

Transportation Services

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Toronto, Ontario M5H 2N2

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MAY 29, 2019

DR. JOHN MALLOY  
DIRECTOR OF EDUCATION  
TORONTO DISTRICT SCHOOL BOARD

SENT VIA ELECTRONIC MAIL

**RE: Cost Sharing Feasibility for the School Crossing Guard Program**

Dear Dr. Malloy:

The School Crossing Guard Program has been operated by the Toronto Police Service (TPS) since 1947. In November 2017, City Council approved the transfer of the Program from TPS to the City of Toronto, with long-term services to be administered through a third-party service provider starting August 1, 2019.

At the May 23, 2019 meeting of the City of Toronto's Infrastructure and Environment Committee (IEC), a progress update report on the transition of the Program was submitted, as item IE5.5 titled "School Crossing Guard Program Update and Results of the Request for Proposal 9148-19-0114 for the Provision of School Crossing Guard Services". At its meeting, the Committee recommended the following:

- 2. Requested the General Manager, Transportation Services to report directly to City Council [meeting of June 18, 19] on a cost sharing arrangement with the local school boards in providing a new or enhanced school crossing guard services.*

I would like to seek advice from the Toronto District School Board (TDSB) and the Toronto Catholic District School Board (TCDSB) on the feasibility of a cost sharing arrangement as per IEC's recommendation above.

School crossing guards help improve the safety and comfort of children and their parents. They help children safely cross the street and remind drivers of the presence of pedestrians at key intersections. The School Crossing Guard Program is one of the countermeasures identified in the City's Vision Zero Road Safety Plan. This program is also aligned with TDSB's traffic management program and TCDSB's school travel planning initiatives.

City staff will be in touch with your staff to continue discussions on this topic. If you do require more information, please do not hesitate to touch base with Roger Browne, Acting Director, Traffic Management at [Roger.Browne@toronto.ca](mailto:Roger.Browne@toronto.ca) or 416-392-5372

Sincerely,



Barbara Gray  
General Manager  
Transportation Services

Attachment: IE5.5 School Crossing Guard Program Update and Results of the Request for Proposal 9148-19-0114 for the Provision of School Crossing Guard Services

CC: Roger Browne, Acting Director, Traffic Management  
Landy Cheung, Project Manager  
Kirsten Evers, Green Projects Team Leader  
Richard Christie, Senior Manager, Sustainability



**Tracking Status**

- This item was considered by [Infrastructure and Environment Committee](#) on May 23, 2019 and was adopted with amendments. It will be considered by City Council on June 18, 2019.

**Infrastructure and Environment Committee consideration on May 23, 2019**

IE5.5	ACTION	Amended		Ward: All
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**School Crossing Guard Program Update and Results of the Request for Proposal 9148-19-0114 for the Provision of School Crossing Guard Services**

**Committee Recommendations**

The Infrastructure and Environment Committee recommends that:

1. City Council authorize the General Manager, Transportation Services to negotiate, enter into, and execute an agreement with Carraway Inc., being the highest overall scoring proponent meeting the requirements of RFP 9148-19-0114 to provide School Crossing Guard Services at multiple locations in the City of Toronto for the South and East Zones for two (2) years from date of award to July 31, 2021 in the amount of \$28,326,240.00 net of all taxes and charges (\$28,824,781.82 net of HST recoveries) with an option to renew, on the sole discretion of the General Manager, Transportation Services, and subject to budget approval, for two (2) separate one-year periods in the amount of \$14,588,013.60 net of all taxes and charges (\$14,844,762.64 net of HST recoveries) in Option Year 1 and in the amount of \$15,025,654.01 net of all taxes and charges (\$15,290,105.52 net of HST recoveries) in Option Year 2, which includes an estimate of annual cost adjustments per year starting Option Year 1, with the potential total cost of \$57,939,907.61 net of all taxes and charges (\$58,959,649.98 net of HST recoveries), in accordance with terms and conditions as set out in the RFP and any other terms and conditions satisfactory to the General Manager, Transportation Services, and in a form satisfactory to the City Solicitor.

2. City Council authorize the General Manager, Transportation Services to negotiate, enter into, and execute an agreement with A.S.P. Inc., being the second highest overall scoring proponent meeting the requirements of RFP 9148-19-0114 to provide School Crossing Guard Services at multiple locations in the City of Toronto for the North and West Zones for two (2) years from date of award to July 31, 2021 in the amount of \$19,674,727.20 net of all taxes and charges (\$20,021,002.40 net of HST recoveries) with an option to renew, on the sole discretion of the General Manager, Transportation Services, and subject to budget approval, for two (2) separate one-year periods in the amount of \$10,132,484.51 net of all taxes and charges (\$10,310,816.24

net of HST recoveries) in Option Year 1 and in the amount of \$10,436,459.04 net of all taxes and charges (\$10,620,140.72 net of HST recoveries) in Option Year 2, which includes an estimate of annual cost adjustments per year starting Option Year 1, with the potential total cost of \$40,243,670.75 net of all taxes and charges (\$40,951,959.36 net of HST recoveries), in accordance with terms and conditions as set out in the RFP and any other terms and conditions satisfactory to the General Manager, Transportation Services, and in a form satisfactory to the City Solicitor.

3. City Council amend the 2019 Approved Operating Budget for Transportation Services by reallocating \$1,800,000 gross and net, from Right-of-Way Maintenance (\$200,000 gross and net) within the Road and Sidewalk Management Service, and Traffic Signs and Pavement Markings (\$1,600,000 gross and net) within the Transportation Safety & Operations Service, to the School Crossing Guard program within the Transportation Safety and Operations Service.

4. City Council authorize that \$1,600,000 of the Traffic Signs and Pavement Markings program be transferred to the Transportation capital program, pending a 2019 Approved Capital Budget reallocation report for Transportation Services later in 2019 to accommodate funding required for the transfer.

5. City Council amend the 2019 Approved Operating Budget for Non-Program Expense by transferring \$450,000 gross and net, and \$3,393,694 Non-Program Capital and Corporate Financing gross and net budget to the School Crossing Guard program within the Transportation Safety and Operations Service for a total transfer of \$3,843,694 gross and net to the 2019 Approved Operating Budget for Transportation Services.

### **Decision Advice and Other Information**

The Planning and Infrastructure Committee:

1. Requested the General Manager, Transportation Services, in consultation with the Chief Financial Officer and Treasurer, to report directly to City Council on the true costs of the School Crossing Guard Program and transferring the budget for the program from the Toronto Police Service's budget to the Transportation Services budget.
2. Requested the General Manager, Transportation Services to report directly to City Council on a cost sharing arrangement with the local school boards in providing a new or enhanced school crossing guard services.

### **Origin**

(May 22, 2019) Report from the General Manager, Transportation Services and the Chief Purchasing Officer

### **Summary**

In November 2017, City Council approved the transfer of the School Crossing Guard Program from Toronto Police Service to Transportation Services, with long-term services to be provided through a third-party service provider starting August 1, 2019. During the transition for the 2018-2019 school year, Toronto Police Service continued to provide oversight of the program while Transportation Services provided short-term emergency backfill services (through vendors) to address absent school crossing guards. This has provided valuable operational knowledge for Transportation Services to better understand the resources needed to manage the

program and how to best structure the upcoming solicitation to meet all the requirements of providing these services successfully in the long-term.

The transition from Toronto Police Service to Transportation Services represents an opportunity for more oversight of the School Crossing Guard Program, its reliability and its positioning within the realm of Vision Zero activities focused on the safety of children.

The purpose of this report is to:

- provide an overall progress update on the transition of the program,
- advise on the results of the RFP for the provision of School Crossing Guard Services,
- request authority to amend the 2019 Approved Operation Budget for Transportation Services to fund the 2019 requirements of the contracts, and
- request authority to award the contracts to the recommended bidders.

### **Background Information**

(May 22, 2019) Report from the General Manager, Transportation Services and the Chief Purchasing Officer on School Crossing Guard Program Update and Results of the Request for Proposal 9148-19-0114 for the Provision of School Crossing Guard Services

(<http://www.toronto.ca/legdocs/mmis/2019/ie/bgrd/backgroundfile-133407.pdf>)

Attachment 1: New School Crossing Guard Location Request Approval Process

(<http://www.toronto.ca/legdocs/mmis/2019/ie/bgrd/backgroundfile-133408.pdf>)

Attachment 2: School Crossing Guard Zone Map

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Attachment 3: Attestation Report from the Fairness Monitor

(<http://www.toronto.ca/legdocs/mmis/2019/ie/bgrd/backgroundfile-133410.pdf>)

(May 8, 2019) Report from the General Manager, Transportation Services and the Chief Purchasing Officer on School Crossing Guard Program Update and Results of the Request for Proposal 9148-19-0114 for the Provision of School Crossing Guard Services - Notice of Pending Report

(<http://www.toronto.ca/legdocs/mmis/2019/ie/bgrd/backgroundfile-132907.pdf>)

### **Motions**

*1 - Motion to Amend Item moved by Councillor Denzil Minnan-Wong (Carried)*

That:

The General Manager, Transportation Services, in consultation with the Chief Financial Officer and Treasurer, report directly to City Council on the true costs of the School Crossing Guard Program and transferring the budget for the program from the Toronto Police Service's budget to the Transportation Services budget.

*2 - Motion to Amend Item moved by Councillor Denzil Minnan-Wong (Carried)*

That:

The General Manager, Transportation Services report directly to City Council on a cost sharing arrangement with the local school boards in providing a new or enhanced school crossing guard services.

*3 - Motion to Adopt Item as Amended moved by Councillor James Pasternak (Carried)*

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Source: Toronto City Clerk at [www.toronto.ca/council](http://www.toronto.ca/council)

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MR. RORY MCGUCKIN  
DIRECTOR OF EDUCATION  
TORONTO CATHOLIC DISTRICT SCHOOL BOARD

SENT VIA ELECTRONIC MAIL

**RE: Cost Sharing Feasibility for the School Crossing Guard Program**

Dear Mr. McGuckin:

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