



Report Date: June 13, 2019

**TO:** Park Board Chair and Commissioners  
**FROM:** General Manager – Vancouver Board of Parks and Recreation  
**SUBJECT:** Pandora Park Renewal and New Dog Off-Leash Area – Contract Award

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## RECOMMENDATION

- A. THAT the Vancouver Park Board authorize staff to enter into a contract with Canadian Landscape and Civil Services Ltd., for the Pandora Park Renewal and New Dog Off-Leash Area with a total contract value of \$775,000.00 plus applicable taxes, to be funded through 2019-2022 Capital Budget;
- B. FURTHER THAT the Chief Purchasing Officer and Park Board General Manager be authorized to execute on behalf of the Board the contract contemplated by Recommendation A; and
- C. FURTHER THAT no legal rights or obligations will be created by Board 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

An Invitation to Tender (ITT PS20190439) was released May 8, 2019 to identify a qualified contractor to provide construction service for the Pandora Park Renewal and Dog Off-leash Area. The ITT was advertised on the City of Vancouver website and BC Bid and the work was called in accordance with the terms and condition of the City's Procurement Policy AF-015-01. The ITT evaluation committee, and, subsequently, the Bid Committee, have considered the responses received, and on that basis recommend that the Park Board enter into a contract as described above with Canadian Landscape and Civil Services Ltd.

This report describes the procurement methodology, provides background information about Pandora Park, outlines the engagement processes which informed development of the concept plan that guided the park renewal, and provides the rationale for creation of a new dog off-leash area in Pandora Park.

## BOARD AUTHORITY

As per the [Vancouver Charter](#), the Park Board has exclusive jurisdiction and control over parkland use in the City of Vancouver, including any structures, programs and activities, fees, and improvements that occur within parks.

The [Park Board's Procurement Policy](#) requires that contracts with values from \$500,000 and less than \$2,000,000 must be approved by the Park Board, with Bid Committee and Chief Purchasing Officer concurrence.

## REPORT

### Background/Context

Located a block north of Hastings Street at Nanaimo, Pandora Park is a 1.7 hectare neighbourhood park serving the socially diverse and vibrant neighbourhood of Grandview-Woodlands. [The Grandview-Woodland Community Plan](#) notes that the Grandview-Woodland's population is anticipated to increase by 28% by 2041. Additionally, the Grandview Woodland Community Plan policy notes that the Cedar Cove sub-area in which Pandora Park is located, provides an important stock of affordable rental housing that will continue to be protected as this housing stock is renewed.

Existing features found in Pandora Park include a water spray park, play areas, a community garden, lawn areas for passive recreation, four tennis courts, picnic tables, benches, and a fieldhouse containing public washrooms and an artist studio.

The renewal of Pandora Park began twelve years ago and was undertaken in phases as funding allowed. Park Board staff has engaged with the community over the years to prioritize the timing of delivery of improvements to Pandora Park.

Based on feedback from the community received during the most recent public consultation process and input from Operations staff, the Pandora Park project team developed a concept plan for renovation of the west side of the park. A wide range of potential options were explored to ensure all park users benefit from the park renewal. The final Pandora Park Concept Plan, attached to this report as Appendix A, included a new fenced dog off-leash area two renewed tennis courts, a new basketball court, passive open space, a new drinking fountain, seating and picnic areas.

The addition of an off-leash area in Pandora Park is in keeping with the [People, Parks and Dogs Strategy](#), which identifies Grandview-Woodlands as an underserved neighbourhood. It is also supported by the surrounding neighbourhood residents based on feedback received from the public consultation process, which included a design workshop, open house, and two online surveys. The Board approved the creation of the [Pandora Park New Dog Off-Leash Area](#) at the December 17, 2018 meeting. With the addition of the off-leash area in Pandora Park, residents of Grandview-Woodlands will enjoy access to safe and appealing fenced off-leash space. Stewardship participation will promote responsible dog ownership, and foster etiquette for off-leash activities.

During the first quarter of this year tender documents were prepared and, in keeping with standard Park Board practices, the project was publically tendered and notices were sent to thirteen (13) contractors. The tender was advertised on BC Bid as well as the City's website and was open for four (4) weeks, closing on June 6, 2019. Five (5) qualified bids were received. The tenders were reviewed by Park Board and Procurement staff as well as by the design consultant and the contractor submitting the lowest qualified tender is being recommended for award. Construction is anticipated to begin next month and be complete by late fall, 2019.

### Strategic Analysis

The ITT - PS20190439 was issued in the accordance with Park Board's Procurement Policy. Responses were received from:

<b>Company</b>	<b>Total Price</b>
Wilco Civil Inc.	\$1,114,553.00
Cedar Crest Lands BC Ltd	\$877,800.00
Shangri-La Landscaping (Rust Investments Ltd)	\$820,443.22
TGK Irrigation Ltd.	\$790,404.00
<b>Canadian Landscape and Civil Services Ltd.</b>	<b>\$775,000.00</b>

The responses were evaluated through the work of an evaluation team comprised of representatives from the consultant team, Park Development and Park Operations under the stewardship of Supply Chain Management to ascertain if the responses offered good overall value to the Park Board; both quantitative and qualitative factors were evaluated.

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

- the lowest tender price for the full scope of work;
- the proponents ability to meet the City's requirements;
- the proponents skill, knowledge, experience and reputation.

Based on the overall evaluation, the team concluded that the tender submitted by Canadian Landscape and Civil Services Ltd. best met the Park Board's requirements and provided best overall value. Canadian Landscape and Civil Services Ltd. have a history of constructing high quality public spaces in the City of Vancouver, including the recently completed Douglas Park Playground and nearly completed East Fraser Lands Neighbourhood Park South.

### Financial Implications

On June 13, 2019 the funding and associated contract award was presented to and received approval from the Bid Committee. Additionally, Finance has reviewed and confirmed that funding is available from the Capital Budget.

### Legal

The Park Board's Procurement Policy requires that all contracts that have been awarded by Bid Committee plus the Board will be signed by the Director of Legal Services.

### CONCLUSION

Staff recommend that the Vancouver Park Board enter into a contract with Canadian Landscape and Civil Services Ltd., for Pandora Park Renewal and Dog Off-Leash Area.

Canadian Landscape and Civil Services Ltd. has a proven record of constructing quality park projects and submitted the lowest tender price. The consultant team, along with Park Development and Operations staff, will work with the contractor to oversee construction and ensure the work is performed in accordance with the contract specifications, and is delivered on time and within the budget allocation.

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Pandora Park Concept Plan



**Key Features:**

- 1 Potential community garden extension
- 2 Path upgrade to Franklin Street
- 3 New park entrance at Franklin Street
- 4 New seating areas
- 5 New picnic area
- 6 Fenced off-leash dog area
- 7 New East West path connections
- 8 Two resurfaced tennis/pickleball courts
- 9 Basketball court
- 10 Drinking fountain