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February 15, 2000

EXHIBITION PLACE

TO: The Board of Governors of Exhibition Place

FROM: Dianne Young
General Manager & CEO

SUBJECT: Facility & Event Security Services for the NTC

Recommendation:

It is recommended that the agreement for Facility and Event Security Services for the NTC between the Board and Trillium Security Services Inc. ("Trillium"), be extended for an additional year commencing July 1, 2001 and terminating June 30, 2002 in accordance with the terms of the original Request for Quotation submitted in 1999.

Background:

At its meeting on June 25, 1999 the Board authorized an agreement with Trillium facility and event security services in the NTC for a one-year term from July 1, 1999 to June 30, 2000. At a further meeting of the Board in May, 2000, the agreement with Trillium was extended for an additional one (1) year and staff were directed to report back to the Board on any further extension of this agreement with the intent to issue another RFQ.

Discussion:

On March 16, 1999, RFQ No. 9101-99-01523 was issued with respect to the provision of facility and event security services at the NTC for a three-year term. Prior to that date, these services were provided by Eastlea Security on a short-term contract. The Board received 10 responses to the RFQ, Trillium was the overall lowest acceptable bidder meeting the requirements of the NTC and RFQ which included the expertise to carry out event security and dock marshalling services.

At its meeting of June 25, 1999, the Board considered the staff recommendation to enter into a two-year agreement with Trillium for security services. Concerns were raised by Eastlea Security about wage levels proposed to be paid to Trillium employees and that it was below the requirements of City of Toronto Fair Wage Policy. Following consultation with the City of Toronto Fair Wage and Labour Trades Office, staff informed the Board that the wages quoted in the RFQ by Trillium were in compliance with "fair wages" established by that Office. This information was reconfirmed in 2000 and again this month.

Since July 1, 1999, Trillium has been providing security and dock marshalling services for the NTC and the NTC management has been pleased with these services. Trillium has demonstrated

their extensive experience in servicing trade and consumer shows, the convention industry, special event security, and building and facility security.

Whenever a new security company is brought in there is a transition period when it has to become familiar with the nuances of the facility. This is especially the case in the NTC where the security force has been expected to handle not only security of the building but investigation and detailed reporting of all claims, managing fire emergency response, dock marshalling and dealing with the millions of members of the public who use the facility. Therefore, again, it is the opinion of staff that to conduct another RFQ for this service would be disruptive to the NTC's operation. For that reason, I am recommending that the Board extend the present agreement for one more year. Again, this recommendation is made on the basis that the original RFQ was tendered for a three-year agreement and the Board has the authority to enter into three-year agreements without Council consideration. At the end of this third year, an RFQ would have to be issued in keeping with the Board's mandate and City Council authority.

The major terms and conditions of the extension to the agreement are:

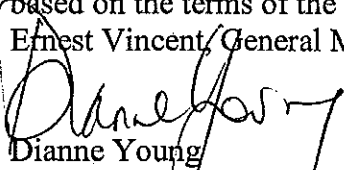
1. Term: One year commencing July 1, 2001 and terminating June 30, 2002.
2. Provision of required complement of staff as per the RFQ issued March 16, 1999 at the following rates:

	Regular Days	Statutory Holidays
Security Guard	\$12.41	\$24.82
Supervisor	\$12.41	\$24.82

3. Comprehensive public liability and property damage insurance covering all operations and liability assumed under the contract, with an insurance company satisfactory to the NTC, the Board, City of Toronto, O&Y/SMG Canada, their respective directors, officers and employees being added as additional insured.
4. Development of written policies and procedures including security incident reports, fire alarm response protocol and standing orders for facility surveillance.
5. All other terms and conditions which are satisfactory to the General Manager of Exhibition Place and the City Solicitor.

Conclusions:

This report recommends that the Board extend the current agreement with Trillium for the provision of security services to the NTC for one additional year (July 1, 2001 to June 30, 2002) based on the terms of the original RFQ issued March 6, 1999, and the terms outlined above. Mr. Ernest Vincent, General Manager, NTC, has reviewed this report and agrees with its content.



Dianne Young
General Manager & CEO