
REGULAR COUNCIL

TO: Mayor & Council **DATE: July 22, 2021**

FROM: General Manager, Parks, Recreation & Culture **FILE: 0450-01**

SUBJECT: Partnering Agreement and License and Operating Agreement between the City of Surrey and Alexandra Neighbourhood House for Childcare at the Don Christian Childcare Facility

RECOMMENDATION

The Parks, Recreation & Culture Department recommends that Council:

1. Award Contract 1220-050-2021-013 to the Association of Neighbourhood Houses BC (“Alexandra Neighbourhood House”) to operate the childcare at the new Don Christian Childcare facility located on the east side of the Don Christian Recreation Centre Site at 6220 - 184 Street;
2. Approve the execution by the General Manager of Parks, Recreation & Culture of a Partnering Agreement between the City and Alexandra Neighbourhood House, subject to compliance with the public notice provisions of the Community Charter, SBC 2003, C.26, , as approved by the City Solicitor all as generally described in this report; and
3. Approve the execution by the General Manager of Parks, Recreation & Culture of a License and Operating Agreement for three years, with one additional two-year term between the City and Alexandra Neighbourhood House, subject to the execution of the Partnering Agreement compliance with the public notice provisions of the Community Charter, SBC 2003, C.26, and satisfaction of the conditions precedent, all as generally described in this report.

INTENT

The purpose of this report is to obtain Council’s approval to enter into a Partnering Agreement and a License and Operating Agreement with Alexandra Neighbourhood House to operate childcare services at the new Don Christian Childcare facility.

BACKGROUND

Cloverdale is geographically the third largest neighbourhood in Surrey and a community experiencing steady growth in population. An increasing number of young families are moving to the area and as such, there is a growing need for licensed childcare opportunities in the community. In 2019, the City applied for the Childcare Space Creation grant, offered by the Province of British Columbia and administered by the Union of British Columbia Municipalities (“UBCM”), with a

proposal to build a modular facility on the property of Don Christian Recreation Centre. The City was awarded \$1,000,000 in capital grant funding to support the project with the commitment to create 16 licensed childcare spaces for children under the age of five.

The location for this modular facility was chosen, in part, due to the accessibility for families in Cloverdale while also recognizing that the other amenities on site create a hub of services to families with children from six months up to 13 years of age. The Don Christian Childcare facility is adjacent to the Don Christian Recreation Centre which offers a wide range of programs for children and families. The new childcare facility is also next to the Surrey School District's Don Christian Elementary School.

DISCUSSION

The new Don Christian Childcare facility was completed in June 2021. The design and layout of the modular unit was developed by Art Cader Architect Inc. and in consultation with Community and Recreation Services staff from the City to ensure all childcare licensing requirements are met. Additional outdoor elements including a natural play area will be complete before September 2021.

Request for Expressions of Interest Process

A request for expressions of interest process was initiated in May 2021 RFEOI/SOQ #1220-050-2021-013 (the "RFEOI"). The RFEOI process sought to identify an operator able to provide a full range of inclusive, accessible, and affordable childcare services. Prospective proponents were further advised that the City is proposing to enter into a three-year operating agreement (with an option for a two year renewal period) with the selected, successful proponent. Additionally, the RFEOI indicated that proponents had the option of expressing interest in operating the Before and After School Care program currently operated by the City out of the existing Don Christian Recreation Centre.

Two submissions were received as follows:

1. Alexandra Neighbourhood House
2. Kids Zone Child Care Centre Ltd. ("Kids Zone")

EVALUATION

The evaluation team comprised of staff from the Parks, Recreation & Culture Department, Finance Department and Legal Services. The evaluation criteria used in the selection process were as follows:

- Organization Structure and Status;
- Organization Current Operations;
- Experience Related to Childcare Planning and Set-up;
- Capital Contribution to the Site;
- Financial Viability;
- Organization Childcare Philosophy;
- City of Surrey and Parental Involvement;
- Staff Training and Development;
- License and Operating Agreement;
- Start Up and Operating Budget;
- Implementation Plan;

- Innovation;
- Community;
- Capacity for Expansion;
- Compliance; and
- Value Added Services.

The evaluation team reviewed the submissions against the above evaluation criteria and conducted one additional clarification/interview meeting with each proponent to gain a greater understanding of elements related to their submissions.

Results of Evaluation

Based on the evaluation, the evaluation team determined that Alexandra Neighbourhood House is the preferred proponent recommended to operate the childcare facility. While both proponents are capable of operating the facility, the evaluation team recognized a great depth and breadth of experience and expertise of Alexandra Neighbourhood House in the operation of a licensed childcare. Alexandra Neighbourhood House also has the oversight and support from the well-established, financially sound ANHBC with an existing governance model in place, a defined reporting structure, Volunteer Board of Directors and existing Community Boards.

Alexandra Neighbourhood House thoroughly demonstrated the skills, knowledge, resources, capacity, and ability to fulfill the services as requested. Alexandra Neighbourhood House brings a wealth of previous experience and expertise in the childcare industry with a history of providing high quality childcare programs to Surrey, including a successful operation at Kensington Prairie Community Centre since 2011. Alexandra Neighbourhood House presented evidence throughout their submission to their commitment to programs with distinct focuses on inclusivity, diversity, and collaborative community approaches with relevant examples derived from current operations.

Alexandra Neighbourhood House also expressed interest in operating the existing before and after school care program out of the Don Christian Recreation Centre.

The Partnering Agreement

The Partnering Agreement authorizes the City to provide "assistance" to Alexandra Neighbourhood House provided that notice is given (both in accordance with section 24 and 94 of the Community Charter respectively). The proposed Partnering Agreement with Alexandra Neighbourhood House includes the following potential types of assistance:

- a) A contribution by the City of the childcare and adjacent outdoor activity area for use by Alexandra Neighbourhood House throughout the 5-year term;
- b) A contribution by the City of furnishings and equipment related to the childcare and outdoor activity area;
- c) Maintenance by the City of janitorial services specific to the childcare;
- d) Non-exclusive access to common areas on site;
- e) Maintenance by the City of the parking areas, pedestrian pathways and landscaping adjacent to the childcare at no cost to Alexandra Neighbourhood House; and
- f) Access to and use of the childcare for a nominal rate (\$1.00 annually) over the 5-year term.
- g) A contribution by the City for the operation of a licensed before and after school care program at the Don Christian Recreation Centre.

The License and Operating Agreement

The License and Operating Agreement outlines the terms and conditions associated with the use of the modular facility to Alexandra Neighbourhood House for a nominal rate (\$1.00 annually). The License and Operating Agreement will govern the terms and conditions associated with the use of the modular facility and will also ensure that the childcare facility is operated in a manner that is acceptable to the City.

The License and Operating Agreement is for a term of three years, with a further two additional years as an optional renewal, and is subject to the following conditions precedents:

1. City Solicitor approval; and
2. Compliance with the notice provisions of the Community Charter, SBC 2003, c. 26.

Legal Services Review

This report has been reviewed by Legal Services and they have no concerns.

SUSTAINABILITY CONSIDERATIONS

The Partnering and License Agreement will support the objectives of the City's Sustainability Charter 2.0. In particular, these Agreements relate to the Sustainability Charter 2.0 themes of Health and Wellness, Infrastructure, Education and Culture, and Inclusion. Specifically, this project supports the following Desired Outcomes ("DO") and Strategic Directions ("SD"):

- Health and Wellness - Health Services and Programs – SD 5: Support access to high-quality childcare services and facilities.
- Health and Wellness - Wellness and Recreation – SD 7: Actively support capacity-building in neighborhoods and communities to encourage connections.
- Infrastructure - All Infrastructure - DO 2: Infrastructure systems provide safe, reliable affordable services.
- Education and Culture - Learning DO 3: Meaningful and accessible early childhood learning opportunities are in place for children and families.
- Inclusion - Age Friendly Community DO 17: Families have access to affordable and quality local childcare.

CONCLUSION

Based on the above discussion, it is recommended that Council support Alexandra Neighbourhood House to provide childcare services at the Don Christian Childcare facility, on site at the Don Christian Recreation Centre at 6220 - 184 Street and execution of the subsequent Partnering and License and Operating Agreements as generally described in this report.

Laurie Cavan
General Manager
Parks, Recreation & Culture