



City of  
**Peterborough**

---

**To:** Members of the Arenas, Parks and Recreation Advisory Committee

**From:** Phil Jacobs, Supervisor Parks and Forestry

**Meeting Date:** November 21, 2017

**Subject:** Report APRAC17-040  
Procurement Update - Play Structures and Outdoor Gym

---

## **Purpose**

A report to provide an update on the procurement process for park play structures at Cameron and James Stevenson Parks, and the outdoor gym equipment at Beavermead Park.

## **Recommendation**

That the Arenas Parks and Recreation Advisory Committee approve the recommendation outlined in Report APRAC17-040 dated November 21, 2017, of the Parks and Forestry Supervisor, as follows:

That report APRAC17-040 be received for information.

## **Budget and Financial Implications**

There is no budget or financial implication resulting from the approval report APRAC17-040.

---

## Background

The City of Peterborough released two Request for Proposal documents for the Design, Supply, and Installation of two play structures (RFP P-23-17), and for the Layout, Design, Supply and Installation of Outdoor Exercise Equipment (RFP P-24-17). The RFP's closed for bidding on October 19, 2017.

The two play structures, referred to in RFP P-23-17, are to be installed in Cameron Park and James Stevenson Park. The Cameron Park Neighbourhood Association contributed funds toward the project. This would be a new amenity, as there was no pre-existing play structure in that park. The balance of the project costs are covered by the City, through the 2017 Community Assistance capital budget. The intent of the James Stevenson play structure project is to replace an aged pre-existing structure, through the 2017 Playground Replacement capital budget.

The outdoor exercise equipment, referred to in RFP P-24-17, is to be installed within Beavermead Park, adjacent to the new accessible beach pathway. The local Rotary Clubs made a \$50,000 contribution to this \$90,000 project.

The submissions for both RFP's were evaluated by a Staff Evaluation Committee, consisting of a Recreationist, Purchasing Co-ordinator, Accessibility Co-ordinator and the Parks & Forestry Supervisor. The Staff Evaluation Committee recommended that both RFP's be cancelled for the following reasons;

1. Only one submission/proposal was received. Section 10.0, Item 10.7 of the RFP Attachment 1, under Terms, Conditions, and General Information "Accept/Reject", clearly states:  
  
Should the City receive only one bid submission for goods/services that have a known multiple-source potential, the City reserves the right to recall or cancel the bid solicitation.
2. The City's vision was not communicated sufficiently enough within both RFP documents, resulting in the proponent's submission not meeting the intent of the RFP.
3. The City did not allow sufficient time for the full process of RFP, including posting, evaluation, award, and completion of the capital works before the end of the construction season.

Therefore, the Evaluation Committee will develop new RFP documents, for release in the second half of January 2018.

Submitted by,

P. Jacobs  
Supervisor – Parks & Forestry, Public Works Division

Contact Name:  
Phil Jacobs  
Supervisor, Public Works  
Phone: 705 742 7777 Ext. 2914  
Fax: 705 743 3223  
E-Mail: [pjacobs@peterborough.ca](mailto:pjacobs@peterborough.ca)