

DELEGATED APPROVAL FORM
DIRECTOR, REAL ESTATE SERVICES
MANAGER, REAL ESTATE SERVICES

TRACKING NO.: 2020-254

Approved pursuant to the Delegated Authority contained in Article 2 of City of Toronto Municipal Code Chapter 213, Real Property

Prepared By:	Owen Bartley	Division:	Corporate Real Estate Management
Date Prepared:	September 25, 2020	Phone No.:	(416) 338-1297

Purpose	To obtain authority to enter into a license agreement (the "Agreement") with Metro Toronto Convention Centre (the "Licensor") for the purpose of allowing Toronto Public Health (TPH) to hold public immunization clinics.
Property	255 Front St W, Toronto, Ontario also known as the Metro Toronto Convention Centre, North Building, Level 300, Exhibit Hall A.
Actions	Authority be granted to enter into the Agreement with the Licensor, substantially on the major terms and conditions set out in Appendix "A", and including such other terms as deemed appropriate by the Director of Real Estate Services, and in a form satisfactory to the City Solicitor.
Financial Impact	<p>The licence is for nominal consideration. Additional costs to the City for setup and ongoing cleaning costs is approximately \$11,128.00 (plus HST) or \$11,323.85 (net of HST recoveries).</p> <p>Funding is available in the 2020 Council Approved Operating Budget for Toronto Public Health under cost centre PH4081.</p> <p>The Chief Financial Officer and Treasurer has reviewed this DAF and agrees with the financial implications as identified in the Financial Impact section.</p>
Comments	<p>Pursuant to a directive from the Medical Officer of Health for the City of Toronto, and as part of TPH's standard operations, TPH plans to hold public immunization clinics to administer the flu vaccine prior to this flu season. TPH has identified 4 locations to serve different geographic areas of the city, and will rotate staff between these locations over a 3 month period. This location at Metro Toronto Convention Centre serves the central/downtown area of the city.</p> <p>This program is especially important this year and the National Immunization Advisory Committee recommends getting flu vaccine this year more than ever. Widespread flu immunization will decrease the burden on the health care system, reduce illnesses that could be confused with COVID-19, decrease the need for COVID-19 testing, and will reduce the probability of co-infection in individuals (both flu and COVID-19).</p>
Terms	See Appendix "A"

Property Details	Ward:	10 – Spadina-Fort York
	Assessment Roll No.:	19 04 062 060 007 50
	Approximate Size:	76.8 m x 81.1 m ± (252 ft x 266 ft ±)
	Approximate Area:	6,228.5 m ² ± (67,032 ft ² ±)
	Other Information:	

A.	Manager, Real Estate Services has approval authority for:	Director, Real Estate Services has approval authority for:
1. Acquisitions:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
2. Expropriations:	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.
3. Issuance of RFPs/REOs:	Delegated to more senior positions.	<input type="checkbox"/> Issuance of RFPs/REOs.
4. Permanent Highway Closures:	Delegated to more senior positions.	<input type="checkbox"/> Initiate process & authorize GM, Transportation Services to give notice of proposed by-law.
5. Transfer of Operational Management to Divisions, Agencies and Corporations:	Delegated to more senior positions.	Delegated to more senior positions.
6. Limiting Distance Agreements:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
7. Disposals (including Leases of 21 years or more):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
8. Exchange of land in Green Space System & Parks & Open Space Areas of Official Plan:	Delegated to more senior positions.	<input type="checkbox"/> Exchange of land in Green Space System and Parks and Open Space Areas of Official Plan.
9. Leases/Licences (City as Landlord/Licensor):	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$50,000.	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million.
	<input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding three (3) months, including licences for environmental assessments and/or testing, etc.	<input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding six (6) months, including licences for environmental assessments and/or testing, etc.
	Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.	Leases pursuant to the Community Space Tenancy Policy delegated to a more senior position.
10. Leases/Licences (City as Tenant/Licensee):	<input checked="" type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$50,000.	<input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.
11. Easements (City as Grantor):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million.
	Delegated to more senior positions.	<input type="checkbox"/> (b) When closing roads, easements to pre-existing utilities for nominal consideration.
12. Easements (City as Grantee):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
13. Revisions to Council Decisions in Real Estate Matters:	Delegated to more senior positions.	<input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and subject to General Condition (U)).
14. Miscellaneous:	Delegated to more senior positions.	<input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences
		<input type="checkbox"/> (b) Releases/Discharges
		<input type="checkbox"/> (c) Surrenders/Abandonments
		<input type="checkbox"/> (d) Enforcements/Terminations
		<input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppel Certificates
		<input type="checkbox"/> (f) Objections/Waivers/Cautions
		<input type="checkbox"/> (g) Notices of Lease and Sublease
		<input type="checkbox"/> (h) Consent to regulatory applications by City, as owner
		<input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title
		<input type="checkbox"/> (j) Documentation relating to Land Titles applications
		<input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds

B. Director, Real Estate Services and Manager, Real Estate Services each has signing authority on behalf of the City for:

- Documents required to implement matters for which each position also has delegated approval authority.
- Expropriation Applications and Notices following Council approval of expropriation (Manager, Transaction Services is only Manager with such signing authority).

Director, Real Estate Services also has signing authority on behalf of the City for:

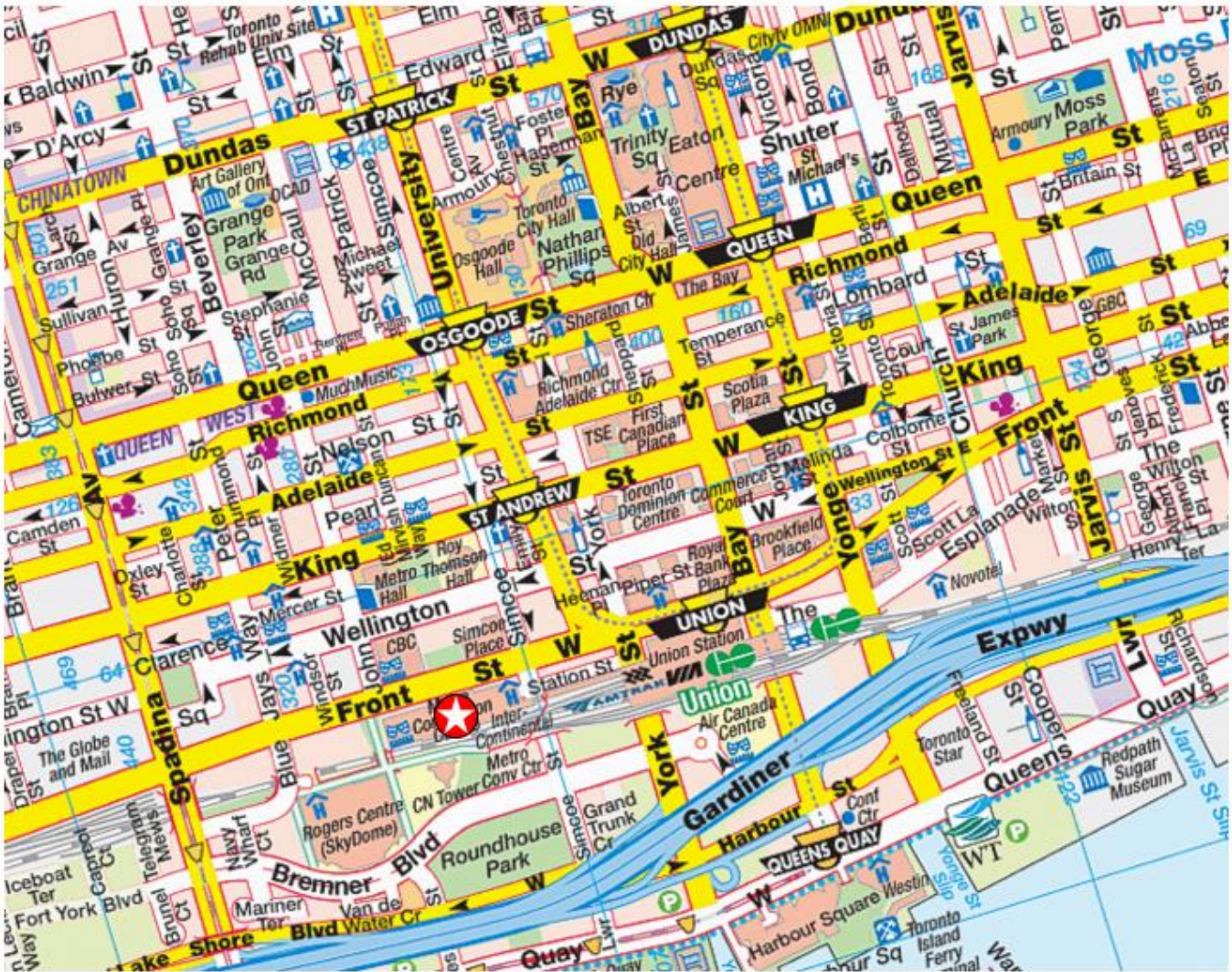
- Agreements of Purchase and Sale and all implementing documentation for purchases, sales and land exchanges not delegated to staff for approval.
- Community Space Tenancy Leases approved by delegated authority by the Deputy City Manager, Corporate Services and any related documents.

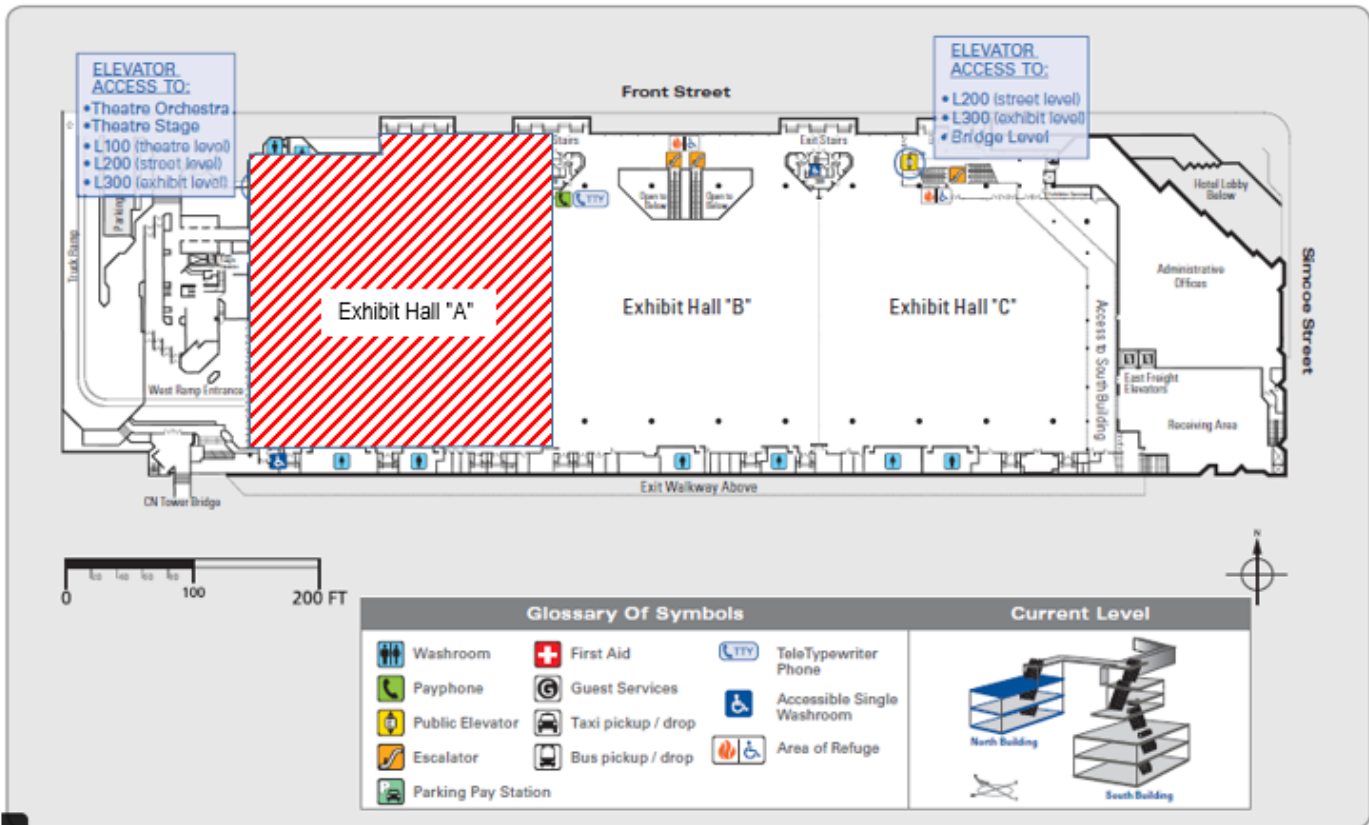
Pre-Condition to Approval										
<input checked="" type="checkbox"/> Complies with General Conditions in Appendix B of City of Toronto Municipal Code Chapter 213, Real Property										
Consultation with Councillor(s)										
Councillor:		Joe Cressy				Councillor:				
Contact Name:		Brent Gilliard (Chief of Staff)				Contact Name:				
Contacted by:		Phone	<input checked="" type="checkbox"/>	E-Mail		Memo		Other		
Comments:		No Concerns (09/23/2020)				Comments:				
Consultation with Divisions and/or Agencies										
Division:		Toronto Public Health				Division:		Financial Planning		
Contact Name:		Ameeta Mathur				Contact Name:		Patricia Libardo		
Comments:		No Concerns (09/28/2020)				Comments:		Revised, no further concerns (09/28/2020)		
Legal Services Division Contact										
Contact Name:		Gloria Lee								

DAF Tracking No.: 2020-254	Date	Signature
Concurred with by: Manager, Real Estate Services Alex Schuler	Sept 28 th , 2020	Signed By: Alex Schuler
<input type="checkbox"/> Recommended by: Manager, Real Estate Services Daran Somas	Sept 28 th , 2020	Signed By: Daran Somas
<input checked="" type="checkbox"/> Approved by: Director, Real Estate Services		
<input type="checkbox"/> Approved by: Director, Real Estate Services		X

Appendix "A" – Major Terms and Conditions of the Licence Agreement

Licensors:	Metro Toronto Convention Centre
Licensee:	City of Toronto
Licensed Area:	A portion of Hall A, located on Level 300 of the MTCC North Building
Licence Fee:	\$0.00 per sq ft per year (plus HST)
Other Costs:	<p>\$0.00 rental charge for 16 folding tables, 50 folding chairs, stanchions and rope. \$472.00 equipment setup and takedown total fee. \$59.00 per hour cleaning costs for days the clinic operates at the MTCC. The clinic is expected to operate 18 days of 8 hours per day for a total of 144 hours, and \$8,496.00 total cost for cleaning. \$135.00 per table for power bar provision. 16 tables x \$135.00 = \$2,160.00 total cost for power.</p>
Term:	82 days commencing September 28, 2020 and expiring December 18, 2020.
Use:	To hold public immunization clinics to administer the flu vaccine.
Insurance:	Comprehensive liability insurance shall provide a minimum limit of liability of five million dollars (\$5,000,000) for bodily injury and/or property damage in any one occurrence, shall include a cross-liability clause, shall name Metropolitan Toronto Convention Centre Corporation as additional insured and shall provide that it will not be cancelled or materially altered prior to the termination of the occupancy period.
Services:	Licensors to provide use of sixteen six-foot folding tables, 50 folding chairs, and stanchions with rope at no charge. Setup and takedown charges are per above. Licensors to provide cleaning staff for the washroom and common areas during clinic operation, charges per above.
Rules:	The Licensors has provided its list of Operating Guidelines.





ELEVATOR ACCESS TO:

- Theatre Orchestra
- Theatre Stage
- L100 (theatre level)
- L200 (street level)
- L300 (exhibit level)

ELEVATOR ACCESS TO:

- L200 (street level)
- L300 (exhibit level)
- Bridge Level



Glossary Of Symbols			Current Level
	Washroom		<p>North Building</p> <p>South Building</p>
	Payphone		
	Public Elevator		
	Escalator		
	Parking Pay Station		
	TeleTypewriter Phone		