

Date: 2021-05-12

Subject: Request to Begin Procurement for Learn to Swim and Leadership Program for a Five (5) Year Period

Contact: Erin Hashani, Manager, Recreation Planning (Acting),
905.874.2915

Report Number: Community Services-2021-425

Recommendations:

1. THAT the report titled Request to Begin Procurement for Learn to Swim and Leadership Program for a Five (5) Year Period (Community Services-2021-425) to the City Council meeting May 12, 2021 be received; and
2. THAT the Purchasing Agent be authorized to begin the procurement for the Learn to Swim and Leadership Program for a Five (5) Year Period.

Overview:

- The purpose of this report is to obtain authorization to begin procurement for the Learn to Swim and Leadership Program for a Five (5) Year Period with the option to renew for One (1) additional Five (5) Year Period
- The City's current contracts expire December 31st, 2021

Background:

The Recreation Division provides Learn to Swim programs and Leadership Programs (inclusive of the certifications of lifeguards and associated supplies) to residents and customers. Historically, the City has established a contract for the Learn to Swim Program through a competitive procurement process, and the contract for the Leadership Program through a direct negotiation as a result of a limitation of vendors being able to provide a lifeguard certification.

The National Lifeguard certification is a requirement of the City's lifeguards as per O. Reg. 565 that can only be issued by a limited number of organizations that are approved by the Ministry of Health and Long-Term Care.

Current Situation:

In July 2020, Recreation had extended the existing contract for the Learn to Swim program for a 1 year period due to the COVID-19 pandemic. The City's contract for the Leadership Program (inclusive of certifications of lifeguards and associated supplies) expires December 31st, 2021.

Scope of Services:

Learning to swim is an important life skill that the City of Brampton offers to residents and customers. The City of Brampton currently operates 11 indoor pools, 1 outdoor pool and a beach where Learn to Swim and Leadership Programs are offered. In 2019, Learn to Swim and Leadership Programs had over 70,000 registrations. According to the World Health Organization, drowning is one of the leading causes of unintentional injury deaths worldwide. Training to be a lifeguard and swim instructor, as well as first aid certification programs, are an integral part to operating the City of Brampton's public pools and facilities. Current certification and Learn to Swim programs are typically reviewed, and program content updated and modified, as necessary, every 5 years.

The City of Brampton requires a Learn to Swim program for parent and tot, preschool, school aged, teen and adult residents that:

- Is flexible and customizable to meet the diverse needs of our residents;
- Allows staff the ability to brand the program as the City of Brampton Learn to Swim Program so our participants will identify swimming as city programming; and
- Gives staff the ability to produce candidate recognition materials in-house

The City of Brampton also requires a Leadership Program through legislated requirements to support the Learn to Swim Program and the operation of public pools and facilities through certifying lifeguards and swim instructors to deliver a quality learn to swim program.

Corporate Implications:

Financial Implications:

The initiative will be funded through various operational cost centres throughout the Recreation division. Departmental staff confirms funding is available for 2021 and will ensure that sufficient funds are requested in future operating budget submissions, subject to Council approval.

Purchasing Comments:

A public Procurement Process will be conducted and the bid submissions shall be evaluated in accordance with the published evaluation process within the bid document. Purchase approval shall be obtained in accordance with the Purchasing By-law.

All communication with Bidders involved in the procurement must occur formally, through the contact person identified in the Bid Document.

Term of Council Priorities:

This report achieves the Strategic Plan priority of Good Government by practicing proactive, effective and responsible management of finances, policies and service delivery

Council Priority – Well Run City

This report incorporates the effective management of municipal assets.

Living the Mosaic – 2040 Vision

This report has been prepared with consideration of the overall vision of the 2040 Vision - Living the Mosaic.

Conclusion:

It is recommended that the Purchasing Agent be authorized to commence the procurement as described in this report.

Authored by:

Erin Hashani, Manager (Acting)
Recreation Planning
Community Services

Approved by:

Marion Nader
Commissioner
Community Services

Reviewed by:

Anand Patel, Director (Acting)
Recreation
Community Services

Submitted by:

David Barrick
Chief Administrative Officer

Attachments:

N/A