



REQUEST FOR DECISION

File # 1220-20, 6130-20

Report To: Mayor and Council
From: Director of Public Works and Utilities
Presenter: Jeremy Garner
Subject: Administration Report No. 0139/23
East Kin Washrooms
Meeting: Regular Council
Meeting Date: 11 Dec 2023

RECOMMENDATION:

"THAT, Council receive Administration Report No. 0139/23 - East Kin Washrooms for information."

CAO'S COMMENTS:

Streamlining maintenance and repair of our washrooms has been a priority for staff. One design and supplier ensures that spare parts, inventories, and staff familiarity allow us to efficiently operate, maintain, and repair these facilities.

ALTERNATIVE RECOMMENDATION:

KEY ISSUES(S)/ CONCEPTS DEFINED:

The 2023 Capital Budget identified the necessary funds to purchase the East Kin Washrooms to be installed as part of the 2024 East Kin upgrades. The washrooms will be installed along with the playground, parking lot paving and pump-track as part of 2024 East Kin Park improvements.

RELEVANT POLICY: City Purchasing and Tendering Policy No. 22/22

IMPLICATIONS OF RECOMMENDATION

COMPLIANCE WITH STRATEGIC PILLARS:

Managing Assets – Build and manage assets that support the current and future needs of the community.

COMPLIANCE WITH STRATEGIC PRIORITIES:

GENERAL:

The upgrades to the west side of Kin Park have been finalized and work has begun on the east side of Kin Park. The remaining upgrades will include a playground, a washroom, parking lot paving with lighting, and an asphalt pump track, which are all anticipated to be completed by the fall of 2024. The public feedback from the west side upgrades have been positive and the usage by the public has increased noticeably.

The 2023 Capital Budget included funds to purchase a washroom and playground, and complete the remaining design components for the upgrades to east side of Kin Park. The intent of including these funds in the 2023 Capital Budget was to purchase the washrooms with 2023 Capital Funds and install them in the 2024 contract as part of the other park improvements.

A new playground is planned to be installed to the south of the existing playground, which will allow the existing playground to remain in use during construction. The playground equipment will be installed as part of the tender for the remaining construction work.

Upon completion of the new playground, the existing play structure will be removed. There are also various legacy playground structures that will be removed to facilitate the new install. Playground equipment removed from the parks is recycled and not disposed of at public auction.

The new washrooms will be in close proximity to the playground and the parking lot, and easily accessed from the trail network. The washroom design and construction are consistent with the layout and construction of four other outdoor washrooms located at Mathew's Park, Skate Park, Spray Park, and Festival Plaza. Council report 0191/18 identified that the cost of the Mathew's Park and Skate Park washrooms were \$214,000 and \$212,000 respectively.

The consistency found in purchasing from the same supplier for these washrooms affords benefits such as acquisition of replacement parts as well as operation and maintenance.

The City has taken the lessons learned from fixtures installed in previous washrooms and implemented them in this washroom construction, including stainless steel fixtures to be installed from the factory to reduce the impact of vandals. The doors will be equipped with auto locking devices and will be open during select hours for summer and winter reflecting the park needs.

Global supply chains are still recovering from the 2020 global pandemic which crippled the supply of materials and manpower worldwide. The supply of playground equipment to date can still be uncertain at times. In August of 2023 it was identified that it was imperative that the City secure a build time from the washroom factory (through the supplier) to ensure that the washrooms are constructed and delivered prior to the time required for placement in 2024. The supplier was contacted and the necessary fixtures were ordered to ensure timely delivery in 2024. A total of \$237,135.73 was paid to secure supply, and delivery agreed upon for after May 2024.

The washrooms have been ordered and will arrive once the water and sewer lines have been installed by the park general contractor.

The tender for east Kin improvements contract is scheduled to be administered in 2024.

The washrooms will be delivered by the supplier when requested by the City in consult with the park improvement contractor. Once the washrooms have arrived they will be lifted and placed onto a pre-constructed foundation.

The City's Purchasing Policy No. 22/22 allows for the City to award a contract to a "sole source" without competitive process.

ORGANIZATIONAL:

To advise Council that the East Kin washrooms were secured in accordance with Council Policy No. 22/22 City Purchasing and Tendering Policy.

FINANCIAL:

**The deposit has been paid to secure the supply and delivery.
A costing breakdown is listed below.**

Washrooms	\$ 185,684.00
Freight	\$ 26,517.65
Engineering	\$ 10,080.00
Total	\$ 222,281.65
Pst	\$ 14,854.08
Total	\$ 237,135.73

FOLLOW UP ACTION: The washrooms will be installed once they arrive in 2024.

COMMUNITY CONSULTATION: Community Consultation was part of the Kin Park upgrades and Parks and Recreation Master Plans

COMMUNICATION:

DEPARTMENTS CONSULTED ON THIS REPORT: Parks

Attachments:

RESPECTFULLY SUBMITTED:

Jeremy Garner, Director of Public Works and Utilities

29 Nov 2023