



The Corporation of the Town of Tecumseh

Community & Recreation Services

To: Mayor and Members of Council

From: Paul Anthony, Director Community & Recreation Services

Date to Council: April 7, 2022

Report Number: CRS-2022-05

Subject: Amendment to the 2022 Parks Capital Work Plan
to Add the Bert Lacasse Ball Diamond Upgrades

Recommendations

It is recommended:

That the Bert Lacasse Ball Diamond upgrades capital project **be added** to the 2022 CRS Parks Capital Works Plan;

And that the Bert Lacasse Ball Diamond Capital project as outlined in this report, in the amount of \$3,321,000 including non refundable HST, **be authorized and funded** out of the Infrastructure Reserve

And further that the project management cost of \$75,000, **be authorized and funded** out of the Infrastructure Reserve.

And furthermore that Administration **be authorized** to negotiate under single source procurement section 3.4 of the Town's Purchasing By-law 2021-60, with SFERA Architectural Associates Inc., to undertake Phase 2 of the architectural services work and upon successful negotiations receive approval from CAO and Purchasing Coordinator to enter into an agreement.

Executive Summary

The purpose of this report is to obtain Council approval to amend CRS-2022-01, 2022 Parks Capital Works Plan to include the Bert Lacasse Ball Diamond upgrades as outlined in Community & Recreation Services Capital Priorities 2023-2026.

Background

At the February 22, 2022 Regular Meeting of Council, the members considered the 2022 Parks Capital Works Plan in Community & Recreation Services (CRS) Report PRS-2020-01 and passed Motion (RCM-38/22) which reads as follows:

That the 2022 Parks Capital Projects as summarized in Attachment 1 to Report CRS-2022-1, 2022 Parks Capital Works Plan, **be approved**.

And that the 2022 Parks Capital Projects **be funded** through the Lifecycle Reserves, the Infrastructure Reserve and available grants as set out in Attachment 1.

At the March 29, 2022 Special Meeting of Council, the members considered the Community & Recreation Services Capital Priorities 2023-2026 Presentation and passed Motion (RCM-12/22) which reads as follows:

That the Community & Recreation Services presentation on Capital Priorities 2023-2026 **be received** as presented;

And that Administration **be directed** to move forward with implementation of Scenario 1 by taking the following measures:

- update the previously approved CRS-2022-01 Parks Capital Works Plan to include the Bert Lacasse Ball Diamond Upgrades under Scenario 1 for Council consideration;
- present a Community & Recreation Services Capital Works Plan 2023-2026 for Council consideration based on Scenario 1;

And Further that Administration **be directed** to monitor for senior government funding opportunities to implement Scenario 2, with a report to Council for direction, should a program become available.

For reference, the presentation outlining the two scenarios is attached as Attachment 1 to this report.

An architect fee proposal was issued for the Bert Lacasse Ball Diamond upgrades project in 2021. The proposal confirmed that the Town was proceeding with securing

the services of an architect in a 2-phase approach, with only Phase 1 of the project to be considered for award at that time.

This was done so that if the project did not move forward the town would not incur any additional architect fees beyond the Phase 1 cost. If the project moved forward, the confirmed fee schedule was in place for awarding Phase 2, which would be undertaken through the purchasing policy sole sourcing provision.

For Council's information, the 2-phase architect approach work plan is as follows:

Phase 1: Undertake consultation with facility user groups, Council, administration and some form of public engagement. Information gathered will lead to a detailed concept design and cost estimate for future budget consideration based on the Council-approved final design.

Phase 2: Construction documents, bidding phase, contract administration, contract close out.

The Town received three Architect proposals inclusive of pricing for both Phase 1 and 2 as requested. As a result of the proposals received, SFERA Architectural Associates Inc. was awarded the project contract.

Comments

During the preparation of the 2022 Parks Capital Works Plan, the Bert Lacasse Ball Diamond upgrades were not included. The upgrades under Scenario 1 presented in the Community & Recreation Services Capital Priorities Presentation consist of the following:

- Replace Existing Grandstand
- Replace Ball Diamond Backstop
- Renovate Entrance Plaza
- Site Plaza Works – Maintenance Garage

The current cost estimates for the project are as follows:

Ball Diamond Upgrades	\$3,193,000	
Architect Costs	\$ 128,000	Total Architect Project costs \$179,004 (\$51,000 already approved in 2022 Parks Capital Work Plan, balance to be requested at this time \$128,000)
Project Cost	\$3,321,000	

The Project Management cost associated with this request is \$75,000 and involves an additional resource for the Town to manage the project internally.

Upon Council approval the project would commence in late fall 2022 and finish in late spring 2023. Timelines for the project would be as follows:

- Architect work - Phase 1 was completed in 2021, and upon Council approval Phase 2 would commence with developing construction drawings and preparing tender documents for a late summer tender call;
- In fall of 2022, the existing grandstands and back stop would be removed and the site prepared for construction;
- Grandstand footings would be poured in late fall so construction of the project could continue through the winter months, with the goal of completing the project (weather permitting) by May 31st 2023.

Estimated project expenditures for 2022 and 2023 Parks Capital Budget Work Plans are summarized as follows:

Bert Lacasse Ball Diamond Upgrades	2022 Expenditures	2023 Expenditures	Total
Planning, Design, Build	\$750,000	\$2,571,000	\$3,321,000
Project Management	\$0	\$75,000	\$75,000

The Tecumseh Thunder Baseball Club and St Clair College have committed \$100,000 each for a total of \$200,000 towards the ball diamond upgrades. Payment for these commitments will be returned to the Infrastructure Reserve over time.

The request is for Council to add the Bert Lacasse Ball Diamond upgrades outlined above in the amount of \$3,321,000 to the 2022 Parks Capital Works Plan. This costing

includes park upgrades and architectural costs. In addition, funding for internal project management costs of \$75,000 is also requested. While these costs will be added to the 2022 capital works plan, it is anticipated that the project will carry over into the 2023 – 2026 plan.

As SFERA Architectural Associates Inc. was awarded Phase 1 of the Architectural contract based on their fee proposal, and they have successfully undertaken all requirements of Phase 1, it is recommended that Council authorize the Director to negotiate with SFERA Architectural Associates Inc. for Phase 2 of the architectural work. This authorization is in accordance with the Town's Purchasing By-law 2021-60, Section 3.4, Single/Sole Sourcing/Direct Negotiation (excerpt set out below). Upon successful negotiations, the Director is required to secure approval from the CAO and Purchasing Coordinator to enter into an agreement with SFERA Architectural Associates Inc.

Single/Sole Sourcing/Direct Negotiation (excerpt)

Single Source Procurement is one in which two or more vendors can supply the commodity, technology and/or perform the services required by the Town, but a single source is recommended by the Department Director or delegate.

3.4 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 the 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. The Department Director shall be responsible for submitting a report detailing the rationale supporting the use of the single source.

Consultations

Chief Administrative Officer
Financial Services
Tecumseh Thunder Base Ball Club
St. Clair College

Financial Implications

The cost of the Bert Lacasse Ball Diamond upgrade project is planned to be funded from the Infrastructure Reserve.

The Town has a current annual budgetary allocation of \$1,750,000 towards the Infrastructure Reserve, of which \$550,000 of that amount, commencing with the 2020

budget, is intended for Sportsplex/sportsplex-component financing. To date, including the 2022 allocation, \$2,550,000 will have accumulated in the Infrastructure Reserve for Sportsplex/sportsplex-component financing (\$450,000 from 2018 and 2019 plus \$550,000 for years 2020-2022).

The Infrastructure Reserve has sufficient funding to support this sportsplex-component project. The estimated 2022 year-end balance for the Infrastructure Reserve would be reduced from \$10.6 million to \$7.4 million, net of combined commitments of \$200,000 by Tecumseh Thunder Baseball Club and St. Clair College.

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 checked="" 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 Community & 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	Community & Recreation Services: Capital Plan 2023 – 2026, March 29, 2022