



**CITY OF HAMILTON**  
**PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**Parking and Bylaw Services Division**

<b>TO:</b>	Chair and Members Planning Committee
<b>COMMITTEE DATE:</b>	May 5, 2015
<b>SUBJECT/REPORT NO:</b>	Contractual Parking Enforcement Services for 2015-2020 (PED08004(b)) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	William Young (905) 546-2424 Ext. 2469 Gary Bishop (905) 546-2424 Ext. 3177
<b>SUBMITTED BY:</b>	Jason Thorne General Manager Planning and Economic Development Department
<b>SIGNATURE:</b>	

**RECOMMENDATION**

That the Director of Municipal Law Enforcement and and / or designate be authorized and directed to execute an agreement with the Canadian Corps of Commissionaires and any additional documents, in a form satisfactory to the City Solicitor, for the provision of parking enforcement services for 2015 through 2020, in accordance with billing rates shown in Appendix “A” to Report PED08004(b).

**EXECUTIVE SUMMARY**

Council approved PED12066 on April 17, 2012, which authorized staff to negotiate parking enforcement services in accordance with the Single Source policy as defined in Purchasing Procedure #11, Section 4.11 (2) (c) for the years 2015 through 2019 with 2020 as an option year at the City’s discretion. Under the current Purchasing policy, Council must approve any procurement of services in excess of \$250,000.

***Alternatives for Consideration – See Page 2***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS**

Financial: The estimated cost for this service is approximately \$590,000 annually which has been budgeted for in the 2015 operating budget.

Staffing: N/A

Legal: N/A

## **HISTORICAL BACKGROUND**

Since the early 1950s, the Canadian Corps of Commissionaires has provided the City of Hamilton with parking enforcement services, originally pursuant to agreements with the Hamilton Police and since the formation of Regional Government in 1974, pursuant to successive agreements with the City. The Corps of Commissionaires also provided providing parking enforcement services to the former City of Stoney Creek and the former Town of Flamborough for many years. The service provided by the Corps of Commissionaires complements parking enforcement services provided by City staff with no displacement of unionized employees.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

This recommendation is in accordance with the Corporate Purchasing Policy.

## **RELEVANT CONSULTATION**

Procurement, Finance and Legal were consulted in the preparation of this Report.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The negotiation of a mutually agreed upon contract with the Corps of Commissionaires has proven to be the most cost effective and beneficial method of obtaining parking foot patrol parking enforcement services primarily in commercial areas. In 2002, it was decided that a Request for Proposal (RFP) would be issued to determine if there were any other interested and qualified service providers. However, that process did not attract any bidders other than the Corps of Commissionaires, and the proposed price was significantly higher than that which could have been achieved through the long standing price quote process from the Corps of Commissionaires.

## **ALTERNATIVES FOR CONSIDERATION**

In-house service delivery could be provided, but at a significantly higher cost.

## **ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

### **Strategic Priority #2**

Valued & Sustainable Services

*WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.*

### **Strategic Objective**

- 2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix "A" to Report PED08004(b) – Hourly Billing Rates for Corps of Commissionaires

BY/GB/mf