

COMMITTEE OF THE WHOLE - JUNE 5, 2012

CONTRACT AWARD – RFP12–234 LEASE OF SPACE – WARD 5

Recommendation

The Commissioner of Community Services, in consultation with the Directors of Recreation and Culture, Purchasing Services, Building and Facilities and Budgeting and Financial Planning, recommends:

- 1) That Contract RFP12-234, Lease of Space, be awarded to Developing and Nurturing Independence (DANI) for a five (5) year term commencing September 1, 2012, with an option to renew for two (2) additional five (5) year terms at the discretion of the City;
- 2) That the Mayor and City Clerk be authorized to sign all documentation necessary to complete the contract;
- 3) That funds available in the Garnet A Williams C.C. Reserve be used to prepare and renovate the site as required with any remaining balance to be reallocated to the City's post 1998 Building and Facilities Reserve and the Garnet A. Williams C.C. Reserve be discontinued and removed; and,
- 4) That 40% of the annual rental fees collected be directed to the post 1998 Building and Facilities 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 21st century.

Economic Impact

On an annual basis, the implementation of RFP12-234 will generate approximately \$65,000 in revenue per year for a contract term of five years; approximately \$20,000 for the remainder of 2012. Under the previous rental arrangement, rental fees collected were transferred to the Garnet A. Williams C.C. Reserve for the purpose of offsetting costs associated with site repair, renovation and renewal requirements. It is requested that these reserved funds be used to prepare and renovate the site as required with any remaining reserve balance to be reallocated to the City's post 1998 Building and Facilities Reserve and the Garnet A. Williams C.C. Reserve be discontinued and removed. The Garnet A. Williams C.C. Reserve is currently mirroring the purpose and intent of the post 1998 Building and Facilities Reserve and therefore not required. On a go forward basis, 40% of the new agreement rental revenue will be directed to the City's post 1998 Building and Facilities Reserve for future site repair, renovation and renewal requirements. The other 60% will 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, 2012 with an option to renew for two (2) additional five (5) year terms, with Developing and Nurturing Independence (DANI) for the operation of special needs programming at the Garnet A. Williams C.C.

Background - Analysis and Options

Since 1984, Family Day Care Services operated a child care centre in approximately 8200 square feet attached to Garnet A. Williams C.C. at 501 Clark Avenue West. Recently, Family Day Care Services came forward to Council to request an early termination of the lease prior to the expiry date of August 31, 2012. The lease with Family Day Care Services generated approximately \$50,000 annually. Recognizing that the available space could address other gaps in community programming, in consultation with the Purchasing Services Department, a two step process beginning with an RFEOI (Request for Expression of Interest) and followed by an RFP (Request for Proposal) would be established to select appropriate proponents to deliver the programs in this space.

The space consists of the following features:

- Multiple program and activity rooms;
- Adult and toddler/preschool washrooms;
- Kitchen;
- Separate entrances;
- Fenced in outdoor play area; and
- Community centre parking lot.

The Recreation and Culture Active Together Master Plan (ATMP) identifies the need to examine programming for participants with special needs. To meet the growing needs of the community, the ATMP embraces the philosophy of providing services through partner organizations and rounding out any gaps in service to ensure that persons with special needs have an adequate supply of opportunities.

The City of Vaughan advertised RFEOI (Request for Expression of Interest) 12-075 on Biddingo, OPBA and the City webpage on February 22, 2012 with a closing date of March 12, 2012. Three (3) proponents picked up the RFEOI documents from the Purchasing Services Department. Three submissions from the following respondents were received:

1. Developing and Nurturing Independence (DANI), Thornhill, ON
2. Gan Nitzanim Nursery, Thornhill, ON
3. Alef-Bet Day Care, Thornhill, ON

After review, the three (3) respondents of the RFEOI were invited to pick-up RFP12-234 (Lease of Space) documents on April 27, 2012 with a closing date of May 11, 2012.

RFP12-234 was issued on April 27, 2012 with a closing date of May 11, 2012. Three (3) proponents were invited to apply; three (3) picked up the RFP documents and two (2) proposals were received from:

1. Developing and Nurturing Independence (DANI), Thornhill, ON
2. Gan Nitzanim Nursery, Thornhill, ON

An evaluation team comprised of the Recreation and Culture, Building and Facilities and Purchasing Services departments was established and the evaluation and selection of the proposals received was based on the following criteria as detailed in the proposal documents:

Components	Rating
Payment Proposal	20 points
Capital Improvement Plan	15 points
Overall Business/Operation Plan	45 points
Community Stewardship and Added Benefits/Incentives	10 points
Company Profiles and References	5 points
Audited Financial Statement	5 points

DANI obtained overall highest scores based on bid document criteria. With their high score, payment proposal and well prepared business plan; it is our recommendation to award Developing and Nurturing Independence (DANI) with contract RFP12-234.

DANI is a reputable non-profit charitable organization currently located in Thornhill. The organization's focus is to create opportunities for young adults with physical and/or cognitive challenges. DANI offers a day program, summer and winter camps, music and after school integrated programs. The central goals of the organization are to help the transition of young adults into adulthood by providing support and practical life skills.

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 RFP12-234, Lease of Space, for a five (5) year contract with an option to renew for two (2) additional five (5) year terms, with Developing and Nurturing Independence (DANI) for the operation of special needs programming at the Garnet A. Williams C.C. will provide stable and quality services to the community. The Active Together Master Plan supports the opportunity to offer an array of services to residents via community centres and the special needs program offered by DANI compliments the department's objectives.

Attachments

None.

Report Prepared By

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Respectfully submitted,

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Commissioner of Community Services