

Toronto Community Housing



**REQUEST FOR VENDOR
QUALIFICATIONS
("RFVQ")**

DEVELOPMENT PARTNER

FOR

REGENT PARK – PHASES 4 & 5

REVITALIZATION

RFVQ# 18262

TORONTO, ONTARIO

July 5, 2018

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1. INTRODUCTION

1.1 General Overview

Toronto Community Housing Corporation (“TCHC”) is seeking a Development Partner and Construction Manager (referred to herein as “the Partner”) for the final two phases of the revitalization of Regent Park. TCHC is using a two-stage process to select the successful Partner. The first stage of the procurement process consists of this Request for Vendor Qualifications (RFVQ), which will allow TCHC to establish a shortlist of respondents using evaluation criteria described in Section 3. Stage 2 of the procurement process will consist of a Request for Proposals (RFP). Only the shortlist of respondents qualified in Stage 1 will be invited to submit a proposal for Stage 2.

The agreement with the top-ranked proponent from the Stage 2 RFP will require that they act as construction manager on behalf of TCHC for TCHC’s rental replacement projects and site servicing, and be responsible for coordinating the development of each project, including, but not limited to, securing all necessary approvals to proceed with development. It is expected they will assist in coordinating the design and value engineering of the TCHC rental projects, with a view to achieving economies of scale and other cost efficiencies.

1.2 Revitalization Overview

The redevelopment of the Regent Park community to accommodate a mix of uses, tenures and incomes will result in a more socially and economically diverse neighbourhood that is fully integrated into the City of Toronto’s urban fabric. Broadly bounded by Parliament Street, Gerrard Street, River Street and Shuter Street, Regent Park has excellent market potential.

Regent Park is an active and engaged community whose members have helped to shape and realize the vision for the revitalization. The Regent Park revitalization reflects TCHC’s approach to implementing a comprehensive reinvestment strategy intended to improve the condition and performance of our housing stock and ensure that all rental housing units in the TCHC portfolio provide a healthy, safe, and environmentally sustainable living environment for our tenants. A commitment to engaging with the TCHC Tenant Council, the Regent Park Neighbourhood Association (“RPNA”) and the broader community, and implementing a community-based Social Development Plan are two of TCHC’s priorities for the revitalization. The community is additionally supported by local economic development initiatives that are made possible through revitalization.

1.3 About Toronto Community Housing

TCHC manages over 58,000 units of housing throughout Toronto and is the largest landlord in Canada. We are a non-profit corporation operating at arms-length from the City of Toronto, who is our sole shareholder. TCHC's principal revitalization objectives are to renew or rebuild existing social housing, build affordable family housing and partner with the City and other stakeholders in the creation of sustainable and healthy communities. We partner with the private sector to leverage our land assets through intensification. We seek optimal returns from our holdings balanced against a relatively low appetite for risk.

A number of our communities face challenges generated by old, poorly-designed rental neighbourhoods with little access to services, jobs and shopping. Revitalization seeks to remedy these challenges by building improved, sustainable communities with a healthy mix of housing types and land uses. TCHC knows that these changes are only successful when tenants are engaged and empowered, and when a sound financial rationale is applied to all development decisions.

Since our formation in 2002, TCHC has become Canada's largest social housing developer with many projects currently underway across the City. These revitalization initiatives have created several private-sector partnerships with leading Toronto-area housing developers.

In addition to redevelopment of existing assets, TCHC has undertaken numerous opportunities to build new affordable housing through partnerships with the City, often involving surplus City land or buildings.

2. A FLAGSHIP OPPORTUNITY

2.1 Site and Neighbourhood Context

Regent Park is located in downtown Toronto and is an attractive and desirable location in which to live. Located east of Parliament Street, it is within close proximity to a number of significant amenities and has excellent access to public transit. Demand for market housing in this area is anticipated to continue to increase for many reasons, including:

- The addition of several new amenities into the neighbourhood, including a new aquatic centre, public park, athletic grounds, community centre, and an arts and cultural centre;
- The neighbourhood is served by two primary schools – Lord Dufferin PS sits at the northwest corner of the site and Nelson Mandela Park PS, anchors the southern edge and Sprucecourt PS located in Cabbagetown;

- The neighbourhood is in close proximity to the Financial District, Entertainment District, and other major amenities including the Toronto Eaton Centre, the Distillery District and the St. Lawrence Market;
- The University of Toronto downtown campus, OCADU and Ryerson are located within a short streetcar ride as is the Bridgepoint Healthcare centre;
- The Cabbagetown neighbourhood and independent retail along Parliament Street lies just north of Regent Park and the Corktown neighbourhood and the West Donlands lie to the south;
- Regent Park is well served by streetcars on Gerrard, Dundas and Queen Streets, and a bus route connects the neighbourhood north along Parliament Street to Castle Frank subway station; and,
- The Don Valley Parkway can be easily accessed from an on-ramp off Dundas Street East and River St.

2.2 Phase 4 & 5 of the Revitalization – Physical Description

Now in its 11th year of active construction, the revitalization continues to be a successful example of a multi-year, multi-phase urban redevelopment. Phases 4 & 5 consists of an area approximately 64,300 square metres (692,119 square feet), is consistent with the Regent Park Secondary Plan and is subject to Zoning By-laws 141-2005, 943-2009 and 275-2014. The current plan for Phase 4 & 5 envisions the following:

- Demolition of 512 social housing units;
- The development of approximately 1920 residential units, of which 564 are replacement rent-geared-to income social housing units and the remainder are market condominium units in a range of high-rise, mid-rise and townhouse forms.
- The combined Gross Floor Area (GFA) for both phases is approximately 190,758 square metres (2,053,300 square feet).
- Development along Gerrard Street East ranges in permitted height from four (4) storeys to a maximum of ten (10) storeys.
- Development along Oak Street ranges from six storeys to a maximum height of 25 storeys at specific tower locations;
- Construction of six (6) new public streets, connecting to the existing public street grid.
- New buildings in Regent Park will be required to connect to the district energy system, operated by Regent Park Energy Inc.

2.3 Revitalization – Commitment to Residents

The replacement of social housing units on the footprint of Regent Park is a fundamental element of the revitalization. TCHC's rental replacement obligations are contained in its Section 37 Agreement with the City of Toronto. The replacement requirements stipulate the number, form and bedroom size for the replacement social

housing units being built as part of the revitalization. Families relocated as a result of the revitalization will be given the opportunity to return to a new unit in Regent Park.

TCHC is committed to working with the TCHC Tenant Council, the Regent Park Neighbourhood Association and the broader community throughout the revitalization.

2.4 Planning Approvals

The Regent Park Secondary Plan was adopted by City Council in 2005. It established the objectives for the redevelopment of Regent Park as well as setting policies for the neighbourhood structure, land-use, urban design and form, and amenity, among other matters. By-law 141-2005 established the amendments to Zoning By-law 438-86 and placed a Holding Symbol (h) over the remaining phases of the redevelopment. TCHC may apply to lift the holding symbol by fulfilling a number of conditions, as articulated most recently in By-law 275-2014.

In order to accommodate the development of an arts and cultural centre in Phase 2, TCHC chose to rezone the lands (By-law 943-2009). In Phase 3, TCHC sought an Official Plan Amendment and Rezoning in order to shift the residential density and accommodate an athletic field (By-laws 274-2014 and 275-2014). For both Phase 2 and Phase 3, the Holding Symbol was removed as part of each rezoning.

The Phase 3 Official Plan Amendment and Rezoning also included adjustments to density on the Phase 4 & 5 lands. The Phase 4 & 5 lands are still subject to the Holding Symbol, which will require lifting as a prerequisite to development.

The City also approved a Draft Plan of Subdivision, with conditions, in 2005 and TCHC is required to meet these conditions prior to the registration of the Plan of Subdivision for each Phase. TCHC has registered Plans of Subdivision for Phases 1, 2 and 3 and expects the successful Stage 2 RFP proponent to support the process of registering Plans of Subdivision for Phases 4 & 5.

2.5 Phase 1, 2 and 3 Lands

TCHC is midway through the completion of Phase 3 of the revitalization. In Phases 1 and 2, TCHC partnered with the Daniels Corporation to build 6 market condominiums, 6 TCHC replacement social housing buildings and a mixture of market and TCHC rental townhomes. In Phase 3, the Daniels Corporation is the construction manager for 3 TCHC replacement social housing buildings and TCHC rental townhomes.

In all three phases, the massing of the buildings has differed slightly from the zoning by-law for each phase, however the intent of the Secondary Plan has been preserved and any changes were sufficiently minor to have been approved through the Committee of Adjustment.

2.6 Site Plan and Phasing Plan

Please refer to the following:

- Appendix D: Site Plan, which illustrates the current build out for Phases 1, 2 and 3 and the approved massing for Phases 4 and 5.
- Appendix E: Phasing Plan, which illustrates the phasing for the entire revitalization.

3. PUBLIC PROCUREMENT PROCESS - OVERVIEW

The selection of a Partner for Regent Park Phases 4 & 5 is a two-stage process, overseen by a Fairness Commissioner. The Fairness Commissioner will assist in the resolution in any conflict of interest matters, and in particular will oversee the evaluation and clarification process to ensure that the process is, and is seen to be unbiased.

TCHC has also convened a group of Regent Park residents to sit on the Phase 4 & 5 RFP Consultation Committee. This four person committee will review and provide input on the documents produced for each stage of the procurement process. The final content of any procurement document released will be determined at the sole discretion of TCHC.

The procurement process will include:

3.1 Stage 1: Request for Vendor Qualifications (RFVQ)

Mandatory Requirements

The mandatory requirements include a signed Submission Form (Respondent Acknowledgement); and a description of the corporate team (Corporate Summary), as detailed in Section 4.1.

Responses failing to satisfy the mandatory requirements as of the Submission Deadline will be provided an opportunity to rectify any deficiencies. Responses failing to satisfy the mandatory requirements within the Rectification Period will be excluded from further consideration. The Rectification Period will begin to run from the date and time that the TCHC issues its rectification notice to the respondent.

Rated Criteria

The submissions that meet the Mandatory Requirements will be scored on the basis of the Rated Criteria. Respondents who obtain a minimum score of seventy (70) points out of a possible one hundred (100) points and not less than a fifty percent (50%) score for each Rated Criteria will be invited to enter onto a shortlist of prequalified respondents.

The Rated Criteria, detailed in Section 4.3, include:

- Respondent Team Description;
- Demonstrated Experience; and
- Vision Statement.

3.2 Stage 2: Request for Proposals

The respondents who met the Mandatory Requirements in Stage 1 and achieved a score of at least 70 points on the Rated Criteria categories and not less than a 50% score for each Rated Criteria will be invited to respond to the Stage 2 RFP.

In responding to the Stage 2 RFP, it is anticipated that proponents will be asked to propose their overall partnership and/or business structure to TCHC, including projected returns to TCHC, risk profile, financial capacity to undertake their proposal, marketing strategy and build-out schedule; a proposal for managing the rental replacement, including roads and utilities; proposal for community economic development and ownership/returns from any commercial/retail components of the plan.

It is anticipated that Stage 2 will include, but will not necessarily be limited to, the submission of:

- A Partnership / business structure proposal;
- Business plan, development proforma, and demonstration of financial capacity;
- Community Economic Development proposal; and
- Approach to community engagement.

Stage 2 will also include:

- A community presentation; and
- Negotiation period.

With the issuance of the Request for Proposals, the shortlisted respondents will be provided with:

- Detailed information on the full development program for Phases 4 & 5 as imagined by TCHC, including the number of market and replacement social housing units; and
- the scoring criteria for the remaining competitive stages of the selection process.

4. RFVQ EVALUATION METHODOLOGY

4.1 Mandatory Requirements

In order to proceed to the evaluation of the Rated Criteria, respondents must first satisfy the mandatory requirements. Submissions failing to satisfy the mandatory requirements as of the Submission Deadline will be provided an opportunity to rectify any deficiencies within a set timeframe. Submissions failing to satisfy the mandatory requirements within the Rectification Period will be excluded from further consideration. The Rectification Period is 3 business days and will begin to run from the date and time that TCHC issues its rectification notice to the respondent.

1) Signed Submission Form – Respondent Acknowledgment (Tab 7) (pass/fail)

Respondents are required to sign and submit the Submission Form (Appendix B)

2) Corporate Summary (Tab 3) (pass/fail)

Respondents are to provide the following information:

- a) Corporate identity of the respondent(s), joint venture, consortium and any affiliated companies intended to provide services;
- b) the identity of any parent corporations of the respondent and its partners;
- c) business partners, passive investors and financial backers, if any; and
- d) a senior executive contact for the respondent, including name, position, organization, address, email address, telephone and fax number.

4.2 Rated Criteria

Respondents must achieve a score of at least 70.0 points on the Rated Criteria categories and not less than a 50% score for each Rated Criteria to be included in the shortlist of respondents invited to participate in Stage 2: the Request for Proposals. Respondents who do not score the required minimum threshold as specified below on the Rated Criteria will not be considered for further evaluation.

During the evaluation of the submissions, TCHC may request that any respondent provide further clarification of any part of its submission. The evaluation of a response will include any clarifications provided in writing in response to questions posed by TCHC.

A Fairness Commissioner will oversee the evaluation and clarification process to ensure the process is unbiased.

The submissions will be evaluated on the basis of how well the submission responds to the requirements of the RFVQ, as outlined in this section. Each submission will be assessed using the scoring system as set out in the following table.

The evaluation points shown in the table below indicate the maximum number of points that can be allotted for that criterion. Respondent scores for a particular criteria will be determined by averaging the scores of all evaluators for that criteria.

RATED CRITERIA	POINTS	MINIMUM POINTS REQUIRED	Minimum Threshold Score to Proceed to Stage 2
Respondent Team Description	20.0	10.0	
Demonstrated Experience	40.0	20.0	
Vision Statement	40.0	20.0	
Total	100.0		70.0

1) Respondent Team Description (Staffing) (Tab 5) (20 points)

Respondents should demonstrate how this large initiative would be effectively staffed and managed, as well as the distribution of responsibilities and communication practices to ensure both partners will have timely and accurate information. The latter is of particular significance given the regular reporting responsibilities of TCHC staff to its Board of Directors.

Respondents should note that a formal team structure will be required as part of the Stage 2 RFP.

Respondents are to provide the following information:

- a. A description of the number of employees and professionals within the respondent’s team and areas of expertise. Please provide a brief staff bio for every team member that includes the number of years’ experience. Staff must have a minimum of 5 years’ experience. (10 points)
- b. A brief description of the staffing structure the respondent would put in place to manage the project and perform the work. (5 points)

- c. An organizational chart showing the proposed structure of the respondent's staffing approach. (5 points)

The respondent's team will be evaluated based upon corporate and staff members' years of relevant experience, staff member range of relevant expertise and the teams' ability to implement all aspects of the vision for Phases 4 & 5, including but not limited to planning and development, construction management, community engagement and community economic development, where applicable.

2) Demonstrated Experience (Tab 6) (40 Points)

The experience of the respondent will be evaluated based upon the complexity, size, location, and comprehensiveness of the work experience outlined and its similarity to the revitalization program for Regent Park.

Respondents are to provide a brief profile of the respondent's corporate history, development experience, expertise and qualifications that may be relevant, including experience in construction management and marketing services for residential projects of a similar size and scope, infrastructure work and sustainable construction practices. (10 points)

In addition, respondents are requested to:

- a. Make specific reference to three projects either completed or commenced by the respondent in the past five years. The projects should include buildings similar in scale to those completed as part of the Regent Park revitalization, which may include elements such as apartment buildings, condominiums, townhouses, infrastructure and/or community facilities. (30 Points: 10 points/project)
- b. In providing past project experience, respondents should make specific reference to work in the following areas:
 - project planning for complex downtown developments;
 - high density residential projects;
 - public amenity components and/or community benefits;
 - market and sales of residential developments;
 - Tarion record; and,
 - LEED and/or environmentally sustainable design and construction practices;
 - municipal infrastructure work.

Examples of similar work should include a description of the respondent's role, the performance against the initial budget, information regarding market performance and contact information of an independent reference who can verify the information provided. Please include the name, title, organization, address, telephone number and

e-mail address of the contact (see Appendix C for a detail of the information to be provided).

3) Vision Statement (Tab 7) (40 points)

The Vision Statement of the respondent will be evaluated based upon how well the respondent's vision is aligned with the Guiding Principles (as set out in Appendix F) that guide the revitalization, as well as TCHC's objectives for mixed-income housing, design excellence, social development and sustainability, and the extent to which the respondent is committed to working with Regent Park residents, which are summarized in this section.

Respondents should include a Vision Statement outlining their thoughts on the following:

1. Overall vision for the Phase 4 & 5 lands and any other ideas that may convey the respondent's interest in the project; (8 points)
2. Potential challenges and solutions to achieving the vision for the site; (4 points)
3. Ideas for achieving the Guiding Principles for Revitalization (Appendix F); (6 points)
4. Mixed-income, mixed-tenure community (8 points)
Respondents should describe how they would contribute to the creation of a mixed-income, mixed-tenure community and support the recommendations of the Social Development Plan (2007); the Lessons Learned document (2017); and the directions of the refreshed Social Development Plan (Draft 2018);
5. Maintaining an engaged community throughout revitalization; (6 points)
Submissions are to include ideas for implementing the elements of the Social Development Plan (2007), the Lessons Learned (2017) and the refreshed Social Development Plan (Draft 2018) as well as an articulation of possible community engagement topics, techniques and resources for the residents and other stakeholders, identifying relevant community conversations that will take place during construction, occupancy and the establishment of the new, mixed community.
6. Excellence in planning, urban design and architecture; (4 points)
Respondents should provide ideas of how they would ensure that development in Phase 4 & 5 of the Regent Park revitalization contributes to TCHC's growing legacy of design excellence.

7. Environmental sustainability (4 points)

Submissions must describe the respondent's commitment to sustainable construction and how the respondent imagines it would target energy efficiency.

The following outlines many of TCHC's objectives for the revitalization of Regent Park and are provided to help inform respondent's Vision Statements.

Guiding Principles

In 2002, as a precursor to the revitalization, Toronto Community Housing, through extensive community consultation, worked to establish 12 guiding principles of the revitalization. The guiding principles established the vision for the redevelopment of the community and were instrumental in forming the foundation of the Social Development Plan.

Social Development Plan

In 2007, through extensive community consultation, the Social Development Plan was adopted by Toronto City Council. The Social Development Plan offered 75 recommendations that were to guide the revitalization. The central focus of the plan was to help the Regent Park community adapt to the changes brought by revitalization. The idea of social inclusion and social cohesion – that people of different economic and cultural backgrounds could succeed both as residents and individuals is central to the Plan.

In 2017, TCHC, in partnership with the City of Toronto, embarked on a refresh of the Social Development Plan in order to help chart the course for the remainder of the revitalization. Although as yet incomplete, the four central pillars of the refreshed social development plan are: space (both program and social), employment, communication and safety. The successful respondent will be expected to work with Toronto Community Housing and the City of Toronto to support and help implement the recommendations of the refreshed Social Development Plan.

Lessons Learned 2017

In December 2016, Regent Park residents came together to celebrate 10 years of the revitalization and attend a day-long workshop intended for people to reflect on their experiences living in Regent Park throughout the revitalization process. The Lessons Learned report provided a number of recommendations for the remainder of the revitalization. The Lessons Learned report has also informed the refresh of the Social Development Plan.

Resident Engagement

Regent Park residents are the central focus of the revitalization. Tenant advocacy was what launched the revitalization and the resident voice has significantly improved the outcome of the redevelopment. Formally, TCHC meets with tenants and members of the broader Regent Park community at least four times per year. In addition to those

regular update meetings, residents have participated in numerous smaller workshops and meetings, on such subjects as park and unit design, heritage commemoration and community safety.

RPNA is a recently formed group consisting of 50% market condominium residents and 50% TCHC tenants. RPNA has formally requested that it be involved in the planning and design of Phases 4 & 5. The goals of RPNA are to build an inclusive and thriving community through advocacy, community building and communication.

TCHC, as part of its Tenant Participation System, has supported the creation of the Regent Park Tenant Council, a democratically elected group of tenant representatives. The Tenant Council is grouped by building committees – tenants advocate on issues that are important to each building and act as a liaison between TCHC and their neighbours. The Tenant Council also has sub-committees that help address the top priorities for TCHC tenants, including safety and security, maintenance, community gardening, social services and employment and training.

TCHC also employs local residents as community animators, who act as a liaison between the Regent Park community and TCHC. The animator program has been a fundamental tool for communicating the often complex updates and announcements about the revitalization. The community animators have a number of different outreach methods, including lobby intercepts, flyering and door-knocking.

Regardless of the type of business deal eventually proposed, the successful RFP proponent will be expected to play a significant role in the continuation of the community engagement process and TCHC would prefer that an individual be assigned to oversee this role. Outreach may include such matters as coordinating and attending meetings and attending regular community construction liaison committee meetings to respond to concerns related to construction.

Mixed-tenure community

Through a funding arrangement with City of Toronto using the CMHC – Ontario Agreement for Investment in Affordable Housing program, TCHC has included new affordable rental and ownership housing, in addition to its replacement social housing units, in its revitalization projects. TCHC is interested in maintaining a diversity of housing tenure in Regent Park throughout the revitalization. Respondents are encouraged to describe how they might imagine contributing to a mixed-income, mixed-tenure development.

Excellence in Planning, Urban Design and Architecture

Toronto Community Housing's track record demonstrates a clear agenda for best practices in planning, architecture, landscape and urban design. Our intention is to build upon this experience and to continue to require high quality public realm and architectural design. With great respect to the local urban context, TCHC encourages a

contemporary architectural expression for all of our new buildings. TCHC also requires that there be no distinction in quality between the market and rental buildings in Regent Park. Respondents should describe their commitment to excellence in planning, urban design and architecture and how this will contribute to the development of Phases 4 & 5 of the Regent Park revitalization.

Environmental Sustainability

Toronto Community Housing is committed to environmental sustainability in all of its new developments and revitalized neighbourhoods, and its design and construction practices are setting high benchmarks for energy efficiency and sustainable design. All projects should employ an integrated design approach, ensuring that building systems, landscaping and design are coordinated from the outset. All new buildings are to achieve, at minimum, Tier 2 of the Toronto Green Standard. Respondents are to describe their approach to environmental sustainability and how it might be realized in Phases 4 & 5 of the revitalization.

4.3 RFVQ Format

Respondents must include the following items in their response to this RFVQ and submissions must comply with the format outlined below, using the same headings in the same sequence. TCHC requires that submissions be clearly separated according to the below numbered tabs:

Tab	Submission Format	Requirement
Tab 1	Covering Page / Index	
Tab 2	Covering Letter	
Tab 3	Corporate Summary	(Mandatory Requirement)
Tab 4	Respondent Team Description	(Rated Criteria)
Tab 5	Demonstrated Experience	(Rated Criteria)
Tab 6	Vision Statement	(Rated Criteria)
Tab 7	Signed Submission Form – Respondent Acknowledgement (Appendix B to this RFVQ)	(Mandatory Requirement)

Respondents may engage consultants, including architects, to assist in their response to this RFVQ. However, TCHC reserves the right to approve all consultants for development that falls within the formal partnership agreement between TCHC and the successful Stage 2 RFP proponent, including the architects for each project.

5. RFVQ PROCEDURES

5.1 Timetable

The following is the timetable for the RFVQ process:

Release of RFVQ	Thursday July 5, 2018
Deadline for Submission of RFVQ Questions	Friday August 3, 2018
Response to all Questions (in Addendum Format)	Friday August 10, 2018
Final Date for Submissions of RFVQ	Thursday August 23, 2018
Evaluation of Submissions of RFVQ	Week of September 3, 2018
Shortlist Notified	Week of September 17, 2018

The dates outlined above are subject to change by Toronto Community Housing at the sole discretion of Toronto Community Housing.

5.2 Additional Information

A package containing more detailed information on the Regent Park revitalization is available. The information package contains:

- Regent Park Master Plan
- Regent Park Phasing Plan
- Social Development Plan Executive Summary (2007)
- Lessons Learned (2017)
- Social Development Plan Draft Refresh Document (2018)
- Official Plan Amendment & Zoning Amendment Final Report, Regent Park Revitalization (2005)
- Official Plan Amendment & Zoning Amendment Final Report, Phases 3 – 5 (2014)
- Regent Park Official Plan Amendment - By-laws No. 140-2005 and 274-2014
- Regent Park site-specific Zoning By-law Nos. 141-2005, 943-2009 and 275-2014

Due to the history of these properties, the drawings of existing buildings that TCHC has in its possession are dated or incomplete, and may not necessarily be relied upon for accuracy or completeness.

In order to receive the additional information package, respondents are asked to register with TCHC by e-mailing Ramie Younan at ramie.younan@torontohousing.ca. Registered respondents will also be required to sign a confidentiality agreement prior to receiving their package.

5.3 Site Visits

Please note that **no** site visits will be formally organized by TCHC. We acknowledge that interested respondents may wish to visit the site. When visiting, please be respectful of the residents who live there, and refrain from taking pictures of them and their families.

5.4 Submission Deadline

Per the RFVQ timeline, outlined in Section 5.1, the deadline for all submissions for this RFVQ is **14:00:00 P.M. EDT on Thursday August 23, 2018.**

Submissions must be submitted to the location set out below in section 5.7 on or before the Submission Deadline. Submissions submitted after the Submission Deadline will be rejected without exception.

5.5 Questions

Requests for clarifications concerning this RFVQ should be sent in writing to the Contact Person below, by hand delivery, facsimile or e-mail, no later than **12:00:00 P.M. noon on August 3, 2018.** Questions can neither be received nor responded to verbally.

Ramie Younan
Senior Purchasing Officer
Fax: (416) 981-4111
E-mail: ramie.younan@torontohousing.ca

All questions will be collected and responded to by addendum to the RFVQ, at the discretion of TCHC, by August 10, 2018. Please note that no questions will be answered following this date.

5.6 Addendum

All addendum will be issued directly to respondents via e-mail. Respondents must acknowledge the receipt of all addenda as part of their submissions.

5.7 Submission Details

One (1) bound original and eight (8) copies of each submission, as well as an electronic copy submitted on USB flash drive must be received, prior to the deadline set out in Section 5.5, in a sealed envelope at the following address (the 'Receiving Office'):

**Toronto Community Housing Corporation
35 Carl Hall Road, Unit 1
Toronto, ON M3K 2B6
ATTENTION: Ramie Younan**

And Clearly Marked:

**REQUEST FOR VENDOR QUALIFICATION
DEVELOPMENT PARTNER FOR REGENT PARK – PHASE 4 & 5
TORONTO, ONTARIO, CANADA**

The name of the respondent must also be clearly marked on the cover of the sealed envelope. In case of discrepancy between the hard copy and electronic copy submission, the hard copy submission will prevail.

5.8 Amendments to Submissions

Amendments to Submissions by telephone, facsimile, letter or electronic communication will not be considered. Should a respondent wish to alter or amend its submission prior to the Submission Deadline, the submission shall be withdrawn by letter delivered to the Receiving Office and a new submission given to the Receiving Office, in each case, prior to the Submission Deadline. If erasures or other changes appear in a submission, each erasure and change must be initialed by the individual(s) signing the submission.

5.9 Respondent Questions and Communications

All questions with respect to this RFVQ must be submitted in writing via hand delivery, facsimile or by e-mail to the Contact Person prior to the Deadline for Questions stipulated in Section 5.5 of this RFVQ.

TCHC reserves the right, in its sole discretion, not to answer any question submitted. Copies of all questions and answers that are responded to by TCHC may, in the sole discretion of TCHC, be distributed to all respondents. Where, in the sole discretion of TCHC, such a question and/or answer necessitates a change to this RFVQ, TCHC will prepare and issue an appropriate addendum to this RFVQ.

Respondents shall not make verbal inquiries associated with this RFVQ. Any verbal response provided in connection with this RFVQ by the Contact Person, TCHC, or their respective advisors will not be binding on TCHC, nor will it be considered to change the requirements of this RFVQ in any way.

All respondents are advised that TCHC is engaged in ongoing confidential and sometimes sensitive discussions with other stakeholders. Consequently, respondents

are advised that contact with any agency or party other than the Contact Person regarding Regent Park or this RFVQ process is strictly prohibited. Unauthorized contact with any agency or party may lead to the disqualification of the respondent.

6. GENERAL CONDITIONS

The Terms and Conditions for this RFVQ are described in Appendix A.

APPENDIX A: TERMS AND CONDITIONS OF THE RFVQ PROCESS

1. General Information and Instructions

1.1. Respondents to Follow Instructions

Respondents should structure their responses in accordance with the instructions in the RFVQ. Where information is requested in the RFVQ, any response made in a response should reference the applicable section numbers of the RFVQ where that request was made.

1.2 Responses in English

All responses are to be in English only.

1.3 TCHC's Information in RFVQ Only an Estimate

The TCHC and its advisers make no representation, warranty or guarantee as to the accuracy of the information contained in the RFVQ or issued by way of addenda. Any quantities shown or data contained in the RFVQ or provided by way of addenda are estimates only and are for the sole purpose of indicating to respondents the general size of the work. It is the respondent's responsibility to avail itself of all the necessary information to prepare a response in response to the RFVQ.

1.4 Respondents Shall Bear Their Own Costs

The respondent shall bear all costs associated with or incurred in the preparation and presentation of its response, including, if applicable, costs incurred for interviews or demonstrations.

2. Communication after Issuance of RFVQ

2.1 Respondents to Review RFVQ

Respondents shall promptly examine all of the documents comprising the RFVQ, and

- (a) shall report any errors, omissions or ambiguities; and
- (b) may direct questions or seek additional information in writing by email to the TCHC Contact on or before the Deadline for Questions. All questions submitted by respondents by email to the TCHC Contact shall be deemed to be received once the email has entered into the TCHC Contact's email inbox. No such communications are to be directed to anyone other than the TCHC Contact. The

TCHC is under no obligation to provide additional information, and TCHC shall not be responsible for any information provided by or obtained from any source other than the TCHC Contact.

It is the responsibility of the respondent to seek clarification from the TCHC Contact on any matter it considers to be unclear. The TCHC shall not be responsible for any misunderstanding on the part of the respondent concerning the RFVQ or its process.

2.2 All New Information to Respondents by Way of Addenda

The RFVQ may be amended only by an addendum in accordance with this section. If the TCHC, for any reason, determines that it is necessary to provide additional information relating to the RFVQ, such information will be communicated to all respondents by addenda. Each addendum forms an integral part of the RFVQ.

Such addenda may contain important information, including significant changes to the RFVQ. Respondents are responsible for obtaining all addenda issued by the TCHC. In the Submission Form (Appendix B), respondents should confirm their receipt of all addenda.

2.3 Post-Deadline Addenda and Extension of Submission Deadline

If any addendum is issued after the Deadline for Issuing Addenda, the TCHC may at its discretion extend the Submission Deadline for a reasonable amount of time.

2.4 Verify, Clarify and Supplement

When evaluating responses, the TCHC may request further information from the respondent or third parties in order to verify, clarify or supplement the information provided in the respondent's response. The TCHC may revisit, re-evaluate and rescore the respondent's response or ranking on the basis of any such information.

2.5 No Incorporation by Reference

The entire content of the respondent's response should be submitted in a fixed form, and the content of websites or other external documents referred to in the respondent's response will not be considered to form part of its response.

2.6 Response to Be Retained by the TCHC

The TCHC will not return the response or any accompanying documentation submitted by a respondent, except for pricing envelopes for any respondent that do not qualify for Stage III of the evaluation process.

3. Debriefing

3.1 Debriefing

Respondents may request a debriefing after receipt of notification of the outcome of the RFVQ process. All requests must be in writing to TCHC Contact and must be made within sixty (60) days of notification of the outcome of the RFVQ process.

3.2 Bid Protest Procedure

If a Respondent wishes to challenge the outcome of the RFVQ process, it should provide written notice to TCHC Contact within sixty (60) days of notification of the outcome of the RFVQ process, and TCHC will respond in accordance with its bid protest procedures.

4. Conflict of Interest and Prohibited Conduct

4.1 Conflict of Interest

TCHC may disqualify a respondent for any conduct, situation or circumstances, as solely determined by TCHC that constitutes a Conflict of Interest. For the purposes of this Section, “Conflict of Interest” shall have the meaning ascribed to it in the Submission Form (Appendix B).

4.2 Prohibited Respondent Communications

The respondent shall not engage in any Conflict of Interest communications and should take note of the Conflict of Interest declaration set out in the Submission Form (Appendix B). For the purposes of this Section, “Conflict of Interest” shall have the meaning ascribed to it in the Submission Form (Appendix B).

4.3 Respondent Not to Communicate with Media

A respondent may not at any time directly or indirectly communicate with the media in relation to the RFVQ or any contract awarded pursuant to the RFVQ without first obtaining the written permission of the TCHC Contact.

4.4 No Lobbying

A respondent may not in relation to the RFVQ or the evaluation and selection process in respect thereof, engage in any form of political or other lobbying whatsoever to influence the selection of the approved respondent(s). Further, no such person shall attempt to communicate in relation to the RFVQ or their response, directly or indirectly, with any director, officer, employee or other representative of TCHC or of the City of Toronto, except as expressly directed or permitted by the RFVQ.

4.5 Illegal or Unethical Conduct

Respondents shall not engage in any illegal or unethical bidding practices, including such activities as bid-rigging, price-fixing, bribery, fraud or collusion. Respondents that are in any way affiliated with another respondent seeking to submit a response must disclose such affiliations, including ownership, management or contractual agreements. TCHC, in its sole discretion, may prohibit affiliated respondents from submitting responses for the same RFVQ. Respondents shall not engage in lobbying or any unethical conduct, including inappropriate communications, offers of gifts to TCHC employees, officers or board members, deceitfulness, submitting bids containing misrepresentations or other misleading or inaccurate information, or any other conduct that compromises or may be seen to compromise the competitive process.

4.6 Past Performance or Inappropriate Conduct

TCHC may prohibit a vendor from participating in a procurement process based on past performance or based on inappropriate conduct in a prior procurement process, and such inappropriate conduct shall include but not be limited to the following: (a) the submission of quotations containing misrepresentations or any other inaccurate, misleading or incomplete information; (b) the refusal of the vendor to honour its pricing or other commitments made in a response or bid; or (c) any other conduct, situation or circumstance, as solely determined by TCHC, that constitutes a Conflict of Interest. For the purposes of this Section, "Conflict of Interest" shall have the meaning ascribed to it in the Submission Form (Appendix B).

5. Confidential Information

5.1 Confidential Information of TCHC

All information provided by or obtained from the TCHC in any form in connection with the RFVQ either before or after the issuance of the RFVQ

- (a) is the sole property of the TCHC and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to the RFVQ and the performance of any subsequent Contract;
- (c) must not be disclosed without prior written authorization from the TCHC; and
- (d) shall be returned by the respondents to the TCHC immediately upon the request of the TCHC.

5.2 Confidential Information of Respondent

A respondent should identify any information in its response or any accompanying documentation supplied in confidence for which confidentiality is to be maintained by the

TCHC. The confidentiality of such information will be maintained by the TCHC, except as otherwise required by law or by order of a court or tribunal. Respondents are advised that TCHC is governed by the *Municipal Freedom of Information and Protection of Privacy Act*, and thus may be required to disclose the name and price of the winning respondent through a Freedom of Information request. Furthermore, respondents are advised that their responses will, as necessary, be disclosed on a confidential basis, to the TCHC's advisers retained for the purpose of evaluating or participating in the evaluation of their responses. If a respondent has any questions about the collection and use of personal information pursuant to the RFVQ, questions are to be submitted to the TCHC Contact.

6. Procurement Process Non-binding

6.1 No Contract A and No Claims

The procurement process is not intended to create and shall not create a formal legally binding bidding process and shall instead be governed by the law applicable to direct commercial negotiations. For greater certainty and without limitation: (a) the RFVQ shall not give rise to any Contract A-based tendering law duties or any other legal obligations arising out of any process contract or collateral contract; and (b) neither the respondent nor the TCHC shall have the right to make any claims (in contract, tort, or otherwise) against the other with respect to the award of a contract, failure to award a contract or failure to honour a response to the RFVQ.

6.2 No Contract until Execution of Written Agreement

The RFVQ process is intended to identify prospective vendors for the purposes of negotiating potential agreements. No legal relationship or obligation regarding the procurement of any good or service shall be created between the respondent and the TCHC by the RFVQ process until the successful negotiation and execution of a written agreement for the acquisition of such goods and/or services.

6.3 Disqualification for Misrepresentation

The TCHC may disqualify the respondent or rescind a contract subsequently entered into if the respondent's response contains misrepresentations or any other inaccurate, misleading or incomplete information.

6.4 References and Past Performance

The TCHC's evaluation may include information provided by the respondent's references and may also consider the respondent's past performance on previous contracts with TCHC or other TCHC affiliates.

6.5 Cancellation

TCHC may cancel or amend the RFVQ process without liability at any time.

7. Governing Law and Interpretation

7.1 Governing Law

The terms and conditions in this Part – Terms and Conditions of the RFVQ Process (a) are included for greater certainty and are intended to be interpreted broadly and separately (with no particular provision intended to limit the scope of any other provision); (b) are non-exhaustive (and shall not be construed as intending to limit the pre-existing rights of the parties to engage in pre-contractual discussions in accordance with the common law governing direct commercial negotiations); and (c) are to be governed by and construed in accordance with the laws of the province of Ontario and the federal laws of Canada applicable therein.

APPENDIX B: SUBMISSION FORM – RESPONDENT ACKNOWLEDGEMENTS

Respondent must review and acknowledge agreement of the clauses below, and must complete all indicated items and include in their submission:

1. Acknowledgment of Non-binding Procurement Process

The respondent acknowledges that the RFVQ process will be governed by the terms and conditions of the RFVQ, and that, among other things, such terms and conditions confirm that this procurement process does not constitute a formal legally binding bidding process, and that there will be no legal relationship or obligations created until TCHC and the selected proponent, under the second stage RFP process, have executed a written contract.

2. Ability to Provide Deliverables

The respondent has carefully examined the RFVQ documents and has a clear and comprehensive knowledge of the deliverables required under the RFVQ. The respondent represents and warrants its ability to provide the Deliverables required under the RFVQ in accordance with the requirements of the RFVQ. The respondent encloses herewith as part of the submission the mandatory forms set out below:

Notice to respondent: There may be forms required in the RFVQ other than those set out above. See the Mandatory Requirements section of the RFVQ for a complete listing of mandatory forms.

3. Addenda

The respondent is responsible to download, read and accept and incorporate all addenda issued by TCHC prior to the Deadline for Issuing Addenda into their submission. The onus remains on respondent to make any necessary amendments to their submission based on the addenda. The respondent must confirm that it has received all addenda below.

4. Policies

The respondent has read, understood and agrees to comply with the policies, practices and statements found on TCHC's website at the following link: www.torontohousing.ca/doing-business/procurement-opportunities/vendor/Pages/Policies-and-Procedures.aspx, including but not limited to the following;

- Human Rights, Harassment and Fair Access Policy
- Vendor Standard Terms & Conditions

- Vendor Code of Conduct
- Fair Wage Policy
- Procurement Policy
- Health and Safety Program
- Ontario Labour Conditions, Construction Lien Claims and Trade

5. City of Toronto Shared Procurement

The respondent agrees to permit the City of Toronto (including its Agencies, Boards, Commissions and Corporations) to purchase under the same terms and conditions against any Contract which may result from this RFVQ. This shared procurement requirement will only be enforceable during the term of the contract with TCHC, and is subject to the respondent's capacity to be retained for additional work.

6. Prohibited Conduct

The respondent declares that it has not engaged in any conduct prohibited under this RFVQ.

7. Disclosure of Information

The respondent hereby agrees that any information provided in this submission, even if it is identified as being supplied in confidence, may be disclosed where required by law or if required by order of a court or tribunal. The respondent hereby consents to the disclosure, on a confidential basis, of this submission by TCHC to TCHC's advisers retained for the purpose of evaluating or participating in the evaluation of this submission.

8. Conflict of Interest

8.1 For the purposes of this section, the term "Conflict of Interest" means

- (a) in relation to the RFVQ process, the respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to (i) having, or having access to, confidential information of TCHC in the preparation of its submission that is not available to other respondents, (ii) communicating with any person with a view to influencing preferred treatment in the RFVQ process (including but not limited to the lobbying of decision makers involved in the RFVQ process), or (iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the RFVQ process; or
- (b) in relation to the performance of its contractual obligations contemplated in the contract that is the subject of this procurement, the respondent other commitments, relationships or financial interests (i) could, or could be seen to,

exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or (ii) could, or could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

- (c) Has a fiduciary, family, directorship, shareholder or any other non-arm's length relationship with any other company potentially bidding on this RFVQ.
- (d) Has engaged any ex-TCHC employee as employees, advisers, or in any other capacity and (a) who have participated in the preparation of the submission; **AND** (b) were employees of TCHC and have ceased that employment within twelve (12) months prior to the Submission Deadline:

If the respondent needs to declare an actual or potential Conflict of Interest, the respondent must set out details of the actual or potential Conflict of Interest below:

8.2 Conflict of Interest Declaration

The respondent hereby declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the respondent foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the RFVQ.	
Conflict type as described above	Describe nature of conflict of interest (or indicate N.A.)
Conflict of interest (a)	
Conflict of interest (b)	
Conflict of interest (c)	

Provide additional details on a separate piece of paper if required.

8.3 Conflict of Interest Declaration – TCHC Staff

The following individuals, as employees, advisers, or in any other capacity (a) participated in the preparation of our submission; **AND** (b) were employees of TCHC and have ceased that employment within the twelve (12) months prior to the Submission Deadline:

Name of Individual:	
Job Title:	

Department:	
Last Date of Employment with TCHC:	
Brief Description of Nature of Individual's Participation in the Preparation of the Submission:	

(Repeat above for each identified individual)

The respondent agrees that, upon request, the respondent shall provide TCHC with additional information with regards to each individual identified above in the form prescribed by TCHC.

9. Respondent Information

Please fill out the following form, and name one person to be the contact for the RFVQ response and for any clarifications or amendments that might be necessary.	
Full legal name of respondent:	
Any other relevant name under which the respondent carries on business:	
Street address:	
City, province/state:	
Postal code:	
Phone number:	
Fax number:	
Company website (if any):	
H.S.T. number:	
RFVQ contact person and title:	

Please fill out the following form, and name one person to be the contact for the RFVQ response and for any clarifications or amendments that might be necessary.	
RFVQ contact phone:	
RFVQ contact facsimile:	
RFVQ contact e-mail:	

CONFIRMATIONS:

I hereby confirm reading, acknowledging and agreeing to the above items 1 to 7 in Submission Form B.

I confirm that that any real or possible conflicts of interest as outlined in item 8 have been disclosed in the form above.

I confirm having read and accepted all addenda issued by TCHC prior to the Deadline for issuing Addenda.

I confirm that each of the Items listed below has been completed and is enclosed with the submission.

Tab	Submission Format Requirement	Initial to Indicate Inclusion
Tab 1	Covering Page / Index	
Tab 2	Covering Letter	
Tab 3	Corporate Summary	
Tab 4	Respondent Team Description	
Tab 5	Demonstrated Experience	
Tab 6	Vision Statement	
Tab 7	Signed Submission Form – Respondent Acknowledgement (Appendix B to this RFVQ)	

I confirm that I have authority to bind the respondent, and attest to the accuracy of the information provided in this submission

Signature of respondent representative	Respondent name and title
Dated:	Name of respondent company
Witness signature	Witness name and title

Executed under the seal shown below, with the intent that such execution take effect as a deed.



APPENDIX C: PROJECT REFERENCE GUIDE

Submissions are to include, at minimum, the following:

1.	Project Name & Location	
2.	Project Description	
3.	Project Delivery Type	Check all that apply: <input type="checkbox"/> Private <input type="checkbox"/> Private partnership <input type="checkbox"/> Public-private partnership <input type="checkbox"/> Other (explain):
4.	Project Capital Cost	Original: Final: Variance Explanation:
5.	Market Response	Number and percentage of units sold within first month of sale: Number of months to achieve 70% sale:
6.	Tarion Record	Date of initial registration Number of possessions Number of chargeable conciliations Number of homes with claims and dollars paid in claims Details of any Tarion Awards of Excellence received
7.	Relevance to this submission	
8.	Other Notable Details	
9.	Client Reference	Name: Title: Organization: Address: Phone: Email:

APPENDIX D: SITE PLAN



APPENDIX E: PHASING PLAN



APPENDIX F: GUIDING PRINCIPLES

1. Renew the Regent Park Neighbourhood
2. Reintroduce pedestrian-friendly streets and park spaces
3. Design a safe and accessible neighbourhood
4. Involve the community in the process
5. Build on cultural diversity, youth, skills and energy
6. Create a diverse neighbourhood with a mix of uses, including a range of housing, employment, institutions and services
7. Design a clean, healthy and environmentally responsible neighbourhood
8. Keep the same number of RGI units that existed before the revitalization began
9. Minimise disruption for households during relocation
10. Develop a financially responsible strategy
11. Create a successful Toronto neighbourhood
12. Improve the remainder of Regent Park during the redevelopment