



Toronto and Region Conservation Authority

Board of Directors Meeting Agenda

#10/18

January 4, 2019

9:30 A.M.

HEAD OFFICE, 101 EXCHANGE AVENUE, VAUGHAN

Pages

1. **ACKNOWLEDGEMENT OF INDIGENOUS TERRITORY**
2. **MINUTES OF MEETING #9/18, HELD ON NOVEMBER 30, 2018**
Minutes [Link](#)
3. **BUSINESS ARISING FROM THE MINUTES**
4. **DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
5. **DELEGATIONS**
6. **PRESENTATIONS**
7. **CORRESPONDENCE**
8. **SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION**
 - 8.1 **SOLID WASTE AND RECYCLING COLLECTION AND MANAGEMENT PROGRAM 2019-2021** 4
Award of Contract #10009310
 - 8.2 **UNIFORMED SECURITY SERVICES 2019 - 2024** 7
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9. SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD

9.1 THE MEADOWAY – VISUALIZATION TOOLKIT

Award of Contract #10009458

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10. MATERIAL FROM EXECUTIVE COMMITTEE MEETING

Following reports are available separately in the Executive Committee Meeting Minutes

10.1 SECTION I - ITEMS FOR BOARD OF DIRECTORS ACTION

10.1.1 BRE INNOVATION PARK

Update and Authorization to Lease a Lot at Innovation Park at Kortright, 9550 Pine Valley Drive, City of Vaughan, Regional Municipality of York, Humber River Watershed (CFN 59237). Response to proposals from Mattamy and Services and Housing in the Province (SHIP) for a lease at the BRE Innovation Park at Kortright to be located south of Major MacKenzie Drive and west of Pine Valley Drive, municipally known as 9550 Pine Valley Drive, in the City of Vaughan, Regional Municipality of York, Humber River watershed. TRCA staff recommend to enter into a 5-year lease (with three, 5 year options) with Mattamy and to enter into a 3-year lease (with three, 5 year options) with SHIP of Toronto and Region Conservation Authority-owned land for the construction and occupation of a research and demonstration building at the Innovation Park site at less than market rent, recognizing other benefits of these leases.

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10.2 SECTION III - ITEMS FOR THE INFORMATION OF THE BOARD

10.2.1 2018 THIRD QUARTER EXPENDITURES REPORT

Receipt of Toronto and Region Conservation Authority's expenditures as of the end of the third quarter, September 30, 2018 for information purposes.

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10.2.2 KIRBY ROAD EXTENSION ENVIRONMENTAL ASSESSMENT

Keele Street to Bathurst Street. TRCA staff are informing the Executive Committee of their concerns with this undertaking as proposed and are informing the Executive Committee that staff will be pursuing adjustments to the preferred alignment with the City of Vaughan, proponent and involved agencies.

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10.3 SECTION IV - ONTARIO REGULATION 166/06, AS AMENDED

Receipt of Ontario Regulation 166/06, as amended, for applications under 11.1, which were approved at Executive Committee Meeting #10/18, held on December 14, 2018.

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11. NEW BUSINESS

ANNUAL BOARD OF DIRECTORS MEETING #1/19, TO BE HELD ON JANUARY 25,
2019 AT 9:30 A.M. AT BLACK CREEK PIONEER VILLAGE

John MacKenzie, Chief Executive Officer

/am

Section I – Items for Board of Directors Action

TO: Chair and Members of the Board of Directors
Meeting #10/18, Friday, January 04, 2019

FROM: Derek Edwards, Director, Parks and Culture

RE: **SOLID WASTE AND RECYCLING COLLECTION AND MANAGEMENT PROGRAM 2019-2021**
Award of Contract #10009310

KEY ISSUE

Award of contract for Solid Waste and Recycling Collection and Management services for 12 TRCA locations for 2019-2021.

RECOMMENDATION

THAT Contract #10009310 for Solid Waste and Recycling Collection and Management Services for 2019-2021 for twelve (12) Toronto and Region Conservation Authority (TRCA) facilities be awarded to Canadian Waste Management at a total cost not to exceed \$116,000, plus 10% contingency, plus HST for to be expended as authorized by TRCA staff for an initial term of two (2) years (March 1, 2019 to February 28, 2021) with an option to renew for additional two (2) years with revised rate in accordance with Ontario's Consumer Price Index;

THAT should TRCA staff be unable to negotiate a contract with the above-mentioned proponent, staff be authorized to enter into and conclude contract negotiations with other Proponents that submitted proposals, beginning with the next highest ranked proposal meeting TRCA specifications;

AND FURTHER THAT authorized TRCA officials be directed to take whatever action may be required to implement the contract, including the obtaining of necessary approvals and the signing and execution of any documents.

BACKGROUND

TRCA is committed to moving toward zero solid waste in the day-to-day operations for programs and at facilities, with a target of 80% diversion of waste. Currently TRCA is achieving over 40% diversion. Progress towards increasing diversion rates is directly related to expectations placed on TRCA's waste service provider to help achieve TRCA goals.

TRCA requires Solid Waste and Recycling Collection and Management Services at the following 12 locations:

- Glen Rouge Campground: 7450 Kingston Road, Toronto
- Black Creek Pioneer Village: 1000 Murray Ross Parkway, Toronto
- Petticoat Creek Conservation Area: 1100 Whites Road, Pickering
- Boyd Conservation Area: 8739 Islington Avenue, Woodbridge
- Boyd Office: 9755 Canada Company Avenue, Woodbridge
- Restoration Service Centre: 9741 Canada Company Avenue, Woodbridge
- Kortright Centre for Conservation: 9550 Pine Valley Drive, Woodbridge
- Bruce's Mill Conservation Area: 3291 Stouffville Road, Stouffville

Item 8.1

- Lake St. George Field Centre: 950 Bethesda Side Road, Richmond Hill
- Bathurst Glen Golf Course: 12481 Bathurst Street, Richmond Hill
- Claremont Field Centre: 4290 Westney Road, Claremont
- Swan Lake: 1229 Bethesda Side Road, Richmond Hill

TRCA facilities located in Peel Region receive free waste and recycling services through the Region of Peel and therefore are not included in this contract.

The Request for Proposal (RFP) documentation was reviewed prior to release by TRCA's Corporate Sustainability staff to ensure vendor selection would meet TRCA's Solid Waste Management Plan: Toward Zero Waste. The RFP was structured to ensure traditional hauling and recycling services as well as to help TRCA select an environmentally focused firm.

RATIONALE

RFP documentation was posted on the public procurement website biddingo.com on November 18, 2018 with proposals received from the following firms:

- Waste Management of Canada;
- GFL Environmental Inc.;
- Waste Connection;
- Waste Reduction.

An evaluation committee of TRCA staff reviewed the proposals. The criteria used to evaluate and select the recommended Proponent included the following:

Criteria	Score Weight
TECHNICAL:	
- Proponents Information and Profile	10%
- Experience and Methodology	20%
- Scope of Work Capabilities	30%
TOTAL Technical (a minimum of 40% required)	60%
PRICING	40%
TOTAL WEIGHTED SCORE	100%

The fees summary of the received proposals is as follows:

Firm	Annual Fee (Plus HST)
Waste Reduction Group	\$77,062
GFL Environmental Inc.	\$63,221
Waste Management of Canada	\$58,346
Waste Connection	\$48,140

The scoring was completed by each member of the evaluation committee, and averaged to produce total scores as follows:

Proponent	Proposal Score (/100)
Waste Reduction	82%
GFL Environmental Inc.	84%
Waste Management of Canada	94%
Waste Connection	N/A - Did not meet the minimum 40% technical requirement.

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Based on the Evaluation Committee's review of the proposals, Waste Management of Canada was evaluated to be the highest scoring Proponent. Therefore, staff recommends that Contract #10009310 be awarded to Waste Management of Canada at a total annual cost not to exceed \$58,346, plus 10% contingency, plus HST, for a total two-year contract amount of \$116,692, plus 10% contingency, plus HST, it being the highest ranked proposal meeting TRCA specifications.

Waste Management of Canada demonstrated its qualifications and expertise as a specialist in designing and implementing waste reduction strategies and initiatives, while providing waste and recycling collection services. The firm is committed to waste diversion data collection and evaluation as well as waste audit practices to ensure that all services meet TRCA's Solid Waste Management Plan: Toward Zero Waste.

FINANCIAL DETAILS

Funds have been identified for contract services in the respective facility operating budgets from TRCA's municipal funding partners.

Report prepared by: Kate Pankov, extension 6418

Emails: kpankov@trca.on.ca

For Information contact: Kate Pankov, extension 6418

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Date: December 12, 2018

Section I – Items for Board of Directors Action

TO: Chair and Members of the Board of Directors
Meeting #10/19, Friday, January 04, 2019

FROM: Derek Edwards, Director, Parks and Culture

RE: **UNIFORMED SECURITY SERVICES 2019 - 2024**
Award of Contract #10009592

KEY ISSUE

Award of contract for Uniformed Security Services for various TRCA locations 2019-2024.

RECOMMENDATION

THAT the contract for uniformed security services for Toronto and Region Conservation Authority (TRCA) public use facilities, campgrounds, offices and select properties for 2019 - 2023 be awarded to Neptune Security Services Inc., at a total cost not to exceed \$770,360, plus 15% contingency, plus HST, it being the highest ranked proposal meeting TRCA specifications;

THAT an option for a one year extension (2023-2024) at the discretion of TRCA staff be available at an additional cost not to exceed \$192,590, plus 15% contingency, plus HST;

THAT should TRCA staff be unable to achieve an acceptable contract with the above-mentioned proponent, staff be authorized to enter into and conclude contract negotiations with other Proponents that submitted proposals, beginning with the next highest ranked proposal meeting TRCA specifications;

AND FURTHER THAT authorized TRCA officials be directed to take whatever action may be required to implement the contract, including the obtaining of necessary approvals and the signing and execution of any documents.

BACKGROUND

It is a priority of TRCA to ensure that its facilities, staff and visitors are effectively protected from unauthorized entry, threatening behavior and vandalism during and after regular operating hours. In order to achieve this goal, uniformed security services are required to act as a deterrent and to handle situations that threaten facilities and occupants. There are two types of services required by TRCA: Annual Services performed daily from January - December and Seasonal Services performed between April - October.

Annual Services (January – December)

- A. Black Creek Pioneer Village - daily scheduled security guard service
- B. Bond Lake and Philips Lake - patrol services based on irregular shifts
- C. Mobile Alarm Response Services at various TRCA Facilities and Conservation Areas
- D. Special Event Security Services – scheduled guard, on-call “as required” shifts
- E. Spot Check Services to TRCA facilities, properties and locations

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Seasonal Security Services (April – October) provided based on scheduled shifts as required by TRCA

F. TRCA Campground Facilities:

- Indian Line Campground
- Albion Hills Campground
- Glen Rouge Campground
- Heart Lake Conservation Area
- Petticoat Creek Conservation Area and Glen Rouge Campground
- Boyd Conservation Area,
- Kortright Centre for Conservation
- Boyd Office and Restoration Services Centre
- G. TRCA Conservation Parks and Facilities:

RATIONALE

Request for Proposals (RFP) #10009592 was posted on the public procurement website biddingo.com on November 13, 2018 with proposals received from the following firms:

- Active Security
- Garda World
- Knights on Guard
- Neptune Security Services Inc.

Proposals were opened by the Procurement Opening Committee on December 5, 2018. A Selection Committee of TRCA staff reviewed the proposals. The criteria used to evaluate and select the recommended firm included the following:

Criteria	Score Weight
Proponent's Information and Profile	10%
Key Personnel	15%
Experience and Protocols	15%
Scope of Work Capabilities	20%
Proposed Workplan and Project Team	10%
Pricing	30%
TOTAL	100%

The fees summary of the received proposals is as follows:

Firm	Annual Fee (Plus HST)
Active Security	\$ 269,150
Garda World	\$ 322,361
Knights on Guard	\$ 241,768
Neptune Security Services Inc.	\$ 192,590

Item 8.2

The scoring was completed by each member of the evaluation committee, and averaged to produce total scores as follows:

Firm	Proposal Score (/100)
Active Security	64
Garda World	77
Knights on Guard	74
Neptune Security Services Inc.	90

Based on the Selection Committee's review of the proposals, Neptune Security Services Inc. was evaluated as the highest by the committee. Therefore, staff recommends that Contract#10009592 for 2019-2023 be awarded to Neptune Security Services Inc. with an option for a one-year extension (2023-2024) at the discretion of TRCA staff.

Neptune Security Services Inc. demonstrated qualifications and expertise as a leader in the security services field. Their corporate protocols and documentation showcase a streamlined and professional organization with appropriate policies and communication channels. They also demonstrated a thorough understanding and ability to meet the contract and scope of work requirements.

FINANCIAL DETAILS

Funds have been identified for contract services in the respective facility operating budgets from TRCA's municipal funding partners.

Report prepared by: Kate Pankov, extension 6418

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Date: December 12, 2018

Section III – Items for the Information of the Board

TO: Chair and Members of the Board of Directors
Meeting #10/18, Friday, January 04, 2019

FROM: Michael Tolensky, Chief Financial and Operating Officer

RE: **THE MEADOWWAY – VISUALIZATION TOOLKIT**
Award of Contract #10009458

KEY ISSUE

Update to the Board of Directors regarding the award of contract #10009458 - development of a visualization toolkit for The Meadowway.

RECOMMENDATION

THAT the staff report regarding the award of contract for professional landscape architecture and design services to lead the development of a visualization toolkit in support of The Meadowway be received.

BACKGROUND

Led by Toronto and Region Conservation Authority (TRCA) in partnership with Toronto and Region Conservation Foundation, City of Toronto, Hydro One, and The W. Garfield Weston Foundation, The Meadowway Project will transform 16 kilometres of hydro corridor in Scarborough into one of the largest urban linear greenspaces in Canada.

On April 11, 2018, Mayor John Tory along with the Directors of The W. Garfield Weston Foundation, and representatives from TRCA and Toronto and Region Conservation Foundation jointly announced The Meadowway at a ceremony in Scarborough. As part of this announcement, The W. Garfield Weston Foundation pledged up to \$25 million in support of the project, with a firm commitment of \$10 million available immediately to support Phase 1 of the project. The City of Toronto committed \$6.3 million to realize the shared vision for The Meadowway by supporting the multi-use trail infrastructure, and to support the City's ongoing operations and maintenance activities in the hydro corridor.

At Authority Meeting #7/18, held on September 28, 2018, an update on The Meadowway and recommendation to advance implementation of key priorities was approved per Resolution #A143/18, in part, as follows:

WHEREAS The W. Garfield Weston Foundation has made a \$10 million of the \$25 million pledge available immediately to TRCA to implement Phase 1 of the project;

THEREFORE LET IT BE RESOLVED THAT with appropriate Board Authority approvals including purchasing approvals, authorized TRCA and LCF officials be directed to take all necessary actions regarding retaining consulting services, the hiring of contract staff including project managers, and the signing and execution of any service agreements within the limit of the confirmed approved funding agreement for Phase 1.

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A Schedule C Municipal Class Environmental Assessment (Class EA) is currently being undertaken to inform planning and design of potential trail alignments for sections of multi-use trail that have not been completed or approved. At Authority Meeting #7/18, TRCA staff received authorization to award Contract #10008912 to Dillon Consulting Limited for professional planning and engineering consulting in support of the Class EA and detailed design.

TRCA has also determined the need to retain a consultant to provide professional landscape architecture and design services to help refine and illustrate the overall vision and design philosophy of The Meadoway. A Request for Proposals (RFP#10009458) was released by TRCA on October 23, 2018 via Biddingo, soliciting bids for professional landscape architecture and design services to lead the development of a visualization toolkit for The Meadoway.

An update on the outcome of the bidder evaluation process was brought to the Board of Directors Meeting #9/18, with the following recommendations approved per Resolution #A187/18, in part, as follows:

THAT the Chief Executive Officer be authorized to award contract #10009458 for Professional Landscape Architecture and Design Services, in support of The Meadoway, if staff is unable to report to the Board of Directors as per Toronto and Region Conservation Authority's (TRCA) Purchasing Policy due to timing constraints;

THAT staff report back to the next Board of Directors Meeting as required after award of contracts;

RATIONALE

RFP#10009458 was released via Biddingo on October 23, 2018 with a total of 12 proponents submitting proposals in advance of the submission deadline on November 9, 2018.

Proponent Name	Fee
The Planning Partnership	\$90,350
Schollen and Company Inc.	\$146,102
Agency Landscape & Planning	\$161,430
02 Planning & Design	\$166,185
Public Work	\$171,487
Moriyama and Teshima Planners Ltd.	\$198,597
Janet Rosenberg & Studio	\$209,328
IBI Group	\$214,522
DTAH	\$245,975
Perkins and Will	\$324,500
LandInc	\$483,660
Stantec	\$1,206,274

Members of the Evaluation Committee, consisting of staff from TRCA and The W. Garfield Weston Foundation, received copies of the proposals on November 9, 2018. The criteria used to evaluate the submissions and to select the successful consultant included the following:

- Understanding of project and scope of work;
- Experience and project portfolio, including quantity and relatedness of past projects, awards and/or recognition, and overall layout, design, and creativity of portfolio;
- Expertise of staff and appropriate allocation of resources;
- Approach and methodology of work plan, including innovative ideas, identification of project limitations, and proposed solutions;

Item 9.1

- Clear and well thought out schedule that meet or exceeds the project timeline; and
- Detailed cost breakdown, including an itemized cost of additional works anticipated beyond the approved budget.

The results of the evaluation of received proposals by the Evaluation Committee are as follows:

Proponent	Technical Proposal Rank (80%)	Fee Proposal Rank (20%)	Overall Rank (100%)
02 Planning & Design	3	3	1
Perkins+Will	1	9	2
The Planning Partnership	8	1	3
MT Planners	2	10	4
Agency Landscape & Design	4	4	5
IBI Group	6	5	6
DTAH	5	7	7
Schollen & Company Inc	9	2	8
Public Work	7	6	9
Janet Rosenberg & Studio	10	8	10
Stantec	8	12	11
LandInc	11	11	12

At the proposal evaluation meeting held on November 29, 2018, consensus was reached between all members of the committee to select the second highest overall ranked proponent.

The Evaluation Committee reached this unanimous decision for the following reasons:

- The technical proposal best met the criteria as set out in the RFP;
- The methodology and workplan submitted by Perkins+Will most clearly reflected the goals, key objectives, and guiding principles of The Meadoway and desired outcomes of the Visualization Toolkit process;
- The complementary strengths and expertise of the proposed project team combined with the portfolio of past projects (e.g., the Atlanta Beltline, the Finch West LRT, The Bentway, Eglinton Connects EA and Streetscape, and Kenilworth Corridor) made Perkins+Will stand out as the proponent with the most relevant experience as it relates to the requirements outlined in the RFP; and
- Perkins+Will's fee proposal is within the budget as set by TRCA in consultation with The W. Garfield Weston Foundation.

FINANCIAL DETAILS

The Meadoway project has a total proposed budget of \$85 million. Nearly 40% of the budget has been pledged to date and \$10 million is currently available in account 260-01. Primary deliverables to be covered by the initial \$10 million in funding include: the development of the visualization toolkit; planning and completion of the Class EA and detailed design; meadow habitat preparation, maintenance, and mowing; a 401 bridge feasibility study; fundraising campaign plan; and development and implementation of engagement and public relations strategies.

Item 9.1

DETAILS OF WORK TO BE DONE

The development of the Visualization Toolkit is expected to be a collaborative process led by the selected proponent and involving TRCA, Toronto and Region Conservation Foundation, The W. Garfield Weston Foundation, City of Toronto, Hydro One, and the community. The Visualization Toolkit will be informed by the objectives of The Meadoway project, existing conditions, and the conceptual design of the multi-use trail and restored meadow as it evolves through the Class EA process. It will also consider a case analysis of exemplary greenspace revitalization projects, with a focus on linear greenspaces, iconic gateway and bridge features, community connections, road crossings, and public realm features. The end result will include graphics that will convey the overall project vision that can be used in both print and electronic reproduction for marketing and communication purposes.

Report prepared by: Corey Wells, extension 5233

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Date: December 11, 2018