



REPORT FOR ACTION CONTRACT AWARD

Contract Award - For Supply and Installation of Access Control, Intercom and Video Surveillance Equipment at Nine Toronto Parking Authority Off- Street Parking Facilities

Date: June 30, 2021

To: Board of Directors of the Toronto Parking Authority

From: President, Toronto Parking Authority

Wards: All

SUMMARY

As background, in March 2018 (Item PA8.4), City of Toronto Corporate Security commenced a security review of Toronto Parking Authority (TPA) garages with a particular focus on those facilities experiencing higher frequencies of reported incidents. This assessment identified the need to invest in a more robust, multi-layered security platform utilizing incremental personnel, facility enhancements, and technology.

The first element of the programme focused on the deployment of security guards. Garda Canada was awarded the security contract December 12, 2019 (Item PA11.6). Subsequently, on April 6, 2021 (Item PA22.4), Management was granted the authority to expand its existing two-year contract with Garda Canada by a sum not to exceed \$1,100,000 including contingencies. This request was driven by the unprecedented increase in vandalism, drug use, vagrancy and customer/staff harassment across our portfolio with the most egregious issues occurring in our city centre locations (Table 2 - Reported Security Incidents).

The second critical element of our security programme is the recommended deployment of specialized equipment including CCTV cameras, emergency intercoms and access control systems to act as an additional deterrent to vandals while providing increased levels of security and safety for our customers and staff. Phase One of this project will

focus on our nine (9) priority garages, it will require an authorized investment of \$4.7 M and will take up to three (3) years to complete. Management will update the Board on our deployment status on a semi-annual basis beginning in 2022.

RECOMMENDATIONS

The President, Toronto Parking Authority recommends that:

1. The Board of Directors of Toronto Parking Authority (TPA) grant the President, Toronto Parking Authority, the authority to enter into a contract with City of Toronto's approved vendor Met-Scan Canada Ltd. for the supply and installation of CCTV cameras, emergency intercoms and door access readers at nine (9) TPA off-street parking facilities, having submitted the highest scoring bid and meeting all specifications in conformance with the City of Toronto procurement process from the date of award to March 31, 2023.

FINANCIAL IMPACT

The amount to award the contract for supply and installation of CCTV cameras, emergency intercoms and door access readers at nine (9) specific TPA facilities is \$4,269,717, plus a 10 percent contingency amount of \$426,972 totalling \$4,696,689.

Partial funding is available in TPA's 2021 Approved Capital Budgets under Project Numbers CPK372-01, CPK372-19, CPK401-01, CPK401-02 and CPK374-02. The balance of capital funds will be requested in the 2022 and 2023 budget process. The summary of costs is identified in Table 1 of this report.

Table 1: Summary of Security Equipment Costs by Car Park

CP No	Address	# of Spaces	# of Cameras	# of Intercoms	# of Access Control Packages	Cost for cameras	Cost for Intercoms	Cost for access control packages	Estimated Total Cost Per Car Park
34	20 Dundas Sq	253	21	7	13	\$186,072	\$39,000	\$65,000	\$290,072
125	323 Richmond Sq	258	11	4	11	132,224	33,000	55,000	220,224
1	20 Charles Sq	636	33	20	8	660,146	24,000	40,000	724,146
68	20 St Andrew Sq	433	36	15	11	350,000	33,000	55,000	438,000
43	2 Church Sq	1969	113	24	20	890,000	60,000	100,000	1,050,000
36	110 Queen W Sq	2027	74	34	6	770,000	18,000	30,000	818,000
217	1445 Bathurst St	44	9	3	4	166,275	12,000	20,000	198,275
262	10 Soho	116	16	6	11	195,000	33,000	55,000	283,000
150	40 Larch	357	22	6	6	200,000	18,000	30,000	248,000
	Total	6093	335	119	90	\$3,549,717	\$270,000	\$450,000	\$4,269,717

CALL SUMMARY

Call Number: City of Toronto Request for Quotation 3202-17-5080

Call Issued: November 29, 2017

Call Closed: January 26, 2018

Number of Addenda Issued: Four (4)

Number of Bids: One (1)

Description:

The City of Toronto went to market in November of 2017 for the non-exclusive supply, delivery, installation, programming, integration and warranty of electrical and security installations services for a period of one (1) year with the option to renew the contract for two (2) additional one (1) year terms.

The contract expired on March 31, 2021 and Met-Scan was awarded a six (6) month non-competitive blanket contract on an as required basis. At its meeting on June 29, 2021, the Executive Director, Corporate Real Estate Management was given authority to amend the agreement with Met-Scan Canada Limited and the associated blanket contract (47023700) from October 1, 2021 to March 31, 2023.

Pursuant to the above call and ensuing bid evaluation, the City of Toronto's Chief Purchasing Officer recommended that the Bid Award Panel grant authority to award the contract to Met-Scan Canada Ltd.

The City of Toronto Corporate Security team manages the security program for Toronto Parking Authority and recommends Met-Scan for this TPA contract.

DECISION HISTORY

The Board of Directors, Toronto Parking Authority, at its meeting on March 5, 2018 in considering item PA8.4 titled "Matters Arising from Ongoing Reviews of Delivery of Security Services" directed the City of Toronto's Director of Corporate Security to conduct a comprehensive assessment of TPA security strategies, plans and deployment, covering all aspects the Director considers appropriate.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.PA8.4>

At its meeting of April 18, 2018 (BA73.7), the Bid Award Panel granted authority to award the contract in accordance with the Contract Details set out in the report (April 10, 2018) from the Chief Purchasing Officer for Request for Quotation 3202-17-5080 for the non-exclusive supply, delivery, installation, programming, integration, warranty of electrical and security installation services on an as and when required basis for various locations throughout the City of Toronto for a period of one (1) year, with the option to renew the contract for two (2) additional one (1) year terms

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2018.BA73.7>

At its meeting of December 12, 2019 (PA11.6), the Board of Directors of Toronto Parking Authority, granted authority to award the contract for the provision of security guard services for Toronto Parking Authority off-street facilities to Garda Canada Security Corporation for a term of two years in the estimated amount of \$3,790,008.98 (based on hours invoiced in 2018) plus \$284,250.67 (approximately 7.5 percent of the contract value over the two-year period) as a contingency allowance, being the sum total amount of \$4,074,259 net of all taxes and charges.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2019.PA11.6>

The Board of Directors, Toronto Parking Authority, at its meeting on April 6, 2021 in considering item PA22.4 titled "Expansion of Security Guard Services at Toronto Parking Authority Off-Street Parking Facilities" granted authority to enter into and execute an amendment to the existing contract with Garda Canada Security Corporation for the expansion of mobile and static security guard services on terms and conditions consistent with the existing contract.

<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.PA22.4>

At its meeting of June 29, 2021, the General Government and Licensing Committee authorized the Executive Director, Corporate Real Estate Management to amend the agreement with Met-Scan Canada Limited and the associated Blanket Contract Number

47023700, for the provision of electrical services and for supply and installation of security equipment for various city locations, on an as-required basis from October 1, 2021 to March 31, 2023.

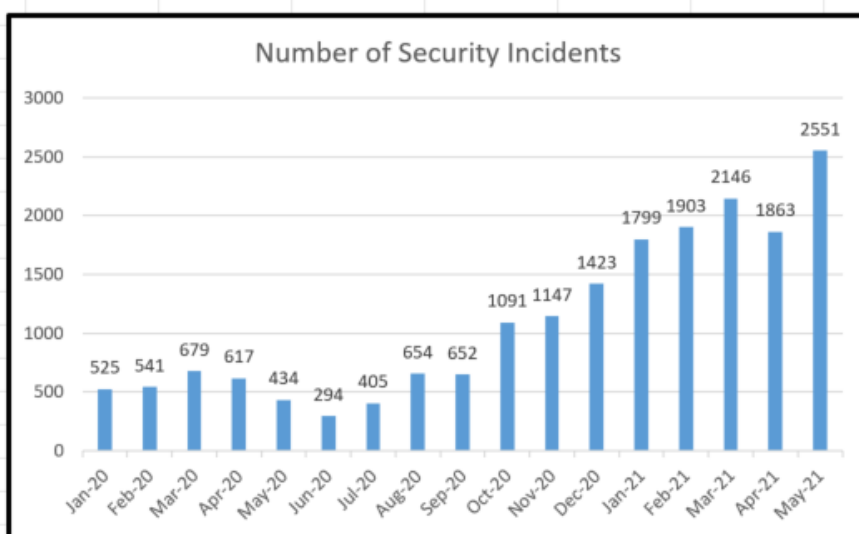
<http://app.toronto.ca/tmmis/viewAgendaItemHistory.do?item=2021.GL24.9>

COMMENTS

The safety and security of TPA's customers and staff remains our highest priority. Over the course of the past 12 months, there has been an unprecedented increase in the number of reported safety and security incidents at our key off-street facilities (Table 2). This situation has driven an increase in cleaning and maintenance costs but most concerning is the negative impact the current situation has had on staff morale, sick calls and customer satisfaction.

In order to address this issue, the Board of Directors, Toronto Parking Authority, at its meeting on April 6, 2021 granted authority to Management to enter into and execute an amendment to the existing contract with Garda Canada (PA 22.4) for the expansion of mobile and static security guard services on terms and conditions consistent with the existing contract. The deployment of these incremental resources began during the third week of May 2021.

Table 2: Reported Security Incidents



Based on the review conducted by Corporate Security, additional CCTV cameras and emergency intercoms are required in order to elevate the safety and security of TPA customers, staff and infrastructure. Centralized monitoring will be provided by the City of Toronto Corporate Security Control Centre twenty-four hours per day and connected to the City of Toronto network (digital integration and support provided by the staff of the Chief Technology Officer (CTO)). The Control Centre team will be able to dispatch Toronto Police Services or Garda Security personnel in real time as situations warrant.

In addition, new access control systems will be installed to provide increased levels of security for the garages, making it more difficult for unwanted persons to access unauthorized areas including electrical and generator rooms. The technology will also afford TPA staff easier access to these locations as situations warrant.

This project is expected to take up to three (3) years to completely outfit the nine (9) TPA garages outlined in Table One.

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SIGNATURE

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