



Report to Council

Department: Community Services
Division: Parks and Facilities
Date: May 17, 2021
Prepared by: Jake Morassut, Manager, Parks and Facilities
Report Number: Parks and Facilities-2021-06
Subject: Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex
Number of Pages: 3

Recommendation(s)

That Parks and Facilities-2021-06 entitled Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex prepared by Jake Morassut, Manager of Parks and Facilities dated May 17, 2021 be received, and

That Council approve the additional budgeted expenditures of \$13,931.62 for the Capital Project: Expansion of Scope for Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink at the Essex Centre Sports Complex (CS-21-0044) through additional funding from the Asset Management Plan Lifecycle Reserve (AMP Reserve).

Purpose

To obtain Council's approval to increase the 2021 Capital Budget for the Capital Project "Replacement of Rubber Floors in Two Dressing Rooms and the Main Hall of Libro Rink" (CS-21-0044).

Background and Discussion

During the 2021 budget deliberations, Council approved that the Essex Centre Sports Complex have rubber flooring replaced (CS-21-0044) due to deterioration as it is at the end of its lifecycle. The Town of Essex approved \$66,700.00 in the capital budget. While the original plan was to replace two dressing rooms and the main hallway of Libro Rink, it was determined that we would have several different colour tones by only replacing these three areas. By also replacing the exterior areas in view of the public, we can ensure a uniform look as we cannot guarantee colours being available in future years.

The Town of Essex sought Tenders from qualified contractors for the removal and replacement of rubber flooring at the Essex Centre Sports Complex.

A Request for Tender, following the guidelines as set out in the Town's Procurement By-Law Number 1043 was posted both on the Town's website and Merx, and closed on March 17, 2021 at 3:00:00 pm.

The Tenders were reviewed for arithmetic errors, completeness, legibility, revisions and irregularities. In addition, there were no apparent unbalanced prices in the Schedule of Items and Prices. The results of the submitted tender prices are noted in Table below:

Name of Tenderer	Total Tender Price including non-refundable Harmonized Sales Tax (1.76%)
Advantage Sport	\$80,631.62
Southwestern Sales Corp. Ltd.	\$287,528.99

The project has been tendered and the lowest price from Advantage Sport was \$80,631.62 (includes the non-refundable tax). We have completed a review of references and believe that they can complete the necessary works in a satisfactory manner.

Financial Impact

The approved capital budget for project CS-21-0044 is \$66,700.00 with the recommended tender price being \$80,631.62 (includes the non-refundable tax) which results in a deficit of \$13,931.62.

As the project is considered “replacement”, the additional \$13,931.62 will be funded from the Asset Management Plan Lifecycle Reserve.

Consultations

Kate Giurissevich, Manager, Finance and Business Services/Deputy Treasurer

Jeffrey Morrison, Director, Corporate Services/Treasurer

Doug Sweet, Director, Community Services/Deputy CAO

Link to Strategic Priorities

- ☒ Manage, invest and plan for sustainable municipal infrastructure which meets current and future needs of the municipality and its citizens.
- ☒ Create a safe, friendly and inclusive community which encourages healthy, active living for people of all ages and abilities.
- ☒ Provide a fiscal stewardship and value for tax dollars to ensure long-term financial health to the municipality.
- ☐ Manage responsible and viable growth while preserving and enhancing the unique rural and small town character of the community.
- ☐ Improve the experiences of individuals, as both citizens and customers, in their interactions with the Town of Essex.
- ☐ **Improve the Town's capacity to meet the ongoing and future service needs of its citizens** while ensuring the corporation is resilient in the face of unanticipated changes or disruptions.

Report Approval Details

Document Title:	Reallocation of Funds for Rubber Floor Replacement at the Essex Centre Sports Complex - Parks and Facilities-2021-06.docx
Attachments:	
Final Approval Date:	May 12, 2021

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Jeffrey Morrison, Director, Corporate Services/Treasurer - May 12, 2021 - 9:20 AM

A handwritten signature in black ink, appearing to read 'Doug Sweet', with a stylized flourish at the end.

Doug Sweet, Director, Community Services/Deputy CAO - May 12, 2021 - 9:54 AM

Chris Nepszy, Chief Administrative Officer - May 12, 2021 - 10:48 AM