

**To:** David Creery, Chief Administrative Officer  
**From:** Brian Connors, Director of Parks & Recreation  
**Re:** Single Source Tip O'Neill Bleacher Tender

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**AIM**

To seek the Council's approval to award the Tip O'Neill ball diamond capital project PKS00069 to W.H Reynolds (Cambridge) Ltd.

**BACKGROUND**

Improvements to the premier Tip O'Neill ball diamond have been ongoing for several years. This year the capital budget includes \$110,000 for the installation of bleacher seating. The Parks Department received one sealed bid at the closing of this formal tender process, to supply and install an elevated 200 spectator bleacher system with accessible ramps and seating. The sole bid is under the budget amount. As there is only one bid, staff requires Council approval pursuant to the Procurement By-law.

**COMMENTS**

Staff would like the commitment of funding to secure the bleacher system pricing as the price of aluminum and steel fluctuates. This would also ensure the delivery and set up of the bleacher system before the start of league play.

**RECOMMENDATION**

That Woodstock City Council approves \$101,220.00 plus H.S.T. to W.H. Reynolds Ltd. of Cambridge for Tip O'Neill ball diamond capital project PKS00069.

*Authored by: Chris Kern, Supervisor of Parks and Forestry*

*Authored by: Brian Connors, Director of Parks and Recreation*

*Approved by: David Creery, M.B.A., P.Eng., Chief Administrative Officer*