

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 25, 2013**

Item 33, Report No. 28, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on June 25, 2013.

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#### **CONTRACT AWARD – RFP13-017 SELECTION OF CHILD CARE CENTRE OPERATOR FOR CITY HALL – WARD 1**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the Commissioner of Community Services, dated June 11, 2013:

##### **Recommendation**

The Commissioner of Community Services, in consultation with the Director of Recreation and Culture and the Director of Purchasing Services, and the Manager of Buildings and the Manager of Operating Budgets, recommends:

- 1) That Contract RFP13-017, Selection of Child Care Centre Operator for City Hall, be awarded to the YMCA of Greater Toronto for a five (5) year term commencing September 1, 2013, with an option to renew for two (2) additional five (5) year terms at the discretion of the City; and
- 2) That the Mayor and City Clerk be authorized to sign the appropriate documents; and,
- 3) That 25% of the annual rental fees collected be directed to the Building and Facilities General Reserve for the purpose of site repair, renovation and renewal requirements.

##### **Contribution to Sustainability**

This report is consistent with the priorities previously set by Council in the Green Directions, Vaughan, Community Sustainability Environmental Master Plan, Goal 4, Objective 4.2:

- To ensure that the City of Vaughan attracts businesses and investment that will result in well-paying jobs for Vaughan citizens, a sustainable tax base and continuing prosperity into the 21<sup>st</sup> century.

##### **Economic Impact**

On an annual basis, the implementation of RFP13-017 will generate approximately \$75,000 in revenue per year for a contract term of five years; approximately \$25,000 for the remainder of 2013. As rental fees are collected, 25% of the revenue will be directed to the Building and Facilities General Reserve for future site repair, renovation and renewal requirements. The remaining 75% will be divided between Building and Facilities (20%) and Recreation and Culture (55%) to offset operating budget expenses.

##### **Communications Plan**

The successful proponent will be advised of Council's decision.

##### **Purpose**

The purpose of this report is to obtain Council's authorization to enter into a five (5) year contract effective September 1, 2013 with an option to renew for two (2) additional five (5) year terms, with the YMCA of Greater Toronto for the operation of a child care centre at City Hall.

##### **Background - Analysis and Options**

The Recreation and Culture Active Together Master Plan identifies the opportunity to see community facilities become more of a hub of activities; acting like "service centres" for the community. City Hall is seen as the hub or heart of the community and serves as a "one stop

## CITY OF VAUGHAN

### EXTRACT FROM COUNCIL MEETING MINUTES OF JUNE 25, 2013

#### Item 33, CW Report No. 28 – Page 2

shop” for many day-to-day services sought by residents. The addition of a child care operation at City Hall is a complimentary service that is often requested by residents and staff. Currently there is no contract for child care services at this location. The new 5,605 square foot facility, anticipated to be operational in the Fall of 2013, is located on Level 0 at City Hall.

The space consists of the following features:

- Multiple program and activity rooms;
- Adult and toddler/preschool washrooms;
- Interior and exterior entrances;
- Staff offices;
- Outdoor play area; and
- Ample storage.

Short term parking for pick-up and drop-off will be available in the visitor’s parking area at City Hall.

#### Contract Award - RFP13-017 Selection Process

To procure a Child Care Centre Operator for City Hall, the City of Vaughan issued and extensively advertised RFP13-017 on April 10, 2013 with a closing date of April 26, 2013. The RFP included strict requirements for the bidder to comply with all relevant legislation such as the Day Nurseries Act, be responsible for all financial aspects of the child care facility on a self-sustaining basis, and be responsible for the management and administration of the program.

Five (5) proponents picked up the RFP documents from the Purchasing Services Department and all five (5) proponents attended the mandatory site visit on April 16, 2013. On April 16, 2013 and April 23, 2013, addendum no. 1 and no. 2 were issued. One (1) proponent submitted a proposal:

#### 1. YMCA of Greater Toronto

An evaluation team comprised of the Recreation and Culture, Building and Facilities and Budgeting and Financial Planning departments and facilitated by the Purchasing Services department was established. The evaluation and selection of the proposals received was based on the following criteria as detailed in the proposal documents:

| Components  | Rating    |
|---|-----------|
| Viability and Payment Proposal                      | 40 points |
| Overall Business/Operation Plan and References      | 45 points |
| Community Stewardship and Added Benefits/Incentives | 15 points |

The YMCA of Greater Toronto obtained overall satisfactory scores based on bid document criteria. With their high score, a proposal that meets the minimum rent requirements, a well prepared business plan and overall reputability within the industry; it is our recommendation to award the YMCA of Greater Toronto Upper Canada Child Care with contract RFP13-017.

Since 1853, the YMCA of Greater Toronto has been helping people realize their potential by building their spirit, mind and body. In 2009 the Board of the YMCA of Greater Toronto approved a vision and long-term strategic direction: our communities will be home to the healthiest children, teen, and young adults. The YMCA is the largest provider of not-for-profit licensed child care in Canada. The YMCA of Greater Toronto has a rich history of delivering programs for families and children. For more than 40 years, the YMCA has been a leader in providing quality child care experiences throughout the Greater Toronto area and serves more than 14,000 children annual in licensed child care in more than 200 locations.

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**Relationship to Vaughan Vision 2020/Strategic Plan**

In consideration of the strategic priorities related to Vaughan Vision 2020, the report will provide:

- **STRATEGIC GOAL:**  
Service Excellence – Providing service excellence to citizens.

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

**Regional Implications**

None.

**Conclusion**

Awarding Contract RFP13-017, Selection of Child Care Centre Operator for City Hall, for a five (5) year contract with an option to renew for two (2) additional five (5) year terms, with the YMCA of Greater Toronto for the operation of a child care centre at City Hall will provide stable and quality services to the community. The Recreation and Culture Active Together Master Plan supports the opportunity to offer an array of services to residents via community facilities and a child care operation has been often requested as a suitable service partner.

**Attachments**

None.

**Report Prepared By**

Mary Reali, Director of Recreation and Culture, ext. 8234  
Sunny Bains, Business Services Manager, ext. 8336

## **COMMITTEE OF THE WHOLE - JUNE 11, 2013**

### **CONTRACT AWARD – RFP13-017 SELECTION OF CHILD CARE CENTRE OPERATOR FOR CITY HALL – WARD 1**

#### **Recommendation**

The Commissioner of Community Services, in consultation with the Director of Recreation and Culture and the Director of Purchasing Services, and the Manager of Buildings and the Manager of Operating Budgets, recommends:

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#### **Economic Impact**

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### **Regional Implications**

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### **Conclusion**

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### **Attachments**

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### **Report Prepared By**

Mary Reali, Director of Recreation and Culture, ext. 8234  
Sunny Bains, Business Services Manager, ext. 8336

Respectfully submitted,

Marlon Kallideen  
Commissioner of Community Services