

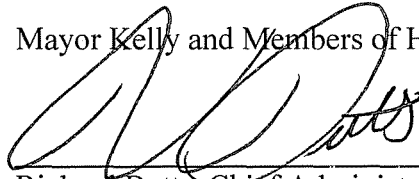
Item No. 11.1.3
Halifax Regional Council
November 15, 2011

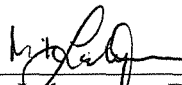
REVISED

REVISED

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY:


Richard Butts, Chief Administrative Officer


Mike Labrecque, Deputy Chief Administrative Officer

DATE: October 14th, 2011

SUBJECT: Award - RFP No. 11-157, Weir Field: All Weather Athletic Field
Replacement

ORIGIN

Approved in the 2011/12 Project Budget.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Award RFP No. 11-157 to the highest scoring proponent, Turfmasters Landscaping Limited, for a Total Project Cost of \$514,752.57 (net HST included), with funding from Project No. CPX01326 - Artificial Field Recapitalization, as outlined in the Budget Implications section of this report; and,
2. Approve an increase of reserve withdrawals from Upper Sackville Turf Reserve, Q124, in the amount of \$275,000 to fund a portion of the above project as outlined in the budget implications sections of this report.

BACKGROUND

Weir Field is located in Upper Sackville and was completed as HRM's first all-weather athletic field in 1998, funded from the Municipal Landfill Community Compensation Fund. The facility consists of one full sized regulation soccer field, lights, parking area, and bleachers. This facility is under a management agreement with the Springfield Lake Recreation Association and they are responsible for the scheduling and general maintenance. The facility has been fully used during prime time from mid March to the end of October.

At the time of construction in 1998, the product used was considered new generation technology and came with a seven year limited warranty and an estimated ten to twelve year life span on the carpet. The field is now thirteen years old and has exceeded its life expectancy. The carpet fibers have worn down to the point of affecting proper play and maintenance.

Replacement of the turf was identified as a priority in the 2011/12 project budget and is funded through partnership with the Springfield Lake Recreation Association. A field recapitalization reserve fund (Q124) was established by HRM to help fund replacement of the Weir Field by setting aside fifty percent of the field's booking fees (approximately \$325,000 over a thirteen year period).

DISCUSSION

The Request for Proposals was publicly advertised on the HRM website starting July 20, 2011, and closed August 17, 2011. A mandatory site meeting took place on July 28, 2011. The RFP was evaluated by staff from Facility Development, Municipal Operations (Sportsfields), Weir Field Advisory Committee, Springfield Lake Recreation Association and facilitated by Procurement. Seven (7) submissions were received from the following proponents:

- Carpell Surfaces Inc.
- GTR Turf
- Pro Sport Surfaces
- Tapitec Inc.
- Ocean Contractors Limited
- Turfmasters Landscaping Limited
- Sprinturf-ICI Inc.

The Request for Proposals was evaluated using a two envelope process. Envelope "one" was the technical component of the RFP (Expertise of Firm, Technical Compatibility, Product Performance and Testing, Recycling Plan for both existing field and proposed surface and Product Warranty). Envelope "two" consists of the lump sum cost for this project. Only those proponents that received 75% or better on the Technical Submission (maximum score 80 points) from envelope "one" had their cost envelopes opened and evaluated. Three (3) submissions were disqualified having not met the minimum scoring of 75% on their technical proposal and will

have their Cost Proposal envelope returned unopened. A fourth company met the technical requirement but did not meet the bid bond requirement for the cost proposal and has been disqualified.

After completion of a detailed evaluation of envelope “one” and envelope “two”, three (3) companies have met all of the technical and cost requirements. Details of the scoring of both envelopes “one” and “two” are contained in Appendix A - Evaluation Criteria attached.

The remaining proponents scored as follows:

<i>Company</i>	<i>Score (Maximum 100)</i>
Turfmasters Landscaping Limited	95.5*
Tapitec Inc.	87.5
Carpell Surfaces Inc.	83.0

*recommended proponent

The proposal submitted by Turfmasters Landscaping Limited presented an experienced and skilled team with a product that met all our requirements (i.e. turf height, curbing, recycling, etc.) with an excellent eight year limited product warranty.

BUDGET IMPLICATIONS

Based on a total project cost of \$493,597.00, plus net HST of \$21,155.57, for a total project cost of \$514,752.57, funding is available in Project No. CPX01326. The 2011/12 project budget was presented to have this project funded, in part, by cost sharing. It was the intent that the “cost sharing” come from the community by way of a withdrawal from the Upper Sackville Turf Reserve, Q124. This was not included in the 2011/12 Reserve Budget. As all withdrawals from a reserve require Council’s approval, we are seeking Council’s approval to change the funding as a withdrawal from the Upper Sackville Turf Reserve, Q124 in the amount of \$275,000. Funding has been confirmed by Financial Services.

**Budget Summary: Project No. CPX01326 – Artificial Field Recapitalization
Reservation 1999.2**

Cumulative Unspent Budget	\$775,000.00
Less: RFP No. 11-157	<u>\$514,752.57*</u>
Balance	\$260,247.43

Upper Sackville Turf Reserve, Q124

Projected 3/31/12 balance as at 9/30	\$ 327,698
Less proposed withdrawal	<u>(\$275,000)</u>
New Projected balance for 3/31/12	\$ 52,698

* This project was estimated in the Approved 2010/11 Project Budget at \$775,000.00.

The balance of funds (\$260,247.43) will be used for recapitalization of HRM's other artificial fields.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved operating and Project budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation. If approved this will increase the withdrawals from Reserves.

ALTERNATIVES

Council could choose to not award this contract or to defer the work. This is not recommended because it is not in keeping with HRM's Council Focus Area – Infrastructure "maintenance of existing facilities," and it would leave the community underserved.

ATTACHMENTS

Evaluation Criteria for RFP No. 11-157

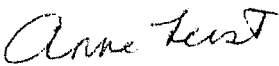
A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/agenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by: Tom Jangaard, Park Planner, Facility Development, 490-3977

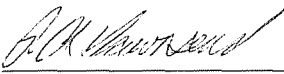
Report Approved by:


Terry Gallagher, Manager, Facility Development, (476-4067)

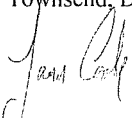
Procurement Review:


Anne Feist, Manager, Procurement (490-4200)

Report Approved by:


Phillip Townsend, Director, Planning and Infrastructure (490-7166)

Report Approved by:


Jim Cobke, CGA, Director Finance and Information Technology/CFO (490-6308)

Appendix "A"
HALIFAX REGIONAL MUNICIPALITY
 Request for Proposals RFP#11-157
Weir Field - All Weather Athletic Field Replacement

			<i>SUBMISSION</i>		
	Criteria	Max Score	Carpell	Tapitec	Turf Masters
1.	Expertise of Firm/Proponent/Manufacture relationship: a) Relevant experience of the manufacture and certified installer b) Recent experiences related to projects of similar nature c) List of personnel who will be utilized for installation work d) Proponent/Manufacturer relationship	25	22	21	24
2.	Product/Methodology: a) Technical b) Product performance/testing results c) Recycling of existing field and in-fill material d) Ability of proposed products to be recycled	30	19	23	29
3.	Warranty/Services a) Length b) Quality c) Signed by Manufacturer d) Service Plan	25	22	25	25
4.	Sub-total (Technical Score - All proponents must meet a minimum of 60 points to have their cost envelope opened)	80	63	69	78
5.	Cost a) Total Project cost (Spring 2012 construction) (Net HST included)	20	20 \$447,843	18.5 \$481,802	17.5 \$514,753
Total Score (100)			83	87.5	95.5*

* recommended proponent