Staff Report

Report To:	General Committee
Meeting Date:	August 11, 2026
Prepared By:	Phil Wood, Director of Operations Chad Davis, Supervisor of Parks
Report Number:	2026-124
Subject:	Project 260036 - MURF Ball Diamonds and Pickleball Excavation Tender

Recommendation

THAT report 2026-124 - Project 260036 - MURF Ball Diamonds and Pickleball Excavation Tender be received.

Background

In 2026 Council approved two (2) capital projects to begin construction on two (2) new baseball/softball diamonds and four (4) new pickleball courts. The project scopes are directly related to the longer term Multi-Use Recreation Facility (MURF) project which included the listed outdoor sports field improvements. The completed MURF project design included detailed designs for the outdoor sports field improvements, including the ball diamonds and pickleball courts.

In late 2025, the province of Ontario announced the award of $978,832 in funding grants in support of the roof replacement project at the Memorial Center. Following the grant funding announcement, Council directed staff to prepare a 2026 capital project to move forward with construction of the ball fields and pickleball courts.

To complete the projects within the boundaries of the existing landscapes, independently of the remaining scopes of the MURF expansion and within the budget requires City Operations staff to undertake the project preparation and management rather than utilize an engineering consultant for project management. Instead the project would need to segmented into several projects that can be managed by operations staff. Proceeding in this direction would result in approximately 25% of the overall project cost.

Staff utilized the MURF design package to create tenderable project scopes, and construction schedules for the project to be managed by in-house Operations staff. These scopes of work include:

- Scope 1 – Excavation, and Site Works Scope
- Scope 2 – Lighting, and Electrical Works Scope

- Scope 3 – Fencing Scope
- Scope 4 – Infield Clay Scope

The first project tendered was the excavation and site works scope. This project was tendered in July and and closed August 4, 2026. The lowest cost acceptable tender was within the overall project budget but exceeded the projected costs for that scope. As a result, modifications to the project schedule and deliverables may be required in order to reduce costs. Alternatively, as tendering proceeds with subsequent projects of electrical & lighting, supply of fencing and supply of sports clay the total of the costs of the 4 scopes within this project may exceed the total approved budget which will require Council approval prior to proceeding.

The objective of this report is to provide Council with detail of the project scopes, schedules, projected costs and results of the tendering of the first project scope.

Analysis

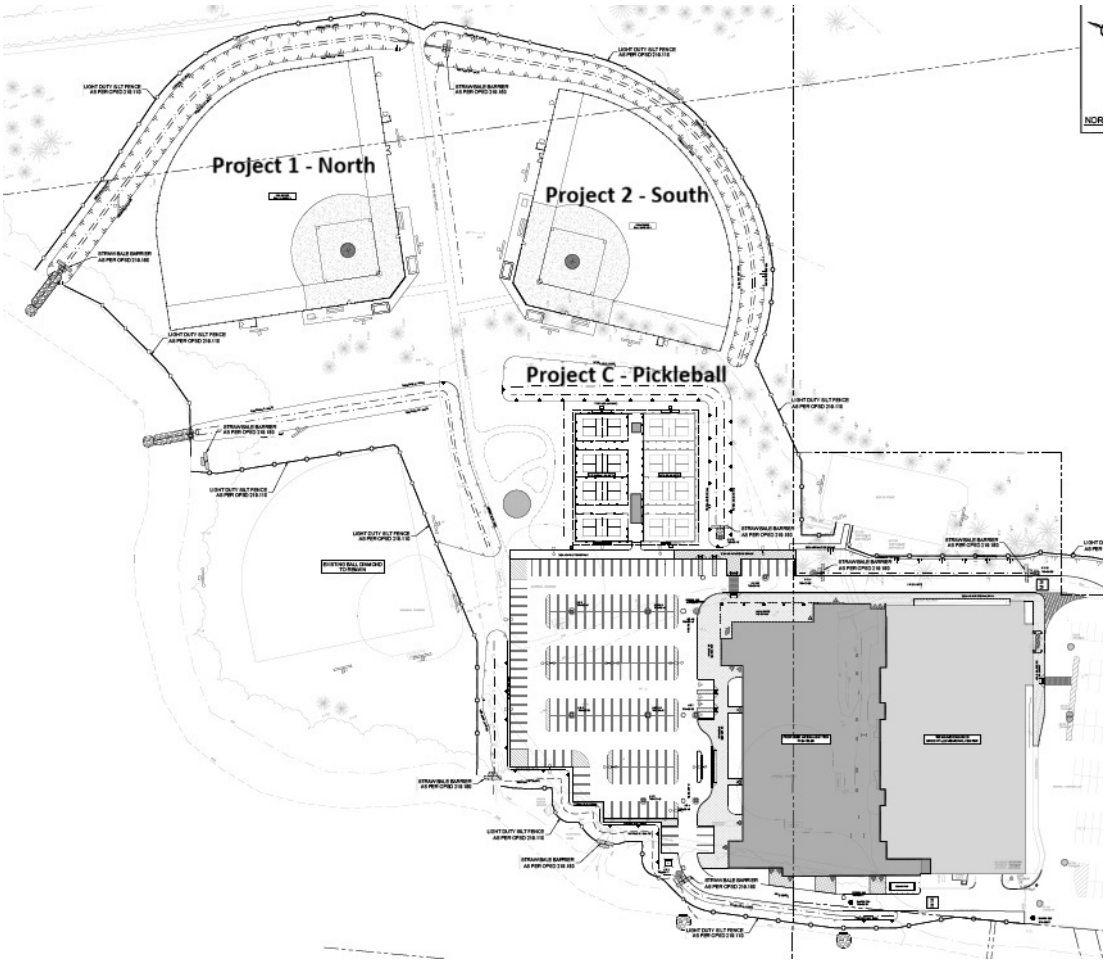
Design and Project Preparation:

The complete design of the MURF project included reconstruction of the outdoor sports fields to build new ball diamonds and pickleball court facilities. That design proposed a significant landscaping project that would be undertaken during the construction of the arena expansion.

The approved 2026 capital project will see the construction of the new ball fields and pickleball courts within the constraints of the existing property landscaping for significantly less cost. In order for staff to manage this project in a cost effective manner, the project was broken down into four (4) project deliverables.

- Project Scope 1 is the excavation and site works needed to excavate, grade and install all granular, soil, asphalt, and drainage finished with new grass as needed.
- Project Scope 2 is electrical and lighting including new lighting, poles, conduit, wiring and branch circuit protection to illuminate the new ball diamonds and pickleball courts.
- Project Scope 3 is the fencing, which will supply and install all the perimeter fencing, ball diamond backstops and pickleball courts.
- Project Scope 4 is the supply of the specialty clay products for the new ball diamonds.

For reference a modified site plan drawing indicates the three (3) project scopes:



Project Management:

In preparation of the project, the cost for project administration was quoted tat a cost in excess of $120,000. Breaking the total project into the four scopes permits staff to manage the project schedule, expenses and contractors individually without the need of an external contract administrator. This approach has been utilized for projects such as the supply of new docks at Tunnel Bay and Ernie Fox Quay in 2022, Tunnel lighting and repair projects in 2024, and all recent Brock Trail construction projects. In these examples, staff established manageable scopes of project deliverables and reported to Council throughout the project to ensure City Procurement and Budgetary Control Policies are adhered to.

Tender Results:

Utilizing the detailed design package prepared by the City's engineering and architecture consultant, City staff prepared a tender package for the excavation and site works scope. The package was tendered in July and closed on August 5, 2026. The City received tender packages from three (3) qualified construction contractors to complete the site works for the project. The lowest cost acceptable tender was the submission from Ken Miller Excavating with a total cost of $551,665.31 including net HST. The

details of the tender results for the excavation and site work project scope are provided in the the Financial Implications section of this report.

The cost to complete this scope of work are within the approved overall budget. However, the cost for this scope of work exceed the projected costs for the scope of work. As a result, the project costs will exceed the approved budget following the completion of tendering the remaining scopes of work for lighting and electrical, fencing supply and infield clay. Details of the projected costs for each project scope are provided in the Financial Implications section of this report.

Projected Timelines:

An important component of the project is the construction timelines. Particularly, staff planned the construction schedules such that the City's capacity of sports fields remains in support of the user groups. For example, work on the fields is scheduled to begin after the completion of league play for adult softball and rugby play.

The schedule of project is as follows:

- Project A - New ball diamond, north side, location of the M5 rugby/soccer field.
  - Planned start, follows Labour Day 2026
  - Planned complete, in time for league play spring of 2027

- Project B - New ball diamond, south side, location is current green space
  - Planned start, fall 2026
  - Planned complete, spring 2028

- Project C - New pickleball courts (4), location is the current Kinsmen #1 ball diamond.
  - Planned start, fall 2026 * Requires completion of Project A
  - Planned complete, spring of 2027

Because Project A has a location on existing M5 rugby/soccer field, and Project C has a location on existing Kinsmen #1 ball diamond, staff need to work with the contractor to ensure these fields are available to user groups without interruption or major inconvenience to the user group's scheduled play.

Subsequent Project Scopes:

The concurrent scopes of work, Scope 2 – Lighting, and Electrical Works Scope, Scope 3 – Fencing Scope, Scope 4 – Infield Clay Scope are planned to be tendered immediately following the close of Scope 1 – Excavation, and Site Works. Staff intend to complete these tenders and bring the results of these tenders to Council for both information and to indicate any areas where cost mitigation may be required and/or where the Budgetary Control Policy requires Council approval to move forward with awards of project work.

In all cases, where the results of a subsequent tender result in additional expenses that exceed the current budget, Council approval is required.

Alternatives

Considering the timelines given for the projects, Council can consider that any costs, options or features that are desired but not within the approved budget can be considered during the 2027 capital budget that will presented at the end of 2026.

Financial Implications

Budget & funding Source:

The ball diamonds and pickle ball court construction projects are individual capital projects which were approved by Council during the 2026 capital budget. Both projects are funded by debt with the pickleball courts including fundraising contributed by the Brockville Pickleball Club in the amount of $68,560. The Council approved budgets for the projects are as follows:

- Ball diamonds (2) $673,000
- Pickleball Courts $281,440

The total combined approved budget is $954,440.

Budget Projections:

Scope 1 - excavation, and site works scope was assigned a projected cost of $325,000 in order to complete construction of the two (2) new ball fields and pickleball diamonds. This was based on cost estimates from the engineering consultants that completed the detailed design as well as estimates from staff.

The tendered cost to complete scope 1 for excavation and site works was $551,665.38. This tendered cost is in excess of the projected cost but remains within the approved budget.

Considering the approved budget of $954,440 moving forward with the tendered amount would result in $412,000 to complete the lighting, fencing, and sports clay scopes.

The projected costs for the subsequent project scopes are summarized below:

- Scope 2 – Lighting, and Electrical $325,000
- Scope 3 – Fencing Scope $194,000
- Scope 4 – Infield Clay Scope $80,000
    - Initial quotes for the clay product is approx. $50,000 delivered.

The total projected costs of the remaining scopes total: $584,000.

The remaining funding following the excavation scope is $402,774.62

As the subsequent scopes of lighting, fencing and clay are tendered, staff plan to bring the results to the General Committee for information and to identify additional known expenses if required, in accordance with the Budgetary Control Policy.

Policy Alignment

All procurement activities associated with construction of the ball diamonds and pickleball courts, excavation and site works scope are in accordance with:

- Procurement Policy POL.F.20.139
- Budgetary Control Policy POL.F.20.181

Alignment with 2023-2026 Strategic Priorities

The project to construct new ball diamonds and pickleball facilities is in alignment with Council Strategic Priorities section 3.2 - Infrastructure Asset Replacement, sub section 3.2.1 - Multi-Use Recreation Facility.

Conclusion

Staff plan to continue with tendering the project scopes and will report back to Council through the General Committee with updates on the project, expenses as the project progresses.

Approved by:	Status:
Phil Wood, Director of Operations	Approved - 06 Aug 2026
Lynda Ferguson, Director of Finance & IT Services	Approved - 06 Aug 2026
Sandra MacDonald, City Manager	Approved - 06 Aug 2026