO, Director of Community Services and the Supervisor of Recreation, Programs and Community Liaison. The majority of the scoring favoured the recommended bidder.

CONSULTATION

CAO and the Director of Finance

FINANCIAL IMPLICATIONS

It is recommended that the funds needed to conduct this project come from the Future Needs Reserve.