

***COUNCIL MEETING AGENDA***

*July 25, 2017*

*7:00 p.m.*

*Council Chamber*

**ADDENDUM**

600 ***DELEGATIONS***

601 **Downtown Maple Ridge Business Improvement Association Update**

- Ineke Boekhorst, Executive Director

900 ***CORRESPONDENCE***

901 **Alouette River Management Society (“ARMS”) – Request for Support**

E-mail from Greta Borick-Cunningham, Executive Director, Alouette River Management Society dated July 22, 2017 requesting a letter of support from the City of Maple Ridge for an ARMS funding application for a BC Community Gaming grant.

1101 ***REPORTS AND RECOMMENDATIONS***

***Parks, Recreation & Culture***

1154 **Award of Contract for Merkley Park Synthetic Field Carpeting (Karina LeBlanc Field)**

Staff report dated July 25, 2017 recommending that Contract RFP-PL17-53: Synthetic Turf Field Supply and Installation at Merkley Field be awarded to AstroTurf West Distributors Ltd., that a contingency be established and that the Corporate Officer be authorized to execute the contract.

1155 **Award of Contract for Merkley Park Synthetic Field Construction (Karina LeBlanc Field)**

Staff report dated July 25, 2017 recommending that Contract ITT-PL17-45: Merkley Artificial Turf Field – Civil Works be awarded to Cedar Crest Lands (BC) Ltd., that a contingency using parks infrastructure reserve funds be authorized and that the Corporate Officer be authorized to execute the contract.

Checked by: \_\_\_\_\_

Date: \_\_\_\_\_

**From:** Greta Borick-Cunningham [<mailto:arms@alouetteriver.org>]

**Sent:** Saturday, July 22, 2017 11:48 AM

**To:** Nicole Read

**Subject:** ARMS request for letter of support

**Importance:** High

Hello Mayor Read

I'd like to request a letter of support from you on behalf of the City of Maple Ridge for ARMS funding application from BC Community Gaming grant this year. The Community Gaming grant represents a significant amount of funding for us (approximately \$52,000) if approved.

I have attached the letter of support which you supplied to me last year. Could you please provide me with something similar to this addressing it to the Licensing and Grants Division (see attachment) and for ARMS 2017 Gaming application.

I am working on the application currently and hope to submit it by August 3.

If you have any questions at all, please do not hesitate to let me know.

Thank you very much for your support.

Sincerely

Greta Borick-Cunningham  
Executive Director  
Alouette River Management Society  
24959 Alouette Road, Maple Ridge BC V4R 1R8  
604-467-6401  
[www.alouetteriver.org](http://www.alouetteriver.org)

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Award of Contract for Merkley Park Synthetic Field Carpeting  
(Karina LeBlanc Field)

**MEETING DATE:** July 25, 2017  
**FILE NO:**  
**MEETING:** Council

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**EXECUTIVE SUMMARY:**

Two submissions were received on July 19, 2017 for the Supply and Installation of the sports field synthetic turf surfacing (RFP-PL17-53) for the Karina LeBlanc field at Merkley Park. Staff reviewed the proposals in accordance with the evaluation criteria contained within the Request for Proposal (RFP) and is recommending the best value submission for this contract.

The carpet supply and installation came in very close to anticipated and the pricing is contained within the overall project budget. Staff recommends that the supply and installation of the sports field synthetic surfacing be awarded to AstroTurf West Distributors Ltd. in the amount of \$470,000.00 excluding taxes.

Council approval to award the contract is required for the work to proceed in order to complete the work by November 2017.

**RECOMMENDATION:**

**That Contract RFP-PL17-53: Synthetic Turf Field Supply and Installation at Merkley Field be awarded to AstroTurf West Distributors Ltd. in the amount of \$470,000 plus taxes; and,**

**That a contingency of \$23,500 be established for this project; and further,**

**That the Corporate Officer be authorized to execute the contract.**

**DISCUSSION:**

**a) Background Context:**

A Request for Proposal was issued through BC Bid on June 21, 2017 for the Supply and Installation of the Synthetic Turf for the Karina LeBlanc field. Two proponents submitted proposals before the closing date of July 19, 2017. The proposals were independently evaluated using the criteria included in the RFP. The evaluation panel's review of the proposals resulted in AstroTurf West Distributors Ltd.'s (ATWD) proposal receiving the highest ranking, providing the best value to the City using the evaluation criteria which included qualifications, experience, product performance, warranty and price. ATWD's submission was also the lowest cost.

**b) Desired Outcome:**

The desired outcome is to obtain Council approval to award the contract so that the synthetic carpet can be ordered and installed to meet the field construction completion targeted for November, 2017.

**c) Strategic Alignment:**

This project is one of a number of Council's current infrastructure priorities. The Karina LeBlanc field at Merkley Park will add allocation for both practice and game play for our sports user groups who have been requesting additional field time due to growth in participation.

**d) Citizen/Customer Implications:**

Sports user groups will benefit from the provision of increased field capacity in the short term partially funded with a federal grant. Providing synthetic sports surfaces enables additional game play with fewer closures due to fall/winter adverse weather conditions which do not support natural turf growth.

**e) Business Plan/Financial Implications:**

Funding in the amount of \$2,629,119.00 is contained within the 2017 Financial Plan for this sports field redevelopment and consists of \$2,000,000.00 from Reserves, \$129,119.00 for Merkley Park Minor Improvements and CAN 150 grant funding of \$500,000.00 which was transferred from the Albion Sports Complex all-weather field redevelopment project. The carpet provision is a portion of the field redevelopment project.

**CONCLUSIONS:**

The planned synthetic field redevelopment at Merkley Park is needed to deliver additional field allocation to the community. Staff is satisfied with the proposal submissions and recommend that the project proceed to enable the sports field to be delivered on time.

"Original signed by Valoree Richmond"

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*Prepared by:* Valoree Richmond, Manager Parks Planning and Operations

"Original signed by David Boag"

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*Reviewed by:* David Boag, Director Parks & Facilities

"Original signed by CK Lee for Trevor Thompson"

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*Reviewed by:* Trevor Thompson, Manager of Financial Planning

"Original signed by Kelly Swift"

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*Approved by:* Kelly Swift, General Manager: Parks, Recreation & Culture

"Original signed by E.C. Swabey"

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*Concurrence:* E.C. Swabey, Chief Administrative Officer

vr:

**TO:** Her Worship Mayor Nicole Read  
and Members of Council  
**FROM:** Chief Administrative Officer  
**SUBJECT:** Award of Contract for Merkley Park Synthetic Field Construction  
(Karina LeBlanc Field)

**MEETING DATE:** July 25, 2017  
**FILE NO:**  
**MEETING:** Council

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**EXECUTIVE SUMMARY:**

The redevelopment of the Merkley all-weather sports field to a synthetic surface is contained within the City's approved Financial Plan and once complete, the upgraded field will increase allocation for our sports user groups who are requesting additional field time due to growth in participation. The development timeline for this synthetic surface upgrade and supportive parking lot development is targeted for completion in November, 2017.

An Invitation to Tender for the civil works to redevelop the existing all-weather field to a synthetic surface and construct a parking lot to support the field use was issued on June 21, 2017 and closed on July 19, 2017. Three tenders were received, with the submittal by Cedar Crest Lands (BC) Ltd. at \$1,955,807.00 (excluding taxes) being the lowest. Staff has reviewed the tender and optional pricing items and recommend that the project proceed. Council approval to award the civil works contract is required for the work to proceed.

**RECOMMENDATIONS:**

That Contract ITT-PL17-45: Merkley Artificial Turf Field - Civil Works be awarded to Cedar Crest Lands (BC) Ltd. in the amount of \$1,995,807 plus taxes; and,

That a contingency of \$230,000 be authorized using parks infrastructure reserve funds; and further,

That the Corporate Officer be authorized to execute the contract.

**DISCUSSION:**

**a) Background Context:**

The design process included consultation with the sports user groups, School District No. 42 and the community to obtain feedback. An open house was held in the Maple Ridge Senior Secondary School library on June 8, 2017 advertised through neighbourhood mail outs, social media and on the City's park development webpage. The presentation materials were posted on the park development webpage as well, providing an opportunity for residents to review the material at their leisure. While only 18 people attended the open house, feedback received indicated a high level of support for the synthetic field development and the parking to support this use. Some residents commented on the existing parking issues for the MRSS/Merkley Park joint site and acknowledged that the proposed additional parking

spaces accessed off 124 Avenue would service the field and, likely reduce park visitor and sports field users parking on this street.

### Tender Evaluation

An Invitation to Tender for the sports field and parking lot civil works was issued through BC Bid on June 21, 2017 and closed on July 19, 2017. Three tenders were received, including optional price items, and staff reviewed for compliance. The bid results are listed below from lowest to highest price.

Cedar Crest Lands (BC) Ltd.	\$1,955,807.00
Canadian Landscape Civil Services Ltd.	\$2,385,095.23
Wilco Civil Inc.	\$2,385,548.00

Cedar Crest Lands (BC) Ltd. is experienced in synthetic field construction with recent projects throughout the lower mainland and has tendered the lowest price.

**b) Desired Outcome:**

To obtain Council approval to award the contract so that the field and parking construction can commence in August with completion targeted for November 2017.

**c) Strategic Alignment:**

This project is one of a number of Council's current infrastructure priorities. The Karina LeBlanc field at Merkley Park will add allocation for both practice and game play for our sports user groups who have been requesting additional field time due to growth in participation.

**d) Citizen/Customer Implications:**

Sports user groups will benefit from the provision of increased field capacity in the short term partially funded with a federal grant. Providing synthetic sports surfaces enables additional game play with fewer closures due to fall/winter adverse weather conditions which do not support natural turf growth.

**e) Interdepartmental Implications:**

The Engineering Department was consulted during the detailed design process to ensure site servicing is to City standards.

**f) Business Plan/Financial Implications:**

Funding in the amount of \$2,629,119 is contained within the 2017 Financial Plan for this sports field redevelopment and consists of \$2,000,000 from Reserves, \$129,119 for Merkley Park Minor Improvements and CAN150 grant funding of \$500,000 which was transferred from the Albion Sports Complex all-weather field redevelopment project.

Redevelopment of the all-weather field at Merkley Park is consistent with the Parks & Facilities business plan. Although the civil construction works came in higher than anticipated, the project costs, including an option for sports field lighting to be upgraded to LED, are within existing funding. Staff recommends using the parks infrastructure reserve as a contingency up to \$230,000 if needed.

**CONCLUSIONS:**

The planned synthetic field redevelopment at Merkley Park is needed to deliver additional field allocation to the community. Staff is satisfied with the tender submissions and recommend that the project proceed to enable the sports field to be delivered on time.

“Original signed by Valoree Richmond”

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*Prepared by:* Valoree Richmond, Manager Parks Planning and Operations

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*Concurrence:* **E.C. Swabey, Chief Administrative Officer**

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