CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Heritage Room in City Hall on July 30, 1991 at 8:30am.

In attendance were K. Janna Taylor, Parks & Recreation Director and Alderman Mike Thompson.

Also in attendance for Item No. 3 were Larry Wheeler, Recreation Manager, Tom Annandale, Architect, Wai-Sue Seto, J. Reeve Consultants Ltd. and Judith Reeve, Landscape Architect.

Item No. 1 **Capital Budget**

General discussion on projects to be taken from the 1991 Parks & Recreation Department Capital Budget.

Recommendation

That the following projects be taken to Council for approval from the Parks & Recreation Department Capital.

a)	Westwood Tennis Courts - resurfaced	$8,000
b)	Hyde Creek & Wilson Centre kiln repair	1,500
c)	Hyde Creek re-wire pool lighting	2,900
d)	Arena - replace brine balance tank	1,200

Carried

Item No. 2 **Equipment Tender - Utility Tractor/Loader**

The recommendation to purchase the tractor/loader from Rollins Machinery Ltd. at a cost of $19,966 was discussed, the report from the Purchasing Manager and the mechanic appeared to conflict each other.

Prior to taking this to City Council for approval, the Parks & Recreation Director will get clarification on the reports.

Recommendation

To bring item back for discussion to Committee.

Carried

Item No. 3 **Reeve Street Park**

The Committee spent considerable time refining issues with the consultants. A copy of the minutes of the meeting are attached.

ADJOURNMENT:
The meeting adjourned at 1:30pm.

M. Thompson, Chairman

Janna Taylor, Secretary

JUL 30 1991

FROM: T. DAY

DEPARTMENT: PURCHASING

SUBJECT TO: G. VONCINA
OPERATIONS MANAGER.

DATE: JULY 03, 1991

SUBJECT: LOADER/DOZER & UTILITY TRACTOR/ LOADER REQ # 30170.

MESSAGE

Gord.

I recommend we purchase the Loader/Dozer from Surfwood Supply Ltd. and the Utility Tractor/loader from Rollins Machinery Ltd.

May I have your comments please.

Thanks

Terry

REPLY FROM

DATE

BLUELINE A 10-E or D 5905 (250 pkg.) D 4905 (50 pkg.)

BLUELINE INTER-OFFICE MEMO

TO REPLY: RETAIN WHITE ORIGINAL — RETURN PINK

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RECAP

DATE: JULY 3, 1991

LOADER/DOZER & UTILITY TRACTOR/LOADER REQ #: 30170

ITEM	ROLLINS MACHINERY	SURE-WOOD SLAPLY	FRIESEN EQUIP.	CASE POWER EQUIP.	SUNTRACT RENT.	PIKES CONSTRUCTION
1	$ 17,087.00	✓ $ 13,159.00 ~~16,347.00~~	20,100.00	15,900.00	15366.00	14822.00
2	✓ 19,996.00	29,952.00	31,980.00	NQ	NQ	NQ
TOTAL	$ 37,083.00	$ 43,111.00 ~~46,301.00~~	52,080.00	15900.00	15366.00	14822.00
GST	2595.81	3017.77 ~~3241.07~~	3645.60	1113.00	1075.62	1037.54
PST	2224.98	2586.66 ~~2778.00~~	3124.80	954.00	921.96	889.32
TOTAL	$ 41,903.79	$ 48,715.43 ~~52,320.07~~	$ 58850.40	(PART) $ 17967.00	(PART) $ 17363.58	$ 16748.86
DEL.	2 TO 3 WEEKS.	1) 10-14 DAYS 2) 4-6 WEEKS.	2 WEEKS.	JULY 31/91	2 WEEKS.	3 WEEKS
MAKE	1) FORD L455. 2) FORD 2120.	1) MALBRE M-543. 2) KUBOTA L4350.	1) JD 575 2) JD 1070.	CASE 1991 UNILOADER MOD 1825. ~~CASE~~	MUSTANG 920	GEHL SL3615. DIRT CONSTRUCTION BUCKET INCL.
EXTRAS	SNOW BUCKET 462.00	✓ 300.00	525.00	750.00	425.00	279.00
	BLADE 1772.00	2000.00	2200.00	1800.00	1875.00	1425.00
	FORKS 735.00	500.00	749.00	800.00	510.00	✓ 462.00
	WHEELS 427.00	390.00	600.00	720.00	= 385.00	463.00
	MINI BUCKET 3400.00	✓ 2080.00	NQ	2250.00	NQ	NQ
	MINI FORKS N/Q	N/Q	NQ.	NQ	NQ.	NQ
TOTAL (TRIM 2)	3850.00	2395.00	7156.00	—	—	—
TRIM 2 TRADE	16,146.00 + TAXES	27,557.00 + TAXES	24,824.00 + TAXES.	OPTION. 1989 MODEL. $ 14500.00 + TAXES.		

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RECAP

DATE: JUL 23, 1991

LOADER/DOZER & UTILITY TRACTOR/LOADER REQ #: 30170.

ITEM	CENTRAL VALLEY	BOBCAT COUNTRY	~~[illegible]~~
1	15216.00	19305.00	
2	NQ	NQ	
SUBTOTAL	15216.00	19305.00	
GST	1065.12	1351.35	
SST	912.96	1158.30	
TOTAL	$ 17194.08	$ 21814.65	
DEL.	JUL 16/91	2 WEEKS.	
OFFER 1)	CASE 1825D	MGL BOE M543.	
" 2)			
OPTIONS -	SNOW BUCKET 408.00	405.00	
	BLADE ✓ 1445.00	1650.00	
	FORKS 437.00	475.00	
	WHEELS = 325.00	580.00	
	MULCHER NQ	2325.00	
	TRENCHER NQ	NQ.	
TRADE-IN (ITEM) —			
	OPTION.		
	DEMO UNIT.		
	15,000.00		
	+ TAXES.		

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Requisition # 30170

one (1) Utility Tractor

The unit required is to have a fully enclosed ROPS cab, a front end loader assembly, a 3 point hitch and auxillary hydraulics front and rear.

After veiwing the offers in regards to specifications, I have concluded the following:

1) The lowest bid, (John Deere from Friesen Equipment) does not meet our specs for the transmission and the front aux. hyd.

   A selector valve and lines to front end could be added for the front aux. hyd.(I have added 400.60 in on the grand total shown on the specification summary.) This bid still remains low.

   Transmission as requested on our specifications is not available on the unit offered.(cannot be added)

2) Suggest purchasing the Ford from Rollins Machinery,which is the lowest bid meeting specifications.

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SUMMARY: UTILITY TRACTOR

DEALER	NAME		Rollins	Surfwood	Friesen
	AREA		Van	Van	Abbotsford
Price OK to	Date		not stated	sept 2/91	not stated
PRICE no tax	STATE				
	Tractor		19996.00	20826.00	22856.00
	Cab		4721.00	5485.00	4975.00
	F.E.L		5578.00	4636.00	3599.00
	3 Point		incld	incld	incld
	Aux Hyd R		incld	incld	550.00
see note 1	aux hyd F		incld	incld	400.00
below					
	total		30295.00	30947.00	32380.00
minus	TRADE		3850.00	2395.00	7156.00
	total		26445.00	28552.00	25224.00
Prov tax			1586.70	1713.12	1513.44
GST			1851.15	1998.64	1765.68
Grand	TOTAL		29882.85	32263.76	28503.12
WARRANTY	STATE		???????	???????	2 years
DELIVERY	DATE		10 D	4/6 week	2 week
	YARDS		yes	yes	?
MAKE			Ford	Kubota	John Deere
MODEL			2120	L4350 HDTw	1070
TYPE	Util/ 4WD		yes	yes	yes
ROPS	encld Cab		yes	yes	yes
WEIGHTS					
Tractor only	3700-4000		3860	3930	3900
Cab	State		750	450	400
F.E.L	State		1460	1250	798
3 point	State		incld	incld	incld
Aux Hyd	State		15	incld	incld
	Total		6085	5630	5098
ENGINE	Diesel		yes	yes	yes
	4 cyl.		yes	yes	yes
	38-45 hp		42.6	47	38.5
	40' Anti-F		yes	yes	yes
Trans	hyd shut sh.		yes	yes	no
	power rev		yes	yes	no
BRAKES	IB. Wet D		yes	yes	yes

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Steering	hyd power	yes	yes	yes
Tires Frt	8x18, 10P	25x8.5-15,4P	9.5x16 ??	27x8.5-15 ??
rear	13.6x28,8P	18.4x16.1,4P	13.6x28 ??	44x18-20 ??
	diam. turf	turf	yes	turf
CAB	ROPS	yes	yes	yes
	full enclsd	yes	yes	yes
	heat/defrst	yes	yes	yes
	pressurized	yes	yes	yes
	horn	yes	yes	yes
	seat belt	yes	yes	yes
	floor mat	yes	yes	yes
Mirrors	2 outside	yes	yes	yes
	1 inside	yes	yes	yes
Lights	head	yes	yes	yes
	brake	yes	yes	yes
	tail	yes	yes	yes
	signals	yes	yes	yes
	rotary	yes	yes	yes
	4 way	yes	yes	yes
	rear flood	yes	yes	yes
	dome	yes	yes	yes
	meetBCMV	yes	yes	yes
Access.	F.E.L	yes	yes	yes
	Frt bucket	yes	yes	yes
	3 point Hit	yes	yes	yes
	live PTO	yes	yes	yes
AUX HYD	front	yes	yes	no ADD $
	rear	yes	yes	yes
Manuals	Service	yes	yes	yes
	Opertators	yes	yes	yes
	Tech repair	yes	yes	yes
	Parts	yes	yes	yes

Note 1 : Front aux hyd not available -John Deere, Friesen Equip.
$400.00 for us to install a selector valve and hyd lines to front.

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Minutes of Meeting with Committee Members
Date : July 23, 1991
Location : Port Coquitlam City Hall Heritage Room

Attendees:

Mike Thompson, Alderman
Janna Taylor, Director - Pt. Coq. Parks/Rec.
Larry Wheeler, Program Director
Judith Reeve, Landscape Architect
Tom Annandale, Architect
Wai-Sue Seto, J. Reeve Consultants Ltd.

Agenda:

A. Review of revised layout of fields as per comments of committee meeting - July 9, 1991.
B. Further discussion of architectural function and conceptual form.
C. Review and discuss presentation strategy.

Comments:

A - Field Layout Concept

1. Play fields required : 3 - Regular soccer fields - (195 x 330) w/ portable bleachers
   1 - Senior (Tournament Play) - (210 x 330)
   2 - Softball diamonds (regular play) with semi - permanent Home Run fencing and portable bleachers
   1 - Softball diamond for League Play with permanent bleachers

2. One soccer field will be deleted to provide space for softball use exclusively.

3. Agreed location of two softball diamonds north of "Field House" location is: one will face northwest and the other will face southeast.

4. One field will be split and used as two children's play fields.

5. All agree there is to be no all weather field located in park. If needed it will be located elsewhere.

6. Janna will investigate - type of fields drainage: Cell System vs. Sand with Irrigation
   - affordability vs. longevity
   - maintenance costs vs. capital costs

   prefered by other municipalities.

7. Design team is to review placement of turnaround and consider a shortened access to parking area from roadway.
8. Fencing around group picnic area is not a major consideration.

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Wedding/Receptions/Rentable space for functions may be achieved at the lawn bowling facility as it is adjacent to garden area.

9. Scope of contract to design the "active" area for Reeve St. Park will be re-evaluated to include conceptual design and planning of area south of proposed parking to park entrance: propose location of picnic area, lacrosse court, skateboard park, trails, and treatment of east slough edge.

JRC to provide status report of budget for design work to date. Janna and Mike will investigate possibilities of extending contract and scope of work.

B - Architectural Structures

1. Caretakers residence: 900 sqft. proposed
   - living room
   - dining room
   - bedroom w/ ensuite
   - deck
   - washroom
   - utility

Ground floor to be storage of park maintenance equipment: mowers, weedeaters, tools etc.

Bachelor's suite is prefered, but should be comfortable for a couple. Tom is to obtain specifications from examples in Vancouver Parks system.

2. Janna would like provision of storage of equipment for large programmed functions ie. tents, flag poles, signs, fences, gates, etc.

3. Powers poles at pedestrian entrance and across at dyke edge will remain. to denote underground trenching location.

4. Structure at far east edge of soccer fields is to have:
   - changing rooms w/o shower
   - storage for lime
   - washrooms
   - upper level open viewing deck
   - PA system/score boards.

Larger changing rooms at this structure are prefered in lieu of providing shower facilities. Shower facilities may be included in the field house building.

Conceptual layout of space is O.K., Tom/Judith will investigate facility planning in other municipal parks - Burnaby, Surrey , re: sizing of facilities, use scheduling, and layout.

5. Can this be the center for games control because of central location amoung fields?
   - will need officials room, info office, storage for games equipment etc.

6. Pitched roof lines are preferred; no flat roofs.

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7. Main park facility building:
   - changing rooms
   - meeting rooms
   - concessions
   - storage
   - officials room ?
   - 24hr room - bar, rec, room?
   - info office/first aid
   - bleacher

   Tom to investigate example at Richmonds Minoru Park.

8. Staffing for park activities both active and passive ie. interpretation programs ? Will there be an office for programming staff ?

9. Divisible storage compartments for teams, possibly under the portable semi-permanent bleachers at the far west soccer fields; or provision of this type of storage is provided in the main building.

   And storage is needed for meeting rooms eg. tables and chairs in the main facility building.

10. Concessions stand orietation changed from southeast facing to southwest facing. Pt. Coq. Parks will have further discussions internally re: placement of concessions.

11. Lawn bowling facility :
    - meeting room w/ kitchen
    - lounge space
    - washrooms
    - phones
    - tea room/trellised garden room
    - lockers?

12. Night use of lit tennis and lawn bowling will be coordinated by Pt. Coq. Parks.
    - provision of cashier to run operation?
    - staffing for info center, seniors' programs etc.?

13. Pt. Coq. Parks is to solidify program; proposed concept will remain tentative. Final decision for building facility and program will be deferred until later. Lawn bowling green will be included in phase 3 or 4.

14. The final decision on the option for detention ponds at front entrance turnaround is pending further discussions with team engineer.

C - Strategy For Council Presentation

1. Council meeting is tenatively scheduled for Oct. 9, 1991.
   - council will want to know costing and phasing of park development.

2. Judith is to write an agenda of requirements needed for council meeting and send faxed copy to Janna.

3. Janna and Judith are to organize presentation strategy.

4. JRC to submit a status of budget and cost for extra design work to Pt. Coq. (Janna/Mike) before August 12.

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