

Childcare Operator Request for Expressions of Interest (RFEOI) No. 3

Date: Friday, April 23rd 2021

Questions and Answers 2

Q1. Can you provide an estimated annual amount for each of the facilities (OCC / EHS) shared-common space expenses, taxes, etc (as outlined in the lease agreements) that the provider will be responsible for?

These types of costs are facility-dependent and difficult to estimate. Details of responsibility for different kinds of costs are provided in the Service Level Agreements in Schedule I.

For childcare at Eric Hamber Secondary School, the operator will be required to reimburse the VSB for some costs such as maintenance and janitorial services.

Q2. The Erich Hamber Secondary site states that janitorial will be provided by VSB, but that the provider will be responsible for the cost. Could you provide an estimated annual cost for this service?

In the past, we have provided the response below to a similar question for a Request for Expression of Interest (2018). Please note that this is provided as a reference only, particularly with regards to childcare at Eric Hamber Secondary School, and that these estimates have not been validated against actuals.

Q4: Can an estimate of maintenance/facility and custodial costs be provided (particularly concerning those costs for which the operator will be required to reimburse the VSB)?

The following estimates have been provided by VSB staff for the purpose of aiding Respondents to propose a Budget for the First Year Of Operations in the New Facility. Respondents should note that these estimates have been prepared without the example of a comparable facility; actual annual expenses may vary.

Custodial costs:

Custodial costs payable to the VSB can be estimated at roughly **\$45,000 - \$62,000 per year** for each of the 69-space childcare centres. *This figure been updated from an earlier estimate of \$45,000 - \$50,000 per year, as City staff became aware of additional factors adding uncertainty to projected custodial costs.*

This estimate is based on a base value of \$30,000 per year (the estimated cost of custodial work for the same size area if it were elementary school space rather than licensed child care). To the base value has been added 10% administrative fee and 6% for custodial supplies. Onto this figure, a 30% gross-up has been applied to reflect the higher standard of cleaning required for a licensed childcare facility space relative to elementary school space.

Maintenance costs:

Maintenance costs of \$3.00 per square foot per year (based on indoor area) can be considered a starting estimate for all maintenance work performed by the VSB. This estimate includes day to day operating maintenance, more significant periodic work as needed, and overhead (i.e. the VSB's 10% administrative fee).

Anticipated annual maintenance costs payable to the VSB for a 11,250 square foot centre would therefore be approximately \$34,000.

* Staff will be looking into this further. If additional information is obtained, it will be included in future Q & A documents and posted on the website.

Q3. When the facility is provided to the operator, does it include furnishings (i.e. table, chairs, cribs)?

The facility will be fully fit, finished, furnished and equipped (as far as cubbies, shelves, blinds etc. go). The operator will be responsible for purchasing programmatic equipment and supplies such as cribs, mattresses, books, and trikes using funds included in Schedule E under “equipment and supplies” on the Start-up Budget sheet.

Q4. Are we allowed to format the RFEOI in one document using our own formatting instead of the fillable form that is posted on the website?

It is the City’s preference that all applications be submitted using the fillable form provided online to ensure evaluations can be done fairly and efficiently. If there is a technical issue with the application, please contact our team at childcare@vancouver.ca.