



ERRINGTON COMMUNITY PARK MODULAR WASHROOM AND CONCESSION BUILDING CONTRACT AWARD

RECOMMENDATION

That the Board approve a contract award to CIP Modular for \$455,500 for the manufacture and installation of a modular washroom and concession building for Errington Community Park.

BACKGROUND

Errington Community Park is home to the Errington Farmer’s Market, which runs every Saturday from May to the end of September. The existing concession and washroom building, which supports the Farmer’s Market, has reached the end of its lifespan, and no longer meets the needs of the community. Due to the condition of the existing building, a recommendation to replace the building was put forward by the Electoral Area F Parks and Open Space Advisory Committee at the September 28th, 2022, meeting and \$300,000 of Community Works Funds (CWF) were allocated to this project in the 2023 Community Park budget for Electoral Area F.

The new building will serve as a public washroom available for all park users, as well as a commercial kitchen for the Farmers Market and other events. Construction of the new building will begin after Halloween. The existing building will be demolished after the new building is constructed and occupancy has been granted.

Through design development, it became apparent that more funds would be required to complete the project. As such, at the July 25th, 2023, Committee of the Whole Meeting, an additional \$250,000 in Growing Community Funds (GCF) were allocated to the washroom concession building as per the following motion:

It was moved and seconded that the Board reallocate \$250,000 from line item 3 “Fire Protection – Coombs-Hillers, VFD Engine 105 Replacement” to line item 20 “Community Parks – Area F, Errington Community Parks Washroom and Concession” within the Growing Communities Fund July 25, 2023, staff report.

A public Request for Proposals (RFP) was posted on the RDN website and BCBid on July 25th. The RFP closed on August 18th and received one bid:

Vendor	CIP Modular
Base bid – <i>Supply & installation of modular building</i>	\$315,520
Provisional items – <i>kitchen appliances, accessible ramps and decking, commercial kitchen upgrades</i>	\$139,980
TOTAL	\$455,500

The bid from CIP Modular is valid until September 17, 2023.

FINANCIAL IMPLICATIONS

The Board has already approved \$300,000 for this washroom and concession project for Errington Community Park as part of the 2023 Electoral Area F Community Parks Budget utilizing Community Works Funds.

At the July 25th, 2023, Committee of the Whole Meeting, a motion was raised to allocate an additional \$250,000 in Growing Communities Funds to the Errington Community Park washroom and concession building project. The Growing Communities Fund must be allocated to this project to award this contract.

If the Growing Communities Fund budget is allocated to this project, there will be \$550,000 available. CIP Modular bid was \$455,500 which will leave a project contingency of \$94,500.

STRATEGIC PLAN ALIGNMENT

Social Wellbeing - Make the Region a safe and vibrant place for all, with a focus on children and families in programs and planning.

ATTACHMENTS

1. Attachment 1 – Errington Community Park Site Map
2. Attachment 2 – Proposed modular building images and floorplan.

REVIEWED BY:

- A. Gore, Superintendent, Parks Planning, Research and Development
- R. Daykin, Manager, Parks Services
- T. Moore, Chief Financial Officer
- T. Osborne, General Manager, Recreation and Parks / Acting Chief Administrative Officer