



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: July 27, 2021

Report Number: PRS- 2021-09

Subject: Lacasse Park Pickleball Complex Tender Award

Recommendations

It is recommended:

That the Lacasse Park Pickleball Complex Project overall budget be increased from the original \$600,000 to a total of \$755,000;

And that the increase of \$155,000 be covered by a \$50,000 increase in funding commitment from the Tecumseh Pickleball Association and the remaining \$105,000 funded equally between the Infrastructure Reserve and the Parks Lifecycle Reserve at \$52,500 each;

And further that the project to construct the Lacasse Pickleball Complex be awarded to Front Construction Industries Ltd. in the amount of \$711,505.92.

Background

At the December 8, 2020 Regular Meeting of Council, Council considered the Lacasse Park Pickleball Project in report PRS 2020-21 Parks Five (5) Year Capital Project and passed the following motion (RCM-269/25):

That the following park development, reforestation and trail development projects for 2021 with associated funding **be approved**:

As per the Council approved 2021-2025 Parks (5) Year Parks Capital Work Plan the following project was approved for Tendering:

Lacasse Park - Pickleball Complex - \$600,000

Pickleball continues to increase in popularity every year. Presently, the only courts provided by the Town are limited to the four courts at Shawanoe Park. A ten-court complex is proposed for Lacasse Park, providing for the ever-increasing number of regular pickleball players, as well as the opportunity to host large tournaments. This complex would be the most extensive within the region. The Town would look to the local pickleball association to help raise \$100,000 for this project.

The project scope includes the 10 court playing surface, drainage, fencing, walkway, accessory building, and court lighting.

Administration secured the services of SFERA Architects Associates Inc. for a price of \$20,000 to undertake the final design, construction drawings, tender documents and project management, through the sole single sourcing provision of the Town's Purchasing By-Law. By-Law 2017-63, being a bylaw to govern procurement policies and procedures, states in Section 3.3 that:

"In circumstances where there may be more than one source of supply in the open market, but only one of these is recommended by the Department Director, with the concurrence of the Purchasing Officer, for consideration on grounds that it is more cost effective or beneficial to the Town; and where the expenditure will exceed \$100,000, approval must be obtained from Town Council prior to negotiations with the single source."

Where expenditures do not exceed \$100,000, approval authority rests with the Department Director and Purchasing Coordinator or CAO and has been granted, accordingly.

SFERA had drafted concept designs and cost estimates for the Town to submit with their 2019 Federal Development Grant, which unfortunately was unsuccessful. Therefore, they had already worked on the Pickleball Court design, and it was cost effective to continue on with this firm.

The \$600,000 budget for the project included the courts as well as the accessory building, architect fees, soil reports and miscellaneous work such as hydro pole relocation as required.

Comments

The Lacasse Park Pickleball Complex Request for Tender (RFT) project was advertised with a closing date of Thursday July 15, 2021.

The RFT requested pricing for the base bid included the 10 courts, fencing, drainage, and pathway, and also asked for separate pricing for the building and court lighting. The project was set up to bid in this manner to allow the Town flexibility to remove components of the project, if necessary, due to rapidly increasing costs of building materials and labour.

Four companies picked up the tender packages and at closing, all four companies submitted bids. Unfortunately, two of the bids that were submitted were not compliant with the Town's Purchasing Policy and could not be considered for award.

The following two (2) bids were compliant, with the results noted below:

Front Construction Industries Inc.

Base Bid

\$595,700 plus non-rebated HST \$10,484 for a total of \$606,184

Separate Price for Accessory Storage Building

\$103,500 plus non-rebated HST \$1,822 for a total of \$105,322

Separate Price for Court Lighting

\$59,800 plus non-rebated HST \$1,053 for a total of \$60,853

Front Construction base bid plus storage building, \$711,506

Green Light General Contracting Inc.

Base Bid

\$649,300 plus non-rebated HST \$11,428 for a total of \$660,728

Separate Price for Accessory Storage Building

\$115,000 plus non-rebated HST \$2,024 for a total of \$117,024

Separate Price for Court Lighting

\$72,000 plus non-rebated HST \$1,267 for a total of \$73,267

Green Light General Contracting Inc. base bid plus storage building, \$777,752

Upon review by the Town's Purchasing Officer and SFERA Architects, Administration recommends that Council consider the tender submission inclusive of the base bid and the storage building from Front Construction Industries Inc. in the amount of \$711,506 for the award of the (court and building) project contract. Administration is not recommending that the lighting be included in the award. The infrastructure is in place for lighting to be added in future.

To date, committed project expenses include \$20,000 for Architect fees and \$6,780 for the required soil analysis.

As the budget was approved for this project at \$600,000, the total cost required to undertake the project would now be over budget. The increase in materials and labour over the past year has contributed to an overall industry increase in project cost. Included in this report, Administration is requesting that an increase to the project budget of \$155,000 be considered to complete the project as follows:

Updated Project Cost	Amount
Tender Award	\$711,506
Architect Fees	\$20,000
Soil Analysis	\$6,780
Hydro Pole Relocation	\$10,000
Contingency	\$6,714
Total	\$755,000

The revised funding is proposed to be shared among the three originally approved funding sources as follows:

Funding Source	Original Budget	Revised Budget
Town Share	\$500,000	\$605,000
Tecumseh Pickleball Association	\$100,000	\$150,000
Total	\$600,000	\$755,000

Administration can confirm that as a result of the increased cost of the courts and accessory building the Tecumseh Pickleball Association has agreed to increase their original financial commitment of \$100,000 to a new commitment of \$150,000 ensuring the accessory storage building can be constructed.

Consultations

Chief Administrative Officer
 Financial Services
 Parks & Recreation Services
 Tecumseh Pickleball Association

Financial Implications

The increase in the budget funding request for this project in the amount of \$155,000 would be allocated among the three funding sources as per the following table:

Funding Source	Original Budget	Revised Budget
Infrastructure Reserve (NIL)	\$250,000	\$302,500
Parks Lifecycle Reserve	\$250,000	\$302,500
Tecumseh Pickleball Association	\$100,000	\$150,000
Total	\$600,000	\$755,000

Both the Infrastructure Reserve and Parks Lifecycle Reserve have sufficient balances to cover the increased expenditure.

The 2022 Budget process should consider increasing the annual allocation to the Parks Lifecycle Reserve by \$10,000 to support the future lifecycle costs of this new asset.

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 checked="" 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
1	Draft Pickleball Court Concept Drawing