

Amendment to Blanket Contract Number 47022859 of the Existing Property Management Agreement with Kipling Realty Management Inc. at Canoe Landing Facility for Parks, Forestry and Recreation

Date: June 17, 2024

To: General Government Committee

From: General Manager, Parks, Forestry and Recreation and Chief Procurement Officer

Wards: Ward 10 - Spadina Fort York

SUMMARY

The purpose of this report is to request authority to amend Blanket Contract Number 47022859 issued to Kipling Realty Management Inc. as a result of Request for Proposal 9119-19-7055.

This purchase order amendment is requested to amend the existing property management agreement with Kipling Realty Management Inc. for the Canoe Landing Facility, located at 20 Brunel Court for seven months beyond the original five year term and increase the contract value by \$90,118 net of applicable taxes and charges (\$91,704 net of Harmonized Sales Tax recoveries), revising the overall contract value from \$996,482 net of applicable taxes and charges (\$1,014,020 net of Harmonized Sales Tax recoveries) to \$1,086,600 net of applicable taxes and charges (\$1,105,724 net of Harmonized Sales Tax recoveries).

This amendment is required to allow additional time to undertake a competitive Request for Proposal process for property management services at the Canoe Landing Facility. This is the first request for an amendment for these services at this property and is required to ensure a seamless continuation of service while a new contract is procured.

RECOMMENDATIONS

The General Manager, Parks, Forestry and Recreation and the Chief Procurement Officer recommend that:

1. City Council in accordance with Municipal Code Chapter 195, Purchasing, where the current request exceeds the Chief Procurement Officer's authority of the cumulative five-year commitment limit for each vendor under Article 7, Section 195-7.3(D) of the Purchasing By-law grant authority to the General Manager of Parks, Forestry and

Recreation and Chief Procurement Officer to enter into the necessary amending agreement on terms and conditions satisfactory to the General Manager, Parks, Forestry and Recreation and in a form satisfactory to the City Solicitor, to amend the existing Property Management Agreement for an additional period of seven months amending the contract expiration date from July 31, 2024 to February 28, 2025 and increase the contract value by \$90,118 net of applicable taxes and charges (\$91,704 net of Harmonized Sales Tax recoveries), revising the overall contract value from \$996,482 net of applicable taxes and charges (\$1,014,020 net of Harmonized Sales Tax recoveries) to \$1,086,600 net of applicable taxes and charges (\$1,105,724 net of Harmonized Sales Tax recoveries).

FINANCIAL IMPACT

The monthly cost for the amended period of seven months will remain consistent with the same terms and conditions outlined in the original contract with Kipling Realty Management Inc. with a monthly fee of \$12,874.06. This will increase the contract value by \$90,118 net of applicable taxes and charges (\$91,704 net of Harmonized Sales Tax recoveries), revising the overall contract value from \$996,482 net of applicable taxes and charges (\$1,014,020 net of Harmonized Sales Tax recoveries) to \$1,086,600 net of applicable taxes and charges (\$1,105,724 net of Harmonized Sales Tax recoveries).

Funding for the requested amendment to Blanket Contract Number 47022859 is included in the Parks, Forestry and Recreation 2024 Operating Budget. The contract value identified for 2025 will be included in the 2025 Operating Budget Submission for Parks, Forestry and Recreation. Funding details are summarized below in Table 1.

Table 1: Financial Impact Summary

Cost Centre/Cost Element	August 1, 2024 to December 31, 2024	January 1, 2025 to February 28, 2025	Total (Net of HST Recoveries)
P08474 – 4434	\$65,503	\$26,201	\$91,704

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial information as presented in the Financial Impact Section.

DECISION HISTORY

At its meeting on May 29, 2017, the Government Management Committee granted authority to award the contract and approved the budget for construction of the new City of Toronto, Parks Forestry and Recreation's multi-purpose building at 20 Brunel Court, Canoe Landing Community Recreation Centre (formerly referred to as Block 31).
<https://secure.toronto.ca/council/agenda-item.do?item=2017.GM21.20>

At its meeting on July 16, 2019, City Council authorized the General Manager, Parks, Forestry and Recreation to execute an agreement with Kipling Management Realty Inc. to provide property management services for the Canoe Landing Facility for a fixed term of five

years in the amount of \$1,948,787.95 net of all taxes, \$1,983,086.62 net of HST recoveries.
<https://secure.toronto.ca/council/agenda-item.do?item=2019.GL6.22>

COMMENTS

The City of Toronto, as the land-owner (20 Brunel Court), has taken the lead on managing the Canoe Landing Facility, a multi-use community hub which consists of a Community Recreation Centre operated by the City of Toronto, a child care centre operated by St. Stephen's Community House, a community space occupied by the Bentway, two elementary schools (Bishop Macdonell Catholic Elementary School and Jean Lumb Public School), a parking garage and outdoor space.

Following the appropriate competitive procurement process led by Purchasing and Materials Management Division, Kipling Realty Management Inc. was the successful proponent and was awarded the five-year contract as approved by City Council on July 16, 2019.

The five-year term of the existing agreement with Kipling Realty Management Inc. commenced August 1, 2019 and expires July 31, 2024. The City of Toronto is currently undertaking a new competitive Request for Proposal process for property management services for the Canoe Landing Facility and is expected to be awarded by Q1 2025.

This report is requesting authority to amend the existing contract with Kipling Realty Management Inc. to ensure the seamless continuation of property management services and operation, maintenance and repair of the facility while the new competitive Request for Proposal process is completed.

The Fair Wage Office has reported that Kipling Realty Management Inc. have indicated that they have reviewed and understand the Fair Wage Policy and Labour Trades requirements and have agreed to comply fully.

CONTACT

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SIGNATURE

Howie Dayton
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Genevieve Sharkey
Chief Procurement Officer