

May 18, 2016

To: Members,  
Community and Protective Services Committee

Re: Supply of Annual Bedding Plants

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**RECOMMENDATION**

1. That City Council approve the sole sourcing of annual bedding plants be obtained through Wascana Centre Authority for the 2017 planting season, and up to four additional years.
2. That City Council authorize the Executive Director, City Services to negotiate, approve and amend a contract with Wascana Centre Authority (WCA) for an initial period of one year, renewable for up to four additional one year terms, as further detailed in this report.
3. That the City Clerk be authorized to execute the contract with WCA after review by the City Solicitor.
4. That this report be forwarded to the May 30, 2016 meeting of City Council for approval.

**CONCLUSION**

The City of Regina Parks and Open Space Department and Wascana Centre Authority provide park services to Regina's residents and visitors. Both organizations work cooperatively to ensure consistent service across the city.

The City of Regina has been purchasing bedding plants from the WCA since 2009. The Administration would like to continue this relationship and enter into a contract with the WCA for 2017, with the option to annually renew for up to four more seasons.

The supply of bedding plants from WCA has been mutually beneficial for both organizations; allowing Wascana to utilize their facilities and production capabilities to a greater and more efficient capacity, providing the City with access to an inexpensive volume of annual plants with storage facilities for plant material until the completion of spring planting, and to provide consistency in planting displays in public spaces in Regina.

With the completion of the previous contract with WCA during the summer of 2016, the Administration is required to approach Council to authorize the negotiation and approval of a new agreement with WCA. Thus, the Administration is seeking approval in 2016 to allow the City and WCA to begin the planning process for the 2017 planting season. Authority is given to Council through *The Regina Administration Bylaw No. 2003-69* Schedule D, Part II – Scope and General Provisions, in particular section 50(a) which states:

50. *Sole source acquisitions may be used in the following circumstances:*
  - a. *For the acquisition of any goods, equipment or services as approved by Council by resolution.*

## BACKGROUND

In 1999, the City made a decision to divest its interest in operating the production greenhouse at the 4<sup>th</sup> Avenue yard location. Shortly thereafter, the Administration was successful in leasing the facility to a greenhouse supplier. As part of the lease, the supplier was required to provide the City with an annual supply of bedding plants for the City's use. At the end of the lease the vendor did not renew. The greenhouse was permanently closed and was demolished in 2008 to make room for the new Parks Facilities Administration Building.

Following the closure of the greenhouse, the City obtained and stored plant material at the WCA greenhouses. The WCA is a public body created through *The Wascana Centre Authority Act* and with a Board appointed by the Province of Saskatchewan, the City of Regina and the University of Regina.

On average, WCA has provided up to 40,000 annuals per year to the City of Regina. These annuals are utilized in a variety of locations throughout the city, including the grounds immediately surrounding City Hall, Victoria Park, cemeteries, golf courses and the planters located along boulevards.

## DISCUSSION

*Design Regina: The Official Community Plan* suggests Administration look for opportunities to optimize regional cooperation. It is an expectation that the City work cooperatively with surrounding municipalities, agencies, levels of government and other stakeholders to determine and evaluate opportunities which collaborate and deliver services regionally.

Both WCA and the City of Regina Parks & Open Space Department are entrusted with making Regina an attractive city for its residents and visitors. One major component is the utilization of outdoor floral displays around focal points where people congregate.

The supply of bedding plants from WCA has been mutually beneficial for both organizations; allowing Wascana to utilize their facilities and production capabilities to a greater and more efficient capacity, providing the City with access to an inexpensive volume of annual plants with storage facilities for plant material until the completion of spring planting, and to provide consistency in planting displays in public spaces in Regina.

The City of Regina does not own or maintain its own production greenhouse. The area required to support 40,000 annuals is substantial. This means that the City cannot produce or store bedding plant material during spring periods, when plant killing frost is a risk. This lack of storage makes it difficult to order plant material from traditional plant vendors as they do not typically supply the level of storage and access the City requires.

In order to find efficiencies, both organizations have found other ways to partner. This allows each organization to maximize the use of existing operations to benefit both. In the past five years these partnerships have included:

- Wascana purchasing pesticide products directly through the City's Central Stores Area.
- Allowing Wascana to store pesticide products at the City's chemical storage area.

- Wascana utilizing the City's GIS supported Tree Inventory System.
- City of Regina purchasing Bedding plants from Wascana Centre Authority.

Over the past five years, WCA has typically provided the City with up to 40,000 bedding plants per year. The average cost to the City is \$50,000 to \$55,000 per year and the 2017 contract is anticipated to be in this range.

## RECOMMENDATION IMPLICATIONS

### Financial Implications

The annual cost for the Supply of Annual Bedding Plants is estimated at \$50,000 to \$55,000 for approximately 40,000 annual plants.

### Environmental Implications

None with respect to this report.

### Policy and/or Strategic Implications

This expenditure is consistent with the *Design Regina: The Official Community Plan* vision to optimize regional cooperation to work cooperatively with surrounding municipalities, agencies, levels of government and other stakeholders to determine and evaluate opportunities to collaborate to plan for and potentially deliver services regionally.

### Other Implications

None with respect to this report.

### Accessibility Implications

None with respect to this report.

## COMMUNICATIONS

None with respect to this report.

## DELEGATED AUTHORITY

The recommendation contained in this report requires City Council's approval.

Respectfully submitted,



Ray Morgan, Director  
Parks & Open Space

Respectfully submitted,



Kim Onrait, Executive Director  
City Services

Report prepared by:

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