



June 29, 2023

TO: Park Board Chair and Commissioners
FROM: General Manager – Vancouver Board of Parks and Recreation
SUBJECT: Parks Procurement Efficiency Program - Construction (PPEP-C)

RECOMMENDATION

- A. THAT the Vancouver Board of Parks and Recreation (“Park Board”) authorize staff to negotiate to the satisfaction of the Park Board’s General Manager, the City of Vancouver’s (the “City”) Director of Legal Services, and the City’s Chief Purchasing Official and enter into a memoranda of understanding with the following Landscape and Civil Contractors: Cedar Crest Lands BC Ltd., GPM Civil Contracting Inc., Lafarge Canada, Landesign Landscape Construction Ltd., Rust Investments Ltd., and Wilco Civil Inc., to provide construction services on an as-needed basis, for a term of 3-years, with an estimated total program value of \$55M, plus applicable taxes over the initial three-year term, to be funded through the capital and operating budgets.
- B. THAT the City’s Director of Legal Services, Chief Purchasing Official and Park Board’s General Manager be authorized to execute on behalf of the Park Board the contract contemplated by Recommendation A;
- C. THAT no legal rights or obligations will be created by the Park Board’s adoption of Recommendations A and B above unless and until such contract is executed by the authorized signatories of the City as set out in these Recommendations.

REPORT SUMMARY

The Parks Procurement Efficiency Program – Construction (PPEP-C) program works to confirm a list of pre-qualified contractors vetted through the City’s procurement process to support capital delivery for a three-year period for the Board of Parks and Recreation (“Park Board”). The features of this program are as following:

- Reduces Approval Touchpoints - Bundles Bid Committee, Park Board and City Council approvals, in advance, at the beginning of the 3-year program.
- Quickens Award Process- Qualitative analysis of vendors completed during the establishment of the list, allowing price to be the sole criterion for subsequent individual construction procurements, expediting procurement timelines.
- Improves Delivery Quality - Pre-qualified list supports vendor management and quality control, enhanced fiscal responsibilities and escalation control, increased implementation efficiency due to improved quality control, and reduced administration.

The Request for Applications (“RFA”) evaluation committee and, subsequently, the Bid Committee, recommend that the Park Board enter into memoranda of understanding with the following pre-qualified contractors, provided that such memoranda of understanding shall not be entered into until it is also approved by Council as required by such policy:

1. Cedar Crest Lands BC Ltd.
2. GPM Civil Contracting Inc.
3. Lafarge Canada
4. Landesign Landscape Construction Ltd.
5. Rust Investments Ltd., dba Shangri-La Landscaping
6. Wilco Civil Inc

BOARD AUTHORITY / RELATED POLICY

As per the [Vancouver Charter](#), the Park Board has exclusive jurisdiction and control over all areas designated as permanent and temporary parks in the City of Vancouver, including any structures, programs and activities, fees, and improvements that occur within those parks.

As per the [Park Board Procurement Policy](#) approved in July 2022, all contracts with values from \$750,000 and less than \$2,000,000 require Vancouver Park Board approval, with Bid Committee and Chief Purchasing official concurrence.

All contracts with values of \$2,000,000 and greater require Council approval, with Vancouver Park Board, Park Board General Manager, City Manager and Director, Legal Services concurrence.

Capital project budgets are approved by the Board and Council through the Capital Plan and annual budget processes, and these approval processes will not change.

BACKGROUND

The Parks Procurement Efficiency Program – Construction (PPEP-C) is a 3-year procurement program which:

1. Creates a list of pre-qualified landscape contractors, vetted through the City's procurement process to support capital delivery for the Board of Parks and Recreation ("Park Board");
2. Bundles Bid Committee, Park Board and City Council approvals, in advance, at the beginning of the 3-year program; and
3. Supports the execution of Parks construction projects on an as-needed basis, through the program, per Procurement Policy.

This program would accelerate procurement timelines by approximately two months, at a time when escalation is approximately 1-2% per month. The procurement strategy for PPEP-C received support and approval from Bid Committee on March 2, 2023 and on June 22, 2023, Bid Committee recommended the program be brought to the Board and Council for a decision

Short-listed contractors will be required to sign a Memorandum of Understanding to receive a Request for Service with a Form of Agreement as and when there is a requirement.

Each project will be competitively bid to the list of pre-qualified, shortlisted vendors in alignment with procurement policy and awarded to the lowest bidder. Vancouver City Council and the Park Board of Commissioners will be informed of individual contract awards on a regular basis.

For complex projects requiring speciality contractors or materials, staff will have the option to pursue a typical tender process for these individual projects. Depending on threshold value, these projects would be brought forward to Bid Committee, the Park Board and Council for Contract Award decision.

DISCUSSION

Strategic Analysis

The RFA was issued in the accordance with the City of Vancouver and Park Board's Procurement Policies. The submissions were evaluated by a team of representatives from the Park Board Park Development team, under the guidance of Supply Chain Management. The evaluation examined the applicants' responses to the RFAs against pre-agreed evaluation criteria and weighting. Supply Chain Management evaluated and scored the Sustainability section.

Some of the Criteria considered in the overall evaluation process included:

- Expertise and Experience – *See Appendix A for full list of Expertise and Experience*
- Key Personnel
- Sub-Contractor Procurement
- Project Challenges and Alternative Solutions
- Quality Control
- Pricing
- Sustainability

Based on the overall evaluation, the following applicants will be offered the opportunity to enter into memoranda of understanding and participate in the program:

- Cedar Crest
- GPM
- Lafarge
- Landesign
- Shangri-La
- Wilco

Financial Implications

Board of Parks and Recreation Financial Planning & Analysis (FP&A) has reviewed the cost of the goods and/or service and concurs that funding is available from the Park Board 2019-2022 and 2023-2026 Capital Plans.

Legal

Park Board Procurement Policy requires that all contracts, renewals, extensions, and any other forms of commitments and contracts will be on terms and conditions approved by the City Solicitor.

All contracts awarded by the Park Board and valued over \$750,000 will be signed by the Chief Procurement Officer and the Vancouver Park Board General Manager.

All contracts awarded by Council valued at \$2,000,000 or greater will be signed by the Chief Procurement Officer, the Vancouver Park Board General Manager and the Director of Legal Services.

CONCLUSION

Staff recommend that, in order to support and improve Capital Delivery efficiencies, the Vancouver Park Board approve the entry into memoranda of understanding with the pre-qualified contractors as identified in this report for a 3-year term provided that such memoranda of understanding shall not be entered into until it is also approved by Council as required by such policy. Staff will keep the Board informed of contract awards under this program.

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Expertise and Experience

Responses were received from Blue Pine Enterprises Ltd., Cedar Crest Lands BC Ltd., Fricia Construction Inc., GPM Civil Contracting Inc., Holland Landscapers, Lafarge Canada, Landesign Landscape Construction Ltd., Oscar Renda Contracting Inc., Marathon Surfaces Inc., Rust Investments Ltd., dba Shangri-La Landscaping and Wilco Civil Inc.

The applicants that put forward their information for this RFA were evaluated to a large part (40%) on their expertise and experience, which requested demonstrated experience in the following:

- General Conditions and Site Preparation;
- Demolition and Earthworks;
- Drainage and Municipal Infrastructure, including Green infrastructure;
- Softscape;
- Landscape and Growing Medium;
- Landscape Maintenance;
- Sports Fields (Natural or Synthetic Turf) and Sports Courts;
- Furnishings and Play Equipment (including Recirculating Water Play Features);
- Hardscape;
- Structures; and
- Knowledge of Electrical Systems.