



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF PARKS, FACILITIES, RECREATION & CULTURE

MISSION STATEMENT: *Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.*

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Author's Phone: 519 736-0012 ext. 2128	Date to Council: July 25, 2022
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To: Mayor and Members of Town Council

Subject: Skate Park – Contract Award

1. **RECOMMENDATION:**

It is recommended that:

1. The Mayor and CAO **BE AUTHORIZED** to execute a design build Agreement with The Canadian Ramp Company inclusive of design tender drawings and partial construction of phase 1 to an upset limit of \$240,000 plus HST, satisfactory in form to the Town Clerk, in technical content to the Director of Parks, Facilities, Recreation and Culture and in financial content to the Director of Corporate Services and further;
2. Council **APPROVE** that future phases of the Skate Park be awarded to The Canadian Ramp Company should additional funding be identified; and,
3. The Mayor and CAO be **AUTHORIZED** to sign all future agreements, change orders and contracts required to execute additional phases of the design build contract pending capital budget approval.

2. **BACKGROUND:**

At the December 13th 2021 Council meeting, Council approved the following resolutions:

As the Mayor has a declared conflict, the Deputy Mayor assumed the Chair.

Resolution #20211213-384 Moved by Councillor McArthur Seconded By Councillor Simone

That:

1. Council **APPROVE** the Skate Park be moved permanently to the Libro Complex in the northwest corner of the property located at 3295 Meloche Road.
2. Council **DIRECT** Administration to proceed with issuing an RFP to retain a specialized consulting design firm to prepare design drawings for a multi versatile Skate Park facility at the Libro Complex based on the most recent survey that closed December 6, 2021.
3. Council **APPROVE** funding from the Parks Capital Reserve Fund in the amount of \$75,000 for retaining a specialized Skate Park design consultant to prepare design and construction drawings suitable for tender for the new multi versatile Skate Park.
4. Funding for the construction of the Skate Park be **DEFERRED** to the 2022 capital budget deliberations.

The Deputy Mayor put the motion. Motion Carried

At the Capital Budget meeting held February 14, 2022 Council approved an additional \$175,000 for as a place-holder for design costs and to fund a portion of phase one of the project.

3. DISCUSSION:

As per Council direction Administration prepared an RFP seeking specialized design and consulting services for a new multi-use Skate Park/Pump Track in Amherstburg. The RFP requested incorporating the Towns existing ramps and equipment into phase one (1) of the project in order to provide the community with an interim amenity while the design was being prepared. Unfortunately, there was no response to the RFP from any design company. Administration issued the RFP a second time with no response and it was evident that companies that specialize in this type of work were all extremely busy.

Administration began to reach out individually to a handful of companies that specialized in Skate Park design and finally was able to meet with The Canadian Ramp company to to explain the project. The Canadian Ramp Company informed Administration that they did not have enough time to respond to the RFP due to other commitments and projects but were interested in working with the Town. Administration also contacted and had dialogue with Velosolutions, the same designers that installed Windsor's Pump Track.

Through discussion and negotiations with both The Canadian Ramp Company and Velosolutions the two companies agreed to work together on the multi-use Skate Park for Amherstburg. The Canadian Ramp Company came to Windsor to meet with Administration regarding the project and to investigate the Towns current equipment to advise if it was suitable for repurposing.

Graham Cooke Vice President of The Canadian Ramp Company met with Administration to further discuss the project and he performed an inspection of the Towns existing equipment. Graham indicated that they would work with us in collaboration with Velosolutions on a design for our project but did not recommend re-

using the existing equipment currently in storage at the parks yard. After further inspection he indicated that the equipment was in very rough shape and would not recommend we use it for the health and safety of users.

The Canadian Ramp Company and Velosolutions agreed to help the Town with this project in collaboration with the Skate Park Community. They will provide full design and construction services inclusive of a pump track to help the Town install a multi-use Skate Park facility at the Libro Complex.

The proposal negotiated with the two companies includes a full set of design construction drawings, an interactive design charette with the Skate Park Community and residents interested in the project as well as overseeing the construction of a portion of phase one (1) of the project. Professional skaters will meet with Skate Park users and the community in Amherstburg to design a multi-use Skate Park that is unique and works for the Town. They will also produce images of what the park will look like and a virtual 3-D walkthrough of the park the Town will be able to use to help raise funds for the project via grants and or private interest groups looking to sponsor the project.

4. RISK ANALYSIS:

The risk of single sourcing this contract to The Canadian Ramp Company is low as there was no response to the RFP that was issued twice for the Skate Park design. Administration following the Town's procurement policy contacted potential bidders and negotiated a design contract with the Canadian Ramp Company.

Delaying the approval and award of this contract could have potential negative political backlash from the community as the Skate Park has been out of service for a number of years. Approving the contract and moving forward with the project will help mitigate this risk.

5. FINANCIAL MATTERS:

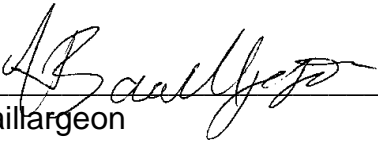
Currently \$250,000 was approved by Council for this project, some of which has been spent on existing ramp repairs and moving them from the HUB to the park's storage yard. There is sufficient funding approved currently to cover the cost of this contract that includes the preparation of design tender drawings and the construction of a portion of phase one (1). All other cost associated with the build of this facility will be brought forward in the 2023 capital budget requests.

6. CONSULTATIONS:

Parks Division
Facilities Division
Skate Park Community

7. CONCLUSION:

In conclusion, Administration recommends moving forward with a design build contract with the Canadian Ramp Company to an upset limit of \$240,000 in order to design a multi-use Skate Park in Amherstburg inclusive of partial funding for the construction of phase one (1).



Heidi Baillargeon

Director of Parks, Facilities, Recreation and Culture

Report Approval Details

Document Title:	Skate Park - Award of Contract .docx
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This report and all of its attachments were approved and signed as outlined below:



Tracy Prince



Valerie Critchley

No Signature - Task assigned to Tammy Fowkes was completed by assistant Kevin Fox

Tammy Fowkes