

Subject: **Modular Daycare Facility**

Staff Report No. **CS-010-24**

**Department/
Commission:** **Community Services Commission**

Date: **November 6, 2024**

Recommendation:

- 1) That Council authorize the Mayor and Clerk to execute the Lease Agreement award for the operation of a daycare facility at 110 Weldon Rd. to Country Casa Montessori and Daycare pending satisfactory negotiations of the lease arrangements; and
- 2) That Council provide an exemption to the procurement award limits where required as related only to the daycare facility through delegated authority to the CAO, Commissioner of Community Services, and Commissioner of Engineering and Public Works

Report Highlights

- Staff are seeking Council authorization to enter into a lease agreement with Country Casa Montessori & Daycare for the operation of the modular daycare facility being placed at 110 Weldon Rd.
- Staff are seeking Council authorization for an exemption to procurement award limits for the purpose of facilitating necessary work to have the facility reassembled prior to the end of 2024.

1. Purpose:

To request Council direction to enter into a lease agreement with Country Casa Montessori & Daycare for the operation of a daycare facility at 110 Weldon Rd. and to delegate authority to the CAO, the Commissioner of Community Services, and Commissioner of Engineering and Public Works to procure and execute required services to facilitate the assembly of the facility by the end of 2024.

2. Background:

In April of this year, Town staff were made aware of an opportunity to receive a 5,600 square foot modular daycare facility at no charge save for the costs associated with relocation. As with many municipalities in Ontario, Stouffville is experiencing a shortage of daycare spaces. Daycare availability and lengthy waitlists have been identified by Stouffville residents with demand appearing to be outpacing the creation of new childcare spaces. The receipt of this modular facility would give the Town an opportunity to alleviate some of the current strain on the childcare system in Stouffville by providing residents with a centrally located daycare facility in the heart of town.

Staff investigated the opportunity and feasibility of accepting this facility and it was announced at the May 1, 2024 council meeting along with the preferred location of 110 Weldon Rd (adjacent to Clippers Sports Complex – 120 Weldon Rd.).

Since this time, Town staff have arranged for the relocation and temporary storage of the modular facility at the Clippers Sports Complex. Staff have also completed required survey and investigative work to fully understand the site conditions as well as determine the placement. Soil testing and site survey work along with architectural drawings were required to determine the most appropriate foundation for this application. With this work now completed, staff are in a position to move forward with the foundation work and the installation of the facility pending Council's approval.

WS-RFP-24-048 for selection of Childcare Centre Operator was released publicly on May 28, 2024 with a closing date of August 15, 2024. Bids were reviewed and a recommendation for award has been made. Upon execution of the Lease Agreement, the successful proponent will commence formal discussions with the Region of York to secure licensing for this location.

Service contracts are still required for consulting and foundation work which will enable the modular facility to be reassembled on site prior to the end of the construction season. Future work will include site servicing in the spring of 2025 and regular procurement award limits will be adhered to where award timelines do not impede the expedition of the awarding of the daycare licence.

3. Analysis:

WS-RFP-24-048 for selection of Childcare Centre Operator was released publicly on May 28, 2024 with Closing date of August 15, 2024. Upon Closing, the following three proponents submitted proposals through Bids and Tenders:

1. Kids & Company
2. Simple Learners Early Learning Academy and Childcare Centre Inc.
3. Country Casa Montessori and Daycare Ltd.

All submissions were reviewed and assessed by the Town’s Evaluation team on the following Evaluation Criteria:

Criteria Number	Evaluation Criteria	Weight Factor (%)
1	Qualification, Experience and References	20
2	Overall Business/Operation Plan	30
3	Community Stewardship & Added Benefits/Incentives	10
4	Viability & Lease Payment Proposal - Schedule I	40
5	Interviews /Discussions (Optional)	25
Total		125

The submissions received evaluation score as under:

	Proponent	Position
1	Country Casa Montessori and Daycare Ltd	1
2	Kids & Company	2
3	Simple Learners Early Learning Academy and Childcare Centre Inc.	3

Staff has done further due diligence and is satisfied with recommending the award to the highest scorer Country Casa Montessori & Daycare Ltd for a period of ten (10) years effective September 1, 2025.

With the outdoor construction season coming to a close, it is important to move forward with available contractors who can competently complete the required work for the foundation as well as general consulting to coordinate the additional required trades upon the reassembly of the modular facility.

4. Options:

4.1 Option A (Recommended)

That Council authorize the Mayor and Clerk to execute the Lease Agreement award for the operation of a daycare facility at 110 Weldon Rd. to Country Casa Montessori and Daycare pending satisfactory negotiations of the lease arrangements and provide an exemption to the procurement award limits where required as related only to the daycare facility through delegated authority to the CAO, Commissioner of Community Services, and Commissioner of Engineering and Public Works.

5. Financial Implications:

The Lease Agreement to operate a childcare facility in the Town of Stouffville will offset the Town's initial investment within the term of the lease and will become revenue positive with an estimated total revenue of \$1,642,458.

6. Broader Intergovernmental Impacts and/or Considerations:

Country Casa Montessori & Daycare will be responsible for obtaining regional support and licensing as required.

7. Communication:

Upon Council approval, Corporate Communications will circulate a press release on the Town's social media platforms. In addition, site signage will be installed by Country Casa Montessori & Daycare.

8. Alignment with Strategic Plan:

1. A Town that Grows
A Town that grows in support of complete communities

9. Attachments:

None

10. Related Reports:

None

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For further information on this report, please contact the Department Head: Rob Braid, Commissioner of Community Services at 905-640-1900 or 1-855-642-8697 ext. 2245 or via email at rob.braid@townofws.ca