Etobicoke Civic Centre
Design Competition - Stage 1
Request for Supplier Qualifications

Request for Supplier Qualifications: RFSQ 2017-001
Date: December 21, 2016
Table of Contents

Letter of Invitation

1.0 Introduction

2.0 Vision of the Etobicoke Civic Centre Precinct

3.0 The Etobicoke Civic Centre

4.0 Competition Site

5.0 Building and Open Space Program

6.0 Sustainability

7.0 Construction Budget

8.0 Implementation + Fees

9.0 Competition Timetable

10.0 Submission Requirements
Letter of Invitation

December 21, 2016

I am pleased to invite the local and international design community to submit creative and innovative proposals for a new high-quality Etobicoke Civic Centre on the Westwood Theatre Lands.

After 45 years in operation, the Westwood Theatre, situated amid a busy and complicated intersection in the heart of Etobicoke, has closed its doors and has been demolished. The lands have been identified for redevelopment, and Build Toronto is charged with master planning for the 13.8-acre site. At the same time, the City of Toronto is carrying out a $77 million infrastructure transformation to redesign and urbanize the road network that surrounds this site.

A significant transformation is taking place, and we have an important City-Building opportunity in front of us.

A block within the Westwood Theatre Lands site has been designated for the new Etobicoke Civic Centre, which is being relocated from the West Mall. The new Etobicoke Civic Centre will include municipal offices and facilities such as a recreation centre, a library and a child care centre, surrounding a new central civic square.

We are seeking qualifications from design teams who are excited to lend their bold and fresh ideas to showcase excellence in integrated design and to create a new landmark for Etobicoke in the City of Toronto. This new landmark will serve not only the future business of this community but also the public interests of generations to come.

As stewards of public land, we have a responsibility to build for the City in an open and thoughtful manner. We strongly encourage you to submit your design ideas and qualifications and join us in transforming this site.

Sincerely,

William (Bill) Bryck
President & CEO
Build Toronto Inc.
1.0 Introduction

Build Toronto, on behalf of the City of Toronto, is inviting design teams to submit their qualifications for the first of a two-stage design competition for the proposed new Etobicoke Civic Centre ("ECC") within the new Etobicoke Civic Centre Precinct (formerly the Westwood Theatre Lands) in Toronto.

The site is located in Etobicoke Centre, one of four key mixed-use centres in the City of Toronto, defined by excellent access to transit, employment, housing and services. The new ECC replaces the existing municipal buildings on the West Mall in Etobicoke, and is envisioned as the new focus of activity, commerce and civic celebrations for the Etobicoke York District.

Catalyzed by the Six Points Reconfiguration project currently underway that urbanizes the area, Build Toronto were directed by the City of Toronto to facilitate a master planning exercise for the redevelopment of the Westwood Theatre Lands. This master planning exercise, completed in 2014, defined a pattern of streets, blocks, development sites and open spaces designed to encourage significant commercial office employment and residential growth in the area.

Defined by a high quality and sustainable public realm design including the re-imagining of the flanking major streets that pass through the precinct, the Etobicoke Civic Centre Precinct will feature public squares, parks, public art and safe, comfortable, attractive environments for pedestrians and cyclists.

The new ECC is intended to be the heart of the Etobicoke Centre, providing the delivery of municipal services, community facilities and quality, vibrant civic spaces for all residents of the western part of the City. Incorporating municipal offices, civic gathering spaces, a community recreation centre, public library and child care centre all on one development block, the establishment of the new ECC represents a major city building initiative that has been years in the making.

In this first stage of the competition, Build Toronto is seeking submissions from design teams who can demonstrate, through their qualifications and previous work, that they are capable of undertaking the design of this important civic project and making the most of the opportunity to establish the identity of the Etobicoke Civic Centre Precinct through the design of the new Etobicoke Civic Centre that is integrated and inspired.
The new Etobicoke Civic Centre Precinct is to be located on a 13.8 acre property bounded by Kipling Avenue to the west, Bloor and Dundas Streets to the north, and the TTC/CPR rail corridor to the southeast.

Locally known as the Westwood Theatre Lands and “spaghetti junction,” the complicated Six Points Interchange where Kipling Avenue, Bloor Street and Dundas Street intersect is currently undergoing a $77M reconfiguration, with funding approved in the 2016-2025 Capital Budget for Transportation. The redesign of the road network is guided by the City’s Complete Streets initiative, with the completion of the Six Points Reconfiguration planned for 2020.

In parallel with the City’s street and servicing redesign, Build Toronto’s master planning exercise sought to ensure that uses, massing, parking and vehicular circulation, pedestrian pathways, parks, open spaces and streetscapes were all carefully combined with a mix of uses to create a livable community that is in line with the investment proposed in the area.

One of the key elements of the Master Plan was the identification of the prominent Block 4, bounded by Bloor Street, Dundas Street and Kipling Avenue as the site for the new ECC.

### Development Objectives of the Precinct:
- Create a distinct identity for the growing community that is visually stimulating and functionally integrated with a mix of uses including retail, office, recreation and residential
- Maximize amenity and beauty in the public realm and minimize vehicular impacts
- Enhance pedestrian and cyclist movement in the area
- Prioritize pedestrian connectivity

### Relevant Background Document:
The following documents provide background information and detail with respect to the vision of the Etobicoke Civic Centre Precinct, and will be made available to the shortlisted teams for their reference:

- City of Toronto Official Plan (consolidated 2010) and Etobicoke Centre Secondary Plan (2002)
- Etobicoke Centre Zoning By-law 1088-2002
- Etobicoke Centre Public Space + Streetscape Plan (2011)
- Six Points Interchange Reconfiguration Environmental Assessment (2008)
- Westwood Theatre Precinct Master Plan (2014)
3.0 The Etobicoke Civic Centre

The proposed ECC is defined by the following key elements:

The ECC is to:
- be designed as a landmark within the Precinct
- include an outdoor civic space
- accommodate program requirements from all City divisions and community partners identified to be co-located on site
- have easy access to the Kipling TTC station and other public transit
- include pedestrian amenity features
- prioritize connectivity to the surrounding community
- to include no surface parking

As summarized in the Building and Open Space Program, the ECC is composed of five primary programmatic elements - Municipal Offices including office, gathering and civic functions; a City of Toronto Community Recreation Centre; a Toronto Public Library District Branch; a Child Care Centre; and an outdoor Civic Plaza to accommodate gatherings, markets and special events.

Supporting the primary programmatic components described above are structured underground parking (with a potential PATH connection to the TTC), and at-grade retail and food establishments that support the vision of the ECC in particular, and the Etobicoke Civic Centre Precinct more broadly, as a vibrant, mixed-use district.

4.0 Competition Site

The site of the proposed new ECC is on Block 4 as defined in the Westwood Theatre Master Plan (2014). Block 4 will be located on the southeast corner of the reconfigured Bloor Street and Kipling Avenue, bounded to the south by the reconfigured Dundas Street West and to the east by a new local street known as Road B.

Block 4 can be characterized as follows:
- Total Block Area: 15,200 square metres
- Length of Block Frontage on Bloor Street: 115 metres
- Length of Block Frontage on Kipling Avenue: 130 metres

The blocks immediately east and west of Block 4 anticipate further mixed-use development with active frontages on Bloor, Kipling and Dundas Streets, and service entrances off of the smaller local streets as described in the Master Plan. Block 2a, immediately southeast of the ECC site, is currently considered the optimal site for a new City of Toronto Park, to be developed by the City in a later phase of work.

Excerpts of the Westwood Theatre Precinct Master Plan on the following page, including the site plan (top) and three-dimensional perspective (bottom) illustrate Block 4, the site of the new ECC, as outlined in red. The extent of the competition site is currently anticipated to include the length of Road B between Bloor Street and Dundas Street as it passes Block 4.
Block 4 in its context, based on the Westwood Theatre Precinct Master Plan
5.0 Building and Open Space Program

West District Municipal Office and Centre
Office Space: 30,658 sq.m. (330,000 SF)
Service Counters and Supports: 3,019 sq.m. (32,500 SF)
Interior Civic Spaces: 1,421 sq.m. (15,300 SF)

City of Toronto Community Recreation Centre
6,225 sq.m. (67,000 SF) including two pools, double gymnasium and multi-purpose rooms.

Toronto Public Library District Branch
2,322 sq.m. (25,000 SF)

Child Care Centre
650 square metres (7,000 SF) and a capacity of 49 children

Outdoor Civic Square
3,500 square metres (37,674 SF)

Underground Structured Parking (as per zoning)

6.0 Sustainability

The City of Toronto has consistently been a leader in environmental policies and initiatives. In order to lead by example, the design of the new ECC is to meet, at minimum, Tier 2 requirements of the Toronto Green Development Standard, as updated and amended in 2014 by the City of Toronto. A district energy system is currently under construction for the whole of the Etobicoke Civic Centre Precinct, as part of the Six Points Reconfiguration Project, and the ECC will be designed to plug into this system. Further sustainable design targets are being considered and will be articulated in detail in the Design Brief delivered to successful teams at the beginning of Stage 2 of the Competition.

7.0 Construction Budget

The estimated construction budget of the new ECC will be refined prior to Stage 2 of the Competition, and will be published as part of the Competition Brief circulated to all Stage 2 competitors.

8.0 Implementation + Fees

The winning design team selected in Stage 2 of the Etobicoke Civic Centre Design Competition will enter into contract negotiations with Build Toronto to move towards the detailed design and implementation of the work. The form and nature of the construction contract anticipated for this project has not yet been determined, however the winning architect will be involved in the implementation of the design and delivery of the building as a Design or Compliance Architect to ensure the integrity and implementation of the design is maintained.

Notwithstanding the delivery of building construction (design-build | design-bid), fees awarded to the design team in the detailed design and implementation phases of work to be calculated on a percentage of construction cost basis, based on total percentage fee of 10%, and would be expected to include a full range of services including architectural, structural, mechanical, electrical, civil and landscape consultants.

Approval to proceed with the relocation of the ECC to the Etobicoke Civic Centre Precinct, and the implementation of the winning design, will be subject to City Council approval in the Fall of 2017.

9.0 Competition Timetable

Stage 1: Request for Supplier Qualifications
- Release of RFSQ: December 21, 2016
- Deadline for Questions: January 10, 2017, 12:00pm
- Final Addenda Issues: January 13, 2017
- Deadline for Submissions: January 20, 2017, 12:00pm

Stage 2: Request for Proposals
(preliminary - subject to change)
- Release of Competition: February 2, 2017
- Kick-Off Presentation: February 9, 2017
- Interim Design Presentations: March 9, 2017
- Final Submission Deadline: April 6, 2017
- Public Design Presentations: April 26, 2017
- Jury Adjudication: April 27, 2017
- Announcement of Winner: T.B.D.
10.0 Submission Requirements

Eligibility

Your team is eligible for this competition if it meets the following criteria:

- The team lead is an architect who is a registered member of the Ontario Association of Architects.
- The design team also includes the following members:
  - a landscape architect;
  - a mechanical engineer;
  - an electrical engineer; and
  - a structural engineer.

Jury for Stage 1: Request for Supplier Qualifications

A jury composed of members of Build Toronto, the City of Toronto and the Professional Advisor will review Request for Supplier Qualifications submissions and select a shortlist to proceed to Stage 2. The Stage 1 jury members are as follows:

Build Toronto
- Don Logie, Senior VP, Development & Investments
- Gabriella Sicheri, Director, Development
- Carlo Bonanni, VP, Land & Development Planning

City of Toronto
- Lorna Day, Director, Urban Design
- Neil Cresswell, Director, Community Planning, Etobicoke York District
- Joe Casali, Director, Real Estate Services

DTAH - Professional Advisors
- Megan Torza, Partner
- Joe Lobko, Partner

Jury for Stage 2: Request for Proposals

A jury composed of design professionals and technical specialists will be assembled to adjudicate the Stage 2 submissions. Members of this jury will be announced prior to the start of Stage 2 of the Competition. A technical advisory panel including experts in costing and engineering will review the finalists’ submissions and provide technical comments to the jury.

The Competition Process

Stage 1 of the Selection Process - Request for Supplier Qualifications

- At this stage of the competition, you are to assemble your design team and designate a team lead.
- Submit your team’s qualifications, including individual team member resumés and relevant project experience, and explain your interest in the opportunity. See “Step-by-Step” Guide on the following page for submission details.
- The deadline for submission is Friday, January 20, 2017 at 3:00 pm EST. Submissions are to be made digitally - no hard copies are required.
- The jury will review all submissions, and recommend up to five design teams based on the merits of their letters of interest, team composition, resumés and previous work experience.
- There will be no payment for submissions in Stage 1.

Stage 2 of the Selection Process - Request for Proposals

- Finalist teams will be invited to move forward to develop a concept based on a detailed project design brief, and present their design to the jury in April 2017.
- Finalists will need to provide a comprehensive construction cost estimate and ensure that their concept proposal can be built within the identified overall budget. Finalists will also be asked to demonstrate their design’s ability to meet the sustainable design performance targets identified.
- An honorarium of $40,000, including taxes, will be paid to each finalist team for their submissions.
Step by Step Guide for Submission: Stage 1

The jury will review and score the following required materials:

Team Composition + Qualifications (40%)

1. Prepare a two-page letter of interest. Please explain why your team is interested in this opportunity and why your team is well suited to undertake this work. Include details such as whether your team has worked together before, the role each team member will play and who will be designated team lead. Please ensure you include the contact name, telephone number and e-mail address of the team lead.

2. Include a one-page professional resumé for each core team member as identified in the “Eligibility” section of the Submission Requirements.

3. Include names and contact information for a minimum of three references who may be contacted, at least one for each core team member. The references should preferably be of individuals who have worked with team members on the projects listed under “Previous Work”.

Previous Work (60%)

4. Describe three to five similar prior projects for each core team member. For each project, please provide the following information: team member name, project title, date, budget, location, gross floor area and/or site area, and a brief one-page description. If available, a link to a project-specific website may also be provided for these projects.

- For each project listed above, provide no more than three images, including captions.
- For each project, provide information on design and (if available) actual performance measures that demonstrate the successful implementation of sustainable design principles (for example: certification levels achieved, energy use intensity in kWh/sf/yr, operating carbon in tonnes/Yr).

Format and Method of Submission

- Please format all required materials into one PDF document, with a file name that includes the team lead’s last name and first initial, plus “ECC-RFSQ” in the file name. An example of an appropriate file name is as follows: KahnL_ECC-RFSQ.pdf

- One (1) electronic version of the Response are to be submitted in a sealed envelope, clearly marked with the following information:
  - Company Name:
  - Company Address:
  - RFSQ No. 2017 – 001
  - Date And Time: January 20, 2017, 12:00pm

- Deliver directly to the following address:
  - Albert Wang
  - Manager, Procurement and Strategic Sourcing
  - Build Toronto
  - 200 King Street West, 2nd Floor
  - Toronto, Ontario M5H 3T4

- Responses will NOT be considered unless they are:
  - Complete when submitted;
  - Received by the date and time specified above;
  - Received at the address specified above.

Evaluation Criteria

The materials submitted will be evaluated according to the following:

- Team’s letter of interest (including team’s composition and team member compatibility);
- The relevance of each team member’s professional experience to the aspirations of this project;
- The excellence in design, integration of sustainability, and city-building capacity, as demonstrated by past work and shown in submitted materials; and
- Previous experience working efficiently, collegially and collaboratively with other design and engineering professionals and civic agencies in the design and execution of comparable projects.
Questions

Questions are to be submitted via email to Megan Torza, DTAH, cc. Albert Wang, Build Toronto at the following addresses:

To: Megan Torza of DTAH - megan@dtah.com
CC: Albert Wang of BT - alwang@buildtoronto.ca

The deadline for questions is Tuesday, January 10, 2017 at 12:00pm.