

City of Burnaby
Request for Expressions of Interest # 4430-20
Comprehensive Redevelopment Program
Addendum #1

Addendum No. 1 is comprised of 4 pages.

Change to RFEOI:

Cover Page – Delete 2018 January 29, replace with 2019 January 29

Section 8.0 – Submission Format, delete items b to f, replace with below items:

b. Organizational Background

Respondent submissions are required to include an organizational background. To help evaluate the experience within your organization, please provide as much detail as possible regarding the following:

- a brief synopsis of the history of the firm and number of years in business;
- the principals of the firm, their qualifications and length of service with the firm and in what position(s);
- a brief description of the firm's team leads that would be assigned to the project:
 - name;
 - job title/position;
 - relevant professional qualifications and education;
 - number of years employed by the firm;
 - relevant work experience and involvement in past projects comparable to this project;
 - any relevant professional awards or citations received for quality of work; and,
 - role and responsibility within this team;
- the structure and coordination of your project teams:
 - rationale as to how and why the proposed individuals/roles are selected to form the project team;
 - specific strengths and experience each individual adds to the team, including relevant qualifications;

- how does the collective knowledge and experiences of this selected team ensure all project deliverables are successfully met;
- the team reporting structure including levels of authority, accountability and verification of work performed; and,
- the team communications structure – how communicates internally amongst the team and externally to the client and key stakeholders;
- the firm’s key areas of professional experience as related to this project; and,
- any current or upcoming major projects scheduled during the next two years.

c. Statement of Interest

Respondents shall submit a letter of interest of no more than two pages explaining why the respondent is interested in this opportunity.

d. Financial Reports

Respondents shall provide their audited annual financial reports or audited financial statements for the three most recent fiscal years, as prepared by a Chartered Professional Accountant in a separate sealed envelope marked “**Confidential**”.

e. Past Work Examples

Respondents are required to provide past work examples of high-density mixed-use developments in Metro Vancouver, completed (or substantially completed) within the last five (5) years. Respondents should provide at least three (3) projects that demonstrate your organization’s experience in these key areas:

- master planning, infrastructure servicing, urban design, and large-scale multi-landowner redevelopment, with an emphasis on projects that have been successfully implemented and contain a non-market housing element. The majority of projects provided should involve redevelopment of multi-phased projects in urbanized areas. Clearly detail any close working relationships with municipalities and other key stakeholders;
- the capability of your organization and its assigned project teams to undertake and successfully deliver all aspects of the required services. A description of the program, the nature of the work, the size and complexity of the project, as well as the name of the client and contact person able to provide a reference should be provided;
- demonstrate your firm’s sustainability experience in design and land use planning; and,

- demonstrate experience and understanding in urban economics by citing an example with similar complexity to the subject site identified within this RFEOI.

For each work example, provide the project address, year of completion, and number and type of units. Respondents may also provide details on any awards received for these projects.

f. Program Requirements & Schedule

Work Plan & Schedule

Respondents are required to explain in detail how they propose to meet the objectives of the comprehensive redevelopment program and schedule as outlined in **Section 5.0 and 6.0** of the RFEOI. Proposed work plans and schedules for the comprehensive redevelopment program shall provide as much detail as possible regarding the following:

- an estimated work plan (written narrative) and project schedule which corresponds to the scope of the project;
- a proposed development schedule for the development of the replacement 331 Hall Towers units, and the full build out of the Lands;
- identification of scheduled reviews where the Respondent would conduct project review meetings with BC Housing and the City; and,
- identification of project-specific risks that could impact the project schedule and potential mitigation strategies/contingency plans to offset these risks. Provide a detailed risk register of prioritized risks.

Proposed work plans and schedules should demonstrate creative and collaborative thinking and identify how sustainability will be considered and factored into the planning of this project.

Communications / Stakeholder & Community Engagement Strategy

Respondents shall provide details of how communications will be managed throughout the process, including:

- how City of Burnaby, BC Housing and key stakeholders will be kept informed of project progress;
- how feedback will be solicited and incorporated from key stakeholders;

- the process by which conceptual plans would be presented to City of Burnaby and BC Housing, facilitate feedback sessions to refine the conceptual options and then develop a finalised master plan; and,
- the proposed approach in coordinating and managing the sub consultant team and all stakeholders to produce fully integrated concepts that simultaneously address the project objectives.

Development Concept

Respondents are required to provide a conceptual design approach for the Lands, which demonstrates an understanding of the key objectives of this assignment and of the planning, design, engineering and stakeholder challenges inherent in the redevelopment of a large multi-acre urban site. The conceptual design approach should include:

- at a minimum provide details on the proposed lot configuration ownership, density, general building program, form, housing tenure types, and character;
- a description of the proposed team’s planning, urban design and development philosophy for this project, and a narrative and description of how the proposal project enhances the overall municipal vision for the neighbourhood;
- a description of the type of ground floor and above-grade retail/commercial uses that may be feasible in this market and that is appropriate for this neighbourhood. Discuss the relationship to parking for this land use; and,
- a site plan, massing diagrams, and concept elevations and perspectives, as well as preliminary detail on open space, storm water treatment, pedestrian, and multi-modal circulation throughout the development site.

Estimated Land Values and Contractual Arrangements

Based on the proposed conceptual design approach, respondents shall provide:

- an estimated purchase price for the base density (including transferred base density) of the market lot(s) proposed to be purchased by the Developer, expressed as a value per square foot buildable area; and,
- a proposed contractual arrangement and estimated fee for design-build services for development to be owned and retained by BC housing. BC Housing reserves the right to negotiate its preferred contractual approach with respondents.

END OF ADDENDUM