



Report Date: June 6, 2025

VanRIMS No.: 08-3000-30

[Submit comments to the Board](#)

TO: Park Board Chair and Commissioners
FROM: Director, Park Planning and Development
SUBJECT: Vancouver Technical Secondary School Synthetic Turf Renewal – License Agreement and Contract Award

RECOMMENDATIONS

- A. THAT the Vancouver Board of Parks and Recreation (“Park Board”) approve the Park Board entering into a licence agreement (the “Licence Agreement”) and constructing a synthetic turf field on a portion of the grounds of the Vancouver Technical Secondary School, based upon the key terms outlined in Appendix A of this report and upon such other terms and conditions to the satisfaction of the City of Vancouver’s Director of Legal Services and the General Manager of the Vancouver Board of Parks and Recreation.
- B. THAT the Board delegate the authority to sign the Licence Agreement to the General Manager of the Vancouver Board of Parks and Recreation.
- C. THAT the Park Board authorize Park Board staff to negotiate and execute a contract with an estimated total value of \$1,248,450 including GST with XL Turf Ltd for the supply and installation of FIFA Quality artificial turf system, including EPDM infill and shock pad underlay at Vancouver Technical Secondary School (VTSS) Synthetic Turf Field, to the satisfaction of the Park Board’s General Manager and the City of Vancouver’s (the “City”) Chief Purchasing Officer, for a term lasting until services are complete (estimated at approximately 18 months), and funded through the 2023-2026 Capital Budget.
- D. THAT the City’s Chief Purchasing Officer, and the Park Board’s General Manager be authorized and delegated authority to execute the contracts described in Recommendation C on behalf of the Park Board.
- E. THAT no legal rights or obligations will be created by the Park Board’s adoption of Recommendations C and D unless and until the Park Board’s authorized signatories execute the contracts set out in the Recommendations.

PURPOSE AND SUMMARY

This report seeks a Board decision to enter into a license agreement with the Vancouver School Board (VSB) for the construction of a synthetic turf field at Vancouver Technical Secondary School, and to delegate authority to the General Manager of Park Board to sign that agreement.

The report also provides an overview of various agreements pertaining to the synthetic turf field located on the Vancouver Technical Secondary School (VTSS) grounds and seeks a Board decision for the synthetic turf field renewal construction contract award. A Request for Proposal PS20251227-VBPR-RFP was issued on April 15, 2025, for construction services to install a replacement synthetic turf carpet with manufactured infill and new shock pad underlay at the VTSS Synthetic Turf Field. The RFP was advertised on the City of Vancouver website and BC Bid and the work was called in accordance with the terms and conditions of the City and Park Board Procurement Policies.

The RFP evaluation committee, and, subsequently, the Bid Committee, have considered the responses received, and on that basis recommend that the Park Board negotiate and if such negotiations are successful enter into a contract as described above with XL Turf Ltd. to renew the synthetic turf carpet and add a shock pad layer at VTSS, and seeks a decision to award the renewal construction contract.

BOARD AUTHORITY / PREVIOUS DECISIONS

As outlined in Section 488(3) of the [Vancouver Charter](#), the Park Board shall have the custody, care and management to the extent prescribed by Council of such other areas belonging to or held by the City as Council may from time to time determine.

On June 19, 2006, Council (1) approved a licence agreement amongst the City, the City as represented by Park Board, and the VSB, (2) approved funding for the construction of the VTSS synthetic turf field, and (3) designated the portion of the VSB's land to which the City received a licence to be under the custody, care and management of the Park Board. This agreement expires upon renewal of the field amenity.

On June 10, 2024, the Park Board approved the [Sport Field Strategy](#) to guide the approach to sport fields over the next 10 years, and Council was briefed on this strategy in July 2024. The strategy specifically prioritizes renewal of the synthetic turf field on VTSS lands during the 2023-2026 Capital Plan.

On June 3, 2025, Council (1) approved a Construction License Agreement with the City as represented by the Park Board, and the VSB to authorize the Park Board to complete a synthetic turf renewal at VTSS, and (2) designated the portion of the VSB's land to which the City received a licence to be under the custody, care and management of the Park Board.

As per the [Park Board Procurement Policy](#) approved in July 2022, Board approval is required for all contract awards valued at \$750,001 or greater.

As per the [City of Vancouver's Procurement Policy](#), approved in November 2023, Bid Committee approval is required for contract awards exceeding \$1,000,001.

CONTEXT AND BACKGROUND

The VTSS synthetic turf field is now over 17 years old and due for replacement. In May 2006, the Board approved the development of a synthetic turf sports field for park uses on a portion of the grounds at VTSS, located at 2600 East Broadway, a site that is owned by the VSB. Through license and operating agreements, the turf field is used by students of VTSS during school hours and by community groups through the Park Board booking system for the balance of the time.

This facility is an excellent example of a Park Board and School Board sport field partnership for the benefit of residents including field sport users.

The 2006 licence agreement, and with it the Park Board's authority over the licence area, expires upon renewal of the field amenity. Accordingly, a current construction license agreement was authorized by Council on June 3, 2025. Staff are in the final stages of negotiating a Joint Use and Agreement (JUA) to inform shared use, maintenance and operating responsibilities for the field's use following completion of the renewal project, and a Council decision for authorization of the JUA to the Park Board General Manager is anticipated in the summer of 2025.

DISCUSSION

The RFP was issued in the accordance with Park Board's Procurement Policy. Two companies responded:

1. GTR Turf
2. XL Turf

The responses were evaluated through the work of an evaluation team comprised of representatives from Park Board 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 proposal price for the full scope of work;
- the proponent's ability to meet the Park Board's requirements;
- the proponent's skill, knowledge, experience and reputation; and
- the proponent's work plan and methodology.

The proposal from GTR Turf was deemed non-compliant due to its failure to meet mandatory quality criteria in the RFP. The proposal from XL Turf Ltd. met all the RFP and quality requirements and is recommended as the winning proposal.

FINANCIAL CONSIDERATIONS

The total construction costs of the renewal project are estimated to be \$1,248,450 including GST. Funding for this project has been approved as part of the 2025 Capital Budget.

LEGAL CONSIDERATIONS

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 \$750,001 will be signed by the Bid Committee and Chief Purchasing Official.

CONCLUSION AND NEXT STEPS

Staff recommend that the Vancouver Park Board enter into a license agreement with the Vancouver School Board (VSB) for the construction of a synthetic turf field at Vancouver Technical Secondary School, and to delegate authority to the General Manager of Park Board to sign that agreement. Staff recommend further that the Vancouver Park Board negotiate and enter into a

contract for a term of 18 months or until services are complete, with XL Turf Ltd., for construction services to supply and install a synthetic turf carpet with manufactured infill and shock pad underlay at Vancouver Technical Secondary School. The renewal project will commence in late June and is anticipated to be complete by late August 2025. A Joint Use Agreement will be finalized before the field is reopened for use by students and field users.

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APPENDIX A

VSBS Licence Agreement Key Terms

Licence to construct:

- School Board grants a non-exclusive licence to the City to enter, occupy and construct on the licence area, with the City's rights and obligations thereunder to be performed by Park Board
- City/Park Board is responsible to construct the improvements in the licence area
- Improvements include a replacement synthetic turf system with shock pad and manufactured infill
- City/Park Board is responsible for obtaining all necessary permits and complying with all applicable laws in connection with the construction, including environmental laws

Licence fee:

- The City/Park Board will pay the School Board a licence fee of ten dollars plus taxes

Permitted use:

- The licence area may only be used for the purpose of constructing the improvements
- City/Park Board will not use lands outside of the licence area without prior approval of the School Board

Construction of improvements and standards of work:

- Plans and specifications are to be attached to the licence agreement
- City/Park Board will not make any material changes to the plans and specifications without prior written approval of the School Board
- City/Park Board is responsible for site security and safety of the license area
- All products and materials will be in accordance with the plans and specifications
- All work performed will be in accordance with industry best practices and in accordance with the plans and specifications
- The improvements will be free of defects and deficiencies upon completion
- City/Park Board is responsible for plans, specifications and construction supervision

Condition of license area:

- City/Park Board accepts the current condition of the license area as is, where is
- City/Park Board is responsible for contacting applicable utility companies or municipal officials to identify any underground utilities and take appropriate safety measures to prevent damage
- City/Park Board will not use the licence area for illegal or unlawful purpose

- City/Park Board will not damage the licence area including release of any hazardous materials
- City/Park Board is responsible for maintaining and repairing the licence area and keeping it in safe and sanitary condition

Term:

- Construction completion is targeted for September, however the license agreement termination date will be December 31, 2025 or such other date mutually agreed to by the School Board and City/Park Board
- If City/Park Board fails to comply with provisions of the licence agreement, the School Board may terminate the agreement if the default is not rectified within a reasonable period of time

Construction costs:

- City/Park Board is solely responsible for all costs and expenses of construction

Ownership:

- The improvements will be fixtures forming part of the lands and will be legally owned by the School Board

Operating agreement:

- During or after the construction of the improvements, the School Board and City/Park Board will try to agree, subject to Council and Park Board approval, on an operating agreement to address the parties' responsibilities for use, operations and maintenance