

**TO:** MAYOR & COUNCILLORS  
**FROM:** DEPUTY GENERAL MANAGER FINANCE  
**RESPONSIBLE DEPARTMENT(S):** PARKS, RECREATION AND CULTURE  
**SUBJECT:** **CR – OUTDOOR SPORTS COURT MAINTENANCE SERVICES**  
**PURPOSE:** To obtain Council approval for a Contract Renewal (CR) for outdoor sports court maintenance services.

## RECOMMENDATION

**THAT** a contract renewal to Tomko Sports Inc. for an estimated total cost of \$180,000 including tax, as outlined in the report titled “CR – Outdoor Sports Court Maintenance Services” dated May 27, 2025 be approved; and

**THAT** final payment be based on the actual quantity of services delivered and hourly rates submitted.

## 1.0 POLICY SECTION

The City’s Change Order Policy requires Council’s approval for change orders, which individually or when accumulated with prior change orders, increases the total value of the contract by \$500,000.

## 2.0 SUMMARY

This recommendation is to approve a contract renewal in the amount of \$180,000 including tax. Further details are outlined in Attachment 1.

Breakdown of Cost	Dates	Reason	Estimated Amount including tax
Accumulated Subtotal	June 2021 to May 2025 (48 months)	Original Contract Award, Increase and Renewals	569,000
Current Contract Renewal Request	June 2025 to May 2026 (12 months)	4 <sup>th</sup> renewal option	180,000
<b>TOTAL ESTIMATED CONTRACT VALUE INCLUDING TAX</b>			<b>749,000</b>

The overall spend for this work has increased because of new projects, services and programs such as the Park Pulse Program, which delivered several projects including Brentwood Hockey & Basketball Court, Keswick Park Basketball Court and Wesburn Park Basketball Courts. Tomko Sports Inc has advised of a 14% price increase due to tariffs, increased manufacturing and labour costs. Should tariffs be removed, the pricing will decrease accordingly.

There is no need to go back out to bid at this time because the original contract included optional renewal years, which the City is now exercising.

### **3.0 BACKGROUND**

Following a Request for Proposal (RFP) in April 2021, the City awarded a two-year contract from June 1, 2021 to May 31, 2023, with options of up to three one-year renewals, to Tomko Sports Inc. for a total cost of \$320,000. including GST in the amount of \$15,239. Optional contract renewal terms allow the City to assess the vendors performance during the initial term and provides the Contractor with the ability to adjust pricing based on market fluctuations at the time of renewal.

The scope of this work is to provide various outdoor sports court maintenance and restoration work on an “as and when requested” basis. The City has worked with Tomko Sports Inc for over 10 years on similar work.

### **4.0 GENERAL INFORMATION**

The estimated total contract value is \$749,000 including GST in the amount of \$35,667.

City staff have reviewed the renewal and believe it appropriately addresses the City’s needs at a fair cost.

### **5.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

RFP #72-03-21 Outdoor Sports Court Maintenance Services (Attachment 1) was publicly advertised. Upon closing, the City received a total of one submission.

### **6.0 FINANCIAL CONSIDERATIONS**

Funding for this operating and capital work is provided in the 2025 – 2029 Financial Plan under various Parks Operations accounts.

Respectfully submitted,

Ratan Grewal, Deputy General Manager Finance

### **ATTACHMENTS**

Attachment 1 – Contract History

### **REPORT CONTRIBUTORS**

This report was prepared by Andre Kolber, Manager Parks Operations, Rajan Sandhu, Senior Buyer, and reviewed by Robyn Tegart, Senior Manager, Procurement Services – Operations.