



INTERNAL MEMORANDUM

Purchase Order Award

DATE: December 19, 2023

TO: Scott Collier, President, TPA

FROM: Jarrett McDonald, Vice President, Operations, TPA

SUBJECT: Emergency Vent Shaft Shoring at Car Park 52 (40 York Street)

WARDS: Spadina-Fort York (Ward 10)

SUMMARY

As part of the Toronto Parking Authority's (TPA) plan to ensure continued safe operation of existing parking facilities, TPA needs to take immediate steps to install emergency shoring in a vent shaft at Car Park 52 (CP52) located at 40 York St., Toronto. Emergency engineering services are required to prepare drawings for the temporary shoring of an existing exhaust shaft.

CP52's structure runs underneath University Avenue between King St. West and Front St. West. The garage consists of 2 levels with the lowest level sitting above the Toronto Transit Commission's (TTC) Yonge-University subway line. Through an ongoing building condition assessment (BCA) at the facility, severe concrete deterioration was discovered within a vent shaft on the east side of the garage, between King St. West and Wellington St. West. TPA's consultant for the BCA, Morrison Hershfield, provided a letter identifying the need for shoring to be installed within the vent shaft.

Shoring Engineer

TPA immediately engaged LFLongo Engineering Incorporated (LEI) to visit the vent shaft at CP52, as well as the corresponding area adjacent to TTC's St. Andrew Station subway tracks to develop emergency shoring designs for the TPA vent shaft. Services include engineered temporary shoring, 2 site reviews of the installed shoring in the TPA vent shaft and TTC space, 1 site review of the installed access scaffold in the vent shaft in the TPA space and provide reports of the site reviews to confirm compliance with the design drawings. TPA received a quote for services on October 20th 2023. Based on TPA's review of the quote, it is recommended that a purchase order in the amount of \$10,800 + HST be issued to LEI

Structural Engineering Support

To aid LEI with development of the shoring design, TPA engaged Engineering Link Incorporated (EL) to provide structural engineering services for developing shoring loads of the CP52 exhaust shaft that can be used by LEI. Services include one site visit to visually review the existing site conditions, review of all available base building structural documents provided, attend design team coordination meetings to review preliminary design options, and prepare and issue structural loading drawings.

TPA received a quote for services from EL to conduct a site visit, review of the base building structural documents, attend design team coordination meetings to review design options, and prepare and issue structural loading drawings on November 22nd 2023. Based on TPA's review of the quote, it is recommended that a purchase order in the amount of \$4,700 + HST be issued to EL to provide structural engineering services to aid the emergency shoring design.

Construction Services

TPA engaged Structural Contracting Limited (SCL) to fabricate and install the required emergency shoring within the exhaust shaft in CP52. Services include supply of all labor, equipment, and material as required to install shoring as per LEI's shoring design, including demobilization and clean up.

As part of the work, TPA also engaged Structural Contracting Limited (SCL) to set up and dismantle scaffold in the vent shaft to allow for upcoming consultant review, as well as fencing to block the top of the grates of the vent shaft located on University Avenue for public safety.

TPA received a quote for services from SCL to supply and install temporary structural steel shoring, including renting additional PERI props deemed necessary by the shoring engineer, clean up, and demobilization inside the vent shaft on December 19th 2023. TPA also received a quote for services from SCL to set up, rent, and dismantle scaffold within the vent shaft in TPA space and fencing over the vent shaft on December 19th 2023. Based on TPA's review of the quotes, and the emergency nature of the situation, it is recommended that a purchase order in the total amount of \$203,460 + HST be issued to Structural Contracting Ltd. to provide engineering services for the exhaust vent shaft at Car Park 52 located at 40 York Street.

Contingency Allowance

A contingency in the amount of \$150,000 is required to capture the yet unknown costs of implementing a required shoring monitoring plan, potential access to the TTC space as part of the monitoring plan, and for unforeseen changes occurring in the process of installing the temporary shoring and the on-going monitoring.

Summary Table

Item	Cost (before HST)
LFLongo Engineering Incorporated	\$10,800.00
Engineering Link Incorporated	\$4,700.00
Structural Contracting Limited – Shoring, Site access and protection	\$203,460.00
Contingency Allowance – Monitoring, Access, Unforeseen issues – All these items are yet to be confirmed	\$150,000.00
Total Costs:	\$368,960.00

RECOMMENDATIONS

The Vice President, Operations, Toronto Parking Authority recommends that:

- 1) The President provide authority to create a Purchase Order to LFLongo Engineering Incorporated to provide engineering services at 40 York Street (Car Park 52) in the amount of \$10,800 excluding Harmonized Sales Tax (HST).
- 2) The President provide authority to create a Purchase Order to Engineering Link Incorporated to provide engineering services at 40 York Street (Car Park 52) in the amount of \$4,700 excluding Harmonized Sales Tax (HST).
- 3) The President provide authority to create a Purchase Order to Structural Contracting Ltd. to provide construction services at 40 York Street (Car Park 52) in the amount of \$203,460 excluding Harmonized Sales Tax (HST).
- 4) The President provide authority to create a contingency allowance of \$150,000 for unforeseen changes to occur in the process of installing the temporary shoring and to address the on-going monitoring requirements that will be determined after the initial emergency shoring installation.

FINANCIAL IMPACT

The amount to create a Purchase Order for LEI to provide engineering services to prepare temporary shoring drawings, coordinate with TTC, and conduct 3 site reviews, one at 40 York Street (Car Park 52) and 2 within TTC's St. Andrew subway station is \$10,800 excluding Harmonized Sales Tax (HST).

The amount to create a Purchase Order for EL to provide structural engineering services to support LEI, conduct 1 site review at 40 York Street (Car Park 52), review base building structural documents, attend design team coordination meetings, and prepare and issue structural loading drawings is \$4,700 excluding Harmonized Sales Tax (HST).

The amount to create a Purchase Order for SCL to provide construction services to supply and install steel shoring, and rent the PERI props, demobilization and clean-up, and set-up, rent, and dismantle the scaffold and fencing is \$203,460 excluding Harmonized Sales Tax (HST).

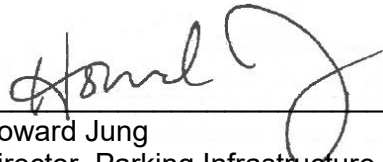
A contingency in the amount of \$150,000 will be required for the shoring monitoring plan which is yet to be confirmed, additional access to TTC areas during the monitoring, and any unforeseen changes occurring in the process of installing the temporary shoring.

Funding for this work is available in the approved TPA Capital Budget, under Internal Order 700436, CPK463-03.

CONTACT

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SIGNATURE



Howard Jung
Director, Parking Infrastructure and Asset Management, Toronto Parking Authority



Jarrett McDonald
Vice President, Operations, Toronto Parking Authority



Scott Collier
President, Toronto Parking Authority

ATTACHMENTS

Attachment 1: Quote from LFLongo Engineering Incorporated dated October 20, 2023.

Attachment 2: Quote from Engineering Link Incorporated dated November 22, 2023.

Attachment 3: Quote from Structural Contracting Ltd. dated December 19, 2023.



INTERNAL MEMORANDUM

Contract Award

DATE: June 26, 2025

TO: Scott Collier, President, Toronto Parking Authority

FROM: Jarrett McDonald, Vice President Operations, Toronto Parking Authority

SUBJECT: **Civil Consultant Retainer**

WARDS: All

RECOMMENDATIONS

The Vice President, Operations, Toronto Parking Authority, recommends that:

- 1) The President, Toronto Parking Authority, grant authority to award the Civil Consultant Retainer to RV Anderson Associates Limited to provide civil engineering consulting, design, and contract administration services on an as required basis in the amount of \$450,000.00 excluding Harmonized Sales Tax (HST) through June 30, 2028.

FINANCIAL IMPACT

The amount to award the purchase order for the Civil Consultant Retainer is \$450,000.00 excluding Harmonized Sales Tax (HST).

Funding for the potential work to be completed is included in the approved TPA's 2025-2027 Capital Budget, TPA908978-1, Internal Order 700521.

CALL SUMMARY

TPA completed a Request for Proposal (RFP) package issued on MERX on May 26th, 2025, with four (4) compliant bids received upon tender close on June 20th, 2025.

All bid submissions were evaluated by TPA staff. The selection was guided by the submission requirements as per the RFP, and acceptance of the terms and conditions noted in the RFP. A summary of the bids submitted can be seen in Table 1.

Vendor	Total Score (out of 100)
RV Anderson Associates Ltd	96.46
CIMA Canada Inc	92.50
Concept Dash	78.33
Catalyst Venture Studio	N/A

Table 1: Vendor Score Summary

Based on the evaluation completed by TPA staff in accordance with the proposal evaluation scoring breakdown in the RFP, the top proposals were submitted RV Anderson Associates Ltd.

COMMENTS

TPA intends to retain one civil engineering consultant on a retainer basis to lead the consulting, design process, and provide contract administration services for the various project packages focused on surface lots, with the total potential contract award value being up to a maximum of \$450,000.00 excluding HST.

General scope of work items included in this retainer will consist of surface lot works for planning, onsite reviews, general troubleshooting, reviews of shop drawings, site drainage, sinkholes, grading, asphalt deterioration, coordination of testing, surface lot BCA's, providing TPA with recommendations for resolution of issues, and reviews of plans affecting TPA surface lots produced by external agencies and stakeholders and providing assistance as required.

Based on the submission of the proposals, as per the proposal evaluation scoring breakdown in the RFP, Toronto Parking Authority is recommending that the contract of work for 2025-CS-VAR-2030.3 - Civil Consultant Retainer be awarded to RV Anderson Associates Ltd.

CONTACT

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Scott Collier, President, Toronto Parking Authority
Toronto Parking Authority



Internal Memorandum Contract Award

DATE: May 23, 2024
TO: Scott Collier, President, Toronto Parking Authority
FROM: Rose-Ann Lee, Vice-President, Finance
SUBJECT: Approval to extend a contract with a consultant to provide procurement services towards PARCS RFS project

SUMMARY

The Toronto Parking Authority is conducting a major procurement exercise to upgrade the legacy equipment at its various garages to improve customer experience, PCI compliance and technology.. A Vendor of Record arrangement has been established in July 2023 through a Request for Prequalification (RFPQ) titled Parking Access Revenue Control System (PARCS). Now under this process, we have a formal Request for Services (RFS) in progress with each of the 4 pre-qualified vendors. The Procurement Office has been assisting team TPA with this RFS process as an external consultant due to this being a resource intensive exercise, total value of spend expected, short execution timelines, technical complexity, strategic importance, and sensitivity of this project.

Given the complexity of this project, the resource requirement has now increased from the original estimate, but we cannot make changes at this time as we are now at the final stages of the process.

Several professional services organizations with expertise in public procurement were originally contacted in May 2024 The Procurement Office was considered the best value for money, being not only was the lowest, but also considered most competent and experienced for this task.

RECOMMENDATION

The Vice-President, Finance recommends that:

The President, Toronto Parking Authority grant authority to extend a Professional Services contract with The Procurement Office (TPO) to continue providing procurement consulting services towards concluding a formal Request for Services (RFS) under Parking Access Revenue Control System (PARCS) Vendor of Record arrangement, at the existing hourly rates.

The Procurement Office has been providing excellent advise and support to TPA teams during this process over the past 1 year, with their expertise and specialization in public procurement being of great value to TPA. They have also been very efficient with their services, but the complexity of this project required additional processes and steps during the procurement, leading to additional time and effort on the part of the consultant as well as the Toronto Parking Authority.

This entire engagement is being managed closely by the Manager – Strategic Sourcing and Procurement, in order to ensure we are able to achieve our objectives in a timely manner.

REASON FOR LIMITED SOLICITATION

The Procurement Office has been supporting this exercise over the past year and we are now at the final stages, likely to conclude within a couple of weeks. As a result, ending the engagement with The Procurement Office or moving to a different consultant at this stage will lead to significant time and cost overruns for the TPA.

FINANCIAL IMPACT

The updated proposed cost of these services expected to be \$107,532; plus contingency at \$12,000 bringing the total cost to \$119,532 excluding taxes and charges.

BACKGROUND

As North America's leading municipal operator of on and off-street parking, the Toronto Parking Authority (TPA) has consistently been at the forefront of introducing innovative parking solutions. In 1995, TPA set a milestone by launching the first fully automated parking garage at St. Lawrence Market, equipped with cutting-edge gated revenue control technology. This innovation was followed in 1998 by adopting automated pay-and-display (P&D) multi-space meters for off-street parking, further establishing TPA's pioneering role in the industry. The introduction of the Green P App in 2016 marked another significant advancement, positioning it as one (1) of the world's premier municipal parking applications.

Currently managing 44 garages and 256 surface lots, comprising around 40,000 parking stalls and projecting revenues of \$84.5 million in 2024, TPA faces the challenge of modernizing its off-street parking facilities. The once state-of-the-art gated revenue control and P&D multi-space meter equipment, now over 20 years old, is nearing the end of its useful life. This necessitates an urgent overhaul to mitigate the risks posed by outdated equipment on parking operations, integrate legacy software and parking services to foster growth and deliver a superior, seamless customer experience. This includes introducing new automated payment methods, built on powerful and open software platform that has the ability to manage all aspects of core parking operations while expanding capabilities to reserve parking or EV charging spots in advance to name just a few.

To initiate this modernization, on May 24, 2023, TPA issued a Request for Pre-Qualification (RFPQ) through MERX for Parking Access and Revenue Control Systems (PARCS) across four (4) categories:

1. Camera-Based Revenue Control Technologies
2. Gated Revenue Control Technologies
3. Multi-Space Meter Revenue Control Technologies
4. Digital Payment and Resellers

After a thorough review by the TPA's Bid Evaluation Committee, four (4) vendors were chosen for inclusion in the PARCS Vendor of Record (VOR) for categories one (1), two (2), and four (4). (This briefing note does not cover the selected vendors for Multi-Space Meter Revenue Control Technologies)

On July 4, 2023, the TPA Board of Directors authorized the President of TPA to negotiate and enter into VOR Agreements with the selected vendors, as detailed in Table 1. These agreements, set for a three (3) year term upon execution of such Agreements would allow for a total budget cap of \$9 million, which will enable the procurement of services in the specified categories on an as-needed basis, marking a significant step towards the modernization of TPA's off-street parking infrastructure.

Table 1 - PARCS Prequalified Vendors

Category	Service	Vendor
1	Camera Based Revenue Control Technologies	Flash, Hub Parking Technology, Precise Parklink Inc, and Scheidt & Bachmann, Flash,
2	Gated Revenue Control Technologies	Flash, Hub Parking Technology, Precise Parklink Inc, and Scheidt & Bachmann, Flash,
3	Multi Space Meter Revenue Control Technologies	JJ MacKay and Precise Parklink Inc.,
4	Digital Payments and Resellers	Flash, Honk, Precise Parklink Inc, and Scheidt & Bachmann,

As the next step towards executing this project, we are now conducting a formal RFS to choose the best vendor to execute these upgrades on multiple parking sites.

In May 2024, we invited quotations from 3 firms to provide procurement support consulting services to assist our teams with hands-on support given the internal TPA procurement team then consisted of only 1 individual, who would also be required to support other internal procurement requirements. The quote from The Procurement Office was subsequently approved on Internal Memo dated May 23, 2024, following quotations received from 3 different consultants, which was sufficient under the TPA procurement policy for the then estimated value of spend.

CONTACTS

Niraj Thakkar
Manager – Strategic Sourcing and Procurement

Rose-Ann Lee
Vice-President – Finance

SIGNATURE



Rose-Ann Lee,
Vice-President Finance and CFO, Toronto Parking Authority



Scott Collier,
President, Toronto Parking Authority

ATTACHMENTS

Attachment 1 – *Internal Memo dated May 23, 2024*

Attachment 2 – *Quote - BLG*

Attachment 3 – *Quote - Osler*

Attachment 4 – *Quote – TPO*



TORONTO PARKING AUTHORITY

REPORT FOR ACTION CONTRACT EXTENSION AWARD RECOMMENDATION

Request for Quotation (RFP) No. Safety 2024-01-SMS Safety Management System Consulting Services – Extension of Contract to Complete Phase 3 of Project

Date: June 11, 2025

To: Scott Collier, President, TPA and Jarrett McDonald, Vice President, Operations, TPA

From: Beverly Goulding, Manager, Safety, TPA

Wards: All

SUMMARY

The objective of this contract extension continues the SMS Project to deliver an effective user-friendly, comprehensive SMS that aligns with the Vision, Mission, and Core Values of TPA, regulatory compliance, WSIB H & S Excellence Program and industry best practices.

The scope of Phase 3 is based on the SMS Scope Document (*CA0041154.6860-R-Rev0_ScopeDocument_TPA_24Jan2025*) developed by WSP fulfilling the previous scope of work stated in WSP's Proposal in May 2024.

Safety Management System Project Implementation Phase 3 Overview

The WSP SMS Consultant(s) will perform all professional services related to the Safety Management System Requirements and Solutions project, including all associated resources to facilitate the work.

- SMS Alignment with WSIB H & S Excellence Program

- SMS Implementation and CIO Integration using a defense-in-depth approach that is layered safety strategies commonly used in high-reliable industries such as aviation, nuclear and manufacturing that is based on TPA significant hazards. This effort will include use of best consensus-based standards example being Canadian Standards Associations (CSA)
- Develop content Safety Management System Manual note SMS manual design will be based on TPA's updated SMS taxonomy from Phase 1 and Phase 2
- Implement identified CIOs from Phase 1 and Phase 2 findings.
- Design TPA significant Hazard(s) Performance Standard (Safe Operating Procedures (SOPs))
- Design Inspection Checklists – note content for inspection checklist will be based on the evidence-based criteria from the newly design defense-In-depth matrix.
- Engage stakeholders across departments.
- Conduct Capacity Building Workshops to equip the TPA teams with knowledge to adopt and sustain the enhanced SMS.
- Conduct walkthrough sessions of the SMS Manual and SOPs
- Develop and design SMS Digitization & SharePoint Site Develop to centralize SMS content through SharePoint.
 - Organize and upload SMS documentation.
 - Configure access controls and versioning.
 - Provide user training and support.

Reason for Non-competitive Award

TPA requires the extended contracted consulting service provider WSP Canada Inc. to develop and provide Phase 3 of the Safety Management System Requirements and Solutions project.

It is best to continue working with the existing vendor – WSP Canada Inc for this phase as working with a different vendor will require significant rework for the TPA as well as the new vendor to align on work already completed as part of phases 1 and 2 with WSP Canada Inc. leading to substantial duplication of costs and effort.

Also, the scope of phase 3 or its pricing details could not be reasonably determined without first completing phases 1 and 2 of this project.

RECOMMENDATIONS

The Manager, Safety, Toronto Parking Authority, recommends that:

- 1. The President of the Toronto Parking Authority (TPA) grant authority to award the contract for Safety Management System Consulting Services extension of contract to WSP Canada Inc. for submitting Phase 3 proposal following conducting Phase 1 and Phase 2 of this project. The Phase 3 proposal submitted to TPA is meeting all specifications in conformance with the Request for Proposal (RFP) requirements of Phase 1 and 2 that identified the scope of work for Phase 3 as required by the Toronto Parking Authority in the amount of \$133,965.00 plus a contingency amount of \$20,095.00 (15%), bringing the sum total to \$154,060.00 (excluding applicable taxes).

FINANCIAL IMPACT

Contract Award Extension Value:

The total Phase 3 project cost of \$154,060.00 (excluding applicable taxes) is comprised of 4 distinctive objectives for additional consulting services to complete the SMS Project.

Description	Cost
Safety Management System Alignment with WSIB	\$3,465.00
SMS Implementation and CIO Integration as scoped in Phase 1 and Phase 2 WSP Report	\$109,425.00
Capacity Building Workshops	\$7,570.00
SMS Digitization & Sharepoint Site Development	\$13,505.00
Contingency (15%)	\$20,095.00
Total	\$154,060.00

The proposed tentative schedule of 25 weeks will commence on July 03, 2025, and will be completed by December 23, 2025.

Funds for this work are included in the 2025 TPA approved CAPEX Budget.

COMMENTS

Phase 1 and Phase 2 call Summary background to lead to Phase 3

Call Number:

Request for Proposal No. RFP SAFETY 2024-01-SMS

Description:

Consulting services related to the development of a Safety Management System, as required by the TPA.

TPA's Manager, Safety developed the scope of work for the procurement call (RFP) to include all technical requirements, material, and labour to provide the initial framework for the Safety Management System.

A formal competitive procurement process was completed. Of which, a procurement call was issued/posted on Merx on May 06, 2024, and closed on May 31, 2024. Five (5) addendums were issued.

Addendum one (1) through three (3) were revisions to the RFP document. Addendum four (4) included a form of contract along with a last revised RFP document. Addendum five (5) included editable proposal submission forms for proponents. The procurement call was viewed by thirty-four (34) vendors. Six (6) proposals were received for review & consideration.

Table 1: *Summary of Submission Received (net of inflation and applicable taxes)*

Company	Price Schedule 1
RMG Consulting Group	27,475.00
Mentor Safety Consultants Inc.	31,912.00
Cross Safety	82,000.00
WSP Canada Inc.	76,680.00
Cortech Safety Solutions Inc.	99,360.00
National Safety Services Inc.	103,800.00

WSP Canada Inc. was awarded Phase 1 and Phase 2 of the SMS Project and has successfully completed all requirements in a timely manner that has provided the requirements to advance TPA's Safety Always culture in Phase 3.

Based on the foregoing, staff recommends that the contract extension of WSP Canada Inc. be accepted.

CONTACTS

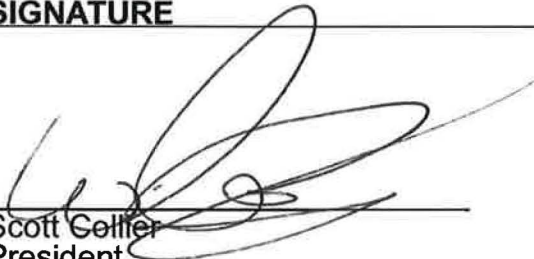
Beverly Goulding, Manager, Safety, Toronto Parking Authority,
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SIGNATURE



Jarrett McDonald
Vice President, Operations
Toronto Parking Authority

SIGNATURE



Scott Collier
President
Toronto Parking Authority

ATTACHMENTS

Attachment 1: Phase 3 – System Implementation Proposal Details – WSP Canada Inc.
Attachment 1: Bid Pricing Sheet - WSP Canada Inc.
Attachment 1: Tentative Proposed Schedule – WSP Canada Inc.
Attachment 2: Phase 1 and 2 Final WSP Canada Inc. Report



TORONTO PARKING AUTHORITY

INTERNAL MEMORANDUM CONTRACT AWARD

DATE: June 22, 2025
TO: President, Toronto Parking Authority
FROM: Chief Information Officer, Toronto Parking Authority
SUBJECT: **EPAM – Additional Services to migrate 25 Dashboards**

SUMMARY

I am writing to propose awarding a sole-source contract to EPAM Systems Inc. for the migration of the remaining 25 dashboards to our new cloud-based data analytics platform. This represents an additional scope that was not included in the original procurement and will be funded from the unused capital expenditure contingency budget allocated for the project. Changing vendors at this stage would cause significant inconvenience and substantial duplication of costs for the Toronto Parking Authority.

Contract Value: \$99,200.00 (Time-and-Materials, 3-month duration)
Average Monthly Value: \$33,065.00

SOLE SOURCING

Per procurement rule 5.7, specifically "**Additional deliveries by an original supplier of goods and services that were not included in the original procurement, but a change cannot be made for economic or technical reasons without causing significant inconvenience or substantial duplication of costs for the TPA,**" we recommend conducting a sole source procurement with EPAM Systems Inc.

TECHNICAL CONTINUITY REQUIREMENTS

Existing System Architecture Knowledge: EPAM developed the original cloud-based data analytics platform and possesses a comprehensive understanding of the system architecture, data models, integration protocols, and custom configurations specific to TPA's requirements. This institutional knowledge is critical for the seamless migration of the remaining dashboards.

Proprietary Integration Frameworks: The existing platform utilizes custom-built integration frameworks, APIs, and data connectors developed specifically by EPAM for TPA's unique operational requirements. These proprietary components cannot be efficiently replicated or modified by alternative vendors without complete system re-engineering.

Data Integrity and Consistency: EPAM has established specific data mapping protocols, transformation rules, and validation procedures for the initial dashboard migrations. Maintaining consistency across all 25 remaining dashboards requires adherence to these established standards and methodologies.

RECOMMENDATIONS

The Chief Information Officer of the Toronto Parking Authority recommends that:

The President of the Toronto Parking Authority grants authority to award the contract to EPAM for a maximum capital expenditure of \$99,200.

FINANCIAL IMPACT

The total contract includes both capital and operating expense components as detailed below:

Time-and-Materials Agreement:

- **Contract Duration:** 3 months
- **Average Monthly Value:** \$33,065.00
- **Total Contract Value:** \$99,200.00

Month	Estimated Scope	Estimated Value
Month 1	Initial dashboard analysis and migration planning (8-10 dashboards)	\$33,065.00
Month 2	Core dashboard migration and testing (10-12 dashboards)	\$33,065.00
Month 3	Final migrations, optimization, and documentation (5-7 dashboards)	\$33,070.00
Total Contract Value	25 Dashboard Migrations	CAD \$99,200.00

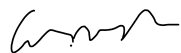
The Project will be funded through Capital Expenditure.

CALL SUMMARY COMMENTS

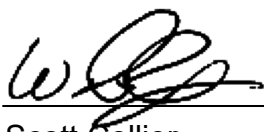
The Chief Information Officer recommends that the President of the Toronto Parking Authority grant authority to award the sole-source time-and-materials contract to EPAM Systems Inc. for dashboard migration services over 3 months, with a total contract value not to exceed \$ 99,200.00 and average monthly expenditure of CAD 33,065.00, funded from the unused capital expenditure contingency budget.

This strategic decision will ensure project continuity, minimize integration risks, and provide cost-effective completion of the data analytics platform implementation while maintaining the highest standards of technical delivery and operational efficiency. The time-and-materials structure offers flexibility in addressing varying dashboard complexities while maintaining budget control. Utilizing the pre-allocated contingency funding ensures efficient budget management and eliminates the need for additional approval processes.

SIGNATURE



Gurvinder Gill
Chief Information Officer



Scott Collier
President, Toronto Parking Authority



INTERNAL MEMORANDUM

PO Award

DATE: July 2nd, 2025

TO: Jarrett, McDonald, Vice-President, Operations

FROM: Howard Jung, Director, Parking Infrastructure and Asset Management

SUBJECT: CP58 – Emergency Retaining Wall Assessment

WARDS: Toronto Centre – Ward 11

SUMMARY

As part of the Toronto Parking Authority (TPA) commitment to safe parking operations, TPA intends to engage a consultant to perform an emergency condition assessment of a deteriorated retaining wall at Car Park 58 (CP 58).

In May 2025, TPA was contacted by a neighbouring property to CP58 regarding concerns about the existing condition of the retaining wall and possible movements of the wall potentially impacting their property and business operations. TPA believes that the movement of the retaining wall may be in part due to the existing TTC subway tunnels below the surface lot. The deterioration and movement of the retaining wall may pose safety concerns to users of the Car Park.

A pre-design assessment of the retaining wall was completed in 2018; however, no work was performed at that time. As a result, TPA intends to have another assessment completed to accurately reflect the current conditions of the retaining wall.

On May 21st, 2025, TPA requested a proposal from AECOM Canada ULC (AECOM) to review the previous reports and photos of the retaining wall, investigate the current condition, and provide recommendations for repairs. On June 10th, 2025, TPA received a proposal from AECOM.

SOLE SOURCING

AECOM has previously performed studies for TTC regarding the tunnels adjacent to CP58. As a result, AECOM is familiar with TTC infrastructure and can provide unique insights regarding the possible impacts

of the TTC tunnels to the CP58 retaining wall. AECOM also has familiarity with design and rehabilitation of TTC structures.

As per the provisions in TPA procurement policy 5-7 for non-competitive solicitations per the criteria **“The goods or services are required as a result of an emergency which would not reasonably permit the solicitation of competitive submissions”**, it is recommended to award this work to AECOM as retaining another consultant cannot be done for technical and safety reasons without causing significant delays, that pose a risk to customers & staff.

RECOMMENDATIONS

The Director, Parking Infrastructure and Asset Management recommends that:

- 1) The Vice-President, Operations, provide authority to award the purchase order for a condition assessment of the retaining wall at 9 Bedford Road (Car Park 58) to AECOM Canada ULC in the amount of \$57,724.44 in base scope, plus \$11,548.49 in contingency, being a sum total of \$69,290.93 excluding Harmonized Sales Tax (HST).

FINANCIAL IMPACT

The amount to award a purchase order to perform the work at 9 Bedford Road (Car Park 58) is \$57,724.44 in base scope, plus \$11,548.49 in contingency, being a sum total of \$69,290.93 excluding Harmonized Sales Tax (HST).

Funding for this work is available in the approved TPA Capital Budget, under Internal Order 700436.

CONTACT

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Jarrett McDonald
Vice-President, Operations



TORONTO PARKING AUTHORITY

INTERNAL MEMORANDUM CONTRACT AWARD

DATE: July 15, 2025
TO: President, Toronto Parking Authority
FROM: Chief Information Officer, Toronto Parking Authority
SUBJECT: **Rogers – Distributed Antenna Systems Connection**

SUMMARY

I am writing to propose awarding a sole-source contract to Rogers Communications Inc. for the implementation of Distributed Antenna Systems (DAS) connectivity across four (4) Toronto Parking Authority garage facilities. After a comprehensive evaluation and technical assessment, Rogers represents the only viable solution that can provide the necessary proprietary hardware and backend integration with Rogers infrastructure required for our DAS infrastructure needs.

The specialized nature of DAS technology and Rogers proprietary system architecture offers significant advantages that align with our organizational connectivity and operational objectives. The Rogers DAS solution will provide the following benefits:

Enhanced Cellular Coverage and Capacity:

Rogers DAS technology will significantly improve cellular coverage within our parking garage facilities, ensuring reliable communication for both staff and customers. The system will enhance voice and data connectivity in previously problematic areas with poor reception.

Seamless Network Integration:

Rogers proprietary DAS hardware is specifically designed to integrate seamlessly with their existing network infrastructure and backend systems. This integration ensures optimal performance, reliability, and futureproofing of our telecommunications investment.

Advanced Technical Capabilities:

The Rogers DAS solution provides multi-carrier support, advanced signal processing, and intelligent load balancing capabilities. These features ensure consistent service quality even during peak usage periods and special events.

Rogers – Distributed Antenna Systems Connection

Scalability and Future Expansion:

Rogers DAS infrastructure is designed to accommodate future technology upgrades and capacity expansions. This scalability ensures that our investment remains viable as telecommunications technology continues to evolve.

Professional Installation and Support:

Rogers provides comprehensive installation services, ongoing maintenance, and technical support specifically tailored to their proprietary Distributed Antenna System (DAS) systems. This specialized support ensures optimal system performance and minimizes downtime.

Regulatory Compliance:

Rogers DAS solutions are fully compliant with Industry Canada regulations and municipal building codes. The system meets all safety standards and interference mitigation requirements for indoor telecommunications infrastructure.

SOLE SOURCING

Per the TPA Procurement Policy 5-7, due to **"the existence of exclusive rights such as patent, copyright, license or warranty restrictions,"** we recommend conducting a sole source procurement of services from Rogers Communications Inc.

After thorough market analysis and technical evaluation of potential telecommunications providers, we determined Rogers holds exclusive proprietary rights to the specific DAS hardware and software integration protocols required to connect with their backend network infrastructure.

RECOMMENDATIONS

The Chief Information Officer of the Toronto Parking Authority recommends that:

The President of the Toronto Parking Authority grants authority to award the contract for Rogers Distributed Antenna Systems connectivity services for a maximum capital expenditure of \$60,000.00 and ongoing operating expenses of \$603.47 per month for connectivity services.

FINANCIAL IMPACT

The total contract includes both capital and operating expense components as detailed below:

Table 1: *Summary of capital costs for Rogers DAS installation*

Product Description	Qty	Unit Cost	Total Cost
DAS Installation - Garage 1	1	\$15,000.00	\$15,000.00
DAS Installation - Garage 2	1	\$15,000.00	\$15,000.00
DAS Installation - Garage 3	1	\$15,000.00	\$15,000.00
DAS Installation - Garage 4	1	\$15,000.00	\$15,000.00
Total Capital Cost			CAD \$60,000.00

Table 2: *Summary of operating costs for Rogers connectivity services (3-year term)*

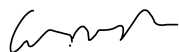
Site Location	Service Speed	Monthly Cost	Annual Cost
Larch Garage	75/30 Mbps	\$64.99	\$779.88
Soho Garage	75/30 Mbps	\$64.99	\$779.88
Yorkville Garage	75/30 Mbps	\$64.99	\$779.88
Dockside Dr (CP286)	100 Mbps	\$408.50	\$4,902.00
Total Monthly Operating Cost		\$603.47	\$7241.64

CALL SUMMARY COMMENTS

As parking facilities increasingly require reliable cellular connectivity to ensure customer satisfaction, safety communications, and operational efficiency, it is imperative to implement advanced Distributed Antenna System (DAS) technology. By partnering with Rogers Communications, we ensure access to cutting-edge telecommunications infrastructure, comprehensive technical support, and a proven, reliable platform that aligns perfectly with our connectivity requirements.

This strategic decision will minimize integration risks, ensure compliance with all regulatory requirements, and provide consistent, high-quality cellular coverage throughout our parking facilities, significantly enhancing the customer experience and operational capabilities.

SIGNATURE



Gurvinder Gill
Chief Information Officer



Scott Collier
President, Toronto Parking Authority



TORONTO PARKING AUTHORITY

INTERNAL MEMORANDUM

Contract Execution and Purchase Order Award

DATE: July 29, 2025

TO: President, Toronto Parking Authority

FROM: Vice President, Operations, Toronto Parking Authority

SUBJECT: **Contract Execution and Purchase Order Award: CP36 – 110 Queen St W Fire and Life Safety System Repairs/Replacement**

WARDS: Spadina Fort York – Ward 10

SUMMARY

This memorandum seeks approval for **funding and execution of a construction contract** related to the fire and life safety system repairs/replacement project at **Car Park 36 (110 Queen St W)**. This request supersedes the previously approved funding of **\$188,817.35** via internal memorandum “*CP36 - 110 Queen St W Fire System Repairs-Replacement*”, dated **May 29, 2025**, and reflects the full revised project scope and cost.

The original scope of work, awarded to **Eurotech Safety Inc.**, was based on deficiencies identified following a **Notice of Violation (NOV)** issued by the City of Toronto Fire & Life Safety Office. The original quote of **\$188,817.35**, which was reviewed and validated by **Smith + Andersen**, TPA’s retained engineering consultant, was later revised to **\$187,149.85** following a minor adjustment. This background is provided for context.

Subsequent to the initial approval, further deficiencies were identified by Eurotech and validated by Smith + Andersen. These additional deficiencies were not captured in the original quote and are necessary to fully address the NOV and ensure compliance and safety.

Eurotech has submitted a supplementary quote for the additional scope in the amount of **\$41,470.49**. Both Eurotech and Smith + Andersen have confirmed that this revised scope now comprehensively addresses all known deficiencies.

Additionally, due to the nature of the work and the potential for unforeseen issues during execution, a **5% contingency** in the amount of **\$11,431.02** is recommended.

SOLE SOURCING

Given the scale and complexity of the project, and the limited funding available under the existing maintenance contract, the Toronto Parking Authority (TPA) will proceed by entering into a separate construction contract with **Eurotech Safety Inc.** To support the successful delivery of the project, TPA will also retain **Smith + Andersen**, its engineering consultant, to provide Contract Administration services, including site inspections, invoice certification, and overall oversight of the work associated with the full scope of identified deficiencies.

Eurotech has been TPAs Fire & Life Safety maintenance contractor since November 30, 2021, and we are currently under a maintenance contract with them that is valid until April 15, 2026. As part of the maintenance services, Eurotech have been able to identify the FLS deficiencies at CP36-110 Queen St W and is fully knowledgeable with respect to the existing systems onsite. Their expertise has been essential in maintaining, securing, and enhancing our fire and life safety systems at CP36.

As per TPA procurement policy 5-7 for non-competitive solicitations under the criteria:

“The goods or services are required as a result of an emergency which would not reasonably permit the solicitation of competitive submissions”.

A competitive solicitation cannot be made for economic, technical, and safety reasons without causing significant delays that pose a risk to customers and staff and potential duplication of costs. As such, it is recommended we award this work to Eurotech Safety Inc.

RECOMMENDATIONS

The Vice President, Operations, recommends that the President, Toronto Parking Authority, grant authority to:

1. **Approve the full scope of work totaling \$228,620.34** to Eurotech Safety Inc.
2. **Include a contingency fund of \$11,431.02** to the project budget.
3. **Approve execution of a construction contract** with Eurotech Safety Inc. for the full scope of work”

FINANCIAL IMPACT

Total funds being requested include the full scope of **\$228,620.34** and a contingency of **\$11,431.02**, for a total project budget of **\$240,051.36**.

Revised Financial Summary including the previously approved budget.

Item	Amount (Excl. HST)
Revised Original Quote	\$187,149.85
Additional Scope (New Quote)	\$41,470.49

Item	Amount (Excl. HST)
Subtotal	\$228,620.34
Contingency (Approx. ≈5%)	\$11,431.02
Total Revised Project Budget	\$240,051.36

Funding for the work is available in the approved TPA 2025 Capital Budget under internal order 700436.

CONTACT

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Jarrett McDonald, Vice President, Operations, Toronto Parking Authority,
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SIGNATURE



W. Scott Collier, President
Toronto Parking Authority

ATTACHMENTS

Attachment 1: 110 Queen Street West – NOV November 4th, 2024.

Attachment 2: “CP36 - 110 Queen St W Fire System Repairs-Replacement” – Internal Memo dated May 29, 2025.