TORONTO PARKING AUTHORITY

Internal Memorandum

DATE:	05-21-2026
TO:	President, Toronto Parking Authority
FROM:	Gurvinder Gill, Chief Information Officer, Toronto Parking Authority
SUBJECT:	**Contract Award for Enterprise Data Governance to PwC LLP**

If DOA reporting to TPA Board required: No

SUMMARY

This memo recommends awarding the contract for Enterprise Data Governance to PwC LLP, following a competitive RFP process. This engagement is essential to establishing a robust data governance framework that will enable TPA to elevate data as a strategic enterprise asset, ensuring trustworthiness, accessibility, and compliance across its hybrid data estate. Leveraging Microsoft Purview as the primary solution of this initiative will establish the organizational capabilities required to sustain and evolve our governance practices over time. After a thorough evaluation, PwC LLP's proposal was determined to offer the best combination of technical excellence, project management discipline, relevant experience, and value for money.

RECOMMENDATIONS

The Chief Information Officer, Toronto Parking Authority, recommends that the President, Toronto Parking Authority grant authority to **award and execute** the following contract: Enterprise Data Governance with PwC LLP in the estimated amount of $419,627 (excluding HST).

Recommended Supplier	PwC LLP
Solicitation Type	Open Solicitation on MERX

Contract Start Date	04-15-2026
Contract Period	1 Year
Optional Extensions (if any)	N/A
Contract End Date	04-14-2027

FINANCIAL IMPACT

The total value of the contract award identified in this report is $419,627 (excluding HST).

Table 1: Financial Impact Summary of Recommended Contract

Description of Products / Services	Total Contract Value (excl. HST)
Enterprise Data Governance	$419,627

SOLICITATION SUMMARY

Solicitation Type: Open Solicitation on MERX	**Solicitation No:** RFP-IT-202508-01
Solicitation Issued: 08-18-2025	**Solicitation Closed**: 09-19-2025
Total number of Bids Received: 4	**Number of Qualified Bids Received:** 4

CONTACTS

Gurvinder Gill
Chief Information Officer, Toronto Parking Authority
Gurvinder.Gill@greenpmobility.com

COMMENTS

Under the Open Solicitation process, the TPA IT Team conducted a competitive procurement, receiving proposals from four reputable vendors—PwC LLP, ThoughtStorm, Deloitte, and EPAM—to ensure a fair and thorough selection for this engagement. PwC LLP was ultimately selected based on a comprehensive evaluation that highlighted their best-in-class methodology, deep relevant experience, and strong value for money. Their proposal outlined a phased, TOGAF-aligned approach to deliver a comprehensive enterprise data governance transformation, centered on the deployment and configuration of Microsoft Purview as the authoritative governance platform. PwC's plan features a realistic timeline, robust stakeholder engagement, and a structured change management strategy to embed governance practices across TPA. Their team brings extensive experience in enterprise data governance for public sector organizations and is supported by certified experts in Microsoft Purview and complementary technologies, ensuring a future-ready and sustainable solution.

For the recommended contract award, the following requirements have been met:

a. The total contract value is $419,627 (excluding applicable taxes) and the contract term is: 1 Year

1. The total term of the contract is 5 years or less including any option years; AND

2. The President has authority for contract award as provided below

Delegated Authorities (Refer Policy 5-10 for details)					
Agreement Type	**TPA Board**	**President (Maximum Value)**	**Vice President (Maximum Value)**	**Director (Maximum Value)**	**Manager (Maximum Value)**
Commitments	> $500,000	$500,000	$100,000	$50,000	$10,000
Commitments via Non-Competitive or Limited solicitations (under circumstances as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

b. The firm recommended for the award is the supplier with the highest overall score based on the evaluation criteria included in the solicitation and meeting all requirements. While PwC's pricing was not the lowest, it is competitive and justified by the quality, reliability, and comprehensive value-added services offered, such as a phased TOGAF-aligned approach, robust stakeholder engagement, and a structured change management strategy. Compared to other vendors, PwC's proposal stands out for its ability to deliver a sustainable enterprise data governance transformation, centered on Microsoft Purview and supported by integrated workstreams that maximize automation and compliance. Alternatives presented either lacked depth in Purview expertise or introduced higher costs without corresponding advantages. Ultimately, PwC LLP achieved the highest overall score in the evaluation, reflecting their technical excellence, disciplined project management, and superior value for money.

Supplier Name	Technical Score out of 80	Pricing Score out of 20	Total Score	Rank
PwC LLP	68	14.07	82.07	1
ThoughtStorm	57.60	20	77.60	2
Deloitte	62.40	6.08	68.48	3
EPAM	59.20	8.29	67.49	4

c. The appropriate Division has reviewed submissions and found the price to be reasonable, within the available budget, and concurs with the recommendation.

SIGNATURE

W. Scott Collier
President, Toronto Parking Authority

TORONTO PARKING AUTHORITY

INTERNAL MEMORANDUM
Purchase Order Award

DATE:	June 10th, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
SUBJECT:	**Enterprise Wayfinding & Signage Program**
WARDS:	All

RECOMMENDATIONS

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

1) The President, Toronto Parking Authority, grant authority to award the Enterprise Signage and Wayfinding Retainer to Sense Engineering Ltd. to provide contract administration services to support the successful implementation of wayfinding and signage projects across TPA facilities on an as required basis in the amount of $400,000.00 excluding Harmonized Sales Tax (HST) through March 31st, 2029.

FINANCIAL IMPACT

The amount to award the purchase order for the Signage and Wayfinding Retainer is $400,000.00 excluding Harmonized Sales Tax (HST).

Funding for the potential work to be completed is included in the approved TPA's 2025-2027 Capital Budget, Internal Order 700563.

CALL SUMMARY

TPA completed a Request for Proposal (RFP) package issued on MERX on February 24th, 2026, with three (3) compliant bids received upon tender close on March 20th, 2026.

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.

Table 1: Vendor Score Summary

Vendor	**Total Score (out of 100)**
Sense Engineering Ltd.	86.62
Danaie Experience Design Inc.	83.77
Fathom Studio	80.50

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

COMMENTS

Over the past three years, Toronto Parking Authority (TPA) has continued to expand and modernize its portfolio of customer-facing assets to enhance navigation, accessibility, and overall user experience across its facilities. Effective signage and wayfinding systems are essential components of this effort, serving to improve clarity, safety, and ease of movement for all users. As TPA facilities undergo changes and become increasingly integrated with multi-model transportation networks, there is a growing need for consistent, professionally managed signage and wayfinding standards across all locations.

To support these objectives, TPA intends to retain one signage and wayfinding consultant on a retainer basis to lead the consulting, design process, and provide contract administration services for the various project packages, with the total potential contract award value being up to a maximum of $400,000.00 excluding HST.

General scope of work items included in this retainer will consist of planning, onsite reviews, general troubleshooting, reviews of shop drawings, coordination of designs providing TPA with recommendations for resolution of issues, and reviews of plans affecting TPA assets 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 2026-CS-VAR-2030.1 – Signage and Wayfinding Retainer be awarded to Sense Engineering Ltd.

CONTACT

Howard Jung, Director of Parking Infrastructure and Asset Management, Toronto Parking Authority
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Jarrett McDonald, Vice President, Operation, Toronto Parking Authority
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Jarrett.McDonald@greenpmobility.com

SIGNATURE

SIGN HERE

Scott Collier, President, Toronto Parking Authority
Toronto Parking Authority

TORONTO PARKING AUTHORITY

Internal Memorandum

DATE:	April 04, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
SUBJECT:	**Contract Award for Cash Counting to** Brink’s Canada Limited

If DOA reporting to TPA Board required: Yes

SUMMARY

The purpose of the memorandum is to obtain approval from the President, Toronto Parking Authority (TPA) to award and execute a three-year agreement with Brink’s Canada Limited (Brinks), in the estimated amount of $222,729.22 (excluding HST), for the provision of cash sorting, counting, rolling, banking, and replenishment services supporting the TPA’s on-street and off-street operations.

This was a noncompetitive (sole source) procurement process due to a demonstrated absence of qualified alternative suppliers in the market. The absence of qualified competition has been established over the course of multiple prior competitive procurements. There is an operational requirement for a secure Toronto-based processing facility with SAP integration, positioning Brink’s as the only vendor capable of meeting the TPA’s mandatory technical, security, and service delivery requirements while ensuring operational continuity and minimizing risk.

RECOMMENDATIONS

The Vice President recommends that the President grant authority to award and execute a three-year agreement, with Brinks for sorting, counting, rolling and banking of cash revenue collected from TPA’s on-street and off-street operations and the delivery of funds to replenish Off-street Pay On Foot equipment in the estimated amount of $222,729.22.exclusive of HST.

Recommended Supplier	**Brink’s Canada Limited**
Solicitation Type	Non-Competitive - Sole Source
Contract Start Date	01-06-2026
Contract Period	3 Years
Optional Extensions (if any)	NA
Contract End Date	31-05-2029

FINANCIAL IMPACT

The total value of contract award identified in this report is $ 222,729.22 including all extensions, excl. applicable taxes.

Table 1: Financial Impact Summary of Recommended Contract

Description of Products / Services	**Year 1**	**Year 2**	**Year 3**	**Total Contract Value (excl. HST)**	**Funding Source (IO number for Capex)**
Cash Counting	$69,515.19	$74,033.68	$79,180.35	$222,729.22	Operational Expense

This spend authorization represents an incremental increase in total spend of six percent (6%) from the previous three (3) year contract period. This expense has been budgeted in the 2026 operating budget and will continue to be planned in future budget cycles.

SOLICITATION SUMMARY

TPA conducted a market scan of alternative service providers and reviewed major armored cash management firms capable of supporting its cash counting volumes. No alternative supplier was identified that could meet all mandatory requirements, including a Toronto-based cash counting facility, point-of-payment-specific counting and processing services, and cash drop-off capabilities that eliminate the need for internal cash holding.

Based on the above along with the experience of multiple prior competitive procurement processes that failed to yield compliant or qualified proponents, and the operational requirement for a secure, Toronto-based processing facility with existing SAP integration, a single source procurement is justified in accordance with TPA Procurement Policy Resolution 5-7. Specifically, this aligns with the allowable exceptions for non-competitive procurement due to an absence of competition for technical reasons and where only one supplier has demonstrated the capacity, qualifications, infrastructure, and system compatibility necessary to meet mandatory service requirements.

Solicitation Type: Non-Competitive	**Solicitation No: N/A**
Solicitation Issued: N/A	**Solicitation Closed**: N/A
Total number of Bids Received: N/A	**Number of Qualified Bids Received:** N/A

DECISION HISTORY

At its meeting on March 23, 2011, the Board of Directors of the TPA adopted S5.1 - Contract Award for three (3) years – For cash processing services to Brinks Agenda Item History - 2011.S5.1

At its meeting April 30, 2014, the board of directors of the TPA Adopted S5.3 granted approval for Contract extension for four (4) years – For Cash processing services to Brinks. Agenda Item history 2014.S5.3.

At its meeting November 26, 2016, the board of directors of the TPA authorized 5.1 to update its existing Brinks coin processing contract to include processing of pay on foot notes and coins effective December 5, 2016.

On July 20, 2020, the Board of Directors of the TPA adopted PA 16.6 – Granting approval for – Contract Extension for One Year (1) - For Cash processing services to Brinks.

On April 15, 2021, the President of the TPA granted approval for a Contract award for a one-year (1) plus one year (1) option. For Cash processing services to Brinks CA17824

On September 1, 2023, the President of the TPA granted approval for a Contract award for a one-year (1) plus two-year (2) option. For Cash processing services to Brinks. RFP PS2031- 01

COMMENTS

TPA staff collect coin and banknote revenues from both On-Street and Off-Street parking equipment, including single-space meters, Pay-and-Display machines, Pay-by-Plate systems, and Pay-on-Foot stations. These collections are transported to Brinks for secure sorting, counting, and banking. These services have been outsourced since 1998, ensuring consistent, secure, and specialized handling of all cash operations.

In 2025, Brinks processed approximately $1,400,000 in banknotes and $2,100,000 in coin. As part of their service offering, Brinks also provides armored transport for cash replenishment, delivering currency from the bank to TPA head office to support change requirements in cash-enabled pay stations. In 2025, approximately $50,000 in currency was delivered for this purpose.

Coin and note processing services for TPA on-street and off-street operations have been competitively procured multiple times over the past years, with limited market availability of qualified suppliers. TPA went to market through formal competitive processes in 2011, 2021, and 2023. In each case, Brink's Canada Limited was ultimately awarded the contract.

Across these procurement cycles, the consistent limiting factor has been the requirement for a secure cash counting and receiving facility within the City of Toronto, combined with the operational, security, and chain-of-custody standards required for TPA collections. Market responses have demonstrated that Brink's is the only vendor that has repeatedly met these mandatory local facility and security requirements.

Given the repeated competitive procurements, the lack of compliant alternative proponents, and the operational necessity for a Toronto-based secure processing facility, a sole source justification is supported on the basis that only one vendor has demonstrated the capacity and qualifications to meet the mandatory service requirements.

For the recommended contract award, the following requirements have been met:

a. the total contract value is $222,729.22 (excluding applicable taxes) and the contract term is three (3) years:

1. The total term of the contract is 3 years or less including any option years; AND

2. The President has authority for contract award as provided below

Delegated Authorities basis Procurement Process (Refer Policy 5-7, 5-7 Appx A, 5-7 Appx B and Policy 5-10 for details)					
Agreement Type	**TPA Board**	**President (Maximum Value)**	**Vice President (Maximum Value)**	**Director (Maximum Value)**	**Manager (Maximum Value)**
Open Solicitations (RFP/RFT etc.)*	> $500,000	$500,000*	$100,000	$50,000	$10,000
Invitational: at least 3 quotes#		$138,999	$100,000	$50,000	$10,000
Invitational: at least 2 quotes#				$20,000	$10,000
1 quote / Direct Spend#				$5,000	$5,000
Commitments via Non-Competitive or Limited solicitations# (only under exceptions as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

CONTACTS

Kieran Hess, Director of Operations, 437-774-9714, kieran.hess@greenpmobility.com

Angelo Sagas, Manager, Tech Services, 416-791-9940, angelo.sagas@greenpmobility.com

SIGNATURE
Jarrett McDonald, VICE PRESIDENT

SIGNATURE
Scott Collier, PRESIDENT

ATTACHMENTS

A. March 23, 2011 – TPA Board Adopted S5.1 – Approval for contract award for three (3) Years
B. April 30, 2014 - TPA Board Adopted S5.3 - Approval for contract extension for four (4) years.
C. November 26, 2016 – TPA Board Authorized S5 - Approval to amend existing contract.
D. July 20, 2020 – TPA Board Adopted PA16.6 – Approval for contract extension for one (1) year
E. April 20, 2021, Internal Memo – President approved contract award for two (2) years
F. Sept 1, 2023, Internal Memo – President approved contract award for three (3) years

TORONTO PARKING AUTHORITY

Internal Memorandum

Contract Award

2026-CON-VAR-D50.3 2026 On-Street EV Installation - Internal Award Memo

DATE:	April 10, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
WARDS:	2, 3, 11, and 18

SUMMARY

As part of the Toronto Parking Authority's ongoing commitment to provide safe, reliable, and accessible electric vehicle (EV) charging infrastructure, TPA is planning to undertake the 2026 On-Street EV Charging Program. This work will support the continued expansion of TPA's on-street charging network through the installation of electric vehicle supply equipment (EVSE) at five new on-street locations across the city.

The project includes two pole-mounted installations and three pedestal-mounted installations at the following locations:

- Pole 281 at 3 Duplex Ave.
- Pole P9 at 12 Kinsdale Blvd.
- Pole P14 at 15 Prince Arthur Ave.
- Pole P296 at 296 The Kingsway.
- Pole P3481 at 3481 Lakeshore Blvd. W.

To support this project, TPA retained CIMA Canada Inc. to provide consulting services necessary for tendering support and bid evaluation. Following completion of the quotation process, all submissions were reviewed by both TPA staff and CIMA. Based on the bid evaluation, Black & McDonald Limited provided the lowest bid for the complete scope of work.

CIMA therefore recommended Black & McDonald Limited for award, and TPA concurs with this recommendation.

Based on the submission of a compliant bid, the lowest price for the complete scope, and conformance to the project requirements, TPA is recommending that the contract for the 2026 On-Street EV Installation be awarded to Black & McDonald Limited.

RECOMMENDATIONS

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

1) The President of the Toronto Parking Authority grant authority to award the contract for the 2026 On-Street EV Installation projects to Black & McDonald Limited, having submitted the lowest overall compliant bid for the complete scope of work, in the amount of $160,411.73, excluding Harmonized Sales Tax (HST).

FINANCIAL IMPACT

The amount to award the contract for the 2026 On-Street EV Installation is $118,823.50, plus $41,588.23 as a contingency allowance as recommended by the consultant CIMA Canada Inc., for a total amount of $160,411.73 excluding Harmonized Sales Tax (HST) awarded to Black & McDonald Limited.

Funding for this project is included in the approved TPA 2026 Capital Budget under Internal Order 700424.

CALL SUMMARY

On March 10th, 2026, Toronto Parking Authority (TPA) solicited through a Request for Tender (RFT) for construction services associated with the 2026 On-Street EV Installation projects. This RFT was issued to seven (7) Toronto Hydro-approved contractors.

The RFT Closed on March 27th, 2026, and two (2) bids were received and evaluated.

The selection was guided by the fee quoted, technical capabilities of the bidder, submission requirements and conformance with the tender requirements. A bid evaluation report for the award dated April 7th, 2026 (Attachment 1) was provided to TPA by CIMA Canada Inc., with Black & McDonald Limited recommended to be awarded the contract 2026-CON-VAR-D50.3.

Rank	Contractor	Base Bid (Excluding HST)
1	Black & McDonald Limited	$118,823.50
2	TM3 Inc.	$149,092.04

***Table 1:** Summary of Bids Received - Ranking*

Additional details on the bid evaluation and analysis can be found in the attached bid evaluation recommendation by CIMA Canada Inc.

CONTACT

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Howard Jung,
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(416) 393-7335
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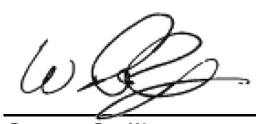
SIGNATURE



Scott Collier
President, Toronto Parking Authority

ATTACHMENTS

Attachment 1: 2026 On-Street EV Installation Bid Evaluation

TORONTO PARKING AUTHORITY

Internal Memorandum

DATE:	May 13, 2026
TO:	Scott Collier, President
FROM:	Jarrett McDonald, Vice President, Operations
SUBJECT:	**Request for Contract Amendment– Safety Management System Consulting Services to WSP Canada Inc**
AUTHOR:	Beverly Goulding, Manager, Safety

If DOA reporting to TPA Board required: Yes

SUMMARY

This contract extension enables TPA to build on the progress achieved during the discovery, analytical, and design phases 1 and 2 completed in 2024–2025, and the Safety Management System (SMS) development phase 3 completed in 2025.

This additional 2026 SMS Phase 3 implementation scope focuses on practical activities to support TPA in strengthening internal capability and readiness for ISO 450001 through focused coaching, mentoring, system advisory support and pre-Stage 1 compliance and internal audit activities that will advance TPA toward ISO 45001 certification.

The intent of this phase is to ensure that the SMS is consistently applied across operations, well understood by staff and leadership, and positioned for a smooth and successful certification process. This next phase of work is also guided by the Scope Document originally developed by WSP under the earlier proposal (2024CA276860 – Safety Management System Consulting Services, dated May 2024).

Attached Proposal No.2026CA569576 as submitted by WSP Canada Inc. April 2026 has more details about the scope of work.

RECOMMENDATIONS

The Vice President recommends that the President, Toronto Parking Authority grant authority to **award and execute** a sole-source extension to the existing contract with WSP Canada Inc. for Safety

Management System (SMS) Consulting Services for Phase 3 – 2026 Implementation, for a total updated contract value of **$244,853.00.**

FINANCIAL IMPACT

The current value of the sole sourced contract with WSP stands at $133,965.00. **We are now seeking approval to allocate additional funds valued at $110,888.00** towards the next implementation phase of this project, **which would bring the total contract value to $244,853.00.**

The table below summarizes the approved amount, expenditures to date, and the updated contract total.

Table 1: Financial Impact Summary of Recommended Contract.

Phase	Approved Spend	Spend to Date	Current Request	Procurement Process	Status	Funding Source
Phase 1 and 2 – SWOT assessment and design of SMS to ISO and WSIB standards	$84,348.00 including contingency	$76,680.00		RFP SAFETY 2024-01-SMS	Completed	
Phase 3 – Development of SMS including H & S Manual, SOPs and Sharepoint Hub based on Phase 1 and 2 scopes of work	$154,060.00 Including contingency	$133,965.00		Sole source extension	Completed	CAPEX Budget – Safety Projects IO 700580
Implementation of SMS (Phase 3) and ISO Audit Preparation			**$110,888.00** Including contingency	Sole source extension	Pending	
Total Value of sole sourced contract extensions $133,965.00+ **$110,888.00 =$244,853.00**						

SOLICITATION SUMMARY

Non-competitive Award

TPA requires the currently contracted consultant WSP Canada to continue for full SMS Phase 3 implementation, ISO 450001 Accreditation and WSIB recognition.

It is best to continue with the existing consultant – WSP Canada Inc for this scope of work as working with a different vendor will require significant rework for the TPA as well as the new vendor to align with the work already completed leading to a substantial duplication of costs and effort. WSP Canada Inc. has already completed Phase 1, Phase 2 and Phase 3 over the past 2 years for TPA under the existing contract.

Also, the scope of this phase of work or its pricing details could not be reasonably determined without completing all previous phases of this SMS Project.

DECISION HISTORY

The TPA conducted an open solicitation in May 2024 to develop Safety Management System. The contract for this piece of work was awarded to WSP Canada Inc., being the top ranked proponent, in July 2024 for a total value of $84,348.

Subsequently, a non-competitive award was made to WSP Canada Inc. To execute Phase 3 of this project in June 2025 for a value of $154,060.

CONTACTS

Beverly Goulding, Manager, Safety, (647) 241-1869, Beverly.Goulding@greenpmobilty.com

Jarrett McDonald, Vice President, Operations, (437) 833-3363, Jarrett.McDonald@greenpmobility.com

COMMENTS

For the recommended contract award, the following requirements have been met:

1. the total contract value is **$244,853.00**(excluding applicable taxes)

2. The President has authority for contract award as provided below

Delegated Authorities basis Procurement Process (Refer Policy 5-7, 5-7 Appx A, 5-7 Appx B and Policy 5-10 for details)					
Agreement Type	**TPA Board**	**President (Maximum Value)**	**Vice President (Maximum Value)**	**Director (Maximum Value)**	**Manager (Maximum Value)**
Open Solicitations (RFP/RFT etc.)*	> $500,000	$500,000*	$100,000	$50,000	$10,000
Invitational: at least 3 quotes#		$133,800	$100,000	$50,000	$10,000
Invitational: at least 2 quotes#				$20,000	$10,000
1 quote / Direct Spend#				$5,000	$5,000
Commitments via Non-Competitive or Limited solicitations# (only under exceptions as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

SIGNATURE

Jarrett McDonald, VICE PRESIDENT, OPERATIONS

SIGNATURE

Scott Collier, PRESIDENT

ATTACHMENTS

1.Proposal No.2026CA569576 as submitted by WSP Canada Inc. April 2026

2.TPA Memo Re SMS Consulting Services Contract Extension Signed June 11, 2025

3.Safety Management System Consulting Award Recommendation Memo July 22, 2024

TORONTO PARKING AUTHORITY

Internal Memorandum

DATE:	May 15, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President Operations, Toronto Parking Authority
SUBJECT:	**Authorization to Execute One-Year Extension – Enforcement Equipment and Platform Support Agreement to ACCEO Solutions Inc. (gTechna)**

SUMMARY

This memorandum requests authorization to execute a one-year extension for enforcement equipment and platform support services with ACCEO Solutions Inc. (gTechna) for the Toronto Parking Authority (TPA).

Toronto Police Service, Enforcement (TPS) selected the gTechna enforcement platform through a competitive procurement process in 2017, and TPA later entered into a Master Services Agreement (MSA) with gTechna in 2019 using a piggyback provision. The platform was implemented in 2020, with the initial agreement including implementation and four (4) years of extended support, which expires on July 31, 2026.

Because the gTechna platform is integrated with TPS, the City of Toronto's Administrative Penalty System, and TPA payment systems, continued support is required to maintain operations. As TPS is expected to decide within the next twelve (12) months whether to continue with gTechna or pursue a new procurement, TPA is recommending a one (1) year extension of the current support agreement, with an option for one (1) additional year.

RECOMMENDATIONS

The Vice President recommends that the President authorize the execution of an addendum to the existing Master Services Agreement with ACCEO Solutions Inc. (gTechna) for

Enforcement Equipment and Platform support services, for a one-year term with an option to extend for one additional year, at an upset limit of $196,582.96.

FINANCIAL IMPACT

The total value of contract award identified in this report is $196,582.96 including all extensions, excluding applicable taxes.

The table below summarizes the approved amount, expenditures to date, and the updated contract total.

This expenditure will be funded from the operational expense budget. It is budgeted for 2026 and will be included in future budget cycles. The requested expenditure anticipates a year-over-year increase of 5% based on estimates from the selected vendor.

Table 1: Financial Impact Summary of Recommended Contract Extension

Tenure	**Year 1**	**Year 2 – 5 Support Contract**	Extension Year	Optional Extension Year
	(2020-2022)	**(2022 - 2026)**	(2026 to 2027)	(2027 to 2028)
Approved Spend	$1,197,000.00	$1,226,776.05	**$91,016.08**	**$95,566.88**
Spend to date	$1,164,753.00	$1,182,656.92	$5,000	$5,000
Contingency				
Spend Requested			**$96,016.08**	**$100,566.88**
Funding Source	Operating Budget			

DECISION HISTORY

The Board of Directors of the Toronto Parking Authority at its meeting of August 24, 2018 in considering the item PA 13.1, Acquisition of New Parking Enforcement Platform and Handheld Enforcement Units:

1. Authorized Toronto Parking Authority staff to enter into a purchase agreement with ACCEO Solutions Inc. for the “gTechna” enforcement system, hardware including handheld ticketing devices and printers, associated custom application development, system implementation and training.
2. Authorized Toronto Parking Authority staff to enter into a four (4) year support agreement for the four (4) years following Year One of the contract execution.

CONTACTS

Kieran Hess, Director Parking Operations, 437 774 9714, kieran.hess@greenpmobility.com

Rosemary Cosentino, Associate Director Parking Operations, rosemary.cosentino@greenpmobility.com

COMMENTS

On August 24, 2017, The Toronto Polices Service (TPS) Enforcement selected the gTechna enforcement platform by way of a competitive public procurement process. Subsequently, by way of a piggyback clause in the TPS Agreement, TPA entered into a Master Services Agreement (MSA) with gTechna on March 19, 2019, for the acquisition, implementation and service support for the integrated gTechna enforcement platform. TPA implemented the gTechna solution in August, 2020 and has operated since that date under the initial Master Services Agreement and Statement of Work (SOW). This initial SOW included provision for implementation and four (4) years of extended support which came into effect August 1, 2022, and expires on July 31, 2026.

The TPA gTechna platform is integrated with TPS and with the City of Toronto, Administrative Penalty System. Furthermore, it has existing integrations with TPA Payment Applications and Payment Meters. Given the nature of these integrations TPA will need to maintain a support agreement with gTechna until such time that TPS provides clear direction on the future of its enforcement platform.

It is understood that TPS will decide within the next twelve (12) months whether they will continue on the gTechna enforcement platform or go to market for proposals. In the meantime, they have advised that TPA should seek an extension to our extended support agreement to ensure continuity of support services with gTechna.

For the reasons above it is recommended that the TPA execute and amend the extended services on the existing MSA with gTechna for one (1) year (2026-2027) with an option to extend for an additional year (2027-2028).

For the recommended contract award, the following requirements have been met:

a. the total contract value is (excluding applicable taxes) and the contract term is: one (1) Year with an option for an additional year.

1. The total term of the contract is 2 years or less including any option years; AND
2. The President has authority for contract award as provided below

Delegated Authorities basis Procurement Process (Refer Policy 5-7, 5-7 Appx A, 5-7 Appx B and Policy 5-10 for details)					
Agreement Type	TPA Board	President (Maximum Value)	Vice President (Maximum Value)	Director (Maximum Value)	Manager (Maximum Value)
Open Solicitations (RFP/RFT etc.)*	> $500,000	$500,000*	$100,000	$50,000	$10,000
Invitational: at least 3 quotes#		$138,999	$100,000	$50,000	$10,000
Invitational: at least 2 quotes#				$20,000	$10,000
1 quote / Direct Spend#				$5,000	$5,000
Commitments via Non-Competitive or Limited solicitations# (only under exceptions as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

b. the appropriate Division has reviewed submissions and found the price to be reasonable, within the available budget and concurs with the recommendation.

SIGNATURE

Jarrett McDonald

SIGNATURE

Scott Collier

ATTACHMENTS

A. Master Services Agreement between Toronto Parking Authority and ACCEO Solutions Inc. (2019)
B. Support Services Estimate August 1, 2026, to July 31, 2027

TORONTO PARKING AUTHORITY

Internal Memorandum

Contract Award

2026-CON-CP58-F3030 CP58 Surface Lot Reconfiguration - Internal Award Memo

DATE:	May 21, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
WARDS:	11

SUMMARY

The reconfiguration of the surface parking lot at Car Park #58 – 9 Bedford Rd is being undertaken in coordination with the adjacent Tribute Communities/Resident joint development. The scope is driven by access constraints identified through planning and councillor direction, requiring accommodation of 53-foot trucks and other large construction vehicles accessing the site from Bloor Street. To facilitate this, all west entrance infrastructure must be fully removed, leaving an open and unobstructed entrance for the duration of construction, with this work proceeding independently of the underground garage PARCS upgrades.

The project includes removing existing asphalt, concrete curb and sidewalks, booths, signage, and electrical components, followed by paving, concrete installations, new signage and electrical work.

To support this project, TPA retained R.V. Anderson Associates Limited to provide consulting services necessary for tendering support and bid evaluation. Following completion of the quotation process, all submissions were reviewed by both TPA staff and R.V. Anderson Associates Limited. Completion of the bid evaluation resulted in showing that Bevcon Construction & Paving Ltd. provided the lowest compliant bid for the complete scope of work. A memo from R.V. Anderson Associates Limited was provided recommending Bevcon Construction & Paving Ltd. for award, and TPA concurs with this recommendation.

Based on the submission of a compliant bid, the lowest price for the complete scope, and conformance to the project requirements, TPA is recommending that the contract for the CP58 Surface Lot Reconfiguration be awarded to Bevcon Construction & Paving Ltd.

RECOMMENDATIONS

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

1) The President of the Toronto Parking Authority grant authority to award the contract for the CP58 Surface Lot Reconfiguration project to Bevcon Construction & Paving Ltd., having submitted the lowest overall compliant bid for the complete scope of work, in the amount of $240,000.00, excluding Harmonized Sales Tax (HST).

FINANCIAL IMPACT

The amount to award the contract for the CP58 Surface Lot Reconfiguration is $144,000.00, plus $96,000.00 as a contingency allowance lower than recommended by the consultant R.V. Anderson Associates Limited, for a total amount of $240,000 excluding Harmonized Sales Tax (HST) awarded to Bevcon Construction & Paving Ltd.

Funding for this project is included in the approved TPA 2026 Capital Budget under Internal Order 700521.

CALL SUMMARY

The CP58 Surface Lot Reconfiguration project arises from ongoing coordination with the adjacent Tribute Communities/Resident joint development, which requires unrestricted access for large construction vehicles servicing demolition and building works. To accommodate 53-foot trucks accessing the site from Bloor Street, it was agreed that the west entrance infrastructure must be fully removed and remain open for the duration of construction. Tribute Communities/Resident committed to a financial contribution toward the reconfiguration works, with an upset limit of $375,000, to be secured through a license agreement negotiated via CREM between Toronto Parking Authority, Tribute Communities, and Resident.

On April 7th, 2026, Toronto Parking Authority (TPA) solicited through a Request for Tender (RFT) for construction services associated with the CP58 Surface Lot Reconfiguration project. This RFT was issued to five (5) contractors. Due to the speciality work for the demolition of existing TPA infrastructure a limited solicitation was required to limit organization risks and assist with successful execution of construction work.

The RFT Closed on May 6th, 2026, and five (5) bids were received and evaluated.

The selection was guided by the fee quoted, technical capabilities of the bidder, submission requirements and conformance with the tender requirements. A bid evaluation report for the award dated May 15th, 2026 (Attachment 1) was provided to TPA by R.V. Anderson Associates

Limited, with Bevcon Construction & Paving Ltd. recommended to be awarded the contract 2026-CON-CP58-F3030.

Rank	Contractor	Base Bid (Excluding HST)
1	Bevcon Construction & Paving Ltd.	$144,000.00
2	Ritestart Limited	$291,100.00
3	Macdero Construction	$313,164.00
4	Complete Concrete Restoration Ltd.	$372,745.00
5	Heritage Restoration Inc.	$394,146.00

Table 1: *Summary of Bids Received - Ranking*

Additional details on the bid evaluation and analysis can be found in the attached bid evaluation recommendation by R.V. Anderson Associates Limited.

CONTACT

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SIGNATURE

Scott Collier
President, Toronto Parking Authority

ATTACHMENTS

Attachment 1: 2026-CON-CP58-F3030-Car Park 58- 9 Bedford Road R.V. Anderson Associates Limited Bid Analysis

TORONTO PARKING AUTHORITY

INTERNAL MEMORANDUM

DATE:	May 27, 2026
TO:	W. Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
SUBJECT:	Authorization to Continue Fleet Management Services with ARI/Holman (Interim Period)

SUMMARY

This memorandum seeks approval to continue utilizing ARI Financial Services Inc. (Holman) as TPA's fleet management service provider for an interim period up to six (6) months from May 6, 2026, through November 5, 2026, following the expiry of the original Board-approved agreement term.

This temporary continuation is required to ensure uninterrupted fleet operations while TPA completes the transition of fleet management to the City of Toronto's Fleet Services Division (FSD). Should the transition be completed in a shorter period than stated above the continuation of services will be terminated early.

During this interim period, Holman will continue to support critical functions including vehicle maintenance, repairs, incident management, and operational oversight to ensure fleet reliability and safety.

Maintaining the incumbent provider will ensure operational continuity and avoid service gaps while transition activities, including system integration, asset transfer, and process alignment, are completed. This approach supports a seamless transition to the City's fleet management framework while maintaining consistent service standards and uninterrupted day-to-day operations.

RECOMMENDATIONS

The Vice President, Operations recommends that:

- The President, Toronto Parking Authority grant authority to continue fleet management services with ARI Financial Services Inc. (Holman) for a period of up to six (6) months, from May 6, 2026, to November 5, 2026.

Recommended Supplier	ARI Financial Services Inc. (Holman)
Solicitation Type	Non-Competitive (Sole Sourcing)
Contract Start Date	May 6th,2026
Contract Period	6 Months
Optional Extensions (if any)	NA
Contract End Date (without and with optional extensions)	November 5th, 2026

FINANCIAL IMPACT

The estimated cost of continuing services is **approximately $35,000 per month (excluding HST)**, for a total estimated value of **$210,000 (excluding HST)** for the period of interim coverage.

Description of Products / Services	**Total Contract Value (excl. HST)**	**Funding Source (IO number for Capex)**
Fleet management services including preventive maintenance, repairs, incident management, and driver-related services	$210,000	2026 Fleet Operating Budget

SOLICITATION SUMMARY

Solicitation Type: Non-Competitive	**Solicitation No:** NA
Solicitation Issued: NA	**Solicitation Closed**: NA
Total number of Bids Received: NA	**Number of Qualified Bids Received:** NA

The continuation of Holman services is being pursued on a non-competitive basis to ensure uninterrupted operations during the transition to FSD. Short-term procurement or onboarding a new provider would introduce unnecessary delays and operational risk. In accordance with

TPA’s Procurement Policy 5-7, this approach is justified as it qualifies under the provision for “Additional deliveries by an original supplier of goods and services that were not included in the original procurement, but a change of supplier cannot be made for economic or technical reasons without causing significant inconvenience or substantial duplication of costs for the TPA.

COMMENTS

TPA has operated under a Fleet Management Services Agreement with Holman since its approval by the TPA Board of Directors in May 2016. The agreement included a five-year initial term and up to five one-year extension options, all of which have now been exercised, resulting in an expiry date of May 5, 2026. The current agreement includes provisions for continued service on a month to month basis.

TPA is currently undertaking a planned transition of its fleet management program to the FSD. This transition involves several interrelated operational and administrative activities that must be completed prior to full transfer of responsibilities, including:

- Completion of vehicle safety inspections and compliance verification
- Addressing outstanding maintenance and repair requirements
- Transfer of ownership, licensing, and insurance to the City
- Finalization and execution of Service Level Agreements (SLAs)
- Onboarding of fleet assets into the City’s M5 fleet management system
- Alignment of operational processes, reporting, and service delivery standards

This work is currently in progress and expected to take several months to complete. During this period, continuous fleet management services are essential to ensure operational continuity, regulatory compliance, and uninterrupted service delivery.

Undertaking a procurement process or onboarding a new vendor for an interim period is not considered practical. Doing so would introduce avoidable complexity, additional administrative effort, and increased operational risk, including potential service disruptions and duplication of transition activities.

Holman, as the incumbent provider, has a well-established understanding of TPA’s fleet operations, existing system integration, and proven service delivery. Continuing services with Holman ensures seamless continuity, avoids disruption, and allows TPA to maintain focus on completing the transition to the FSD in a structured and efficient manner.

For the recommended contract award, the following requirements have been met:

- The President has authority for contract award as provided below:

Delegated Authorities basis Procurement Process (Refer Policy 5-7, 5-7 Appx A, 5-7 Appx B and Policy 5-10 for details)					
Agreement Type	TPA Board	President (Maximum Value)	Vice President (Maximum Value)	Director (Maximum Value)	Manager (Maximum Value)
Open Solicitations (RFP/RFT etc.)*	> $500,000	$500,000*	$100,000	$50,000	$10,000
Invitational: at least 3 quotes#		$133,800	$100,000	$50,000	$10,000
Invitational: at least 2 quotes#				$20,000	$10,000
1 quote / Direct Spend#				$5,000	$5,000
Commitments via Non-Competitive or Limited solicitations# (only under exceptions as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

CONTACT

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Kieran Hess, Director, Parking Operations, Toronto Parking Authority
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SIGNATURE

Jarrett McDonald, Vice President, Operations
Toronto Parking Authority

W. Scott Collier, President
Toronto Parking Authority

ATTACHMENTS

Attachment 1: May 26-16 (Item 3-1)-Board Memorandum
Attachment 2: ARI contract board approval 00000152_minutes
Attachment 3: Fleet Management Services Agreement_May 2016
Attachment 4: Authorization to Execute Optional (5) Years Extension – Fleet Management Services Agreement with ARI (Holman)

TORONTO PARKING AUTHORITY

Internal Memorandum

DATE:	May 27, 2026
TO:	Scott Collier, President, Toronto Parking Authority
FROM:	Jarrett McDonald, Vice President, Operations, Toronto Parking Authority
SUBJECT:	**Blanket Purchase Order Approval for Meter Maintenance - Precise Parklink**

If DOA reporting to TPA Board required: Yes

SUMMARY

This memorandum seeks approval to establish a blanket purchase order for 2026 with Precise ParkLink Inc. (PPL) in the estimated amount of $200,374.58, excluding HST, to support maintenance services, repair labour, and replacement parts for Flowbird S5 parking machines across Toronto Parking Authority (TPA) operations.

In the absence of a warranty agreement this purchase order will ensure continuity of service, maintain system reliability, and provide a structured and controlled approach to managing ongoing maintenance costs following the transition from warranty coverage.

RECOMMENDATIONS

The Vice President recommends that the President grant authority to approve and execute a blanket purchase order with PPL. for the provision of maintenance services, repair labour, and replacement parts for Flowbird S5 (S5) parking machines in the estimated amount of $200,374.58, exclusive of HST, for a one-year period commencing January 1, 2026, and ending December 31, 2026.

SOLICITATION SUMMARY

The recommended supplier is Precise ParkLink Inc., and the solicitation type is sole source based on technical and proprietary constraints that prevent competitive procurement.

Recommended Supplier	Precise Park Link
Solicitation Type	Sole Source
Contract Start Date	N/A
Contract Period	N/A
Optional Extensions (if any)	NA
Contract End Date	N/A

In accordance with TPA Procurement Policy Resolution 5-7, a non-competitive procurement may be undertaken where it can be justified in good faith that there is an absence of competition for technical reasons or where exclusive rights exist, including licensing, proprietary systems, or warranty restrictions.

PPL is the sole authorized distributor of Flowbird parking equipment in Canada and is the only entity permitted to support, maintain, and service the proprietary Flowbird system infrastructure. All software, backend integration, and hardware components are controlled under manufacturer restrictions that limit service and parts provision exclusively to PPL. As a result, no alternative supplier can provide equivalent services without compromising system integrity, violating manufacturer requirements, or introducing operational risk.

Given these conditions, this procurement meets the policy criteria for sole source justification, as there is both a clear absence of competition and the existence of exclusive technical and contractual rights that restrict service delivery to a single supplier.

FINANCIAL IMPACT

The total value of the blanket purchase order is $200,374.58, excluding HST. This amount reflects anticipated costs associated with maintenance labour, replacement parts, and non-warranty repairs for S5 machines over the one-year period (2026).

The financial requirement is driven by the transition from warranty-covered services to full cost responsibility by the TPA, combined with increasing volumes of out-of-warranty equipment and rising service costs. Establishing a blanket purchase order will provide cost predictability, improve financial control, and eliminate the need for repeated individual purchase approvals, thereby supporting efficient and timely service delivery.

This expense has been budgeted in the operations expense budget as warranty cost and is anticipated to be a significant decrease from previous years.

DECISION HISTORY

At its meeting on April 21, 2023, the Board of Directors of Toronto Parking Authority approved the payment of $2,056,961.25 (excluding HST) for the purchase of 225 Pay by Plate parking machines from PPL - PA10.9

At its meeting on July 19, 2024, the Board of Directors of Toronto Parking Authority approved the payment of $3.112 million (excluding HST) for the purchase of 339 Pay by Plate parking machines from PPL – PA3.8

At its meeting on March 4, 2025 the Board of Directors of Toronto Parking Authority approved the payment of $15.6 million (excluding HST) for the purchase of 1900 Pay by Plate parking machines from PPL – PA13.4

COMMENTS

TPA is currently operating in a model where it has transitioned from a warranty supported model to full operational and financial responsibility for maintenance of Flowbird S5 assets. Following the expiration of the comprehensive warranty and parts exchange agreement in November 2025, TPA assumed responsibility for all maintenance labour, replacement parts, and repair costs for 627 S5 machines currently out of the one-year manufactures warranty.

A further 785 machines remain under manufacturer warranty but will begin to expire progressively starting in October 2026. This will materially increase exposure to ongoing, unplanned maintenance costs and place additional pressure on operational budgets. Actual expenditures from the first three months under this model have been used to inform the proposed blanket purchase order value, which represents a reasonable and data-driven forecast of anticipated annual costs.

Establishing a blanket purchase order introduces structure and control. It enables timely response to maintenance requirements without delays tied to individual purchase approvals, supports cost predictability, and ensures continued uptime across both On-street and Off-street operations.

For the recommended spend authority, the following requirements have been met:

- The President has authority for contract award as provided below:

Delegated Authorities basis Procurement Process (Refer Policy 5-7, 5-7 Appx A, 5-7 Appx B and Policy 5-10 for details)					
Agreement Type	**TPA Board**	**President (Maximum Value)**	**Vice President (Maximum Value)**	**Director (Maximum Value)**	**Manager (Maximum Value)**
Open Solicitations (RFP/RFT etc.)*	> $500,000	$500,000*	$100,000	$50,000	$10,000
Invitational: at least 3 quotes#		$138,999	$100,000	$50,000	$10,000
Invitational: at least 2 quotes#				$20,000	$10,000
1 quote / Direct Spend#				$5,000	$5,000
Commitments via Non-Competitive or Limited solicitations# (only under exceptions as defined in TPA Policy 5-7)	> $250,000	$250,000	$20,000	Nil	Nil

CONTACTS

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Angelo Sagas, Manager, Tech Services, 416-791-9940, angelo.sagas@greenpmobility.com

SIGNATURES

SIGNATURE

Jarrett McDonald, Vice President Operations

SIGNATURE

Scott Collier, President

Attachments

Attachment 1: April 21, 2023_Board Approval_Toronto Parking Authority
Attachment 2: July 19, 2024_Board Approval_Toronto Parking Authority
Attachment 3: March 4, 2025_Board Approval_Toronto Parking Authority