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## MANAGEMENT REPORT

**Date:** May 8, 2023  
**To:** Mayor and Council  
**From:** Mark Hackett, Manager of Community Facilities  
**Report #:** COU23-063  
**Attachments:** None

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**Title:** Artificial Turf Field Infill Material – Tender T-2023-19 Award

**Objective:** To provide Council with information and to award Tender T-2023-19 for the supply and installation of new infill material for the Artificial Turf Field at the Packham Sports Complex.

**Background:** At the March 27, 2023 Council Meeting, Council approved the capital expenditure of \$150,000 for the installation of new infill material at the Artificial Turf Field. Funding for this approval is existing reserve funds in the recreation reserve.

Additional infill material is required to ensure that the facility does not have an unsafe playing surface. An unsafe playing surface has the potential to result in the field not meeting industry standards and create scheduling conflicts which would negatively impact the operations of events for organizations and sports user groups.

There is currently a high demand for soccer for all ages in the City, with the Artificial Turf Field being the highest utilized facility.

The replacement of the infill material will result in an improvement to the facility and create the potential for further increased usage with additional events and bookings.

**Analysis:** In conjunction with the Purchasing Clerk, Community Services Staff issued T-2023-19 which was posted on March 30, 2023. Three submissions were received:

- Clean Turf Canada Inc. - \$79,213.00 (including HST).
- Les Surfaces Sécuritaires Carpell Inc. - \$135,829.32 (including HST).
- WorldWide Turf Inc. - \$211,418.03 (including HST).

Staff has reviewed and evaluated the three submissions received. All three submissions received meet the scope of work and specifications as outlined in the tender including the approved product material and colour, the established project completion timeframe, and all other applicable project requirements. Staff recognize that the lowest

bidder is significantly below the budget and other bidders but are confident that all elements of the scope have been met, including positive feedback from references.

It is recommended by staff that T-2023-19 be awarded to the lowest bid, Clean Turf Canada Inc.

**Financial Implications:**

**Financial impact to current year operating budget:**

There is no direct financial impact to the current operating budget from this Tender award due to the identified existing funding. The funding not required from the original budget will remain in the reserve fund for future capital requirements.

**Financial impact on future year operating budget:**

Annual field maintenance including levelling the infill material, grooming the field, and preventative maintenance will be included in future operating budgets. These types of repairs are required over the lifespan of the field and will continue to be included in the general operating budgets each year.

**Link to asset management plan and strategy:**

This repair is expected to ensure that the estimated useful life of the initial capital investment in the turf field asset of 30 years can be realized. The repair will result in an improvement to the facility with the potential to increase the flexibility of uses for the facility.

**Alignment with Strategic Priorities:**

**Developing our Resources**

Optimizing Stratford's physical assets and digital resources. Planning a sustainable future for Stratford's resources and environment.

**Alignment with One Planet Principles:**

**Health and Happiness**

Encouraging active, social, meaningful lives to promote good health and wellbeing.

**Staff Recommendation: THAT the Tender [T-2023-19] for the Supply and Installation of New Infill Material for the Artificial Turf Field, be awarded to Clean Turf Canada Inc. at a total tender price of \$79,213.00, including HST;**

**AND THAT the Mayor and Clerk, or their respective delegates, be authorized to sign all necessary tender contract documents.**

**Prepared by:** Mark Hackett, Manager of Community Facilities  
**Recommended by:** Tim Wolfe, Director of Community Services  
Joan Thomson, Chief Administrative Officer