



Staff Report for Committee of the Whole Meeting

Date of Meeting: November 20, 2017

Report Number: SRCS.17.26

Department: Community Services
Division: Public Works Operations

Subject: Tennis Court Inspections & Conditional Analysis Study
Change of Scope to RFQ-65-17

Purpose:

To seek approval for the additional funding to facilitate a scope change to RFQ-65-17; Tennis Court Inspections and Conditional Analysis Study of Town outdoor tennis courts.

Recommendation(s):

- a) That additional funding in the amount of \$13,000 (excluding taxes) be allocated from the Infrastructure Repair and Replacement Reserve Fund to the approved 2017 capital budget for the Tennis Court Inspections & Conditional Analysis Study pursuant to RFQ-65-17; and
- b) That the Commissioner of Community Services be authorized to execute any necessary documentation to affect the contract.

Contact Person:

Grant Taylor, Director of Public Works Operations, Extension 2966

Report Approval:

Submitted by: Shane Baker, Commissioner of Community Services

Approved by: Neil Garbe, Chief Administrative Officer

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), Town Solicitor (as required), Commissioner, and Chief Administrative Officer. Details of the reports approval are attached.

Background:

The Town's park infrastructure includes a variety of court surfaces including tennis. There are approximately eighty (80) tennis courts located throughout the Town's parks and open spaces. These facilities range in layout, construction and court surfaces, fencing, illumination, age, condition and supporting amenities.

Council recently approved a Tennis Strategy. Through the development of the strategy, staff received feedback and supporting recommendations regarding both future and existing tennis facilities.

As part of the 2017 budget process, Council approved a Capital Business Case for a study to determine the current state of Town tennis courts.

Through RFQ-65-17, GHD Limited was awarded a contract to complete the tennis court assessment and conditional analysis study. The majority of this work has been completed, however staff identified that additional information beyond the original project scope would provide a more complete understanding of the current state and help to develop a rehabilitation strategy. The additional scope includes the development of a priority rating analysis that will inform future capital budget decisions.

Financial/Staffing/Other Implications:

The 2017 approved Capital Budget for this project is \$20,000.

Staff is requesting an additional \$13,000 (excluding taxes) to cover the cost of the additional work. It is recommended that these funds be allocated from the Infrastructure Repair and Replacement Reserve Fund.

Relationship to the Strategic Plan:

The implementation will support many aspects of the Town's Strategic Plan from Stronger Connections to a More Vibrant Richmond Hill; Wise Management of Resources and the provision of exceptional public service to the community by providing safe, sustainable infrastructure that meets the expectations of the community.

Conclusion:

That additional funding be allocated to support the completion of a comprehensive outdoor tennis court inspections and conditional analysis study.

Report Approval Details

Document Title:	SRCS.17.19 - Change of Scope Tennis tm gt.docx
Attachments:	
Final Approval Date:	Nov 8, 2017

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

Grant Taylor - Nov 8, 2017 - 10:04 AM

**No Signature - Task assigned to Shane Baker was completed by delegate
Darlene Joslin**

Shane Baker - Nov 8, 2017 - 10:54 AM

David Dexter - Nov 8, 2017 - 12:37 PM

Neil Garbe - Nov 8, 2017 - 12:43 PM