SUBJECT: Contractual Parking Enforcement Billing Rates for 2009-2012 (PED08004(a)) (City Wide)

RECOMMENDATION:

That the Director of Parking and By-law Services and/or designate be authorized and directed to execute a new billing rate agreement with the Canadian (Corps) of Commissionaires (Hamilton), in a form satisfactory to the City Solicitor, for the provision of parking enforcement services for 2009 through 2011, with 2012 as an option year at the City’s discretion, in accordance with Billing Rates shown in Appendix “A” to Report PED08004(a).

EXECUTIVE SUMMARY:

The purpose of Report PED08004(a) is to seek City Council authorization to execute a billing rate agreement with the Canadian (Corps) of Commissionaires (Hamilton), for the provision of parking enforcement services for 2009 through 2011, with 2012 as an option year at the City’s discretion, in accordance with the conditions of the vendor’s quote as detailed in Appendix “A” to Report PED08004(a).
In accordance with Report PED08004, a copy of which is attached as Appendix “B” to this report, staff was authorized and directed to negotiate an agreement with the Canadian (Corps) of Commissionaires (Hamilton) with an increase of 2.75% over the 2007 rate for the period of January 1, 2008 to December 31, 2008 and that 1% be added annually for the periods of 2009 to 2012. However, staff was not successful in negotiating an agreement with the (Corps) under those terms because their operating costs have increased significantly.

BACKGROUND:

Since the early 1950s, the Canadian (Corps) of Commissionaires (Hamilton) (Corps) has provided the City of Hamilton with 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 which were overseen by the City’s Parking Enforcement Section.

City Council’s long-standing practice was to obtain a price quote from the (Corps) for each upcoming contractual term just prior to the end of an existing term of a service agreement. Upon receipt of said quote, (Corps) representatives and City staff would negotiate a mutually satisfactory agreement, binding upon City Council approval, in accordance with current purchasing policies. This process has worked well for many years, however, not for the current negotiations due to a significant increase in (Corps’) operating costs.

In late 2005, midway through the 2002-2007 contract, (Corps) staff voted to unionize. Although the (Corps) are a contracted, not-for-profit organization, under Ontario labour laws they were required to negotiate a collective agreement with their staff who provide various services to many organizations including parking enforcement services for the City of Hamilton. Their negotiations concluded in the second quarter of 2008 which resulted in the (Corps) requesting that their previously submitted rates be adjusted to reflect their collective agreement with their unionized members.

In addition, as part of these ongoing negotiations, City staff and the (Corps) have agreed to several performance initiatives intended to improve performance levels and reduce lost revenues due to ticket error. These talks have also resulted in an understanding and agreement to provide a better focus on customer service by (Corps) staff members which will allow them to better interact with the public and to project an ambassador-like image for the City.

ANALYSIS/RATIONALE:

The City of Hamilton has had a long-standing relationship with the (Corps), as did the former City of Stoney Creek and Town of Flamborough, in the provision of parking enforcement services. The service of the (Corps) complements parking enforcement services provided by City staff with no displacement of unionized employees.
ALTERNATIVES FOR CONSIDERATION:

The negotiation of a mutually agreed upon contract with the (Corps) has proven to be the most cost effective method of obtaining this service. In 2002, it was decided that an RFP would be issued to determine if there was any other interested and qualified service providers. However, that process did not attract any other bidders than the (Corps), and the proposed price was significantly higher than that which could have been achieved through a price quote from the (Corps).

In-house service delivery would also increase costs for providing these services.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The terms of the billing rates for the periods of 2009-2012 are 3% added annually and are summarized as noted below.

<table>
<thead>
<tr>
<th>Year</th>
<th>Estimated Annual Cost of Service</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009</td>
<td>$694,261.00</td>
<td>3.00%</td>
</tr>
<tr>
<td>2010</td>
<td>$715,089.00</td>
<td>3.00%</td>
</tr>
<tr>
<td>2011</td>
<td>$736,542.00</td>
<td>3.00%</td>
</tr>
<tr>
<td>2012 option year</td>
<td>$758,638.00</td>
<td>3.00%</td>
</tr>
</tbody>
</table>

These amounts are reflected in the 2009 budget estimates.

POLICIES AFFECTING PROPOSAL:

n/a

RELEVANT CONSULTATION:

Legal Services
Budgets and Finance

CITY STRATEGIC COMMITMENT:

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced.  ☑ Yes  ☐ No
An effective parking enforcement program directly contributes to the health and well-being of the community by educating the public and encouraging compliance with municipal parking by-laws which are necessary for public safety, traffic flow and community needs.
Environmental Well-Being is enhanced. ☑ Yes ☐ No
An effective parking enforcement program directly contributes to the health and well-being of the community by educating the public and encouraging compliance with municipal parking by-laws which are necessary for public safety, traffic flow and community needs.

Economic Well-Being is enhanced. ☑ Yes ☐ No
Use of contractual services provides diversity and economies in the delivery of service.

Does the option you are recommending create value across all three bottom lines? ☑ Yes ☐ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☑ Yes ☐ No

Provides for the efficient and effective use of both in-house and contractual services for a high-performing parking enforcement workforce.

PC:dt
Attachs. (2)
APPENDIX “A” TO REPORT PED08004(a)

CITY OF HAMILTON
HOURLY BILLING RATES
01 JANUARY 2009 TO 31 DECEMBER 2012

### 2009

<table>
<thead>
<tr>
<th>Supervisor</th>
<th>Hourly Rate</th>
</tr>
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<tbody>
<tr>
<td>Chief Warrant Officer</td>
<td>$18.64</td>
</tr>
<tr>
<td>Corporal/Mobile Corps Forces</td>
<td>$15.63</td>
</tr>
<tr>
<td>Foot Patrol Corps Forces</td>
<td>$14.77</td>
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</tbody>
</table>

### 2010

<table>
<thead>
<tr>
<th>Supervisor</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Warrant Officer</td>
<td>$19.20</td>
</tr>
<tr>
<td>Corporal/Mobile Corps Forces</td>
<td>$16.10</td>
</tr>
<tr>
<td>Foot Patrol Corps Forces</td>
<td>$15.21</td>
</tr>
</tbody>
</table>

### 2011

<table>
<thead>
<tr>
<th>Supervisor</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Warrant Officer</td>
<td>$19.77</td>
</tr>
<tr>
<td>Corporal/Mobile Corps Forces</td>
<td>$16.58</td>
</tr>
<tr>
<td>Foot Patrol Corps Forces</td>
<td>$15.67</td>
</tr>
</tbody>
</table>

### 2012 (option year)

<table>
<thead>
<tr>
<th>Supervisor</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Warrant Officer</td>
<td>$20.36</td>
</tr>
<tr>
<td>Corporal/Mobile Corps Forces</td>
<td>$17.08</td>
</tr>
<tr>
<td>Foot Patrol Corps Forces</td>
<td>$16.14</td>
</tr>
</tbody>
</table>
CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Parking and By-law Services Division

Report to: Chair and Members Economic Development and Planning Committee
Submitted by: Tim McCabe
General Manager
Planning and Economic Development Department

Date: December 12, 2007
Prepared by: Pam Carver
(905) 546-2424, Ext 5110

SUBJECT: Contractual Parking Enforcement Services for 2008-2012 (PED08004)
(City Wide)

RECOMMENDATION:

That the Director of Parking and By-Law Services and/or designate be authorized and
directed to execute an agreement with the Canadian Corps of Commissionaires
(Hamilton) and any additional documents, in a form satisfactory to City Council, for the
provision of parking enforcement services for 2008 through 2011, with 2012 as an option
year at the City's discretion, in accordance with Billing Rates shown in Appendix "A" to
Report PED08004.

Tim McCabe
General Manager
Planning and Economic Development Department

EXE CUTIVE SUMMARY:

The purpose of Report PED08004 is to seek City Council authorization to execute an
agreement with the Canadian Corps of Commissionaires (Hamilton), for the provision of
parking enforcement services for 2008 through 2011, with 2012 as an option year at the
City's discretion, in accordance with the conditions of the vendor's quote as detailed in
Appendix "A" to Report PED08004.

In accordance with Corporate policy, staff has negotiated an agreement with the
Canadian Corps of Commissionaires (Hamilton) with an increase of 2.75% over the
existing rate for the period of January 1, 2008 to December 31, 2008 and that 1% be
added annually for the periods of 2009 to 2012.
SUBJECT: Contractual Enforcement Services for 2008-2012 (PED08004)  
(City Wide) - Page 2 of 3

BACKGROUND:

Since the early 1950s, the Canadian Corps of Commissionaires (Hamilton) has provided the City of Hamilton with 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 which were overseen by the City’s Parking Enforcement Section.

City Council’s long-standing practice was to obtain a price quote from the Corps with respect to each upcoming contractual term just prior to the end of the term of each existing service agreement. Upon receipt of said quote, Corps representatives and City staff would negotiate a mutually satisfactory agreement, binding upon City Council approval, in accordance with current purchasing policies.

The City of Hamilton has had a long-standing relationship with the Corps, as did the former City of Stoney Creek and Town of Flamborough, in the provision of parking enforcement. The service of the Corps complements parking enforcement services provided by City staff with no displacement of unionized employees.

ANALYSIS/RATIONALE:

In-house service delivery at a significantly higher cost.

ALTERNATIVES FOR CONSIDERATION:

The negotiation of a mutually agreed upon contract with the Corps has proven to be the most cost-effective method of obtaining this service. In 2002, it was decided that an RFP would be issued to determine if there was any other interested and qualified service providers. However, that process did not attract any other bidders than the Corps, and the proposed price was significantly higher than that which could have been achieved through a price quote from the Corps.

FINANCIAL/STAFFING/LEGAL IMPLICATIONS:

The terms of the renegotiated contract over a four-year period with an option for a fifth year are 2.75% for 2008 and 1% added annually for the periods of 2009 to 2012 and are summarized as noted below.

<table>
<thead>
<tr>
<th>Year</th>
<th>Estimated Annual Cost of Service</th>
<th>% Increase</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>$674,040.00</td>
<td>2.75%</td>
</tr>
<tr>
<td>2009</td>
<td>$680,780.00</td>
<td>1.00%</td>
</tr>
<tr>
<td>2010</td>
<td>$687,588.00</td>
<td>1.00%</td>
</tr>
<tr>
<td>2011</td>
<td>$694,464.00</td>
<td>1.00%</td>
</tr>
<tr>
<td>2012</td>
<td>$701,408.00</td>
<td>1.00%</td>
</tr>
</tbody>
</table>
SUBJECT: Contractual Enforcement Services for 2008-2012 (PED08004)  
(City Wide) - Page 3 of 3

Under the current purchasing policy, Council must approve budgetary funding for any procurement of a value greater than $250,000.00.

POLICIES AFFECTING PROPOSAL:

Corporate Purchasing Policy

RELATIVE CONSULTATION:

Legal Services  
Risk Management  
Finance  
Purchasing

CITY STRATEGIC COMMITMENT:

An effective parking enforcement program directly contributes to the health and well-being of the community by educating the public and encouraging compliance with municipal parking by-laws which are necessary for public safety, traffic flow and community needs.

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced.  ✓ Yes  ❋ No
Public services and programs are delivered in an equitable manner, coordinated, efficient, effective and easily accessible to all citizens.

Environmental Well-Being is enhanced.  ✓ Yes  ❋ No
Human health and safety are protected.

Economic Well-Being is enhanced.  ✓ Yes  ❋ No
Use of contractual services provide diversity and economies in the delivery of service.

Does the option you are recommending create value across all three bottom lines?  ✓ Yes  ❋ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants?  ❋ Yes  ✓ No

MH:PC:jcs  
Attach. (1)