

Clause embodied in Report No. 7 of the Community Services Committee, as adopted by the Council of the City of Toronto at its meeting held on September 22, 23, 24 and 25, 2003.

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Expressions of Interest for Child Care Operators

(City Council on September 22, 23, 24 and 25, 2003, adopted this Clause, without amendment.)

The Community Services Committee recommends the adoption of the following report (August 7, 2003) from the Commissioner of Community and Neighbourhood Services:

Purpose:

This reports outlines an expression of interest process and selection criteria to be used in the determination of an operator for new City-built child care sites.

Financial Implications and Impact Statement:

There are no financial implications associated with the expression of interest process.

Recommendations:

It is recommended that:

- (1) the expression of interest process and selection criteria described in this report be approved;
- (2) the Commissioner of Community and Neighbourhood Services be granted the authority to select the operator/s in accordance with the criteria recommended and report back to Council on the successful operator/s and the contractual arrangements; and
- (3) the appropriate City officials be authorized and directed to take the necessary action to give effect thereto.

Background:

In previous reports adopted by Council on April 23,24, 25, 26, 27, and April 30, May 1 and 2, 2001, July 24, 25, and 26, 2001, November 26, 27,and 28, 2002, and June 24, 25, and 26, 2003, authority was given to construct a child care facility in the St. James Town Community Centre project, and renovate City-owned facilities at 610 Jane Street and 118 Enderby Road as child care sites. Construction on these child care facilities is expected to be completed over the next 12-month period and this report proposes the process for selecting the community child care operators.

The child care facilities, licensed capacities and ages served have been planned in accordance with the Council approved Service Plan for Child Care. All of these child care programs will be required to enter into a service contract with the City for the provision of fee subsidy. In order to enter into a service contract the operator must meet the requirements of the City's Operating Criteria for Child Care Centres. The City's Service Contract and Operating Criteria outline both financial and program requirements for child care operators under contract.

Comments:

The Province of Ontario no longer funds major capital costs of child care development. As a result, there are significant barriers to the growth of licensed child care, which have made the City's objective of service equity difficult to achieve. Strategic development of child care centres through the addition of child care to projects such as St. James Town and the renovation of City properties such as 610 Jane Street and 118 Enderby Road assist in achieving improved and equitable access to licensed child care.

Through an Expression of Interest process, the Children's Services Division will seek an appropriate non-profit community operator for each of these programs. The Division will post the request for Expressions of Interest for each site on the City web site and advertise broadly to the child care community through the Child Care Advisory Committee. Expressions of Interest will be screened against submission requirements by a review panel comprised of a minimum of three staff drawn from the Children's Services Division and other Operating Divisions relevant to each site. Qualified candidates will be invited to an interview and be given an opportunity to present their proposed program. Site visits to the proponents' existing programs will be done as part of the assessment process. Proposed operators must meet the requirements of the City's Service Contract and Operating Criteria, including demonstrating financial viability through the submission of a business plan and operating budget.

Following a review of the written submissions and presentations and an analysis of the site visit against the criteria outlined in Appendix A, the Review Panel will make recommendations to the Commissioner of Community and Neighbourhood Services for final decision. Children's Services will proceed to contract with the successful child care operators.

Conclusion:

This report seeks approval for the expression of interest process and selection criteria to determine the child care operator for City owned facilities built or renovated to include child care.

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List of Attachments:

Appendix A – Criteria for Selection of Child Care Operator for City Owned Facilities

Appendix A

Criteria for Selection of Child Care Operator for New City Built Facilities

Non-profit child care operators with a current service contract with the City are eligible to apply to be the child care operator at new City built facilities. Operators must file their submission in accordance with the Submission of Interest Requirements. Proposals will be reviewed against the following criteria.

- (1) Operator must demonstrate a history of operating a child care program in accordance with the Day Nurseries Act and City's Operating Criteria for Child Care:
 - Operator has a current service contract for the provision of fee subsidy. The contract has been in good standing for a minimum of two years.
 - Program Visits to operator's existing sites demonstrate compliance with City's Operating Criteria and inclusive services for child with special needs and evidence of community outreach.
- (2) Operator must provide a program in accordance with the Service Plan for Child Care principles of service integration and inclusion of children with special needs. Operators will be required to submit information outlining their program philosophy, policies and detailed program descriptions. Compliance with this requirement will be assessed by:
 - Organization's mission statement/philosophy values integrated services that are inclusive and support children with special needs.
 - Operator demonstrates through their program proposal that their program will build community capacity and is based on community partnership.
 - Program Plan includes specific program components to support children with special needs as outlined in the City's Operating Criteria.
 - Program Assessments of operator's existing sites demonstrate compliance with City's Operating Criteria and inclusive services for child with special needs and community outreach.
 - Submission of two letters of reference from Community Partners, three letters from current and past parents of child care, and a letter of reference from the organization's current financial institution.
- (3) Operator must demonstrate a history of financial viability and compliance with the City's financial requirements as outlined in the Service Contract and City's Operating Criteria

for Child Care. Operators will be required to submit the Children's Services Business Plan and Operating Budget. Financial viability is assessed by:

- Analysis of the Operator's Business Plan and Operating Budget in accordance with existing procedures demonstrates financial viability and an ability to manage start up costs.
- Submission of two letters of reference from Community Partners, three letters from current and past parents of child care, and a letter of reference from the organization's current financial institute.
- Review of Current Financial statement and last three years of Audited Financial Statements demonstrate history of financial viability and fiscal capacity to manage new program.

The Community Services Committee reports, for the information of Council, also having had before it during consideration of the foregoing matter a communication (September 8, 2003) from Ms. Ann Dembinski, President, Canadian Union of Public Employees, Local 79, urging the Committee to reject the proposal to seek an outside operator, and instead recommend that the City of Toronto operate these new facilities directly and staff them with its own experienced, enthusiastic and committed child care workers.