

Memorandum

Date: June 7, 2021

Submitted by: Community Development Department – Policy Planning Division

Subject: RFP for Non-Profit Child Care Provider – Westhill Child Care Centre

At the Closed Council meeting held on October 13, 2020, Council passed the following resolution:

CC20/233

THAT staff be directed to submit an application to the Childcare BC New Spaces Fund, November 2020 intake for Westhill Centre, based on Option 2 as presented in the Westhill Daycare Feasibility Study package from CORE, as submitted in the report dated February 10, 2020 from the Community Services Department – Facilities Division;

AND THAT the City commit to funding the portion of the Westhill Community Centre renovation not covered by the Childcare BC New Spaces Fund;

AND THAT the \$520,000 City portion of the project budget be forwarded to the Finance Committee October 20, 2020 meeting to identify a funding source;

AND THAT this resolution and the memo dated September 25, 2020 from the Community Development Department – Policy Planning Division regarding Follow-Up to the Westhill Centre – Childcare Feasibility Assessment, including all attachments, be publicly released.

In April 2021, the Province informed staff that the Westhill Child Care Centre was unsuccessful in securing funding. Through a debrief with the Ministry of Children and Family Development on the City's application, staff was informed that the City's lack of experience managing childcare programs needed strengthening. As such, staff is recommending that a non-profit childcare provider be selected through a Request for Proposals (RFP) to partner for the resubmission of the City's Westhill Child Care Centre application. The non-profit childcare provider would then operate the space if the City receives the Childcare BC New Spaces funding to renovate Westhill Centre. The next call for the Childcare BC New Spaces Fund will likely be in Fall 2021.

The recommended resolution is:

THAT staff prepare an RFP for a non-profit childcare provider to assist the City in preparing the resubmission of the Westhill Child Care Centre application to the Childcare BC New Spaces Fund and to operate the future Westhill Child Care Centre if the City's grant application is successful as recommended in the memo dated June 7, 2021 from the Community Development Department – Policy Planning Division regarding RFP for Non-Profit Child Care Provider – Westhill Child Care Centre.

Attachment

1. Follow-Up to the Westhill Centre – Childcare Feasibility Assessment.

Report Approval Details

Document Title:	RFP for Non-profit Child Care Provider - Westhill Child Care Centre.docx
Attachments:	- Attachment 1 - Report Considered at the October 13, 2020 Closed Council Meeting.pdf
Final Approval Date:	Jun 14, 2021

This report and all of its attachments were approved and signed as outlined below:

Mary De Paoli, Manager of Policy Planning - Jun 9, 2021 - 1:00 PM

Kate Zanon, General Manager of Community Development - Jun 9, 2021 - 1:44 PM

Dorothy Shermer, Corporate Officer - Jun 9, 2021 - 10:56 PM

Natasha Vander Wal for Rosemary Lodge, Manager of Communications and Engagement - Jun 10, 2021 - 11:35 AM

Paul Rockwood, General Manager of Finance and Technology - Jun 10, 2021 - 4:06 PM

Tim Savoie, City Planner - Jun 14, 2021 - 9:20 AM