



## The Corporation of the Town of Tecumseh

Parks & Recreation Services

**To:** Mayor and Members of Council

**From:** Paul Anthony, Director Parks & Recreation Services

**Date to Council:** January 28, 2020

**Report Number:** PRS-2020-04

**Subject:** Lakewood Park Pier Deck Replacement

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### Recommendations

It is recommended:

**That** the price of \$121,936 including Non-refundable HST, submitted from FACCA Incorporated for the Lakewood Pier Deck Replacement, undertaken through a contract record **be approved**;

**And that** Council **award** the contract to FACCA Incorporated as an Irregular Result under Section "A" of the Purchasing Policy.

**AND further that** the remaining consultant balance of \$5,728 including non-refundable HST for Cha!!.Eng. Corporation Consulting Engineers fee **be assessed** to the project.

### Background

The pier at Lakewood Park is used daily as a fishing, walking, and special events (triathlon swimming portion) viewing pier. This is a very popular amenity at Lakewood Park.

Since the opening of the pier with its wood planking, regular maintenance has been ongoing and required numerous times each year, specifically replacement of individual planks, as well as a couple of times large support beams, due to rotting and decay of the wood planking from being consistently exposed to moisture.

Annually a large amount of staff time and financial contribution to repairs are required. In addition, the Town is exposed to liability consistently as planking materials decay and they are not always visible until the planks become soft and exposed to failure.

As a result of the consistent maintenance and cost required to keep the pier safe for the public, administration contacted the marine engineering firm Chall.Eng. Corporation Consulting Engineers that designed the pier structure to inquire what options the Town would have to rectify the situation, and provide a maintenance free safe structure for visitors.

The following Options were recommended for consideration:

### **Option 1 – New Pressure treated (type Sierra) wood**

Advantages include a cedar look and the lowest cost, however it will have the same maintenance with planks having to be replaced regularly.

### **Option 2 – New Composite Decking**

Advantages include having a low maintenance cost and reasonably long life, however this planking sometimes becomes slippery in consistent wet conditions and it would be the most expensive option.

### **Option 3 – New Concrete Deck**

Advantages include having the least amount of maintenance and the longest life. The surface can be made to be slip resistant, and the cost would be in the middle of options 1 and 2.

Upon review with the engineering firm Chall.Eng. Corporation Consulting Engineers, it was confirmed that the pier structure was designed and capable of holding the weight of the concrete deck, and it is option 3 that they recommend as the replacement to the current planking.

As marine related work over water requires specialized design and construction considerations, Chall.Eng. Corporation Consulting Engineers was contracted to prepare detailed tender documents for this project. It must be noted that this firm undertook all the marine related projects in the Lakewood Park upgrades including the design of the pier.

As per the Town's purchasing bylaw 2017-63, projects with a value less than \$10,000 do not require formal quotes. The Director of Parks & Recreation authorized the cost of \$9,900, including non-refundable HST. This expense was broken into 2 parts - the first to prepare construction documents and tender form (\$4,172.16 including non refundable HST paid in 2019) and the second portion of the contract award was for contract administration, construction review, site visits, payment reviews, shop drawing review and any required permits in the amount of \$5,727.84 including non-refundable HST.

At the December 10, 2019 Regular Meeting of Council, the members considered Report PRS-2019-18 for the 2019-2023 Parks Five (5) Year Capital Works Plan and passed motion (RCM-398/19), which adopted the 2020 capital works program.

The 2020 Parks Five (5) Year Capital Works Plan includes the following Capital Project:

## Parks Improvements 2020

Lakewood Park – Pier Boardwalk Repairs \$125,000

- The wooden boardwalk along the break wall in Lakewood was installed as part of the original construction of the park in 2012, including a 140-foot pier extending out into the lake. Since that time, a number of the wooden boards have cracked and rotted, posing a tripping hazard. Sections closest to the beach were replaced with poured concrete in 2019, and a similar treatment is proposed for the pier.

Partial Funding in the amount of \$62,500 for this project will come from the Infrastructure Reserve. Please reference the Infrastructure funding discussion under the financial implications section in PRS-2019-18, which reads as follows;

“The Lakewood Pier Repair has an allocation of \$62,500 from the NIL to help offset the cost allocated to the Parks Lifecycle.”

## Comments

As per the Town’s purchasing bylaw 2017-63, projects with a value of \$50,000 to \$500,000 require formal written quotations through the RFT process, and can be approved by the Department Director and Purchasing Coordinator/Chief Administrative Officer. The source of bids through the RFT process can be obtained through one of the following processes: advertised in local papers and/or website and/or direct invitation.

The RFT was developed (see attached “Tender and Contract Documents”) for this project through Cha!.Eng. Corporation Consulting Engineers, our consultant for the project, and due to the required expertise of the work, the direct invitation process was used. The RFT closed on Friday November 1, 2019, at 4pm.

The RFT direct invitation process requested submissions from three (3) local experienced contractors.

At tender closing, only one complete submission was received.

The tender was opened at the Consultant’s office, on Friday November 1, 2019, and the process was overseen by Rick Patterson, the principle engineer from Cha!.Eng. Corporation Consulting Engineers.

After the tender closing, the Director Parks & Recreation met with Cha!.Eng. Corporation Consulting Engineers to review the successful bidder’s experience and tender submission, and the Consulting Engineer confirms that FACCA Incorporated has the experience to undertake the project, and the price was within their estimated costs.

(Please see attachment # 1, letter from Consultant.)

Summary cost projections are as follows:

		HST 1.76%	Total
Construction Tender	\$120,000	\$1,936	\$121,936
Consulting Engineer's Fees			\$5,728
Total			\$127,664
Approved Budget			\$125,000
Over expenditure			\$2,664**

\*Includes \$10,000 project contingency

\*\* Over expenditure of \$2,664 will be covered through the \$10,000 project contingency.

As a result of the review by the Director Parks & Recreation and Chall.Eng. Corporation Consulting Engineers staff Rick Patterson, it is recommended that the tender to replace the wood decking at the Lakewood Park Pier with concrete be awarded to FACCA Incorporated in the amount of \$121,936 including non-refundable HST and that the remaining consultant outstanding fee of \$5,728, including non refundable HST, for Chall.Eng. Corporation Consulting Engineers, be assessed to the project.

As only one bid was received for this project and found to be acceptable, the Town's Purchasing Policy provides for this to be treated as an Irregular Result. Section 4.5 Only One Bid Received, c) states that "In the event the bid received is found acceptable, it will be awarded as an Irregular Result under Section "A" of the Purchasing By-Law".

Schedule "A" states that an Irregular Result Greater than \$100,000 is to be approved by Council. The award to retain FACCA Incorporated as the contractor of record will be undertaken through a Contract Record, as provided for in the Purchasing Policy.

## Consultations

Financial Services

## Financial Implications

Funding for this project in the amount of \$125,000 was included and approved in the 2020 Parks Five (5) Year Capital Works Plan.

The Town's Purchasing Policy requires that Council approve Irregular results greater than \$100,000.

Provided Council approves the Irregular result, the Purchasing Policy then requires a contractual agreement with the supplier be undertaken and that the contractual agreement be either (a) a formal agreement where the Mayor and Clerk shall execute the agreement for complex contracts, or (b) Purchase Order or Contract Record where the Department Director executes the agreement for straightforward contracts. The determination of complex or straightforward contract to be the responsibility of the Department Director and/or Town Solicitor.

It is of the opinion of the Department Director that this is a straightforward contract and therefore a Contract Record shall be executed.

## Link to Strategic Priorities

Applicable	2019-22 Strategic Priorities
<input checked="" type="checkbox"/>	Make the Town of Tecumseh an even better place to live, work and invest through a shared vision for our residents and newcomers.
<input checked="" type="checkbox"/>	Ensure that Tecumseh's current and future growth is built upon the principles of sustainability and strategic decision-making.
<input checked="" type="checkbox"/>	Integrate the principles of health and wellness into all of Tecumseh's plans and priorities.
<input type="checkbox"/>	Steward the Town's "continuous improvement" approach to municipal service delivery to residents and businesses.
<input type="checkbox"/>	Demonstrate the Town's leadership role in the community by promoting good governance and community engagement, by bringing together organizations serving the Town and the region to pursue common goals.

## Communications

Not applicable

Website       Social Media       News Release       Local Newspaper

This report has been reviewed by Senior Administration as indicated below and recommended for submission by the Chief Administrative Officer.

Prepared by:

Paul Anthony, RRFA  
Director Parks & Recreation Services

Reviewed by:

Tom Kitsos, CPA, CMA, BComm  
Director Financial Services & Chief Financial Officer

Recommended by:

Margaret Misek-Evans, MCIP, RPP  
Chief Administrative Officer

**Attachment  
Number**

**Attachment  
Name**

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Tender and Contract Documents