



Wallace Emerson Expression of Interest

133 Galleria Road, Toronto, ON M6H 0G3

Expression of Interest

Objectives

The City of Toronto Children's Services is seeking a licensed child care operator to establish and deliver high-quality early learning and child care programs at the new Wallace Emerson Child Care Centre, located at 133 Galleria Road, Toronto, M6H 0G3.

Through this Expression of Interest, Toronto Children's Services aims to identify an operator that can deliver accessible, inclusive, high-quality child care services that are responsive to the needs of children, families, and the Wallace Emerson community.

Community Overview

The Wallace Emerson Child Care Centre is located within the Wallace Emerson community and forms part of the larger Galleria redevelopment project. The redevelopment includes new residential housing, commercial and retail space, parkland improvements, a recreation centre, and a purpose-built child care centre intended to serve both existing and future residents of the community.

Toronto Children's Services has developed a Community Profile for this opportunity, which will be provided as part of the Expression of Interest Application Package. The Community Profile contains information regarding local demographics, community characteristics, child care service availability, and other information intended to assist organizations in understanding the community context and developing their submission.

Interested applicants are encouraged to review the Community Profile and consider how their organization will respond to the needs of children and families in the Wallace Emerson community, including approaches to community engagement, accessibility, inclusion, and partnerships with local organizations.

Site Description

Location

The City of Toronto (Parks and Recreation and Children's Services), in partnership with Almadev Developments, is building a new 62-space Child Care Centre as part of the Galleria redevelopment at Dufferin Street and Dupont Street. The redevelopment will revitalize the former Galleria site, creating a pedestrian-friendly space with access to transit, a new park,

community facilities, recreation and retail. The Child Care Centre is located within the newly constructed Wallace Emerson Recreation Centre.

Operating Capacity

The centre will have five playrooms with space for 62 children:

- Infants: 1 room of 10 children (10 spaces)
- Toddlers: 2 rooms of 10 children (20 spaces)
- Preschoolers: 2 rooms of 16 children (32 spaces)

Facility Description

- The Child Care Centre is a single-storey facility located within the community centre, with its own dedicated entrance for easy access for families.
- The space includes 744 square metres of interior space and three separate adjacent playgrounds totalling 484 square metres.
- The Child Care Centre includes five playrooms, each designed to support the child care program with dedicated children's washrooms and dressing areas.
- The Child Care Centre includes a range of auxiliary spaces such as offices, a meeting room, staff room, kitchen, laundry room, adult washrooms, and a janitor room.
- Three pick-up and drop-off spaces for families and visitors are located at the front of the Community Centre, near the entrance to the Child Care Centre.
- Access to the Child Care Centre is provided through an accessible vestibule with a security system, which includes an intercom, phone system, key pad / card reader, and a key lock for enhanced safety and controlled entry.

Infant Program Room (1 room)

- Cubby Area: Located in the vestibule of the infant program room, the cubby area accommodates 10 infants and includes a dressing table to support daily routines.
- Servery: Equipped with both adult-height and child-height hand wash sinks, ample cupboard space, a full-size fridge, and a toy wash station to support food service and hygiene.
- Self-contained Washroom: Designed for functionality and accessibility, the washroom includes a child-height toilet, child-height and adult-height hand wash sinks, a change table with stairs, and upper cubbies for diaper storage.
- Infant Sleep Room: A separate sleep room for 10 infants featuring observation windows to allow for safe and easy monitoring by staff.

Toddler Program Room (2 rooms)

- Cubby Areas: Cubbies for 10 toddlers are located in the vestibule of one toddler program room. An additional set of cubbies for 10 toddlers is positioned along the corridor leading to the playroom of the second toddler program room.
- Served: Each toddler room includes an adult-height hand wash sink, a child-height hand wash sink, and cupboards.
- Shared Washrooms: The toddler program rooms feature two child-height toilets, two child-height hand wash sinks, two change tables with stairs and hand washing sinks, and upper cubbies for diaper storage.
- Storage: Shared cot and toy storage room.

Preschool Program Room (2 rooms)

- Cubby Area: Cubbies for 32 preschool children are located in the corridor.
- Served: Each preschool room includes an adult-height hand wash sink, a child-height hand wash sink, and cupboards.
- Self-Contained Washrooms: Dedicated washrooms with direct access from the playrooms are equipped with two toilets, two child-height hand wash sinks, and an adult-height hand wash sink.
- Storage: Shared cot and toy storage room.

Administrative Areas

- The Child Care Centre includes a supervisor's office and a second office to support administrative and program needs.
- Meeting room

Kitchen

The kitchen is suitable for catered food and snack preparation. It includes:

- Commercial dishwasher and triple sink connected to the grease interceptor
- Hand washing and prep sinks
- Major appliances, including a residential stove with an over-the-range microwave, a full-size refrigerator, and a full-size freezer
- Storage through full-size base and upper cabinets, as well as a walk-in pantry

Staff Room

- Staff lockers
- Kitchenette with a hand wash sink and dishwasher

- Residential fridge
- Lounge area
- Close to a staff washroom

Laundry Room

- Laundry equipment: dryer, washing machine, laundry sink
- Central toy wash station

Additional Features

- Barrier-free and staff washrooms are available, ensuring accessibility for all individuals
- Janitor Room
- IT and Electrical Room
- Dedicated Garbage Room

Playgrounds

- All three playgrounds are located at ground level.
- Infant and toddler programs have direct access from their playrooms to their dedicated playgrounds.
- Preschoolers have access to their dedicated playground from the centre's corridor.
- Design and play elements include sand areas, rubber surfacing, hose bibs, planters, seating areas, and balance beams, all designed to support active and sensory play.
- Toy storage sheds are provided in each playground.
- A building canopy partially covers the outdoor area, providing shade and protection from the weather.

Lease

The successful applicant will be required to enter into a lease agreement with the City of Toronto for the use of the child care premises at 133 Galleria Road. Key terms will include:

- A nominal rent.
- A 10-year initial term with one 10-year renewal option.
- Responsibility for operating costs, utilities, and maintenance of the leased space.

Full lease terms will be negotiated following selection and will be consistent with City standards for child care facilities.

Insurance

The successful applicant will be required to maintain insurance coverage at their own cost, including:

- All Risks Property Insurance equal to 100% of the full replacement cost, covering all property owned by the operator, or for which they are legally liable, or installed by or on behalf of the operator, or located on the premises.
- Comprehensive General Liability Insurance with a minimum coverage of \$5 million, naming the City of Toronto as additional insured.

Full insurance requirements will be outlined in the lease agreement.

Approvals

Toronto Public Health and Ministry of Education pre-approvals in principle have been completed for the new child care centre.

The successful applicant is responsible for applying to the Ministry of Education for a new licence through the Child Care Licensing System (CCLS) and for meeting all licensing requirements.

Who Can Apply

Organizations that meet all of the eligibility requirements below are invited to apply. Completed applications, with all required attachments, must be emailed to TCsgrowth@toronto.ca.

Eligibility

- Not-For-Profit child care Organizations or Public institutions
- enrolled in the Canada Wide Early Learning Child Care (CWELCC) System, and
- currently holds a Fee Subsidy Service Agreement with the City of Toronto

Applicants that do not meet all eligibility requirements will not be considered.

Required Documents

1. Completed Expression of Interest Application Package (Excel format)
2. A letter from the current Board of Directors confirming that the application has been reviewed and approved by the Board and signed by two authorized signing officers (PDF format)
3. Agency by-laws (PDF format)
4. Community Collaboration and Program Alignment submission (PDF format)

Do not submit any additional documents with your application. If additional documentation is required, it will be requested by Toronto Children's Services. Applicants that do not submit all required documents will not be considered.

Site Visit

Applicants are encouraged to attend a site visit to view the child care space and existing site conditions, and to gain a better understanding of the facility.

Before attending, all participants must request, sign and return a safety waiver and RSVP to the Expression of Interest contact (listed below) by October 13, 2026.

Personal Protective Equipment (PPE) is required for all participants and includes a hard hat, safety vest, and safety boots. Participants should also wear long pants and long sleeves. Dresses, skirts, and shorts are not permitted.

A maximum of two representatives per organization may attend.

Questions and Answers

To support a fair, transparent, and consistent Expression of Interest process, applicants may submit questions regarding the Expression of Interest by the deadline identified in the Schedule of Events.

Responses to questions, and any clarifications issued by Toronto Children's Services, will be shared by email with all interested applicants to ensure equal access to information. Applicants are encouraged to review all Questions and Answers before submitting their application.

Application and Selection Process

Organizations that meet the eligibility requirements may request an Expression of Interest (EOI) Application Package from the Expression of Interest contact listed below.

Completed EOI applications, including all required documents, will be reviewed by Toronto Children's Services as part of the evaluation and selection process. Late or incomplete submissions will not be considered.

Expression of Interest Evaluation Process

Applications will be reviewed through a three-stage evaluation process:

- **Stage 1:** Completeness Review to confirm all required application documents are complete and have been submitted.

- **Stage 2:** Organizational Review and Financial Viability Assessment, including a review of organizational compliance with the City of Toronto and the Ministry of Education, and financial capacity.
- **Stage 3:** Community Collaboration and Program Alignment Assessment, which evaluates an organization's ability to deliver accessible, inclusive, high-quality child care services that respond to the needs of children, families, and communities.

Decision

Toronto Children's Services will evaluate all eligible submissions using the established evaluation criteria and selection process. Applications will be reviewed by a multi-disciplinary review panel to support a fair, transparent, and consistent assessment process.

The successful organization will be the applicant best positioned to establish and deliver accessible, inclusive, and high-quality child care services that respond to the needs of children, families, and the Wallace Emerson community and achieve the objectives of this Expression of Interest.

Applicants will be notified of the outcome following completion of the evaluation process.

Schedule of Events

Event	Date
Release of Expression of Interest	October 6, 2026
Deadline to RSVP and Submit Safety Waiver for Site Visit	October 13, 2026
Site Visit Attendance details, PPE requirements, and registration information are outlined in the Site Visit section above. No parking is available on site.	October 16, 2026 12:00 p.m.
Deadline for Submission of Questions	October 21, 2026
Release of Questions and Answers	October 28 to November 4, 2026
Expression of Interest Submission Deadline Note: Completed applications, including all required supporting documents, must be submitted electronically by 11:59 p.m. on November 23, 2026 to TCSgrowth@toronto.ca	November 23, 2026

Expression of Interest Contact

All correspondence related to this Expression of Interest, including requests for an application package, questions, site visit registration, and submission of completed applications, must be directed to:

Tanya Bucchan, District Consultant
TCSgrowth@toronto.ca

Application Submission

Completed Expression of Interest applications, including all required supporting documents, must be submitted electronically to TCSgrowth@toronto.ca by **11:59 p.m. on November 23, 2026**.