

Request for Proposal

RFP 2019 – 002(CTO)

Clarifications, Questions and Answers

For

RFP 2019-002 (CTO) - Industrial Yards Modernization Study

February 28, 2019

RESPONSE TO QUESTIONS ON RFP 2019-002(CTO)

Please find below some additional clarifications from CreateTO to the questions received from RFP proponents.

Response to RFP Questions		
	Question	Answer
1	Could you please clarify whether this RFP is for invited consultants only, or is it an open bid in which CreateTO have invited specific consultant firms for whom they know have the related expertise?	No, it is not for invited consultants only. This RFP is posted at Merx and CreateTO websites, it is open to public, and any firms who have expertise and are interested in, can submit their proposals as per RFP requirements.
2	If it is for invited consultants only, could you inform us as to what firms and/or how many other firms have been invited?	Please see the answer above
3	<p>Section 3.45 of the RFP states that:</p> <p>It is a possibility that future development work may come from the successful completion of the initial contract. In the case that further development work is needed, the work may be awarded to the Consultant without further bid call using the rates proposed in Section 4.2 -, at the sole discretion of the City.”</p> <p>Could you please clarify what CreateTO means by ‘further development work’. Does it mean additional detailed research, needs analysis and business cases for other works yards within the City of Toronto, or does it extend to the detailed design and project management associated with the actual consolidation of the Booth & Oriole Yards?</p>	<p>Further work can be specifically related to more detailed work for Oriole & Booth Yards (e.g., detailed design, space planning, site analysis, etc.) and/or may extend to the broader industrial portfolio (detailed research, needs analysis, business cases, etc.) Project Management associated with the delivery of a relocation construction project would likely be tendered separately by the City. Any decision by CreateTO to award further development work (with or without a subsequent Bid call) must be in line with CreateTO’s procurement policy.</p>
4	If ‘further development work’ does include executing the built work associated with the Booth & Oriole Yard consolidations, would a team member of the successful proponent for this RFP, be allowed to bid on a future RFP associated with detailed design and project management of the Booth & Oriole Yards consolidations?	<p>It is expected that further development may be required to fulfill some of the recommendations from the Industrial Modernization Study. The successful proponent delivering this study and any of its team members would be eligible to bid on a future RFP.</p> <p>It is important to note that all open procurements will be in accordance to CreateTO and the City of</p>

		Toronto's procurement policies, particularly as it relates to Non-Discrimination of potential bidders (refer to Section 14 of the City of Toronto's Procurement Processes Policy for details). For example, a future bid would require CreateTO to share any relevant information and/or reports with all potential proponents who wish to bid on a new RFP in order to create a fair process.
5	In Stage 1 (section 3.3.2 on page 8) you ask that we develop an awareness of the City's yards portfolio and user groups. Is it your expectation that we visit all 85 yard and industrial facilities?	<p>The Consultant is not expected to visit the 85 yards and industrial facilities. The awareness of the broader industrial portfolio that the Consultant is expected to develop will be primarily from stakeholder/program consultations, interviews and desktop review. Subject to approval, the Consultant will be able to visit sites, if requested, in order to develop knowledge of the assets/operations within the portfolio.</p> <p>The City may request that the Consultant visit a select few sites (approximately 3-5 sites) of particular interest that are outside the scope of Booth and Oriole initiatives for input on broader industrial activities/opportunities.</p> <p>As it relates to Booth and Oriole Yards, the Consultant is expected to visit those sites and identified host sites (e.g., Ellesmere works Yard).</p>
6	In Stage 5 (section 3.3.2 on page 10) you ask that we identify appropriate relocation sites for Booth and Oriole occupants. Are these sites to be limited to the City's existing yards portfolio or is a much broader real estate search required?	The identification of relocation sites will be limited to the City of Toronto's general real estate portfolio. The Consultant is not expected to conduct their own an independent property search but they are expected to provide their opinion (based on their developed knowledge of the space needs, site risks or deficiencies, etc.) on sites short-listed by CreateTO or the City.
7	In Stage 5 (section 3.3.2 on page 10) you ask that we identify any apparent site risks or deficiencies with relocation. Is	The site review is meant to be high-level only (based on observations, site visits and available information). At this stage, the Consultant is not

	<p>this identification meant to be high level (based on observation and known information) or do we need to complete a detailed analysis involving, for example, the completion of a geotechnical study and environmental assessment for each site?</p>	<p>expected to conduct a detailed geotechnical or environmental assessment for the relocation sites.</p>
8	<p>In Stage 5 (section 3.3.2 on page 10) you ask for high level conceptual designs yet, in section 3.4.5 (page 12), you state that the development of a detailed functional program is not a deliverable for this study. Please clarify what effort you expect for the creation of the conceptual designs and whether these designs are meant to be conceptual block site plans.</p>	<p>At this stage the Consultant is to develop a summary of space needs/requirements and translate these needs into conceptual block site plans and test fits in order to illustrate the art of the possible to senior stakeholders. Further development work may require the need for a detailed functional program(s) or design.</p>
9	<p>Do you require references in the proposal or would we provide them only if requested?</p>	<p>It is strongly encouraged that proponents provided references in their submission.</p>
10	<p>May a firm that is responding to this RFP as the prime consultant also provide team members to another firm as a sub-consultant?</p>	<p>Yes that is acceptable.</p>
11	<p>Are we to identify potential new relocation sites (that aren't owned by the City) that would require the use of a real estate firm on our project team?</p>	<p>The identification of relocation sites will be limited to the City of Toronto's general real estate portfolio. The Consultant is not expected to conduct their own an independent property search but they are expected to provide their opinion (based on their developed knowledge of the space needs, site risks or deficiencies, etc.) on sites short-listed by CreateTO or the City.</p>