



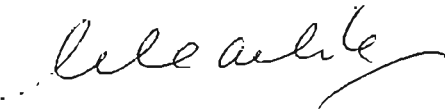
# City of Richmond

## Report to Committee

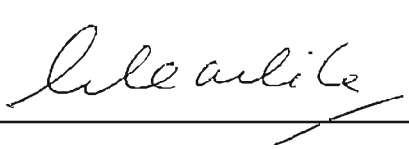


**To:** Planning Committee **Date:** February 18, 2013  
**From:** Cathryn Volkering Carlile **File:**  
 General Manager, Community Services  
**Re:** **Child Care Operator Selection for "The Gardens" Child Care Facility**

### Staff Recommendation

That the Society of Richmond Children's Centres be approved as the child care operator for the City-owned child care facility to be constructed at 10640 No. 5 Road (PID 028-631-595 Lot F Section 31 Block 4 North Range 5 West NWD Plan EPP12978), adjacent to "The Gardens" development, subject to the Society entering into a lease for the facility satisfactory to the City.



Cathryn Volkering Carlile  
 General Manager, Community Services

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Financial Services/Purchasing	<input checked="" type="checkbox"/>		
Project Development	<input checked="" type="checkbox"/>		
Law	<input checked="" type="checkbox"/>		
<b>REVIEWED BY DIRECTORS</b>	INITIALS: 	<b>REVIEWED BY CAO</b>	INITIALS: 

## Staff Report

### Origin

The purpose of this report is to seek Council's appointment of a child care Operator for "The Gardens" child care facility, located at 10620 No. 5 Road. The provision of this facility was negotiated as part of a rezoning agreement with Townline Gardens Inc., approved on July 25, 2011.

### Background

A child care facility was negotiated as a community amenity to be constructed by Townline Gardens Inc., as part of a medium-density, mixed use residential and commercial development. The facility will provide an estimated 37 licensed child care spaces, with accompanying outdoor play areas, pick-up/drop-off area, parking and other uses that support the operation. The child care facility will be located on City-owned land adjacent to public park land, also negotiated by the City as part of rezoning requirements. The "Coeverden Castle" will be renovated along with an existing sales centre to create the child care facility.

The City is seeking to lease the future City-owned child care facility to a non-profit child care provider which will provide quality, affordable, accessible care that will include, but need not be limited to, spaces for children from birth to 6 years old. Townline Gardens Inc. would like to begin the design process for the child care facility. Given Operator involvement in the design process is desirable to ensure that the layout is well suited for the intended child care use, the City has undertaken a selection process.

On June 15, 2012, a Request for Expressions of Interest (RFEOI) was published on BC Bid and the City website. It was also sent to Child Care Licensing (Vancouver Coastal Health) and the Richmond Child Care Resource and Referral Centre for distribution to their networks. A closing date of September 14, 2012 provided thirteen weeks for submission preparation. While three Expressions of Interest (EOI) were received by the closing date, only two met the application requirements of being non-profit societies. Complete submissions are on file with the City's Purchasing Department.

A panel consisting of City staff plus a representative of the Child Care Development Advisory Committee participated in the selection process. The respondents' responses were assessed based on their understanding of the submission requirements, community context, operating vision, experience, proposed programming and human resource/financial capacity. The process involved completing an evaluation matrix of the submissions and conducting one follow-up interview.

### Analysis

Based on its assessment, the selection panel recommends the Society of Richmond Children's Centres (SRCC) as the child care provider for The Gardens facility. Key attributes of the Society include its philosophy, programming, operational practices, experience in planning and opening new facilities and history of providing quality care in Richmond. The SRCC is also further

enriching its capacity through a partnership with Hilltop Children's Centre, a well-known Seattle child care provider, to become a leader in Emergent Curriculum practice.

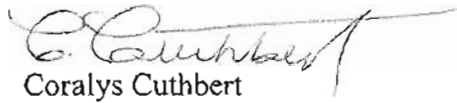
If the staff recommendation is endorsed, Real Estate Services will bring forward a report detailing property lease terms at a future date.

**Financial Impact**

There is no financial impact at this time.

**Conclusion**

Given the SRCC is a highly qualified child care provider, staff are recommending that the Society be endorsed as the child care operator of the future City-owned Gardens child care facility, subject to entering into a satisfactory lease agreement with both partners.



Coralys Cuthbert  
Child Care Coordinator  
(604-204-8621)