



Report to Council

Department: Community Services
Division: Parks and Facilities
Date: March 3, 2025
Prepared by: Jake Morassut, Director Community Services
Report Number: Parks and Facilities-2025-03
Subject: Results of Request for Proposal – Design, Supply, and Install Playground Equipment for Co-An Park
Number of Pages: 5

Recommendation(s)

That Parks and Facilities Report 2025-03 entitled “Results of Request for Proposal – Design, Supply, and Install Playground Equipment for Co-An” be received; and

That Council award the Request for Proposal to Design, Supply, and Install Playground Equipment for Co-An Park to New World Park Solutions Inc in the amount of \$389,791.00 (including non-refundable tax), with 50% funded from the Town of Amherstburg.

Purpose

In accordance with the Town Procurement By-Law Number 2129, Council approval is required for purchases where the total contract price is more than \$300,000.00. This report is to seek Council’s approval to appoint a qualified supplier, to design, supply, and install new playground equipment at Co-An Park in McGregor.

Background and Discussion

A request for Proposal following the guidelines set out in the Town's Procurement By-Law Number 2129 for a new Co-An Park playground was posted both on the Town's website and Bids and Tenders. The RFP closed on January 22, 2025, at 3:00 PM.

The proposals received were evaluated using a scorecard approach, taking into consideration the experience with similar projects, understanding of the proposal scope and quality of the proposal, design, age appropriateness features, accessible features, equipment warranties and public opinion, based on a fixed budget of up to \$390,000.00, including non-refundable taxes. As Co-An Park is co-owned with the Town of Amherstburg, 50% of the cost of the playground will be paid for by the Town of Amherstburg.

The proposal review process included the public opinion, and an administrative review team made up of:

- i. Jackson Tang, Assistant Manager, Finance and Business Services,
- ii. Jake Morassut, Director, Community Services,
- iii. Rodney Klie, Manager, Parks and Facilities,
- iv. Stephen Hayes, Technical Support Project Manager (Town of Amherstburg); and
- v. Annette Zahaluk, Manager, Parks and Naturalized Areas (Town of Amherstburg).

Three companies, each providing two designs, were received upon closing of the RFP. The submitted playgrounds were reviewed to ensure they met the requirements of the RFP and evaluated based on the evaluation criteria. Four of the six designs were ranked high enough to qualify for the public feedback.

To obtain public input the Town of Essex held a two-week virtual vote held from February 7th to February 21st, 2025, to allow the public to review and rank four designs. There was a total of 859 online votes with New World Park Solutions Inc's Option 2 receiving the most votes.

After reviewing each proposal as submitted and totaling all the criteria scores, “New World Park Solutions Inc.’s - Option 2” is recommended as the option for the new Co-An Park Playground equipment (see Appendix A). New World Park Solutions Inc. addressed all areas of the scope as identified in the request for proposal.

Financial Impact

A total of \$400,000.00, 50% funded from the Town of Amherstburg, was approved in the 2024 Community Services capital budget for this park and playground project as Capital Project CS-24-0012 as the “Co-An Park Playground”.

New World Park Solution’s Inc. bid proposal of \$389,791.00, inclusive of non-refundable tax, is within the allocated budget for the new playground. The net financial impact to the Town of Essex is \$194,895.50 as the Town of Amherstburg will pay 50% of the total cost.

Consultations

Rodney Klie, Manager, Parks/Facilities

Kate Giurissevich, Director, Corporate Services/Treasurer

Jackson Tang, Assistant Manager, Finance and Business Services

Stephen Hayes, Technical Support Project Manager (Town of Amherstburg)

Annette Zahaluk, Manager, Parks and Naturalized Areas (Town of Amherstburg)

Appendix 'A' New World Park Solutions Inc. – Option 2 Design



Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town's competitive advantages to promote jobs and economic investment.
- Take care of our natural environment and strengthen the sense of belonging to everyone who makes Essex "home".
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

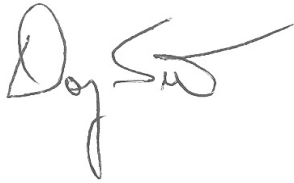
Report Approval Details

Document Title:	Awarding of RFP for Co-An Park Playground - Parks and Facilities-2025-03.docx
Attachments:	
Final Approval Date:	Feb 25, 2025

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



Kate Giurissevich, Director, Corporate Services - Feb 25, 2025 - 9:46 AM



Doug Sweet, Chief Administrative Officer - Feb 25, 2025 - 9:48 AM