



Town of Arnprior Staff Report

Subject: Request for Award of REC-2026-01 Skate Park Design Build

Report Number: 26-02-09-01

Report Author and Position Title: Patrick Foley, Engineering Officer & Graeme Ivory, Director of Recreation

Department: Operations

Meeting Date: February 9, 2026

Recommendations:

That Council award Tender No. REC-2026-01 Arnprior New & Improved Skate Park to Papillon Skate Parc Inc. for a total of \$275,000 (plus HST); and

That Council delegate authority to the General Manager, Operations to authorize award of the provisional scope at a cost of \$25,000 provided that \$25,000 or more is committed through donations, sponsorship or naming rights revenues received in an appropriate timeframe.

That Council delegate authority to the General Manager, Operations to authorize increases to the scope of the project based on donations, sponsorship and naming rights revenues received.

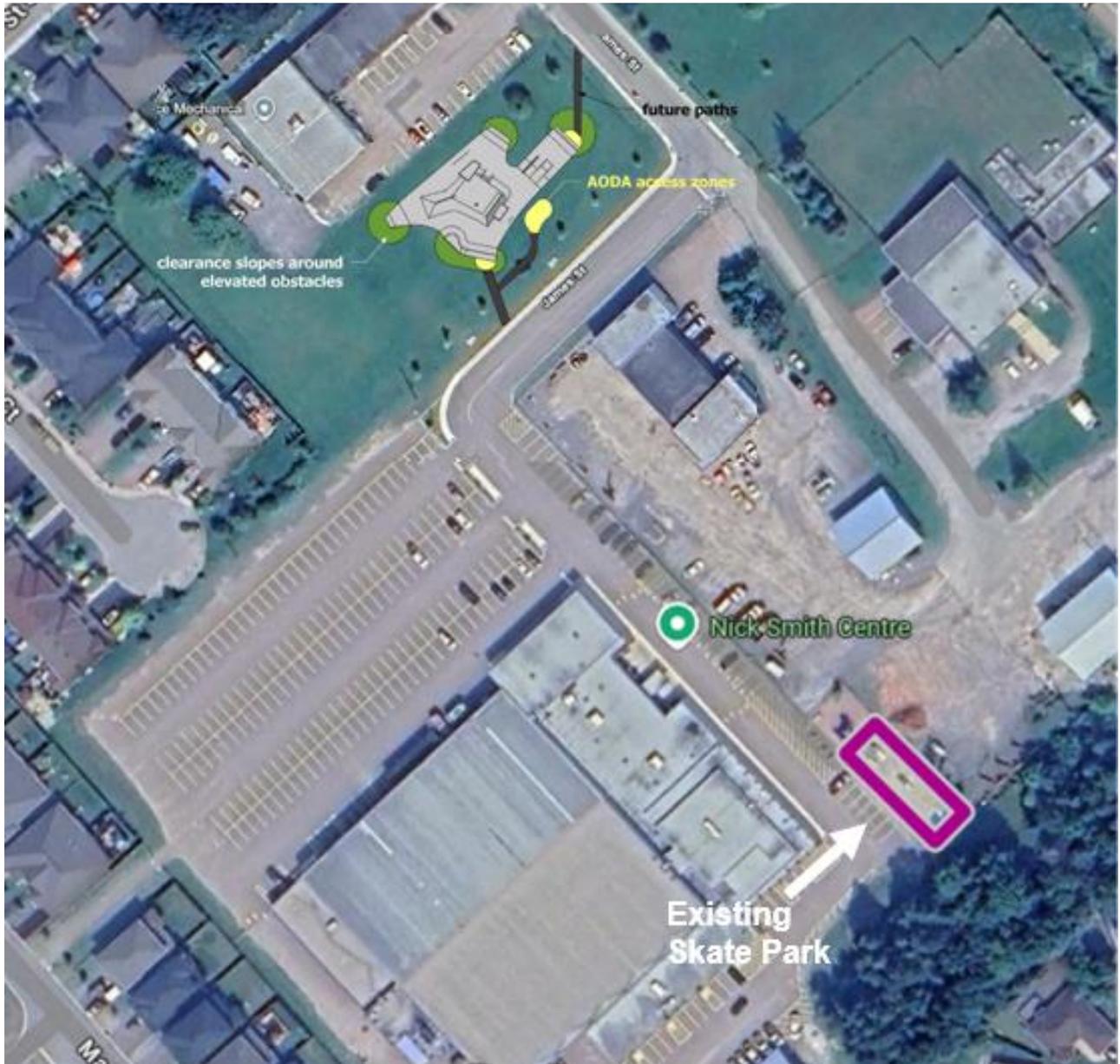
That Council enact a bylaw authorizing the CAO to execute the agreements, and related documents with Papillon Skate Parc Inc. to complete the scope of work specified.

Background:

The existing skate park was established in 2002 and updated in 2012. When it was originally constructed, the Town chose to build a modular park which included features with a shorter lifespan, though are less expensive and easily removable. The features are now all reaching the end of their useful lives.

In June 2023, the Arnprior Skateboard Association (ASA) presented a delegation to Council to present the merits of skateboarding as a sport and youth engagement vehicle as well as request commitment to fund a new and improved skatepark. Council approved \$25,000 for the design of a new/revitalized skatepark in 2024 with construction to occur in 2026 with a budget of \$250,000.

The Recreation and Parks Master Plan has identified that the current skatepark location is not ideal and the nearby vacant parkland adjacent to the entrance of the Nick Smith Centre would be an optimal location. In the below image, the proposed location is depicted and the current skatepark location is outlined in purple for reference.



This parkland is conveniently close to the Nick Smith Centre amenities including washrooms, water fountains and parking, as well as the Art Dodds Park (formerly Fairview Park) parkour structures and splashpad. In addition to this location being a more visible location of the community skate park, it also meets many of the principles of Crime Prevention Through Environmental Design (CPTED) strategy including sight lines, natural surveillance and landscaping.

The Arnprior Skateboard Association (ASA) has demonstrated a significantly sized user base of skateboard enthusiasts and learners that participate in the ASA's various programming organized over the past several years. This group has an executive board made up of skateboarders and those that have children that are very interested in skateboarding. For these reasons, staff chose to engage directly with this group to establish preliminary requirements for the skatepark features.

Staff spoke with, and met with, members of the Arnprior Skateboard Association several times over the course of the investigation phase of this project. Staff hosted a workshop with the ASA on March 6, 2025, and the following features were defined as being very important to them as experienced skateboarders:

- Hubba, handrail, stair set feature
- Hip
- Banks
- Manual pad

In March 2025, Council directed staff to employ a design-build approach to implement this project in line with staff recommendation.

Discussion:

The Request for Proposal (RFP) package was published to Merx.com on December 19, 2025, where it remained open to the public until January 26, 2026. Tender information was also posted on the Town’s website.

At the January 26th, 2:00 PM deadline, submissions were received from the following design-build firms:

- Canadian Ramp Company
- Drop In Skateparks Inc.
- Papillon Skate Parc Inc.

The proposals have been reviewed by staff to ensure that they match the Town’s requirements, as originally declared in the RFP package. The Town of Arnprior evaluation team, made up of Recreation and Operations staff, evaluated each proposal based on merits within the following categories:

- 20% General Contractor Capability and Experience
- 17.5% Experience and Qualifications of Key Team Members
- 22.5% Submission (format, completeness etc.)
- 40% Proposed Layout

Due to the nature of a design build contract, cost was not a factor in evaluating proposals. All proponents were to submit a proposal based on a \$275,000 budget with a provisional \$25,000 add on.

Town staff also met with the Arnprior Skateboard Association (ASA) on January 27, 2026, to review proposed layouts in an unbranded context for qualitative feedback from those more well versed in the sport.

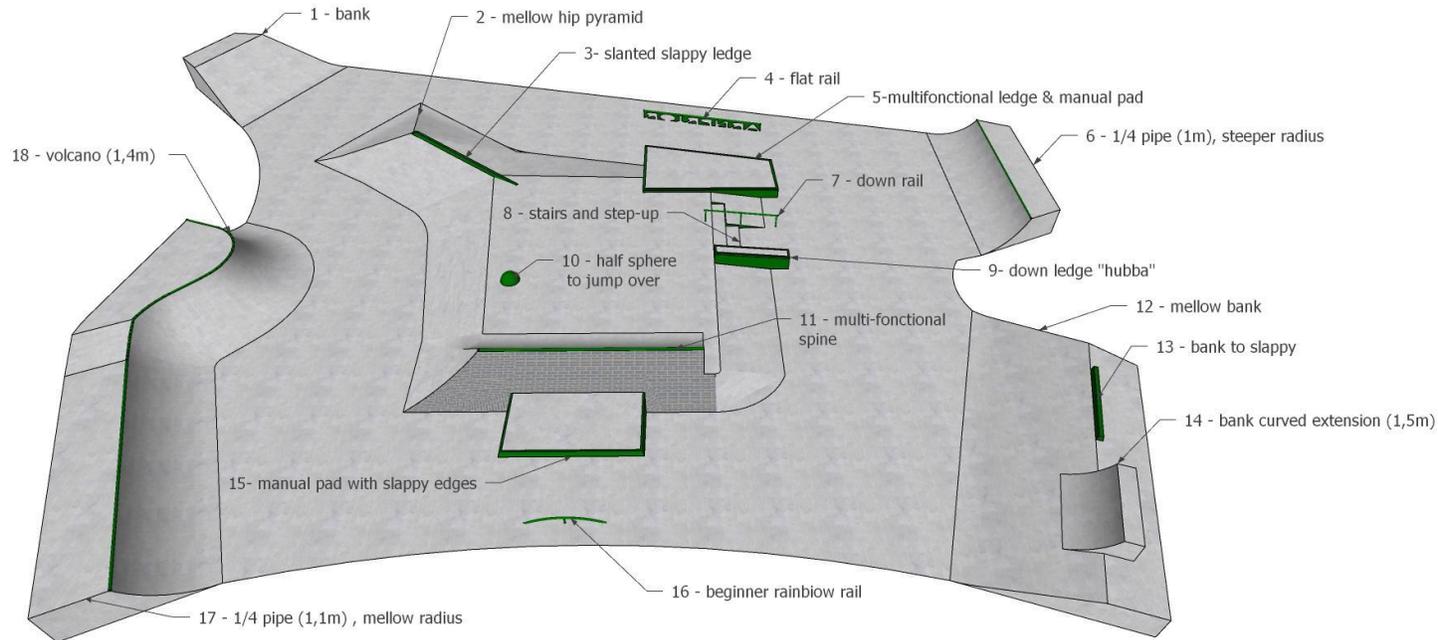
Papillon was evaluated to be the overall best value proposal and the scores for each proposal are listed below:

Contractor	Score out of 100
Canadian Ramp Company	71.5
Drop In Skateparks Inc.	84
Papillon Skate Parc Inc.	92.5

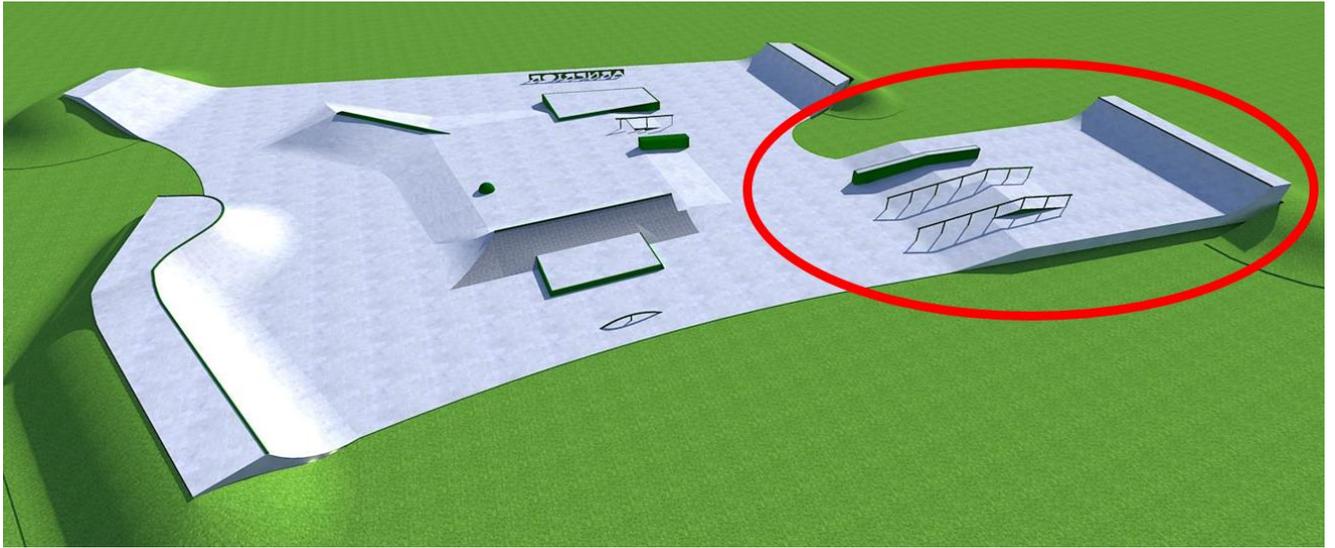
Papillon is based in Montreal with over 10 years of experience building interesting skate parks for communities of varying sizes in Quebec and eastern Ontario.

Layout

The existing skate park is approximately 3,490 square feet with few features supporting novice riders and insufficient space to adequately use some of the more intermediate and expert features. The proposed layout is 7,780 square feet, featuring beginner and intermediate features. When the ASA was shown this layout, they were excited about the increased space this new park would have that would support both teaching opportunities and various ways to utilize the many park features. The features are achievable to varying degrees for novice riders, but they are still interesting for those with an intermediate skill level. This is a preliminary layout, and some features may change to an extent as the design is finalized.



There is a \$25,000 provisional component of this proposal which would add 732 square feet to the park (9.4% increase to area). Town staff are actively pursuing sponsorship for this project. Staff are recommending that Council delegate authority to the General Manager, Operations to award this provisional scope in the event that an additional \$25,000 in sponsorship revenue is received for the project.



It should be noted that the received proposals exclude general landscaping, grass reinstatement, benches, signage and pathways. A value of \$12,441.04 (4.5%) has been reserved for these items which will be partially contracted separately and partially performed using internal labour. Some items such as trees and benches are dependent on receiving sponsorship revenue. This was determined to be the best method to ensure that priority was given to funding active features.

Options:

Council may choose not to award this contract, however the proposals received were obtained through competitive process and are representative of current market costs.

Council may choose to direct staff to utilize donation and sponsorship revenue differently than presented however it should be noted that the presented approach is in line with the previous Council discussion in the March 24, 2025, Regular Meeting of Council.

Council may choose to award the \$25,000 provisional scope as well as the primary contract, funding the overage from the Capital Expenditure Reserve Fund.

Policy Considerations:

This project was tendered in accordance with section 6.3 request for tender of the Town of Arnprior’s Procurement Policy.

Financial Considerations:

The budget for the scope of work in terms of Town committed funds is \$275,000. The Arnprior Skateboard Association has committed to donating \$17,500 to the project and are actively fundraising for additional amounts. The current project budget is comprised of:

2024 Capital Budget (Design)	\$ 25,000.00
2025 Capital Budget (Construction)	\$ 250,000.00
ASA Donation	<u>\$ 17,500.00</u>
 Total Budget	 \$ 292,500.00

The funds are committed as follows:

Design-Build Contract	\$ 275,000.00
Landscaping	\$ 12,441.04
Net HST	<u>\$ 5,058.96</u>
Total Expenses	\$ 292,500.00

Town staff will complete the site reinstatement (finish grade, topsoil and grass seed) and work with a separate vendor for pathways to the park.

There is a provisional scope that carries a cost of \$25,000 plus HST. Staff are recommending award of the base contract for \$275,000 plus HST at this time with the award of the provisional scope in the event that \$25,000 or more is received through sponsorship or donations.

Staff and the ASA are actively pursuing sponsorship for this project and all funds received through the established programs will be added into the project. The following sponsorship opportunities exist to support this project:

- Naming Rights Sponsor (1) \$25,000
- Skate Park Builder Sponsor (4) \$ 7,500
- Park Feature Sponsor (10) \$ 1,000-2,500
- Skate for Life Sponsor (50) \$ 500

In March 2025, the Town of Arnprior applied to the Ontario Trillium Fund for \$200,000 in funding to support this project, but the application was unsuccessful. Staff are continuing to pursue grant opportunities.

Meeting Dates:

- June 12, 2023 - Arnprior Skateboard Association Delegation to Council
- March 24, 2025 – Regular Meeting of Council – Decision to use Design-Build Approach

Consultation:

- Arnprior Skateboard Association

Documents:

N/A

Signatures

Reviewed by Department Head: John Steckly

Reviewed by General Manager, Client Services/Treasurer: Jennifer Morawiec

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



ARNPRIOR
• WHERE THE RIVERS MEET •

Award of New & Improved Skate Park

Patrick Foley, Engineering Officer,
Facilities & Assets

Graeme Ivory, Director of Recreation

Meeting Date: February 9, 2026



Timeline

June 2023 –
Arnprior
Skateboard
Association
Delegation

March 2025 –
Council selected
location &
design-build
approach

February 2026 –
Design-Build
Award

Summer 2026 –
Construction

Feb 2024 –
Council
approves
current LRCF
Values

December 2025
– RFP issued

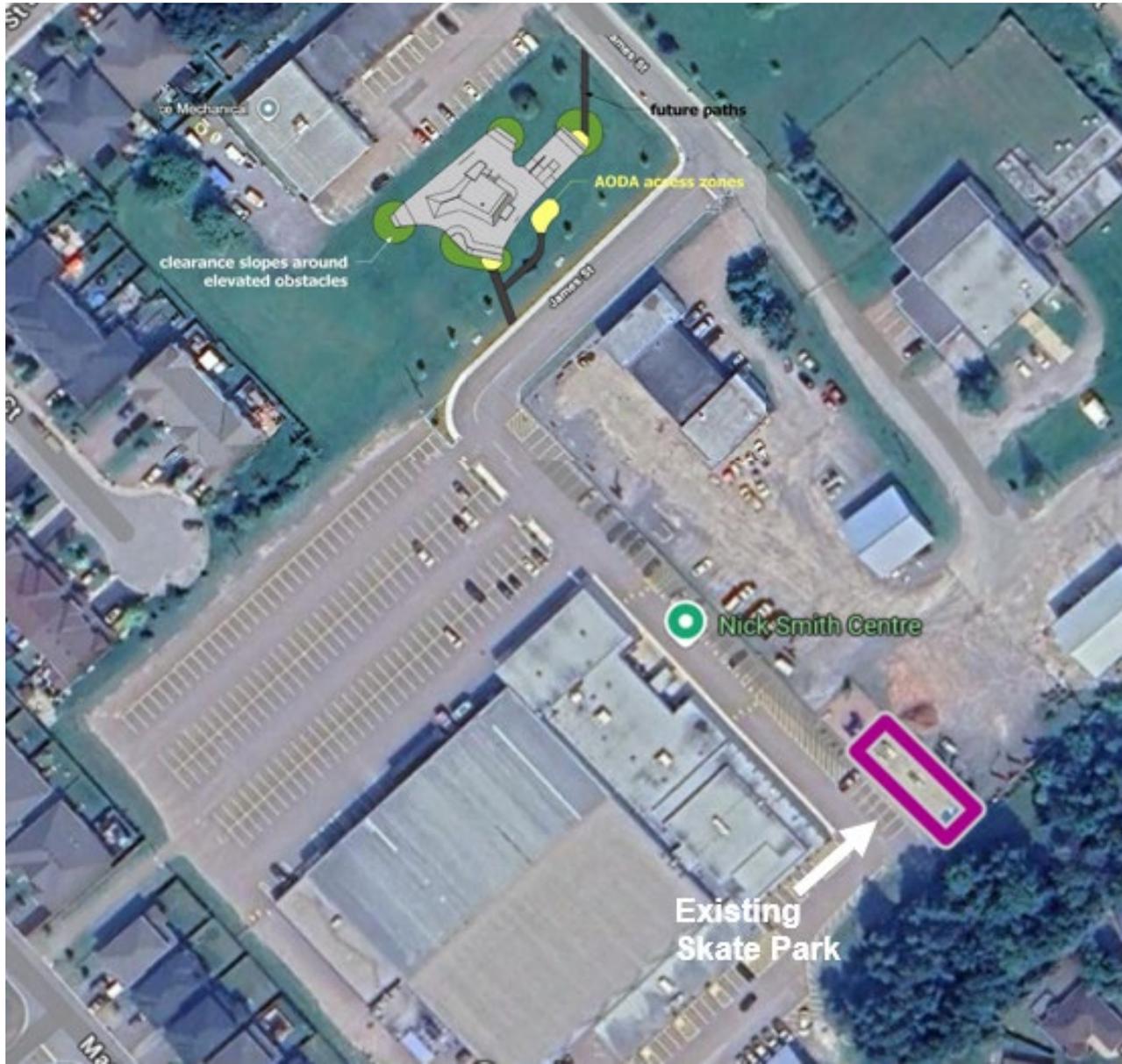
Spring 2026 –
Design Finalized

Existing Conditions

- The existing skate park is located in the northwest corner of the Nick Smith Centre parking lot (3,490 sq. ft.)



New Location





Request for Proposal

- The Request for Proposal (RFP) package was published to Merx.com on December 19, 2025
- Deadline: January 26th, 2:00 PM
- Proposals were evaluated based on the below criteria:
 - 20% General Contractor Capability and Experience
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 - 22.5% Submission (format, completeness etc.)
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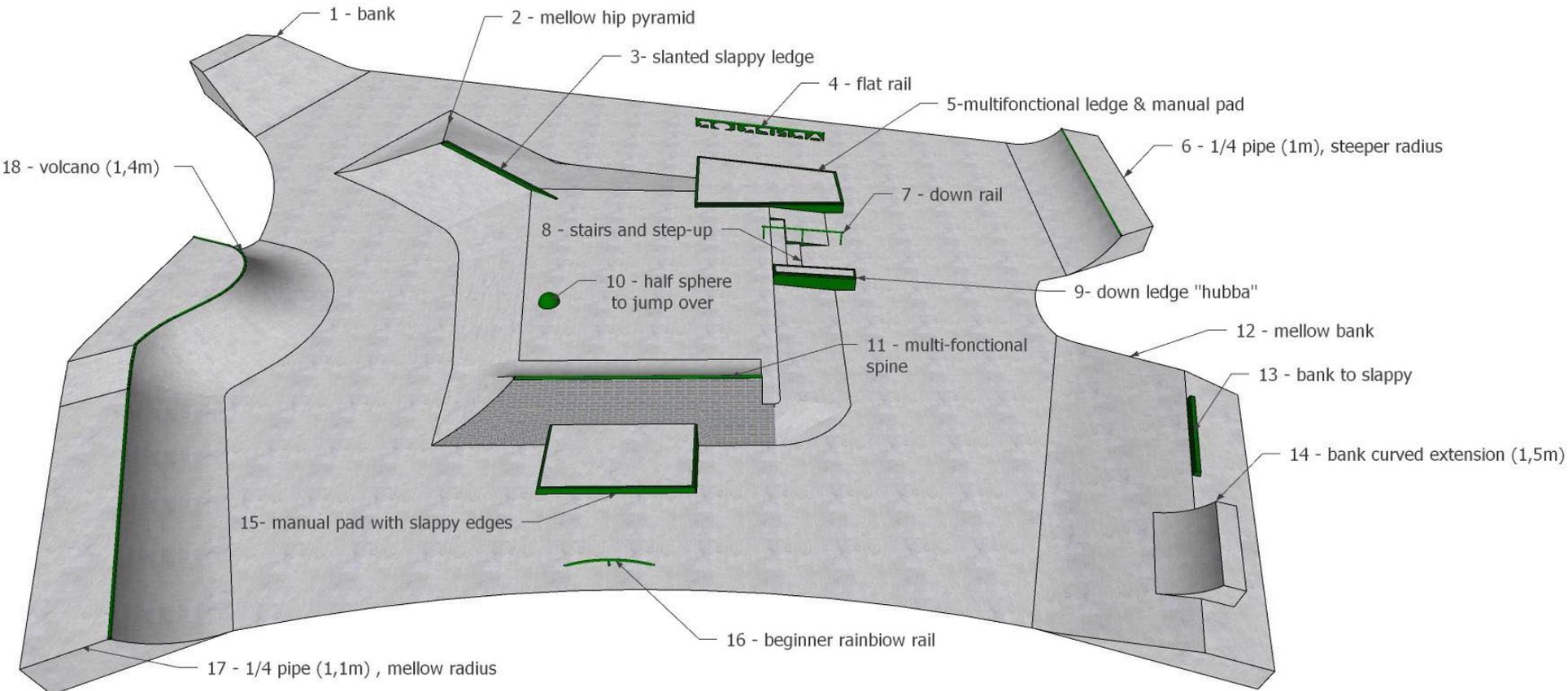


Proposals Received

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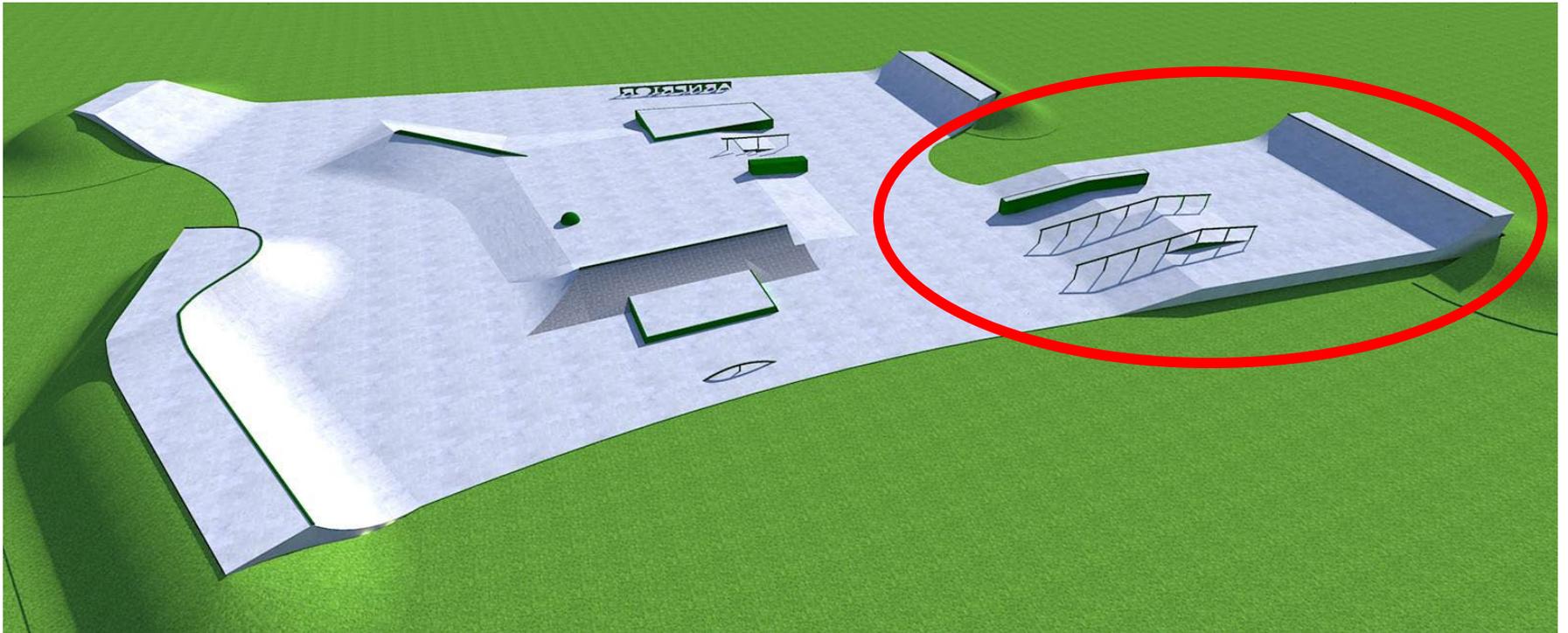
Proposed Layout

- 7,780 square feet



Provisional

- +\$25,000 + HST
- +732 square feet
- Increase of 9.5% to park area



Sponsorship Opportunities

- The following sponsorship opportunities exist to support this project:
 - Naming Rights Sponsor (1) \$ 25,000
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Example from another municipality



Example from another park



Financial

- The current project budget is comprised of:

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Landscaping	\$ 12,441.04
Net HST	<u>\$ 5,058.96</u>
 Total Expenses	 \$ 292,500.00

- The ASA is undertaking significant fundraising efforts
- Staff are actively seeking engagement for sponsorship opportunities
- Staff are seeking out grant opportunities



Recommendation

Staff recommend:

- That Council award Tender No. REC-2026-01 Arnprior New & Improved Skate Park to Papillon Skate Parc Inc. for a total of \$275,000 (plus HST); and
- That Council delegate authority to the General Manager, Operations to authorize award of the provisional scope at a cost of \$25,000 provided that \$25,000 or more is committed through donations, sponsorship or naming rights revenues received in an appropriate timeframe.
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- That Council enact a bylaw authorizing the CAO to execute the agreements, and related documents with Papillon Skate Parc Inc. to complete the scope of work specified.

Questions?



• WHERE THE RIVERS MEET •