



BOARD REPORT

TO:**Chair and Directors****File No:** 6130 10 04**SUBJECT:****Area C Parks Maintenance Agreement Extension****DESCRIPTION:**

Report from Darcy Mooney, October 13, 2017. Area C Parks Maintenance Agreement Extension R.B.W Forestry and Landscaping

RECOMMENDATION**#1:**

THAT: the Board empower the authorized signatories to extend the existing Electoral Area C Parks Maintenance Agreement with R.B.W Forestry and Landscaping Company for an additional 12 month term from November 1, 2017 expiring on October 31, 2018 for the maintenance of twenty (20) parks within Electoral Area C for the equivalent remuneration rates as the 2016/2017 maintenance season.

SHORT SUMMARY:

The agreement for the maintenance of twenty (20) parks within Area C expires on October 31, 2017. R.B.W Forestry and Landscaping Company (RBW) has been maintaining these parks for the past ten years. CSR D Parks has established a good working relationship with RBW because of the length of service the company has been providing the maintenance services.

VOTING:Unweighted
Corporate☐LGA Part 14
(Unweighted)☐Weighted
Corporate☒Stakeholder
(Weighted)☐**BACKGROUND:**

R.B.W Forestry and Landscaping Company (RBW) has been providing quality service as the parks maintenance contractor in Electoral Area C for over ten years. The current agreement includes the maintenance of several well-utilized parks in Area C such as Sorrento Blind Bay Park, John Evdokimoff Community Park, White Lake Community Park, Balmoral Trailhead and Cedar Heights Community Park. R.B.W has agreed to provide the maintenance services for an additional twelve month term for the same rates as the 2016/2017 season.

Staff is recommending an extension to the agreement with the existing contractor for the same rates as 2017, in order to provide staff with ample time to re-evaluate, amend and improve the existing scope of works for parks maintenance. The updated Area C Parks Plan recommends several improvements in maintenance standards that will need to be incorporated into new maintenance agreements. The Invitation to Tender for the Area C Parks Maintenance agreement will be released for public tender in the summer of 2018.

POLICY:

In accordance with Policy No. F-32, Procurement of Goods and Services, Board authorization is required for any sole source contract over \$10,000.

FINANCIAL:

RBW's remuneration rates (see attached "Schedule B, Remuneration Schedule") are cost effective with no increase to the rates for the next twelve months.

KEY ISSUES/CONCEPTS:

This extension will allow ample time for staff to re-evaluate, amend and improve the existing scope of works for parks maintenance services within Electoral Area C and release in a public tendering process.

IMPLEMENTATION:

If approved by the Board, the agreement will be executed by the CSRD and R.B.W and will commence on November 1, 2017.

COMMUNICATIONS:

R.B.W will be advised of the Board's decision.

DESIRED OUTCOMES:

The Board approve the recommendation to extend the existing parks maintenance agreement with R.B.W.

BOARD'S OPTIONS:

1. *Endorse the Recommendation.*
2. *Deny the Recommendation.*
3. *Defer.*
4. *Any other action deemed appropriate by the Board.*

LIST NAME OF REPORT(S) / DOCUMENT(S) AVAILABLE FROM STAFF:

Report Approval Details

Document Title:	Area C Parks Maintenance Contract Extension RBW Oct2017.docx
Attachments:	- Parks Maintenance Remuneration Schedule B.pdf
Final Approval Date:	Oct 17, 2017

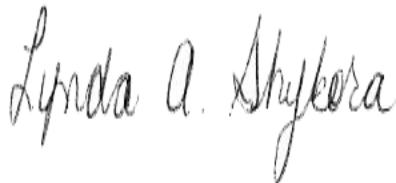
This report and all of its attachments were approved and signed as outlined below:



Darcy Mooney - Oct 17, 2017 - 8:39 AM

No Signature - Task assigned to Jodi Pierce was completed by assistant Chelsea Kraft

Jodi Pierce - Oct 17, 2017 - 11:14 AM



Lynda Shykora - Oct 17, 2017 - 11:28 AM



Charles Hamilton - Oct 17, 2017 - 11:36 AM