



**Toronto Parking
Authority**

**Office des parcs de
stationnement de
Toronto**

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The Toronto Parking Authority has provided safe, attractive, self-sustaining, conveniently located and competitively priced off-street and on-street public parking as an integral component of Toronto's transportation system for 60 years.

NOTICE OF MEETING AND AGENDA

A meeting of the Toronto Parking Authority Board will be held at **Toronto Parking Authority Offices, located at 33 Queen Street East, 2nd Floor Boardroom at 9:00 a.m. on Thursday, October 22, 2015.**

AGENDA

- A. Declarations of Conflict of Interest.
- B. Confirmation of the Minutes of the September 17, 2015 meeting
- C. City Auditor General, Beverly Romeo-Beehler and Audit Director, Jerry Shaubel, of the City of Toronto Auditor General's Office will be in attendance to answer questions with regards to Agenda Item 1.2.
- D. Walker Young and representatives of the City of Toronto's Shared Services Project Team will be in attendance for a presentation update and answer questions in regards to Agenda Item 1.3.

Italicised items: Approval of these items will result in expenditure/receipt of funds

1.0 FINANCE & ADMINISTRATION

- 1.1 List of Cheques issued, for information only, and shown as Annex A to this, October 22, 2015 Agenda (vouchers 69262 to 69565).
- 1.2 Staff memorandum dated October 16, 2015 recommending that the Board of Directors of the Toronto Parking adopt the recommendations contained in the report from the City of Toronto Auditor General, entitled "Toronto Parking Authority – Phase 1: Audit of Real Estate Activities".
- 1.3 Staff memorandum dated October 16, 2015, for information only, regarding "Update on the Shared Services Project" report dated September 3, 2015.
- 1.4 Staff memorandum dated October 16, 2015, for information only, regarding the On and Off-Street Revenue Results – Year to Date September 2015 (Final).
- 1.5 Staff memorandum dated October 16, 2015, for information only, regarding the September 30, 2015 Financial Results.

- 1.6 Finance and Audit Committee Chair memorandum dated October 16, 2015 recommending that the Board of Directors approve the Toronto Parking Authority Board Standing Committee Charter for the Finance and Audit Committee.

2.0 DESIGN & CONSTRUCTION

- 2.1 ***Staff memorandum dated October 16, 2015 recommending that the construction contract for the 2015 Fence and Lighting Upgrade of Carpark No. 276 located at 138 Hamilton Street, be awarded to Melrose Paving Co. Ltd. for the amount of \$58,530.00 plus \$3,470.00 as contingency allowance, being the sum total amount of \$62,000.00 plus HST.***

3.0 PARKING OPERATIONS

- 3.1 ***Staff memorandum dated October 15, 2015 recommending that a contract for the "Supply and Delivery of Various Uniform and Work Apparel Items for Toronto Parking Authority (TPA) Staff (Supervisor, Enforcement, Attendant/Student and Maintenance)", as and when required, for a three (3)-year term with up to three (3) additional one (1) year optional renewal periods at TPA's sole discretion, be awarded to Outdoor Outfits Limited (The Vendor), for the unit amounts per apparel item stipulated in the Vendor's proposal submission dated September 16, 2015, subject to an annual inflation factor not exceeding the CPI rate. (The total amount of the Vendor's submission for the initial bulk order, based on the estimate of quantities provided by TPA for the purpose of evaluating the proposals, is \$173,759.30, not including HST).***

- 3.2 ***Staff memorandum dated October 16, 2015 recommending the expenditure of funds not to exceed \$90,000.00 plus applicable taxes to Passport Parking Inc. for the development, testing, implementation and ongoing support of a self-service customer portal and associated administrative console for issuing and collection of payments for parking permits and event parking at TPA facilities. The system is to be fully integrated with the TPA Mobile Payments for parking system.***

- 3.3 ***Staff memorandum dated October 14, 2015 recommending the expenditure of funds not to exceed \$25,000.00 plus applicable taxes to CDW Canada for a three-year support and repair contract for the Motorola M67 Handheld devices utilized by TPA field staff.***

4.0 DEVELOPMENT & MARKETING

No items for this Agenda.

5.0 IN-CAMERA

- 5.1 **Staff memorandum dated October 16, 2015 regarding the expenditure of funds under the Information Technology budget for an annual license renewal.**

(Confidential – re: Security of the City’s or a local board’s property)

- 5.2 **Staff memorandum dated October 16, 2015 regarding the expenditure of funds under the Information Technology budget for the provision of Information Technology Data Security services.**

(Confidential – re: Security of the City’s or a local board’s property)

- 5.3 **Staff memorandum dated October 16, 2015 regarding the expenditure of funds under the Information Technology budget for services in support of the TPA Business Continuity Plan.**

(Confidential – re: Security of the City’s or a local board’s property)

- 5.4 Staff memorandum dated October 16, 2015 regarding the 2016 Budget Update.

(Confidential – re: Labour relations or employee negotiations)

- 5.5 Presentation by TPA President regarding a Human Resources related matter.

(Confidential – re: Labour relations or employee negotiations)

6.0 OTHER BUSINESS

- 6.1 Copy of the following articles recently appearing in local newspapers, publications and media:

- 1) “Weston residents can comment on plan 30-storey apartment building on John Street at community council, Inside Toronto, October 7, 2016;
- 2) “Affordable housing project in the works for part of former Parkdale LCBO”, Inside Toronto, September 25, 2015; and,
- 3) “Revenue tools ‘not a dirty word’ says new Toronto City Manager”, Toronto Star, October 15, 2015.