



# City of Richmond

## Report to Committee

**To:** Planning Committee **Date:** December 11, 2017  
**From:** Kim Somerville **File:** 07-3070-01/2017-Vol  
 Manager, Community Social Development 01  
**Re:** **Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380**  
**No. 2 Road**

### Staff Recommendation

That the YMCA be appointed as the child care operator for the City-owned facility currently under construction at 10380 No. 2 Road, subject to the Society entering into a lease for the facility that is satisfactory to the City, as outlined in the report titled "Child Care Operator Selection for Kingsley Estates Child Care Facility, 10380 No. 2 Road," dated December 11, 2017, from the Manager of Community Social Development.

Kim Somerville  
 Manager, Community Social Development  
 (604-247-4671)

Att. 5

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Finance Department	<b>CONCURRENCE</b>  <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b>  CS	<b>APPROVED BY CAO</b>  

## Staff Report

### Origin

The purpose of this report is to seek Council's appointment of a child care operator for the child care facility being constructed by Polygon at 10380 No. 2 Road (Attachment 1). The provision of this amenity was negotiated as a community amenity contribution related to a rezoning agreement (RZ 13-649524) with Polygon Development 273 Ltd. (Polygon), adopted June 22, 2015.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

*Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.*

2.1. *Strong neighbourhoods.*

2.2. *Effective social service networks.*

This report also supports the following Social Development Strategy actions:

*Action 10 – Support the establishment of high quality, safe child care services in Richmond through such means as:*

*10.3 Securing City-owned child care facilities from private developers through the rezoning process for lease at nominal rates to non-profit providers.*

*Action 11 – Implement policies identified in the 2041 Official Community Plan to promote the establishment and maintenance of a comprehensive child care system.*

This report also supports the strategic direction for "Creating and Supporting Spaces" as set out in the 2017-2022 Richmond Child Care Needs Assessment and Strategy.

### Analysis

#### Background

A child care facility and a site were negotiated as a community amenity to be provided by Polygon, as part of a 133 unit townhouse development located at 10440/10460 No. 2 Road. The rezoning (RZ 13-649524) was adopted on June 22, 2015 and a covenant secured the delivery of a child care facility estimated to cost \$3.3 million. The child care facility was subsequently assigned its own address of 10380 No. 2 Road.

The Kingsley Estates child care facility will have at least 511 m<sup>2</sup> (5,500 sq. ft.) of indoor activity space and the outdoor activity area will be a minimum of 464.5 m<sup>2</sup> (5,000 sq. ft.). The facility will include: 37 licensed child care spaces, with an accompanying outdoor play area; a surface

parking lot with nine pick-up/drop off and staff parking spaces, a loading bay and a garbage/recycling area. The child care programs to be delivered in the facility will include licensed Group Care Under 36 Months (12 spaces) and Group Care 30 Months to School Age (25 spaces). Adjacent to the child care facility on the west side is No. 2 Road with a pedestrian sidewalk, bike path and bus shelter. Located to the south of the child care facility is a public plaza and to the north a greenway that leads to London Park.

The facility is currently under construction and scheduled to be completed in March 2018. A photo illustrating the building's construction progress is provided (Attachment 2). Drawings illustrating the various elevations of the building's design are included for reference (Attachment 3). A floor plan and landscape plan show the configuration of the indoor spaces and the outdoor play area (Attachment 4 and Attachment 5).

The City is seeking to lease the future City-owned child care facility to a non-profit child care provider. It is anticipated that a lease between the selected operator and the City could commence in late spring 2018. This would allow the child care facility to be provincially licensed, register families, commence gradual enrollment of children and be in full operation by September 2018.

On October 5, 2017, a Request for Expression of Interest (RFEOI) was published on BC Bid. Information about the posted RFEOI 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 November 6, 2017 provided four weeks for submission preparation. An information meeting was held on October 17, 2017 for interested respondents. Four applicants submitted Expressions of Interest (EOI) by the closing date. Complete submissions are on file with the City's Purchasing Department.

A panel consisting of City staff participated in the selection process. An invitation was extended to the Child Care Development Advisory Committee to volunteer a member to participate on the selection panel, however, the invitation was declined due to various members' time commitments. Based on the selection panel's assessment, the YMCA is recommended as the child care provider for the child care facility located at 10380 No. 2 Road. Key attributes of the Society include its philosophy, programming, operational practices, experience in planning and opening new facilities and history of providing quality licensed child care in Richmond and other municipalities.

### **Financial Impact**

There is no immediate financial impact; however, the selected operator may apply annually for a permissive tax exemption. An operating budget impact of \$38,833 has been added to the City's Facility Services budget to address ongoing maintenance.

### **Conclusion**

The YMCA is an experienced child care provider currently operating licensed child care programs in Richmond. They have the financial and staff capacity to operate and maintain this new City child care facility. In addition, they have an excellent reputation for delivering high quality group child care programs. Staff are recommending that the YMCA be endorsed as the

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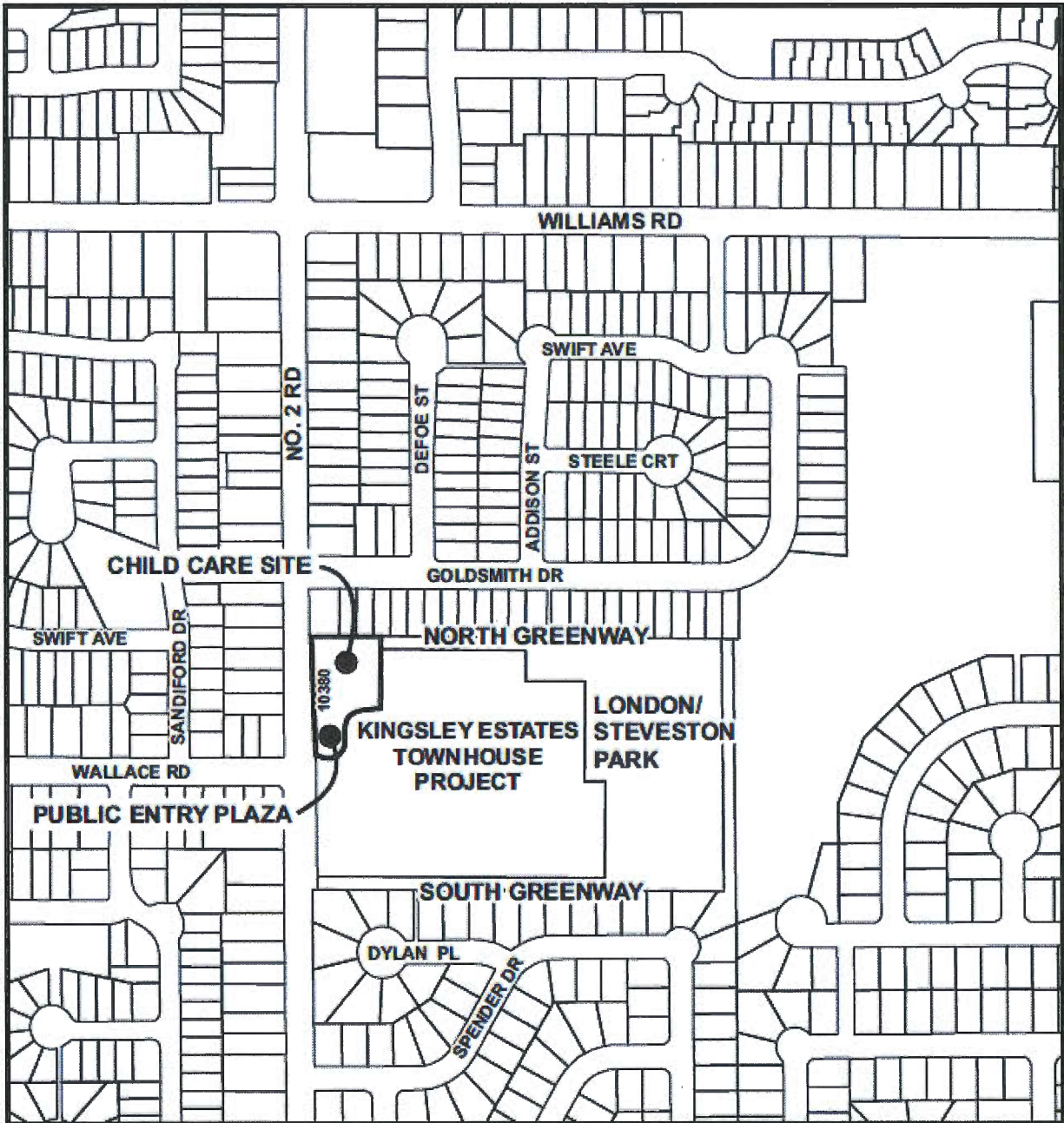
child care operator for the City-owned child care facility located at 10380 No. 2 Road, subject to entering into a satisfactory lease agreement with the City. This new community amenity will help advance the City's goal of creating and supporting more child care spaces in Richmond.

A handwritten signature in black ink, appearing to read "C. Cuthbert". The signature is fluid and cursive, with a long horizontal stroke at the end.

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

- Att. 1: Site Map  
2: Photo of Building Under Construction  
3: Building Elevations  
4. Floor Plan  
5. Landscape Plan

Site Plan



	<h3>Kingsley Estates Child Care Facility</h3>	<p>Original Date: 03/31/16 Revision Date: 12/11/17 Note: Dimensions are in METRES</p>
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Photo of Building Under Construction



Building Elevations



**1. Site Plan**  
 2. Main building entrance for Public Reception  
 3. Reception public games area for 3-5 year olds  
 4. Main office and public waiting area  
 5. Main office building  
 6. Main office building  
 7. Main office building

**public**  
 Kingsley Estates Child Care  
 Building Character  
 DP-4.06

**1. Main Section**  
**2. Section 1**  
**3. Section 2**  
**4. Section 3**  
**5. Section 4**  
**6. Section 5**  
**7. Section 6**  
**8. Section 7**  
**9. Section 8**

**public**  
 Kingsley Estates Child Care  
 Elevations  
 DP-9.06

Floor Plan

