



Where History and Innovation Thrive

This document has been amended to reflect the comments and suggestions made by members of Council at the meeting held on February 21, 2006.

REQUEST FOR PROPOSAL

**Large Venue Entertainment Centre
Design/Build**

RFP No. SG-LVEC-02-2006

Please submit complete proposal including the attached forms, in a sealed envelope quoting above proposal number and closing date; and forward before 3:00:00 p.m. local time, Wednesday, April 26th, 2006 to:

City of Kingston
Office of the City Clerk
216 Ontario Street
KINGSTON, Ontario
K7L 2Z3

Closing Date: Wednesday, April 26th, 2006 3:00:00 p.m.

Proposals must be received before the above mentioned time and date, and in accordance with the attached RFP forms, Specifications, Instructions to Vendors, and Standard Terms and Conditions.

Contacts:

Don Gedge, LVEC Project Director
Sustainability and Growth Group
Fax No 613-546-3497
Email address: dgedge@cityofkingston.ca

City of Kingston

REQUEST FOR PROPOSAL – RFP No. SG-LVEC-02-2006

Large Venue Entertainment Centre Design/Build

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A. THE PROJECT AND PROPOSALS

1.0 Introduction

The requirements for responses to this Request for Proposal ("RFP") are as described in this document.

The purpose of this Design/Build Request for Proposal (RFP) is to identify the most qualified Design/Build Team, through a structured, open and competitive process, to work with the City of Kingston, its staff, outside consultants and the facility's operator in creating a signature sports and entertainment facility for the greater Kingston area, known as the LVEC Project.

This RFP is the second part of the identification process and has been issued only to the proponents qualified from the Request for Information (RFI #CAO-LVEC 2-2005) stage. Proposals from any other source will be rejected.

The RFP is to provide the proponents with enough relevant information about the facility's requirements that they will be able to demonstrate their understanding of the Project in the form of preliminary design drawings and specifications. A firm lump sum construction tender price will also be solicited based on the information contained herein and must be inclusive of the intent indicated by the proponent's preliminary design drawings and specifications.

The firm lump sum construction tender price shall be inclusive of all design consultants' fees and contract administration costs as well as management costs.

2.0 Term of the Project

The term of any contract arising from this Request for Proposals will extend from the date the contract is signed until the project is deemed complete.

3.0 RFP Schedule

The RFP process will be governed according to the following schedule. Although every attempt will be made to meet all dates, the City reserves the right to modify any or all dates at its sole discretion.

Release of RFP	February 24, 2006
Bidders' Conference	March 7, 2006
Deadline for Submitting Questions:	April 3, 2006
Deadline for Responding to Questions:	April 12, 2006
RFP Closes:	April 26, 2006
Presentations by Key Personnel	Week of May 8, 2006
Final Selection:	May 23, 2006 or as soon thereafter as Council determines

The City may issue a Letter of Intent to the successful proponent prior to the issuance of a formal contract in order that the building design may commence while final contract negotiations and preparations take place.

4.0 Project Authority and Involvement

This Request for Proposal is administered by the Sustainability & Growth Group, Don Gedge, LVEC Project Director. The Project Authority for the LVEC Project has been granted by the Council of the Corporation of the City of Kingston. All inquiries regarding this Request for Proposal must be directed as specified in Section A 6.0 of this document.

The selection of any successful Proponent will be by Kingston City Council upon review and recommendation made to it by the Technical Evaluation Committee. Final approval rests with City Council. Council shall only be bound by formally entering into a contract to the satisfaction of the Legal Services Division.

5.0 Project Stakeholders

The Corporation of the City of Kingston is the only stakeholder in this RFP.

6.0 Inquiries

All inquiries and requests for clarification shall be made in writing to and only to the LVEC Project Director. All questions will be formally answered and distributed to all Proponents. Requests for clarification shall in the form of letter, fax or electronic media. The LVEC Project Director can be reached at the above City of Kingston address or by fax at 613-546-3497 or by email at dgedge@cityofkingston.ca.

Any request for information or clarification of this document or request for information must be received by 3:00 p.m. April 3rd, 2006.

7.0 Proposal Content

7.1 Submissions shall be in paper, digital and model format:

- i. Paper – 10 copies on 8 x 11 inch paper, bound, pages numbered with the text divided into sections addressing the requirements set out herein in a logical manner reflecting the requirements of this RFP.
- ii. Digital – 1 copy on CD-ROM in MS Word 97-2003 readable format mirroring the content of the paper version of the submission with all mapping according to section 7(4) below.
- iii. Model – a presentation model of the proponent's building design, no larger than one metre by one metre, of suitable construction, including adjacent streetscape.

7.2 Responses to each question or requirement set out in this RFP including in each of the appendices attached hereto. All required responses must be provided. Unsubstantive or repetitive blanket statements such as "read and understood" shall be considered non-responsive.

7.3 Respondents to this RFP are required to submit the information considered necessary to demonstrate to the Evaluation Committee that the respondent will make the best partner with the City and that their proposal differentiates their services from the other proponents. Respondents should not assume that members of the Evaluation Committee are familiar in any way with the Respondent. Respondents are not permitted to communicate with any members of the Evaluation Committee. RFP proposals must be as complete and comprehensive as possible to ensure that all relevant information is in the hands of the Evaluation Committee.

7.4 All mapping provided with each proposal shall be in a format which may be read and analyzed by the Information Systems Division of the City of Kingston. Proponents can deliver the data in either AutoCad or ESRI format but they must deliver the data in the correct projection (UTM NAD 27/76). The City of Kingston GIS databases are geo-

referenced to Universal Transverse Mercator (UTM) projection (Zone 18) using coordinate values in metres, based on North American Datum 1927 1976 adjustment. Core GIS databases are stored in both AutoCad (.dwg) and ESRI (.shp) formats and maintained at 1:2000 resolution.

- 7.5** Proposal content is subject to the disclosure requirements of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56. Proponents requiring to disclose information in the nature of a commercial trade secret must identify it as such. The Corporation of the City of Kingston cannot warrant that such information may not be disclosed at any point in time pursuant to third party applications under the Act.

8.0 Evaluation of Proposals

A Technical Evaluation Committee in accordance with the established evaluation criteria listed below will evaluate all submissions. The Technical Evaluation Committee will be made up of representatives from the Steering Committee, the LVEC Project Director, City Staff and other consultants as required. The selection of the successful Proponent will be by Council upon review and recommendation to it by the Technical Evaluation Committee.

The evaluation criteria will assist the Technical Evaluation Committee in rating each submission in a consistent and fair fashion. The evaluation criteria will be scored as shown in the Table below.

Criterion	Total
Organization and Coherence	5
Management Plan	45
Project Schedule	20
Site Plan	30
Building Design and Specifications	150
Accessibility	15
Mechanical Design	45
Electrical Design	45
Urban Design	10
Functional Space Program	30
QA/QC Program	10
LEED®	30
O & M Cost Estimates	45
Proposal Price	120
TOTAL	600

Each criterion is described in full detail in Section G of this document.

The lowest Proposal Price will be awarded 120 points. All other Proposal Price marks will be reduced from 120 at a rate of 1 point for each 0.1% in excess of the lowest Proposal Price.

Invited proponents will be requested to make a formal presentation of their design concepts, vision, construction planning, project management approach, quality control techniques and value added features to the Technical Evaluation Committee as part of the RFP process. All costs associated with such presentations are to be included in the Proposal Price. The Technical Evaluation Committee may recommend a short list of two proponents to participate in proposal negotiations. The City of Kingston reserves the right to select any number of Proponents for a further stage of evaluation.

Short-listed proponents will be required to present to the public.

Proponents will be required to provide documents of the following nature for open review by the public:

- a) A summary of the overall proposal
- b) Diagrams and charts and other presentation material
- c) Such further information as the City deems appropriate in its invitation to participate in a second round of evaluation.

Documents submitted in response to this stage of evaluation will not be considered or treated as confidential by the City and must be considered public by proponents invited to participate. Proponents are specifically required to identify any material in their Proposal responses which must be kept confidential. Submissions which do not specifically request certain parts of the submission to remain confidential will be deemed to have approved making that part of the submission subject to full open disclosure at the sole discretion of the City.

9.0 Honorarium

The City will provide an honorarium in the amount of \$50,000 to each of the unsuccessful Proponents of this RFP who have submitted a proposal and have reached a minimum evaluation score of 400/600. The City will not be liable for actual or any costs incurred by the Proponents in responding to this RFP. The successful proponent will not be compensated by an honorarium or for any or all costs associated with the preparation of its submission.

10.0 Submission of Proposals

Proposal responses must include a properly signed Irrevocable Offer as set out at Section "D". Failure to comply will result in rejection of the proposal.

Proposals are to be submitted in sealed envelopes clearly marked "Request for Proposal, Large Venue Entertainment Centre, Design Build, **RFP No. SG-LVEC-02-2006**" will be received no later than 3:00:00 p.m. Local Time, April 26th, 2006 and shall be addressed to and delivered to:

Office of the City Clerk
City Hall
216 Ontario Street
Kingston, Ontario
K7L 2Z3

Proposals received after the above due date and time will not be considered.

B. PROJECT REQUIREMENTS

1.0 Introduction

The scope of work of the LVEC Project is comprised of the design, construction, commissioning and start-up of an expandable 5,000 seat sports and entertainment complex to a maximum of 6,000 seats.

The LVEC Facility will be located on City-owned property in the City of Kingston bounded by Ontario Street on the east, Barrack Street to the south, King Street to the west and Place D'Armes to the north.

The site is regulated by Comprehensive Zoning By-law No. 96-259 and is zoned "C1-22-H" Special Central Business District Zone. The contemplated use for the construction of an arena and community recreation centre is permitted under the existing zoning designation. The "C1-22-H" zoning provisions and site plan are included in Appendix E.

The Work includes, but is not necessarily limited to, the detailed design and preparation of construction documents for all architectural, civil, structural, mechanical, electrical, site services, landscaping elements of the building in conformance with the specified functional space program guidelines and all design criteria, all materials, equipment, labour, management and supervision to construct, commission and start-up the facility, and the necessary management resources, tools and equipment to ensure timely completion of the Project.

2.0 Project Costs

The approved budget for the hard cost of construction including design fees, but excluding LEED[®] Silver designation, permits and development charges, furniture, fixtures and equipment, fit-out costs associated with restaurant and concessions, fly grid and catwalks, relocated site services, operational equipment and GST, is \$29.0 million.

3.0 Background Of The Project

Various Councils for the City of Kingston have, since the early nineties, been contemplating the development of a new major sports and entertainment facility to host an Ontario Hockey League Major Junior A franchise and provide a suitable venue for live shows, concerts, related sporting events, trade shows and conventions.

In late 2003, Council passed a resolution to support the Large Venue Entertainment Centre Task Force established by the Mayor. Its mandate was to study and evaluate opportunities for the establishment of a Large Venue Entertainment Centre (LVEC) to meet the sporting and entertainment event and activity needs of the community, appropriate site locations and financing models for a LVEC. The recommendations of the LVEC Task Force are summarized in its March 21, 2004 Report to the Mayor.

The City of Kingston proceeded with the basic recommendations for the creation of the new entertainment facility and, after evaluating the merits and risks associated with a potential site on Anglin Bay and receiving the Business Plan and Market Study, concluded that an alternate site be considered for the LVEC facility. The downtown site known as the "North Block" was studied and found to be suitable for accommodating the program established for the LVEC Facility. The Business Plan and Market Study established the basic parameters for the LVEC Facility and recommended a process for the design, construction and operations of the facility.

The focus of this Request for Proposal (RFP) is the complete design and construction including commissioning of the LVEC Facility. A separate RFP will be issued for the operation of the completed LVEC Facility.

The proposed LVEC, to be located on the North Block site, will serve as a major catalyst for the development of the south-east downtown corridor. It is to be planned, designed and constructed as a signature sports and entertainment facility.

4.0 Available City Resources

The following reports are available but not attached:

- a. Urban Design Guidelines for the North Block Central Business District – March 2004
- b. Downtown Action Plan
- c. Standards and Guidelines of the Conservation of Historic Places in Canada (John Grenville, 613-545-8666, ext. 102).
- d. Any other reports and resources the City deems appropriate.

5.0 Objectives

The City of Kingston's objectives in respect of the development and operation of the LVEC are simple in concept but require careful and detailed planning to be achieved. Simply stated, the City wishes to create a sustainable sports and entertainment facility to meet the needs of the community within the parameters of the established project budget and schedule, and be designed as a signature building recognizing its inner action with a regenerating historical urban downtown setting.

More particularly, the specific objectives can be articulated as:

- a. Provide a fully accessible multi-use venue for concerts, theatrical performances, shows, community events and other related activities.
- b. Provide a facility to house the Ontario Hockey League's Kingston Frontenacs and the Kingston and District Sports Hall of Fame.
- c. Develop a fully accessible sports and entertainment facility that will stimulate further development in the downtown area.
- d. Develop a facility of quality and character reflective of the nature of Kingston's architectural history and fabric.
- e. Design a sports and entertainment facility that incorporates City policy on Leadership in Energy and Environmental Design (LEED®).
- f. Construct a sports and entertainment facility safely, without personal injury or damage to the environment.
- g. Provide a facility that will be used extensively and be a source of Civic and Community pride.
- h. Undertake the project using industry accepted best practices for implementation, control and execution.
- i. Implement risk management strategies to correctly allocate risk to the appropriate parties.
- j. Create a facility that will provide a healthy and safe environment in which to work and enjoy.
- k. Deliver a facility that meets or surpasses the intent of the design criteria and performance specifications within the constraints of the construction budget and schedule.
- l. Make recreational ice available to City user groups.

Proponents are to recognize the importance of these objectives when responding with design concepts and approaches.

6.0 Assumptions/Requirements

The following assumptions apply to this RFP and must be taken into account by all proponents in preparing their responses:

- a. Only companies, firms or joint venture partnerships that responded to the Request for Information, RFI No. CAO-LVEC 2-2005, Prequalification of Design-Build Team(s) for Design and Construction of the Large Venue Entertainment Centre and have been short-listed by the Evaluation Committee and approved by Kingston City Council are eligible to participate in this Request for Proposal. Submissions by any unauthorized company, firm or joint venture partnership will not be accepted and will be returned unopened.
- b. All proponents are requested to attend a Bidders' Conference to be held Tuesday, March 7th, 2006 at 1:30 p.m. Attendance at this Bidders' Conference is a mandatory criteria for acceptance of RFP submissions. The Conference will be held at the City Hall Building, 216 Ontario Street, Kingston, Ontario. A tour of the building site will be included as part of the Conference.
- c. Proponents and/or submissions may be disqualified at the sole and absolute discretion of the City for a variety of reasons including but not restricted to the following;
 - i. If the submission includes or a Proponent makes false or misleading statements or claims,
 - ii. If a Proponent does not attend the Bidders' Conference,
 - iii. If a Proponent makes contact with any person other than the LVEC Project Director, including members of Council, during the RFP process up to and including contract award,
 - iv. If a Proponent is found to be insolvent,
 - v. If a Proponent issues a press release describing all or part of their Proposal.
- d. The Proponent shall declare in its submission that at no time during the RFP process did members or a member of Kingston City Council or an officer, employee, agent or consultant of the City of Kingston have or would have a financial interest directly or indirectly as a contracting party, partner, shareholder or otherwise in the outcome of the award of contract or the work thereafter.
- e. A Registered Architect licensed in the Province of Ontario or by a Professional Engineer registered to practice engineering in the Province of Ontario shall stamp all construction drawings and specifications.
- f. It will be the responsibility of the Design-Builder to apply for and obtain a Site Plan Agreement from the City. As this will be critical to the early commencement of construction, Proponents must prepare materials for Site Plan submission as part of their Proposals. All costs associated with the preparation of necessary support documentation, meetings, negotiations, fees and the requirements of the Agreement itself including development charges will be borne by the Design-Builder and are to be shown separately on the Proposal Price Form.
- g. It will be the responsibility of the Design-Builder to apply for and obtain all necessary building permits from the City to allow construction of the project. The Design-Builder will also be responsible for all other permits, certificates of approval or agreements required by all other jurisdictions having authority over the design and construction of the project. All costs associated with the preparation of support documentation, meetings, negotiations and fees will be borne by the Design-Builder and are to be shown separately on the Proposal Price Form.

- h. It will be the responsibility of the Design-Builder to apply for and pay for Impost Fees. Fees are to be shown separately on the Proposal Price Form.
- i. It will be the responsibility of the Design-Builder to apply for and obtain all necessary temporary and permanent street closure permits. All costs associated with the preparation of support documentation, meetings, negotiations and fees will be borne by the Design-Builder and are to be shown separately on the Proposal Price Form.
- j. During the course of site investigations, piling, excavations or other construction activities causing disruption of the site of the work, should any archaeological discoveries, artefacts, antiquities or collectables be encountered, work is to be suspended and the LVEC Project Director notified immediately. The Design-Builder will secure the site as necessary to ensure the security of the artefacts, antiquities or collectables discovered.

Archaeological investigation has been conducted on this site following the Ministry of Culture Technical Assessment Guidelines staged approach. Recommendations from that work are for archaeological monitoring of certain areas during construction. As such, an Archaeologist will be on-site during mechanical excavation of identified areas and will stop excavation for the purpose of recovering and recording archaeological remains. No artefacts can be removed from the site except by the Archaeologist.

General Protocol for Archaeology during any pre-construction or construction excavation:

If any archaeological remains, including stone foundation walls, wooden beams or pilings, or artefacts are encountered:

- cease all excavation work in that location
- contact the City of Kingston LVEC Project Director or Archaeologist

If any human remains are encountered at any time the following action must be taken:

- cease all excavation work in that location and secure the area
- contact City of Kingston LVEC Project Director

- k. All proposals have to take into account the archaeological and heritage aspects of the site which have been designated as a National Heritage Site as well as the security requirements of the Department of National Defence in relation to its operational use of Fort Frontenac which faces the LVEC site on Ontario Street.
- l. The City of Kingston has established a LEED[®] Silver rating as the minimum standard for municipal projects. Proponents are to identify the total project cost excluding LEED[®] considerations, as their base bid. They are also to identify the additional engineering and construction costs (i.e. separate cost for each) for certification under the LEED[®] Silver classification. It must be noted that the building site location was a Brownfield site and remediation was completed in 2000 by the City of Kingston. The incremental costs for achieving LEED[®] Silver will be calculated and entered on the Proposal Price form.
- m. Proponents are required to submit a brief outline of their proposed Quality Assurance and Quality Control Program for both the design and construction of the Project. The outline should address issues as internal design audits, code compliance, design co-ordination, document distribution, submissions, construction health and safety plans, site organization, material and installation testing and inspections, document control, change control and site communications.

- n. The City reserves its right to exercise its unfettered authority and is under no obligation by virtue of this Request for Proposals and any agreement which may arise therefrom to grant any approvals, including approvals of changes to the City's Official Plan or zoning by-law or with respect to site plan control, minor variances and building permits necessary for the contemplated use set out in any proposals submitted in response to this RFP. Proponents must be prepared to obtain such approvals as required in the manner they would in relation to any other prospective Owner in a similar situation.
- o. Proposal Deposit:
1. Every Proposal shall be accompanied by a Proposal Deposit a certified cheque payable to the City, or cash, or bearer bonds of the Province of Ontario and the Government of Canada, taken at market value, or a Bid Bond issued by a company acceptable to the Corporation in the amount of ten (10)% of the Proposal Price. This security of the successful Proponent will be retained until the Contract has been signed and bonding has been furnished to the satisfaction of the Corporation.
 2. The Proposal Deposit of the unsuccessful Proponents will be returned one hundred and twenty (120) calendar days after the date of Closing.
 3. In the event that a Proposal is accepted and the Proponent refuses or neglects to enter into the Contract or perform the Work, the Corporation shall be entitled to retain the Proposal Deposit, and to claim any excess damages suffered by the Corporation, over and above the value of the Proposal Deposit and/or the penal sum from the Proponent.
- p. Bonding:
1. Each Proposal must include an Agreement to Bond, duly executed in a form satisfactory to the City, and issued by Surety, authorized to transact a business of suretyship in Ontario.
 2. Any successful Proponent will be required to provide, within one week of signing the Contract, the following bonds in accordance with the Agreement to Bond:
 - i. Performance Bond in the amount of 100% of the Proposal Price.
 - ii. Labour and Material Payment Bond in the amount of 100% of the Proposal Price
 - iii. Maintenance Bond in the amount of 100% of the Proposal Price for a period of two years from the substantial completion date.
 3. The premium cost of these bonds shall be included in the Proposal Price.
 4. Proponents are asked to submit an alternate price on the Proposal Form for the provision of a 50% Performance, Labor and Material and Maintenance Bonds in lieu of bonding requirements specified in Article B. 6.0 q) 2.
- q. Insurances:
- Commercial General Liability Insurance
- The City shall require the Design-Builder to provide Commercial General liability insurance. Insurance shall be in the name of the Contractor with limits of not less than \$5,000,000 inclusive per occurrence for bodily injury, death.
- Policies shall be in a form satisfactory to the City and shall be kept in full force during the complete period with proof of which provided to the City on demand. The City shall be

named as an additional Insured on the policy, and any successful proponent shall provide evidence of all insurance coverages required by completing the Insurance Certificate provided by the City before the City shall enter into of a contract in relation to this Request for Proposal. Any successful proponent shall provide proof of WSIB coverage before the City shall enter into a contract in relation to this Request for Proposal.

- Automobile Liability Insurance

The City shall require the Design-Builder to provide Automobile liability insurance in respect of licensed vehicles with limits of not less than \$2,000,000 inclusive per occurrence for bodily injury, death, and damage to property, covering all licensed vehicles.

- Builder's All Risk and Wrap-Up Insurances

The City shall require the Design-Builder to provide both Builder's All Risk, Wrap-Up and Contractors Pollution Liability insurance policies.

Proponents are also requested to submit separate cost estimates for the following categories of insurance coverage including deductible level:

- a. Builder's Risk - limit of coverage to be to be specified at no less than the quoted cost of the project. Deductibles not to exceed \$25,000.
- b. Wrap up Liability - limit of coverage to be specified at no less than \$10M. Deductibles not to exceed \$25,000.
- c. Contractor's Pollution Liability - limit of coverage to be to be specified at no less than \$2M. Deductibles not to exceed \$25,000.
- d. Professional liability insurance as required from professionals in Design-Build Team.

The City of Kingston, as it deems appropriate based on the separate costs submitted, reserves the option of obtaining the above categories of coverage directly deducting the submitted cost as applicable or requiring any successful proponent to acquire it for the cost submitted as part of the total upset limit quoted.

All proponents are additionally responsible for General Liability, Automobile, Contractors Equipment, Installation Floater and other forms of insurance deemed appropriate by the City of Kingston in its sole discretion. General Liability must have a limit of coverage no less than \$5M with deductibles not to exceed \$25,000.

Proponents must also specify each of the following for Builder's Risk, Wrap Up Liability and Contractor's Pollution Liability coverage:

1. the premiums for each separate coverage
2. the deductibles for each separate coverage
3. the company that will be providing the coverage (policy wordings are different depending on the company)
4. confirmation that the Wrap Up Liability coverage must include 24 months of maintenance during completed operations
5. that, if the owner provides the coverage, the general contractor will be responsible to pay the deductible in the event of a claim

7.0 Resource Requirements

Proponents must detail any resources they will provide and require as part of their proposal. This includes their resources, third party consultants or sub-contractors.

8.0 Milestones and Results

The general milestones contemplated for the LVEC project include:

24 May 2006	Award of the design/build contract to a successful proponent
17 July 2006	Construction Commencement
1 November 2007	Substantial Completion
Late November or early December 2007	Acceptance and occupancy by City

The detailed LVEC Milestone Project Schedule is attached for information as Appendix A. Proponents are asked to review this contemplated schedule and confirm compliance or variance in their submissions.

9.0 Interim and Final Reporting

The City of Kingston reserves the right to determine interim and final reporting requirements during the term of the contract.

10.0 Formal Contract

Any Proponent subsequently offered the Contract will be required to enter into a Formal Contract based on Canadian Construction Association Document – CCA 14 – 1997 satisfactory to the Legal Services Division of the City of Kingston, which will include, but not be limited to, provisions set out in this Request for Proposal.

11.0 Letter of Intent

The City will issue a Letter of Intent to the successful Design-Builder prior to the issuance of a formal contract in order that the building design may commence while final contract negotiations and preparations take place.

The Proponent's insurance company must indicate that the required coverage is available. This coverage becomes effective when the contract is signed.

C. GENERAL TERMS AND CONDITIONS

The following terms and conditions are deemed accepted by all submitters of proposals in response to this RFP and are deemed incorporated into every contract resulting from this RFP:

1. **Improper Delivery.** Electronic, telegraphic, telephone, or facsimile submissions in response to this RFP will not be accepted. Late submissions in response will also not be accepted.
 2. **Signing Requirements.** Submissions that are not signed will be rejected. Signing of submissions shall be in the form set out in Irrevocable Offer D which shall be attached to the proposal. If the submitter of a proposal is an incorporated company, the proposal must be executed by the signing officer(s) of the company with the company seal placed beside the signature(s). If the submitter of a proposal is not an incorporated company, the submitter of a proposal should sign his or her own name in the presence of a witness who should sign beside the submitter of a proposal's name.
 3. **Applicable Law.** This RFP, each submission and the Project itself are each subject to the provisions of all applicable law, including:
 - i. the *Municipal Freedom of Information and Privacy Act*, RSO 1990, c. M54,
 - ii. *Occupational health and Safety Act*, R.S.O. 1990, c.O.1, Each proponent warrants that they have the experience training and equipment to ensure all work performed under the contract is done safely and in accordance with all applicable health and safety legislation and that they have control over the workplace and is fully responsible for the health and safety of all employees and others present on the site. Each proponent also acknowledges that the City is relying on this warranty in its decision to award the contract to the proponent
 - iii. the *Fairness is a Two-Way Street Act (Construction Labour Mobility)*, 1999, S.O. 1999, c. 4 and
 - iv. *Ontarians with Disabilities Act, 2001*, S.O. 2001, c.32, section 13 of which statute states:
In deciding to purchase goods or services through the procurement process for the use of itself, its employees or the public, the council of every municipality shall have regard to the accessibility for persons with disabilities to the goods or services.
- This RFP, each submission and the Project itself are also each subject to the provisions of the Purchasing Bylaw 134-2000 of the Corporation of the City of Kingston as amended.
4. **City not liable for RFP costs.** The Corporation of the City of Kingston is not liable for any costs incurred by the submitter of a proposal in responding to this "Request for Proposal".
 5. **Required Warranties.** Each submitter of a proposal is deemed to expressly declare and warrant in the proposal that;
 - i. the prices in this Proposal have been arrived at independently from those of any other submitter of a proposal,
 - ii. the prices in this Proposal have not been knowingly disclosed by the submitter of a proposal, and will not knowingly be disclosed by the submitter of a proposal prior to award, directly or indirectly, to any other submitter of a proposal or competitor,
 - iii. no attempt has been made, nor will be made, to induce any other person to submit or not to submit a proposal for the purpose of restricting competition,
 - iv. this proposal is in all respects fair and without collusion or fraud.
 - v. there has been no violation of copyrights or patent rights in manufacturing, producing or selling the materials and/or services shipped or ordered as a result of this proposal, and the

seller agrees to hold the purchaser harmless from any and all liability, loss, expense, action or suit occasioned by any such violation.

- vi. all materials and/or services proposed to be supplied to the Corporation of the City of Kingston conform in all respects to the standards set forth by Federal and Provincial agencies.
- vii. The submitter of the proposal is:
 - a. competent to perform the work described in this RFP ["the work"];
 - b. has the necessary qualifications, including knowledge, skill and experience to perform the work, together with the ability to use those qualifications effectively for that purpose;
 - c. shall supply everything necessary for the performance of the work;
 - d. shall carry out the work in a diligent and efficient manner;
 - e. ensure the work is of proper quality, material and workmanship; is in full conformity with the specifications; and meets all other requirements of this RFP and any subsequent contract.
- viii. The submitter waives all rights of lien which might arise in relation to any contract from this RFP under section 3(1) of the *Repair and Storage Liens Act*, R.S.O. 1990, c. R.25.
- ix. The submitter has and follows a health and safety plan for employees and representatives who will be present on the property of the Corporation of the City of Kingston as part of any contract arising from this RFP.
- x. The submitter confirms that the price proposed is an upset limit above which the City is not required to pay and that where there is uncertainty as to the price proposed, the unit price shall govern.

6. No Obligation to Contract. Submissions made in response to this Request for Proposals do not constitute the acceptance of a contract with the City of Kingston. Submissions constitute offers which the City may or may not accept on its sole discretion. The Corporation of the City of Kingston further reserves the right to accept or reject any or all proposals or parts of proposals, to order additional units at the price submitted, or to accept any proposal considered in its best interest, and to request re-proposals on the required materials and/or services. The Corporation of the City of Kingston also reserves the right to waive irregularities and technicalities and to do so in its sole discretion. The Corporation of the City of Kingston further reserves the right to award the contract on a split-order basis, lump-sum or individual-item basis, or such combination as shall best serve the interests of the City in the opinion of the City. The City of Kingston reserves the right to include consideration of any outstanding claims against or by the City, any record of poor performance with the City and the appropriateness of any key personnel in evaluation of any proposal and to reject any proposal based on record of past poor quality of service, claims and disputes or difficulties related to proceedings in completed past projects for the City. Each submission of a signed proposal is deemed an irrevocable offer which may be accepted, at the sole option of the Corporation of the City of Kingston and after negotiation, only by entering into a formal contract upon such acceptance the terms, responsibilities, and specifications as required by the Corporation of the City of Kingston including but not limited to those set out herein. The City reserves the right to reject an offer to supply goods and services presented in response to the City's procurement processes where the City determines that the person making the offer is in any way indebted to the City and in its sole discretion is of the opinion that it is in the City's best interests that the offer be rejected.

7. Contract Payments. Unless otherwise specified, should the Corporation of the City of Kingston enter into a contract relating to the Project, it will make payment of accounts within thirty (30) days of either the date on which the materials and/or services have been accepted to the satisfaction of

the Corporation of the City of Kingston, or the date on which the invoice is received, whichever is later.

8. **Limitation of Liability.** Unless otherwise agreed, should the Corporation of the City of Kingston enter into a contract relating to the Project, the other contracting party shall agree to hold the Corporation of the City of Kingston harmless from any and all liability, claim, loss, expense, action or suit arising from the Project.
9. **Dispute.** In cases of dispute as to whether or not deliverables meet the requirements of the Corporation of the City of Kingston, the decision of such agent as the Corporation of the City of Kingston may appoint will be final and binding.
10. **No Assignment.** Unless otherwise agreed, should the Corporation of the City of Kingston enter into a contract relating to the Project, the other contracting party shall not, without the written consent of the Corporation of the City of Kingston, assign or subcontract any aspect of the Project or the deliverables.
11. **Fit for Use.** All things supplied under the Project shall be fit for the use specified in the governing documents whether or not detailed specifications on the various components are not set out in the documents.
12. **No implied Waiver.** The failure of either party at any time to require performance by the other party of any provision hereof shall in no way affect his right thereafter to otherwise enforce such provision or to seek damages for the breach thereof.
13. **Governing Law.** All submitter of proposals, including those outside the Province of Ontario, agree that the rights of all parties shall be governed by the laws of the Province of Ontario and that the venue for dispute shall be within the Province of Ontario. Proponents must be able to demonstrate their ability to perform the work under the law of the Province of Ontario and provide such security as might be required and enforceable under the law of the Province of Ontario.
14. **Force Majeur.** Neither party shall be held responsible for any remedy arising from delay or failure to perform obligations under this RFP or the Project when such delay or failure is due to fires, strikes, floods, acts of God or the Queen's enemies, lawful acts of public authorities, or delays or defaults caused by common carriers, which cannot reasonably be foreseen or provided against.
15. **Deemed Satisfaction as to Submission.** The submission of a proposal shall be deemed conclusive proof that the submitter of a proposal has satisfied itself as to all the requirements set out in the RFP, all the conditions which may be encountered, what materials and/or services he/she will be required to supply, or any other matter which may enter into the carrying out of the Project. No claims will be entertained by the Corporation of the City of Kingston based on the assertion by the submitter of a proposal that it was uninformed as to any of the requirements of the proposal.
16. **Default under Project.** In case of a default of performance of the Project, the Corporation of the City of Kingston reserves the right to transfer the Project to another source. All additional expenses arising from such transfer will be charged to the original submitter of a proposal or contractor and are due forthwith.
17. **Title and IP Right to the Work.** Title and intellectual property interest ["IP"] to the work described in this RFP ["the work"] and any part thereof vests in the City upon delivery and acceptance thereof by or on behalf of the City. The risk of loss or damage to the work or part thereof so vested shall remain with the successful proponent Contractor until its delivery of the work in full. Any vesting of title or IP shall not constitute acceptance by the City of the work and shall not relieve the successful proponent of its obligation to perform the work. The successful proponent shall indemnify and save

harmless the City and its employees and agents against any claim, action, suit or other proceeding for any payment or enforcement of any right or remedy that results from or is alleged to result from the creation of or provision of the work or the use or disposal of anything furnished in relation to the work.

18. Enforcement. Any successful proponent will have to enter into a legally binding agreement with the Corporation of the City of Kingston. Where any breach of the terms of that agreement should occur, the City shall review all legal remedies available to it and use any appropriate remedies to protect the interests of the Corporation of the City of Kingston including law suit or application before the appropriate court or tribunal. All submitters of proposals in response to this RFP hereby acknowledge and attorn to the jurisdiction of the choice of the City of Kingston in any such legal process.

19. Opening Process. The following process shall be used when RFP submissions are opened:

Only the name of each proponent will be released at the time of opening. The pricing component and the ranking of all accepted submissions will be reported to Council.

D. FORM OF IRREVOCABLE OFFER

I hereby offer to provide the requirements under RFP No. SG-LVEC-02-2006 the Corporation of the City of Kingston according to the terms set out in this proposal as well as in the RFP including the requirement for and acceptance by a formal contract acceptable to the Corporation of the City of Kingston. I also agree that this irrevocable offer shall be open to acceptance by the Corporation for a period of one hundred and twenty (120) days from the closing date for the receipt of proposals.

WITNESS _____

OR

(Affix Company Seal if applicable)

SIGNED _____

NAME _____

TITLE _____

VENDOR NAME _____

ADDRESS _____

CITY/PROV. _____

POSTAL CODE _____

TELEPHONE _____

FAX NO. _____

E. DEFINITIONS

The following Definitions shall apply to terminology used throughout the RFP.

The City	The City is the Corporation of the City of Kingston.
The Contract	The Contract is the undertaking by the parties to perform their respective duties, responsibilities, and objectives as prescribed in the Contract Documents.
Contract Documents	The Contract Documents shall consist of the RFP No. SG-LVEC-02-2006, the Proposal, the Letter of Intent, executed Agreement and the Contract Conditions as described in Canadian Construction Association Document – CCA 14 –1997.
The Council	The Council is the Council of the Corporation of the City of Kingston.
Design-Builder	The Design-Builder is the person or entity who will enter into a contract with the City to design, construct and commission an expandable 5,000 seat sports and entertainment facility.
LEED®	LEED® is Leadership in Energy and Environmental Design as defined by the Canadian Green Building Council.
LVEC, LVEC Facility	LVEC or LVEC Facility is the proposed Large Venue Entertainment Centre.
The Project	The Project is the design, construction and commissioning of the LVEC.
The Proponent	The Proponent is one of the pre-qualified companies, firms or joint venture partnerships short-listed by the Evaluation Committee from RFI No. CAO-LVEC-2-2005 and permitted to participate in Stage 2 of the LVEC Design/Build process.
Proposal Price	The Proposal Price is the firm lump sum price of the facility that the Proponent is proposing and includes all costs of The Work excluding GST.
RFI	RFI refers to Request for Information No. CAO-LVEC 2-2005.
RFP	RFP refers to Request for Proposal No. SG-LVEC-02-2006.
Steering Committee	The Steering Committee is a committee of Council established to guide the detailed planning for, and implementation of, the LVEC proposal to include but not be restricted to receiving and considering various functional studies and appraisals from the CAO and staff

and providing recommendations to City Council. The Steering Committee will receive and consider responses to a Request for Quotation and Request for Proposal for the Large Venue Entertainment Centre project and provide recommendations to Council.

Technical Evaluation Committee

The Technical Evaluation Committee is a committee established to evaluate the RFP submissions technically and financially within certain criteria and to advise Council of their evaluation findings. The Committee has representatives from the Steering Committee, the LVEC Project Director, City Staff and other specialty consultants.

The Work

The Work means any and all of the obligations undertaken by the Design-Builder and required pursuant to the Contract Documents of the design services and construction and commissioning of the Project.

F. PROGRAM OF REQUIREMENTS

1.0 LVEC Functional Space Program Guidelines

The LVEC Functional Space Program Guidelines presented in Section F. 10.0 has been prepared as a guide for proponents to develop a proposed design of a sports and entertainment facility. As a minimum, proponents' designs must adhere to the net areas provided in the program. Proposed designs may increase net areas due to different layouts and configurations and should be noted in the space reconciliation.

All areas are expressed in net square feet meaning circulation space, structure, mechanical and electrical shafts and risers. Stairs and openings are not included in the areas listed.

2.0 Building Design Criteria

The Building Design Criteria have been prepared to assist the Proponents in understanding the City's requirements in respect to expectations in design quality, scope, urban fabric and standards. The Building Design Criteria are to be used as guidelines in development of the Proponents' proposed design and are not intended to be conclusive in all design respects. Proponents are encouraged to expand on the criteria in order to produce the best possible design within the constraints of the construction budget, the site and the space program while conforming to the Performance Specifications.

2.1 Design Quality

Achieving superior design quality in building aesthetics, materials and construction is one of the City's major objectives for this project. Proponents must demonstrate the proposed quality in all design documentation and specifications.

Design is to recognize a building life expectancy of 50 years plus.

2.2 Scope of Work

The Scope of Work was generally described in Section B 1.0 and is expanded upon in the following detailed list inclusions and exclusions. The successful Design-Builder will be responsible for all design, management, procurement, construction and commissioning of a fully accessible 5,000 seat expandable sports and entertainment facility.

The Project is to contain, within a fully designed and constructed structural shell, a fully functional standard NHL ice hockey rink with dasher boards, safety glass and nets, central score board, sound system, lighting, and support facilities as specified in the LVEC Functional Space Program, seating for 5,000 spectators with shell space to accommodate 1,000 additional seats, circulation and support space for 6,000 spectators, building maintenance and operational staff, box office, concession and restaurant, retail space, loading docks, office and storage space all in accordance with the LVEC Functional Space Program. The Project is to be inclusive of all mechanical and electrical equipment, distribution systems, fixtures and devices, conduit and cable for all communication, building automation and security systems. The Project is also to contain all fixed interior millwork and casements, miscellaneous metals and railings, floor, wall and ceiling finishes, doors, windows and glazing, roofing and exterior cladding, building and way finding signage, door numbering.

Not included in the Scope of Work are concession and restaurant equipment and fit-out, maintenance and operational equipment such as Zamboni, fork lifts, snow blowers, general office and box office computers or furniture, office furniture and equipment, janitorial equipment and supplies, lockers, suites and building's loose furniture, garbage containers or consumables.

2.3 Urban Fabric

The LVEC Facility must be designed to reflect and enhance the urban fabric of the area. The building must respect the historic Kingston construction materials while demonstrating a fresh and dynamic approach to the design palate. As the LVEC Facility is to be a catalyst for further surrounding development, it is important that its prominence promotes compatible and sustainable building in a cohesive manner.

Proponents must be conscious of the surrounding area and the development opportunities that are being explored for the balance of the North Block and adjacent properties.

2.4 Accessibility

In compliance with the resolution passed by City Council on February 17, 2005, planning for the Large Venue Entertainment Centre will adhere to Universal Design standards.

Universal design is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design. The intent of the universal design concept is to simplify life for everyone by making products, communications, and the built environment more usable by more people at little or no extra cost. The universal design concept targets all people of all ages, sizes, and abilities.

In pursuing Universal Design standards, which exceed the accessibility standards of the current version of the Ontario Building Code (1997), the City of Kingston demonstrates its leadership to the community in promoting and implementing inclusive projects and activities.

The LVEC Facility is to be designed as an accessible building for the patrons, performers, players, management and staff utilizing the building. Design must be in compliance with the Ontarians with Disabilities Act 2001, R.S.O. 2001, 13 and the Accessibility for Ontarians with Disabilities Act, 2005 as applicable. In addition, Americans with Disabilities Act (ADA) Accessibility Guidelines are to be referenced and applied where considered appropriate when designing for the disabled.

2.5 Site Services

Proponents are to include for the design and construction of all site service connections for the LVEC Facility including all protection or reinforcement of existing services and roadways that may be required for temporary or permanent construction. Proponents should be aware that the placement of the proposed building will encroach onto the alignment of the Harbour Front Trunk Sewer, as shown in Appendix H, Proposed Engineering Works. Proposals shall indicate:

- The commitment to ensure that no damage shall occur to the sanitary trunk as a result of construction of the building.
- That the structural design shall ensure that there will be no added loading to the sanitary sewer and that any excavation of the trunk sewer will not undermine the proposed building/structure.
- That the design shall ensure adequate access to the sewer for maintenance purposes, and
- That the proposal outlines the elements of a contingency plan that articulates an adequate response to any damage to the function of the sanitary trunk sewer.

Municipal services including sewer, water, natural gas, electrical and fibre will be relocated off-site into the newly-defined public road allowance by the City prior to the LVEC construction start. Lateral services from the mains to the property boundary of the site will be as follows:

- i) Sewer, Water and Natural Gas: from King Street at approximately the mid point of King Street between Barrack and Place D'Armes

- ii) Electric: from Barrack Street within 40 metres of the intersection of Barrack and King Streets.

Gas services to the property line will be a six inch main with 20,000M BTU per hour. Power to the property line will be 44 KVA with a loop feed.

See Appendix H – Proposed Engineering Works

2.6 Environmental Constraints

The North Block property is the site of a former coal gasification works and the City completed its remediation in 2000. The remediation of environmental contaminants was restricted to removal of contaminated soils and pure phase coal tar within existing gas holders (gasometers), and demolition and removal of old gasification infrastructure. Coal tar contaminants currently persist within the deep bedrock groundwater beneath the property. A Site Specific Risk Assessment and Risk Management Plan (SSRA/RMP) exists for the property and provides generic guidance for the safe redevelopment of the property. The SSRA/RMP is registered on title for the property via a Record of Site Condition (RSC). The proposed design must be compliant with the terms of the SSRA/RMP and the RSC and specifically, the proposed design must, at a minimum:

- a) Require a project Health and Safety Plan (HASP) that is compliant with the Ontario Occupational Health and Safety Act and the Ministry of the Environment's Occupational Health Protocol for Workers Exposed to Waste From Decommissioned Coal Gasification Plants and that documents guidelines and procedures to prevent an adverse effect and to protect on-site workers and the public from exposure to coal tar contaminants within the subsurface.
- b) Require a Waste Management Plan (WMP) that documents guidelines and procedures to prevent an adverse effect and ensure appropriate control, handling, and disposal of on-site waste materials (including contaminated soils, rock and groundwater).
- c) Either restrict all excavations to a maximum depth of two (2) metres below grade or to bedrock surface (whichever is less), or provide a risk management plan, prepared by a Qualified Person (as defined by O.Reg. 153/04) that documents how elements of the proposed design can proceed without creating unacceptable risk to building occupants or constructors due to exposure to coal tar contaminants from the subsurface.
- d) Not contain any ground floor or subgrade living space (residential) or sub-grade commercial occupancy.
- e) Provide for at least a one (1) metre thickness of clean soil over any part of the property that is not proposed to be covered with building, parking or other paved/hardened areas.
- f) Allow for easy access for monitoring of air and groundwater quality within building sumps and beneath floor slabs.
- g) If on-site servicing requires excavation into bedrock or to depths below 2.0 metres below grade, a Qualified Person (as defined by O.Reg. 153/04) must provide rationale for how the proposed design is compliant with the existing SSRA/RMP and/or does not present any unacceptable risks to people or the environment.

A copy of the Site Specific Risk Assessment/Risk Management Plan (SSRA/RMP) is appended to this Request for Proposals as Appendix F.

2.7 Traffic Operations and Access

The City is in the process of implementing the road network improvements and traffic control changes outlined in the Downtown Action Plan. The LVEC site design must conform to the future road network.

Given the potential extents of the building coverage on the site, appropriate sight distance triangles must be maintained at all intersections and access points for the roadway design speed.

2.8 Service Loading Areas

Loading areas must be identified including location, configuration and types of vehicles to be accommodated.

The loading areas could be a parallel lay-by area, "saw-tooth" or other design; however, these facilities and their operations should not dissect a primary pedestrian facility or route during event arrival and departure periods.

Given that loading/unloading periods generally should not coincide with major venue events, the feasibility to share facilities or access with bus loading areas should be considered.

2.9 Bus Loading and Parking

The zoning provisions for the site (C1-22-H) stipulate that three bus bays must be provided on the LVEC site. The intention is not to accommodate long-term parking for buses, but to provide a convenient loading and unloading area. Bus storage/staging will be accommodated at an off-site parking facility.

In locating and designing the bus bays, the following should be taken into consideration:

1. Bus facilities should be designed to accommodate both a single-unit bus (TAC Standard: B-12) and an intercity bus (TAC Standard: I-BUS);
2. Location in close proximity to a primary access for general patron admission;
3. Potential for sheltered waiting areas in proximity to the bus facilities;
4. Bus bay could be a parallel lay-by area, "saw-tooth" or other design; however, the facility should not dissect a primary pedestrian facility or route; and
5. The potential to have loading activities occur in the bus bays/loading area during evening and non-event periods.

2.10 Transit

The ultimate transit services to be provided to the LVEC site will be determined through the Transportation Impact Study provided by the City at its cost and through consultation with Kingston Transit. The site design should consider the potential for primary downtown transit routes to access the site via adjacent roadways. A dedicated transit lay-by area should be pursued through the site plan process.

Any resultant transit facilities should be designed to accommodate single-unit buses (TAC Standard: B-12) and their operational requirements.

3.0 Reference Standards

Design and the Work shall be in accordance with requirements of following standards, latest edition and to requirements of local authorities having jurisdiction: Ontario Building Code, Ontario Fire Code, Ontario Ministry of Labour, CSA, CGSB, NFPA, ASTM, ULC, AWMAC, NHLA, CRCA, MAAMM, AAMA and Canadian Steel Door and Frame Manufacturer's Association.

4.0 Energy Design

The building shall conform to the requirements of the Ontario Building Code and ASHRAE/IES 90.1-1989 "Energy Efficient Design of New Buildings except Low-rise Residential Buildings." Where ASHRAE 90.1 Standards exceed the requirements of these specifications, the requirements of ASHRAE 90.1 shall prevail.

The building shall be designed with the objective of maximizing energy efficiency. Particular consideration shall be given to day lighting, insulating valves, double glazed windows, high efficiency lighting systems, efficient HVAC Systems and energy efficient refrigeration and heat recovery systems.

5.0 Performance Specifications

The Performance Specifications included as Appendix B have been developed to assist the Proponents' design team in understanding the level of building performance that the LVEC facility must adhere to or better in its final form. The Specifications are not meant to be a comprehensive building document but are merely design guidelines for building performance and quality. All designs must meet the requirements of the most current revision of the Ontario Building Code as a minimum.

6.0 Parking Requirements and Traffic Information

With the exception of temporary bus parking and loading dock parking, there is no space requirement for on-site parking for staff, management or the general public. Parking requirements associated with the facility will be the responsibility of the City.

The intention is to accommodate the parking demands at readily available public and private lots in the immediate vicinity (within 600 metres) of the site. Therefore, pre and post-event pedestrian routing to/from these off-site facilities will be a paramount consideration.

Although not required through the application of the by-law, consideration should be given to providing a limited number of barrier-free parking spaces on-site, as space permits.

Adequate sidewalk facilities should be available around the perimeter of the building to ensure that pedestrians are provided with suitable access to all building accesses, transit facilities, passenger pick-up/drop-off facilities and controlled roadway crossings.

7.0 Future Expansion

Proponents are advised that the design of the building must be able to accommodate a future expansion to a 6,000 seat sports and entertainment facility. Planning of the seating, circulation space, exiting, washrooms, building systems, etc. must realize this expansion capability. All proposed design plans and briefs must demonstrate how this expansion will be accommodated.

8.0 Fort Frontenac

The site of the Work is adjacent to the restored foundations of Fort Frontenac, a significant Canadian historical location. While these foundations cannot be altered, they provide an excellent opportunity to incorporate some of the historical aspects of Fort Frontenac within the design of the project. Proponents are encouraged to explore and present various approaches for theming the design to acknowledge the historic content of the Fort. Parks Canada may become a partner in the development of appropriate Fort Frontenac theming.

9.0 Urban Design Guidelines

Attached as Appendix I are the Urban Design Guidelines prepared specifically for the LVEC site by Baird Sampson Neuert Architects. Attached as Appendix J are Draft Urban Design Guidelines prepared by an adjacent landowner.

10.0 LVEC Functional Space Program Guidelines

Please see attached table immediately following:

Area Designation	Room Description		Net Area	Remarks
Public Areas	Arena:			
	Ice surface: NHL standard – 200'x85'		17000 sq. ft.	Circulation to be part of design grossing factor
	Arena seating:			Arena seating to be designed for expansion to 6,000 seats
	Base seating	5000 seats		
Breakdown of seating:	Club seats	400 seats		
	Private suites (28x10)	280 seats		
	Standing	200 seats		
	Party Suites (2x25)	50 seats		
	Media (see Press Box)	0 seats		
	Regular	4070 seats		
Total		5000 seats	5.3 - 26500 sq. ft.	
		1000 seats	5.2 - 5300 sq. ft.	1000 seat expansion
	Arena Auxiliary Spaces:			
	Press Box (12x35)		420 sq. ft.	15 press max.
	Broadcast Booth (8x20)		160 sq. ft.	4 booths
	Scouts Box (8x12)		96 sq. ft.	
	A/V Support Room (10x12)		120 sq. ft.	
Sub-total			796 sq. ft.	
	Entrances and Lobbies:			
	Main Entrance – Barrack St Lobby	Say	650 sq. ft. 1500 sq. ft.	Suitable for max. attendance at location Suitable for max. attendance at location
	Central Entry Lobby		800 sq. ft.	Suitable for max. attendance at location Suitable for max. attendance at location
	Club Suite Entry Lobby		600 sq. ft.	Suitable for max. attendance at location
	Suites/Restaurant Entry Lobby		500 sq. ft.	Suitable for max. attendance at location
	Elevators	2 x 100	200 sq. ft.	2500 # cap.
	Elevator	1 x 120	120 sq. ft.	3000 # cap.
Sub-total			4,370 sq. ft.	
	Concourses:			
	General Concourse		12675 sq. ft.	2.5 sq. ft./person
	Club Concourse		3255 sq. ft.	3.5 sq. ft./person
	Fire exits by Building Code			Areas to be in grossing factor
Sub-total			15,930 sq. ft.	
	Washrooms:			
	<u>General Concourse</u>			
	Male	3x375	1125 sq.ft. 1875 sq. ft.	Number of fixtures 36
	Female	3x625	96 sq. ft. Incl.	Number of fixtures 51
	Family Barrier-free	2x48		As required by Building Code

Area Designation	Room Description		Net Area	Remarks
	<u>Club Concourse</u>			
	Male	2x300	600 sq. ft.	
	Female	2x425	850 sq. ft.	
	Family		48 sq. ft.	
	Barrier-free	1x48	Incl.	As required by Building Code
	<u>Restaurants</u>			
	Male	1x280	280 sq. ft.	
	Female	1x330	330 sq. ft.	
	Barrier-free		Incl.	As required by Building Code
Sub-total			5204 sq. ft.	
	<i>Retail/ Entertainment:</i>			
	Hall of Fame: Static Exhibits		1000 sq. ft.	Front of House only
	Office		200 sq. ft.	Display cases on Concourse walls
	Storage		600 sq. ft.	
	Main Restaurant	300 seats	4500 sq. ft.	Shell Construction only
	Kitchen		900 sq. ft.	
	Storage/Cleaning/Lockers/ Staff toilets		1220 sq. ft.	
	Hawker's Room		200 sq. ft.	
	Pantries @ Suite Level		200 sq. ft.	
	Frontenacs' Pro Shop		1200 sq. ft.	Shell Construction Only Pro Shop access to building exterior
	Concourse retail		300 sq. ft.	
	Storage		200 sq. ft.	
Sub-total			10520 sq. ft.	
	<i>Conference facilities:</i>			
	Meeting rooms	3x500	1500 sq. ft.	
	Storage		400 sq. ft.	
Sub-total			1900 sq. ft.	
	<i>Kingston Frontenacs:</i>			
	General Manager's Office/Board Room		390 sq. ft.	
	Coaches' Rooms	3x125	375 sq. ft.	
	Dressing Rooms>Showers/ Washrooms		900 sq. ft.	
	Physio Treatment Room		300 sq. ft.	Glass to Training Room
	Training Room		800 sq. ft.	
	Players' Lounge		375 sq. ft.	
	Laundry facilities		150 sq. ft.	
	Equipment repair/storage		250 sq. ft.	
	Skate Sharpening		145 sq. ft.	
	"Off-Ice" Management Office Space		2000 sq. ft.	
Sub-total			5685 sq. ft.	
Back of House	<i>Loading Docks & Bus Parking:</i>			
	Cube van loading dock	10.5x30	315 sq. ft.	1 bay
	Tractor trailer loading/receiving	10.5x70	1470 sq. ft.	2 bays
	Loading docks	35x15	525 sq. ft.	35 x 15
	Marshalling		5000 sq. ft.	
	Garbage Compactor space	30x11	330 sq. ft.	
	Zamboni rooms (2)	25x40	1000 sq. ft.	

Area Designation	Room Description		Net Area	Remarks
	Fork lift storage	10x15	150 sq. ft.	
	Storage	10x15	150 sq. ft.	
Sub-total			5940 sq. ft.	
	Dressing Rooms:			
	Visitors' Dressing rooms/Showers		600 sq. ft.	
	Dressing Rooms	4x450	1800 sq. ft.	Interconnected
	Washrooms	8x18	144 sq. ft.	
	Star/Officials' Dressing Room	2x250	500 sq. ft.	Includes Washroom/Shower
	Storage		100 sq. ft.	
Sub-total			3144 sq. ft.	
	Box Office:			
	Ticket Booths – 5 stations	5x30	150 sq. ft.	
	Manager's Office		0	See "Off-Ice" Management
	Storage/Safe Room		100 sq. ft.	
Sub-total			250 sq. ft.	
	Facilities/ Operations			
Back of House	Administration Offices		600 sq. ft.	
	Security Office	15x20	300 sq. ft.	
	First Aid Stations	2x250	500 sq. ft.	
	Bldg. Eng. Office	10x12	120 sq. ft.	
	Repair/ Maintenance Shop	20x20	400 sq. ft.	
	Janitorial Closets	6x25	150 sq. ft.	2/floor
	Green/Media Room	15x30	450 sq. ft.	
	Media Room	12x20	240 sq. ft.	
	Loading Dock Office	10x10	100 sq. ft.	
	Office Washrooms	6x16	96 sq. ft.	
	Refrigeration Plant	20x50	1000 sq. ft.	
	Mechanical Rooms	25x35	875 sq. ft.	
	Ice Melt Pits	2x100	200 sq. ft.	
	Main Elec. Room	25x30	750 sq. ft.	
	Elec./Comm. Rooms	10x30	300 sq. ft.	
	Operation Storage	50x80	4000 sq. ft.	
	F&B Storage	30x50	1500 sq. ft.	
Sub-total			11581 sq. ft.	
	Concessions:			
	General Concourse	28x80	2240 sq. ft.	80 sq. ft./service pt.
	Club Concourse	3x80	240 sq. ft.	
	General Liquor/Beer Storage		300 sq. ft.	
	Concession Storage	20x30	600 sq. ft.	
Sub-total			3580 sq. ft.	
Total Net Sq. Ft. Area			121,794 net sq ft.	
Total Gross Sq. Ft. Area			158,332Gr. Sq. Ft.	Net to Gross Ratio 1.3 (121,794x1.3)

G. SUBMISSION REQUIREMENTS

1.0 General Submission Format and Content

Proponents are instructed to follow the Submission Guidelines as generally presented in this RFP when preparing and submitting their Proposals. Proponents should not assume that members of the Technical Evaluation Committee are completely knowledgeable in all aspects of design and construction and therefore should submit information in a clear, concise and comprehensive manner to ensure a full understanding of the design intent, construction techniques, schedule, management and staff, quality control and costs.

Proponents are requested to follow the submission format and content guidelines outlined in this Section. Submissions should begin by introducing the project team, presenting the proposed project schedule, addressing design philosophy next, followed by the building drawings and outline specifications.

2.0 Submission Forms

Proponents must submit the mandatory submission forms as listed below as part of the overall proposal submission:

Form of Irrevocable Offer
Proposal Deposit
Agreement to Bond
Proposal Price Form

3.0 Management Plan

Within the general guidelines of the Design/Build process as outlined in the text of the RFP, Proponents are to submit a written Management Plan introducing the project team, specialist consultants such as code, landscape architect, geotechnical, acoustic, environmental consultants and explaining how the team will be managed throughout the various stages of the project, including LEED[®] design. The Management Plan is to include but is not necessarily limited to Key Personnel, Team Organization Chart, Organizational and Reporting Structure, Internal and External Communications, Time Management, Risk and Cost Management, Client Management and Quality Control. The Management Plan should include changes in fundamental structure as the project proceeds from design to construction to commissioning and hand-over.

4.0 Project Schedule

Proponents are requested to submit a project schedule specific to the proposed design, management and construction techniques to be employed while recognizing the key milestone dates established by the City. The attached LVEC Milestone Project Schedule illustrates the City's project timelines and key milestone dates. Based on a contract award date of May 24th, 2006 and a construction start of July 17th, 2006, the facility is to be completed, commissioned and handed over to the Operator for the first public event December 15th, 2007.

5.0 Site Plan

Proponents are to develop and submit a Site Plan illustrating how the site will be utilized and the proposed building situated within the confines of the surrounding streetscape. While some latitude may be given to encroachments on Barrack and King Streets, closing of any of the property's boundary streets will not be considered as a viable development option. The Site Plan must clearly show all pedestrian and vehicular access and egresses, fire exits, truck access and site service connections.

6.0 Building Design and Outline Specifications

Proponents must prepare and submit drawings and outline specifications in enough detail so that the Technical Evaluation Committee can properly assess the proposed building's massing and scale, exterior treatment, construction materials and details, quality, building systems and conformity with the Functional Space Program and the Building Design Criteria. As a minimum, the submission shall include:

- a rendering of the main elevation,
- renderings or 3-D animation of the southwest and northeast approaches,
- 1:200 scale floor plans of all levels,
- model,
- structural design drawings,
- mechanical and electrical equipment layouts and distribution plans,
- elevations of all four sides,
- outline specifications in 16 Division Master Format indicating proposed products, materials and systems, and
- a preliminary room finish schedule.

7.0 Accessibility

In compliance with the resolution passed by City Council on February 17, 2005, planning for the Large Venue Entertainment Centre will adhere to Universal Design standards.

Universal design is the design of products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design. The intent of the universal design concept is to simplify life for everyone by making products, communications, and the built environment more usable by more people at little or no extra cost. The universal design concept targets all people of all ages, sizes, and abilities.

The LVEC Facility is to be designed as an accessible building for the patrons, performers, players, management and staff utilizing the building. Design must be in compliance with the Ontarians with Disabilities Act 2001, R.S.O. 2001, 13 and the Accessibility for Ontarians with Disabilities Act, 2005 as applicable. In addition, Americans with Disabilities Act (ADA) Accessibility Guidelines are to be referenced and applied where considered appropriate when designing for the disabled.

8.0 Mechanical Design and Report

Proponents shall submit preliminary design calculations in support of the proposed mechanical systems design and in conformance with the mechanical and electrical Performance Specifications. The Mechanical Design and Report shall include heat loss calculations and estimates of heating and cooling operating costs.

9.0 Electrical Design and Report

Proponents shall submit preliminary design calculations in support of the proposed electrical systems design and in conformance with the Electrical and Mechanical Performance Specifications. The Electrical Design and Report shall include estimates of energy use and operating costs.

10.0 Operating and Maintenance Costs

Proponents are requested to submit as part of their design proposal estimates for both annual operating and maintenance costs for the facility being proposed. Estimated costs may be expressed in current 2006

dollars. The Business Plan shall be used as the venue's operating proforma. The event schedule is to be based on 82 events occurring over 97 event days annually.

11.0 Urban Design

The LVEC Facility must be designed to reflect and enhance the urban fabric of the area. The building must respect the historic Kingston construction materials while demonstrating a fresh and dynamic approach to the design palate. As the LVEC Facility is to be a catalyst for further surrounding development, it is important that its prominence promotes compatible and sustainable building in a cohesive manner.

Proponents shall submit a preliminary Landscape Plan including a listing of all proposed soft and hard landscaping elements.

Proponents must be conscious of the surrounding area and the development opportunities that are being explored for the balance of the North Block and adjacent properties.

12.0 Conformance to Functional Space Program

It is imperative that the proposed design meet or better the net areas as set forth in the Functional Space Program. Proponents may add to the net areas should it be felt that the Functional Space Program is deficient or understated in certain areas. It may be that a particular design may require some minor changes to the areas listed by the Program. Proponents are requested to submit a reconciliation of the proposed design net floor areas to that of the Functional Space Program. Proponents shall also submit the net to gross ratio produced by the proposed design. See table in Section F.10 for a detailed description of the LVEC Functional Space Program Guidelines.

13.0 QA/QC Program

Proponents are requested to submit a brief outline of their proposed Quality Assurance and Quality Control Program for both the design and construction of the Project. The outline should address issues such as internal design audits, code compliance, design co-ordination, document distribution, submissions, construction health and safety plans, site organization, material and installation testing and inspections, document control, change control and site communications.

14.0 LEED® Classification and Silver Designation

As one of the top objectives of this project, the City of Kingston is committed to achieving the highest possible LEED® Rating within the constraints of the approved capital construction budget. Proponents' design teams must be familiar with the most current LEED® criteria, Rating System and its application to all aspects of the Project.

Proponents are to submit, as part of their design, the anticipated LEED® Points that would be attributed to the building design being proposed, should it be constructed.

Proponents are also requested to suggest ways and means of achieving a Silver classification should the proposed design not meet this classification as submitted. In addition, Proponents are to provide the cost benefit analysis associated with achieving a LEED® Silver designation. This is to include the incremental capital costs of construction and design and the anticipated simple payback and Net Present Value (NPV) of this investment.

It must be noted that the building site location was a Brownfield site and remediation was completed in 2000 by the City of Kingston.

The LVEC LEED[®] Pre-Assessment Final Report is included for reference as Appendix G.

15.0 Operating and Maintenance Cost Estimates

Proponents are requested to submit as part of their design proposal estimates for both annual operating and maintenance costs for the facility being proposed. Estimated costs may be expressed in current 2006 dollars.

The event schedule is to be based on 82 events occurring over 97 event days annually. See LVEC Business Plan for event details and attendance assumptions.

16.0 Insurance Coverage

Proponents must provide insurance coverage information as requested in Section B Project Requirements, Article 6, clause q "Insurances".

17.0 Proposal Price

The Proposal Price shall be confirmed by the Proponent on the Proposal Price Form together with separate prices as indicated. The Proposal Price represents a firm lump sum price for the proposed design, construction and commissioning of the LVEC facility as represented by the Proponent's submission and reflects the cost of the Work exclusive of GST charges.

H. PROJECT APPROVALS AND PERMITS

1.0 Council Approval

Prior to the award of the Contract or letter of intent, Proponents are advised that Council must approve the implementation of the design and construction phase of the Project.

2.0 Design Submissions and Approvals

The Design-Builder's team of professional Architects and Engineers will be required to make formal presentations of the Project's design at various stages of development for approval by the City.

3.0 Site Plan Agreement

It will be the responsibility of the Design-Builder to apply for and obtain a Site Plan Agreement from the City. All costs associated with the preparation of necessary support documentation, meetings, negotiations, fees and the requirements of the Agreement itself will be borne by the Design-Builder.

A Transportation Impact Study will be provided by the City.

4.0 Development Permits

It will be the responsibility of the Design-Builder to apply for and pay for the City's Development Permit. Permit costs are to be included in the Proposal Price as a separate cost item as identified on the Proposal Price Form.

5.0 Building Permits

It will be the responsibility of the Design-Builder to apply for and obtain all necessary building permits from the City to allow construction of the Project. The Design-Builder will also be responsible for all other permits, certificates of approval or agreements required by all other jurisdictions having authority over the design and construction of the Project. All costs associated with the preparation of support documentation, meetings, negotiations and fees will be borne by the Design-Builder. All permit costs are to be included in the Proposal Price as a separate cost item as identified on the Proposal Price form.

6.0 Impost Fees

It will be the responsibility of the Design-Builder to ensure all documentation is submitted for impost calculations and impost fees are included in the Proposal Price as a separate cost item as identified on the Proposal Price form.

7.0 Street Closure Permits

It will be the responsibility of the Design-Builder to apply for and obtain all necessary temporary and permanent street closure permits. All costs associated with the preparation of support documentation, meetings, negotiations and fees will be borne by the Design-Builder.

8.0 Antiquities and Collectables

During the course of site investigations, piling, excavations or other construction activities causing disruption of the site of the Work, should any artefacts, antiquities or collectable be encountered, Work is to be suspended and the LVEC Project Director notified immediately. The Design-Builder will secure the site as necessary to ensure the security of the artefacts, antiquities or collectables discovered.

APPENDIX A

LVEC Milestone Project Schedule

APPENDIX B

Performance Specifications

The following Performance Specifications are to be used as basic design guidelines for the proposed LVEC Facility. Proponents must ensure that all design meets the requirements of the most current edition of the Ontario Building Code for the specific classification of building and public assemble.

01000 General Requirements

Proponents shall submit as part of the outline specification their Management Plans and QA/QC Programs which shall address the general requirements including site management and temporary facilities, environmental control, health and safety procedures, fire protection and site security, document control and as-built drawings, manuals, spare parts and extra materials, inspection and testing, schedule control, cleaning, etc.

02000 Excavations and Backfill

02100 Bulk Excavations
Provide site stripping, bulk excavation and rough grading as required by the building design. Remove and dispose of all excess material off-site.

02200 Footing Excavation
Excavate to depths as required by building footing design and site services and to obtain the required load bearing support based on the information contained in the Site Specific Risk Assessment/Risk Management Plan.

02300 Backfill
Supply, place and compact backfill based on the information contained in the Site Specific Risk Assessment/Risk Management Plan.

03000 Concrete

03100 Structural Concrete
Provide all labour, materials, equipment necessary to form, place and finish all structural concrete as specified by the Structural Engineer to all footings, foundations, caissons, columns, caps, beams, bents, suspended slabs, slabs on grade, slabs on metal decks for the entire Project.

Exterior finishes to the building should include an anti-graffiti clear coat.

03200 Architectural Concrete
Provide all labour, materials, equipment necessary to form, place, and finish all Architectural Concrete as specified by the Architect and Structural Engineer for the entire project. Include for all special finishes, sealers, and curing procedures as may be called for.

03300 Pre-Cast Concrete
Provide all detailing, shop drawings, inserts, fabrication, delivery and placing of all Pre-Cast Concrete as specified by the Structural Engineer. Provide all joint sealers as required.

03400 Reinforcing Steel
Provide all detailing, shop drawings, shop fabrication, delivery and placing of all reinforcing steel as specified by the Structural Engineer.

04000 Masonry

04100 Concrete Block
Provide concrete block walls for all service areas, loading dock area, storage rooms, dressing rooms, locker rooms, washrooms and exterior walls of office and administration spaces. Concrete block to be 90mm, 140mm, 190mm or 240mm load bearing or non-load bearing to suit structural design and code. Provide all necessary mortar, reinforcing, support lintels, control and expansion joints and accessories as required.

04200 Architectural Brick
Provide all architectural brick and block, mortar, reinforcement support lintels control and expansion joints and accessories as required.

05000 Structural Steel and Miscellaneous Metal

05100 Structural Steel and Steel Deck
Provide all structural engineering and architectural design of structural steel, OWSJ, supports, loose lintels, channel frames and steel deck required for the facility. The structural loading capacity must be sufficient for the entertainment events contemplated in the Business Plan. Provide fabrication, delivery and erection of all structure steel, OWSJ, supports, loose lintels, channel frames and metal deck as designed for the facility.

05200 Miscellaneous Metal
Provide all labour, materials and equipment to design, fabricate, delivery and erect all miscellaneous metal including all pre-cast framing and bracing, roof screen framing, handrails, miscellaneous bracing, sign supports, ladders and roof hatches, mechanical and electrical supports, gratings, seat and bench supports, bollards

and angle frame door protectors, vanity brackets, toilet partition supports and canopy framing.

06000 Woods and Plastics

06100 Rough Carpentry

Provide all labour, materials and equipment necessary for the supply and installation of all support blocking, rough bucks, framing, temporary bracing, hoardings, railings, copings, curbs and shims.

Use of low-emitting composite wood and agrifiber is expected. Composite wood and agrifiber products and laminate adhesive assemblies must contain no urea-formaldehyde resins.

06200 Architectural Millwork

Provide all shop drawings, shop fabrication, delivery and installation of all custom millwork, shelving, benches, counters, counter tops, vanities, dressing room millwork, display cases and storage cabinets required for a fully operational sports and entertainment facility. Durable hard wood and laminate construction shall be required throughout.

07000 Thermal & Moisture Protection

07100 Roofing

Provide a complete rubberized asphalt EPDM or PVC single membrane roof system installed by an authorized roofing applicator of the manufacture of the membrane. Provide a 20-year manufacturers guarantee for the roofing system. Provide all flashings, caps, expansion joints and gutters necessary and compatible with the roofing system.

07200 Insulation

Provide as a minimum R-20 rigid insulation under the roofing system, R-13 insulation for exterior walls and R-10 for all foundations walls 2 feet below grade. Provide continues vapour barriers and air barriers throughout.

07300 Acoustic Insulation

Provide acoustic insulation panels to the main arena ceiling to achieve an STC 50 Sound Transmission rating.

To ensure sound quality is appropriate for an entertainment facility, an acoustical survey should be completed as part of the design process and again toward the end of the construction process. The sound system will be distributed throughout the arena bowl and the concourses.

07400 Waterproofing

Provide waterproofing to all elevator and sump pits.

07500 Caulking, Sealing and Firestopping
Provide all caulking and sealing as required to ensure a water tight building. Provide all required firestopping and smoke seal as required by the authorities having jurisdiction.

08000 Doors and Windows

08100 Metal Doors and Frames
Doors and frames to all public areas, maintenance and storage rooms, locker rooms, dressing rooms, janitors closets and other high use areas shall be hollow metal. All metal doors and frames to be fire rated where required.

08200 Wood Doors
Provide solid core wood doors in metal frames in all office and administration areas and to all private suites.

08300 Overhead Doors
Provide 24 gauge steel insulated overhead doors with commercial heavy gauge hardware, weather stripping and electric remote door operators for loading docks and Zamboni rooms.

Also provide one elephant door between back of house and arena floor and roll-up doors at all concession locations.

08400 Aluminum Entrances and Curtainwall
Provide all main entrances with glazed aluminum entrance doors in hardcoat aluminum frames complete with commercial door hardware including door closures and kick plates. Provide all curtainwall, exterior and interior glazing as require by the facility design.

08500 Hardware
Provide all door hardware and master keying system for all doors, hatches and security grills. Hardware shall be commercial stainless steel construction.

09000 Finishes

Adhesives, Sealants and Sealant Primers:
Use adhesives and sealant primers that have VOC contents consistent with the CARB (California Air Resources Board) requirements.

Carpet: low emitting carpets. Carpets must meet the Carpet and Rug Institute (CRI) Green Label or equivalent certified carpets.

Walls: where possible use low emitting paints and coatings that have VOC contents below the specified limits of Green Seal Standard GS-11 and select anti-corrosive coatings with VOC contents below Green Seal GS-03.

09100 Drywall

Provide all labour, materials and equipment to construct all interior non-load bearing walls in general office and administration and private suites of non-combustible steel stud/drywall composition.

09200 Floor Finishes

Provide all labour, materials and equipment to finish all floor surfaces in the facility generally in accordance with the following guidelines.

Main Concourses	Porcelain Tile Patterned Concrete
Public Washrooms Office/Admin. Dressing Rms./ Referees Rms., First aid Rms., Public skates on areas Players/Penalty Bench Shower/Washrooms Equip. Rms. Arena Stands Corridors to Arena Storage Rms. Suites/Suite Hallways Concession Floor	Ceramic Floor Tile Carpet Skate Resistant Flooring Skate Resistant Flooring Skate Resistant Flooring Ceramic Floor Tile Sealed Concrete Sealed Concrete Skate Resistant Flooring Vinyl Composite Tile Carpets Sealed Concrete

09300 Wall Finishes

Provide all labour, materials and equipment to finish all wall surfaces in the facility generally in accordance with the following guidelines:

Main Concourse Walls	Porcelain Tile to 7'
Block Walls	Sealed with 2 coats of paint
Drywalls	Primed with 2 coats of paint
Shower/Washrooms	Ceramic Tile
Public Washrooms	Block finished as above
Public Concourses	Block finished as above

09400 Ceiling Finishes
Provide all labour, materials and equipment to finish all ceiling surfaces in the facility generally in accordance with the following guidelines:

Main Concourse Entrance and Club Concourse	Baffled metal ceiling with underside of deck spray painted
Public Concourses	Exposed Painted Concrete
Public Washrooms	Exposed Painted Concrete
Suite Level	Suspended Acoustical Tile
Office/Admin. Dressing Rms./Referees' Rms., First Aid Rooms	Acoustic Tile
Shower/Washrooms	Suspended Drywall
Equip. Rooms	Sealed Concrete
Arena Stands	Sealed Concrete
Corridors to Arena	Sealed Concrete
Storage Rooms	Sealed Concrete

10000 Specialties

10100 Toilet Partitions
Provide where required all ceiling hung washroom partitions constructed of solid phenolic sheets complete with doors, hardware and robe hook.

10300 Washroom Accessories
Provide all required washroom accessories generally in accordance with the following guidelines.

Washrooms	1 electric hand dryer 2 electric hand dryers (Public washroom) 1 toilet paper holder/toilet 1 sanitary napkin disposal unit/toilet 1 paper towel dispenser (Public washroom) 1 wall mounted soap dispenser/basin
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Barrier-free Add grab bars as per code

Public Washroom Add change table in four washrooms

10400 Bicycle Racks
Provide exterior bicycle racks adjacent to main entry points.

10500 Signage and Way finding
Provide all exterior building signage and all interior way finding signage.

11000 Equipment

11100 Electronic Scoreboard
A Cash Allowance of \$500,000 shall be carried in the Proposal Price for the supply and installation of a centre hung electronic scoreboard. Structural design and structural steel support members shall be included in the base building pricing. Allow for a static weight of 2,000 lbs.

The electronic scoreboard should be fully retractable (include winch in specifications) to maximize sightlines for non sporting events.

11200 Dasher Boards
Provide dasher board system based on Crystalplex GlassFlex Shielding System. Board glass to be 8 ft. high, 1/2" tempered at straight portions and 10 ft. high, 5/8" tempered to ends of rink.

Provide players' benches, penalty and timekeepers boxes, water bottle holders and Coaches walks.

Provide electronic door opener for Zamboni rink access.

11300 Staging, Curtaining, Catwalk and Flygrid
Provide ability to curtain the building to permit concerts and theatre audiences.

The facility will accommodate a wide range of staged and flat floor events in addition to hockey.

The facility will accommodate a main event stage house and be able to accommodate alternative stage positions in other locations on the arena floor.

The stage house including fly grid will have flexibility of size, configuration and service to accommodate a wide range of events. The stage, including sound wings must be able to accommodate a minimum of 80' x 60'. The stage floor must be adjustable in height up to 5'.

The quality of the stage house must be equivalent or better than "Stage Right Corporation".

The main stage will be accessible on two sides (front and back stage) by forklift.

The proponent's pricing for facility options must include the stage house, fly grid and stage screening/curtains for the anticipated range of events.

A catwalk system must provide access to the lighting and power distribution panels above the main stage on both the left and the right sides of the stage (and above the centre stage including the score board). It is desirable that the catwalk extend above the perimeter of the event floor and provide access to arena lighting.

Incremental costing is requested for the catwalk and flygrid as these items were considered as options in the Business Plan.

The ice deck must be capable of supporting a forklift and must be of quality and standard equal or exceeding Ice Pro Port-a-Floor IPC system.

12000 Furnishings

12100 Seating
General admittance and Party Suite seating shall be Hussey Olympiad 19 to 21 inch width, with seat numbers. Club and Private Suite seating shall be Hussey Quattro Model R3.L.3.A, upholstered, 22-inch width, with cup holders.

Manually operated telescopic retractable seating shall be provided for concert mode configuration.

14000 Conveying Systems

14100 Elevators
Passenger elevators shall be electro-hydraulic, 2,500 lb. Capacity, single slide opening door, rated speed of 100ft/min., tamperproof stainless steel cab interior.

Freight elevator shall be electro-hydraulic, 3,000 lb. Capacity, single slide opening door, tamperproof stainless steel interior.

15000 Mechanical

15100 Plumbing and Drainage
Provide all labour, materials and equipment for complete building drainage systems including roof drainage, floor drains, sumps and sump pumps, venting, insulation, etc. to satisfy the Ontario Building Code requirements. Provide all service connection to City service mains.

Included in plumbing and drainage will be all services to the restaurant and concessions.

The arena floor should have adequate floor drainage to facilitate effective drainage for quick ice out systems and embedded circus anchors for the ice pad.

15200 HVAC Systems

Provide all labour, materials and equipment necessary for the supply and installation of complete and operating heating, ventilating and air conditioning systems. Design to meet or exceed ASHRAE Standards and Ontario Building Code.

Included will be HVAC services to the restaurant and concessions.

15300 Fire Protection

Provide a complete building sprinkler system including fire extinguishers throughout the facility to meet Ontario Building Code, NFPA and the City of Kingston's requirements.

If smoke detectors are included as part of the fire protection system, the control panel should have the capability to allow the operator to disable specific areas in order to accommodate pyrotechnics.

15400 Building Automation and Controls

Provide a complete and operating Building Automation System and associated controls necessary to control all major mechanical systems electronically from one central point.

15500 Refrigeration Systems and Ice Plant

Ammonia is to be used in the ice plant and HFC refrigerants are to be used in all HVAC equipment.

The plant shall be designed, supplied and installed based on a packaged CIMCO balanced charge ammonia/ethylene glycol refrigeration system and shall utilize evaporative cooler and associated heat exchanger. Provide all equipment, materials, labour and accessories necessary for a complete and operating system to make and hold good ice year round. When operated as instructed by the system vendor, the system shall be guaranteed to make and hold good artificial ice when ice thickness does not exceed 38mm, the outdoor temperature has not exceeded 32 degrees C and the air temperature at a point 1200mm above the ice surface is not over 4.5 degrees C. Minimum capacity of the Refrigeration System is 120 TR with a minimum of three (3) 60 HP screw compressors for more flexibility.

Subsystems shall include under-rink frost protection, ice rink piping, packaged refrigeration system, controls, power and control wiring and heat rejection systems. Heat rejection systems shall be designed to facilitate heat recovery of refrigeration system waste heat.

The plant shall be complete in all ways and include all necessary glycol pumps, tanks, refrigeration and glycol piping, refrigerant and standard valves, valve tagging, insulation, thermometers, pressure gauges, control panels, starters, pumps, fans, safety equipment and spare parts.

The plant shall be integrated with the building's HVAC systems through a DDC control system and shall have interface capability with the building's BAS.

Supply and Install a minimum of two (2) Desiccant Dehumidification Units to comply with ASHRAE Std 62 code for the 6000 seat arena, including

1. Make-up Air Module to allow dehumidified ventilation air for indoor air quality.
2. DX or chiller water Pre-Cooling Coil section c/w refrigeration condensing unit and required piping.
3. Unit Disconnect Switch
4. Temperature and Humidity and controls. Field mounted and wired sensors.
5. Full interface with building management system
6. Remote Control Panel. Provides System Status and Set Point Control from Remote Location. Field mounted and wired.
7. CO₂ sensor

Provide all commissioning and training time required to ensure a fully functional plant and trained operators.

The plant should have a Reverse Osmosis water treatment system.

Provide an alternate design and price for an Ice Battery system designed to store and release large amounts of heat energy when charging and discharging.

The snow melting pit should utilize waste heat and be capable of handling the snow and ice generated during a typical pre-event, game and post skate. The height of the dump pit wall should be suited to the type of ice resurfacers to be used at the facility.

Consideration should be given to designing the ice resurfacers room as a repair garage. Reference should be made to the City of London Coroner's Report re: T. Hickman – Fatality; and ORFA recommendations.

16000 Electrical

16100 Primary Power and Distribution

Provide primary power to the building will be 44KVA with a loop feed to an internal electrical room. Provide all required secondary transformers, switchboard and accessories to complete the primary power vault. From the main electrical room provide a complete distribution throughout the building with distribution, lighting and power panels. Panels shall have lockable doors with inside directory holders. Copper conductors shall be used throughout the building.

The John Labatt Centre has show power capacity of 2,400 Amps with an additional 400 Amps at the loading dock. Outdoor receptacles are required to service trucks and/or buses.

All lighting controls should be in one central location. For example, the John Labatt Centre has full control of all arena bowl, concourse, interior and exterior lighting at two independent locations to satisfy event and non-event requirements. The system includes control of each pair of spotlights (112 lights in total), fully dimmable bowl lighting including seating and exit-entry vomitories. The system has presets to accommodate various hockey and entertainment modes.

16200 Lighting

Provide all interior building lighting to industry standard lighting levels of such a facility and generally as listed below:

Office/Admin.	50 foot candles
Concourses/Stairways	30 foot candles
Main entrances	30 foot candles
Locker Rooms	30 foot candles
Washrooms	30 foot candles
Ice Surface	100 vertical foot candles and 220 horizontal foot candles

Fixtures shall utilize fluorescent light source for all areas except ice surface and concourse lighting which shall be metal halide.

Provide exterior site, security and building lighting as required.

16300 Security Systems and CCTV

Provide a complete centrally controlled, integrated security system using electric card readers, magnetic door locks and security cameras.

16400 Emergency Generator
Provide an emergency generator to power emergency lighting and one elevator and as required by code and local authorities having jurisdiction.

16500 Fire Alarm and Annunciation
Provide a complete centrally controlled integrated fire alarm and annunciation system as required by code.

16600 Communications, Data, P.A. and Sound Systems
The in-house sound system must be capable of supporting quality sound for ice and sporting events.

The in-house lighting system must be capable of being sectioned off in zones and be capable of being controlled at a minimum from the control booth and from the main stage. The arena bowl lighting system should be 1,000-watt pulse metal halide @ 347 volt with a minimum of three lighting levels. The fixtures will have remote ballasts.

The facility must have broadcast quality standards and include fiber optics link.

Provide telephone, communications and data systems conduit as required. Provide appropriate Public Address system throughout the facility.

Provide cable TV to concourse locations, luxury suites and restaurant. Include Clear Com at predetermined locations to accommodate communication during events.

Provide WIFI within the building.

16700 Miscellaneous
Provide empty conduit for all interior and exterior sign locations.

Provide all electrical services to the restaurant and the concessions.

A 5% construction contingency should be included in the pricing.

APPENDIX C

LVEC Market Study

APPENDIX D LVEC Business Plan

APPENDIX E

LVEC North Block Report (Cumming Cockburn Ltd. (a Division of IBI Group) October 2005)

APPENDIX F

Site Specific Risk Assessment/Risk Management Plan (SSRA/RMP)

APPENDIX G

LVEC LEED® Pre-Assessment Report

APPENDIX H

Proposed Engineering Works

APPENDIX I

Urban Design Guidelines, prepared by Baird Sampson Neuert Architects

APPENDIX J

PROPOSAL FORM

Large Venue Entertainment Centre Design/Build

RFP No. SG-LVEC-02-2006

Proposed by: _____

A Company, Joint Venture, Partnership or Firm duly appointed under the laws of _____ and having its Head Offices at _____ hereinafter called the Proponent.

I/We, as the Proponent, hereby submit our proposal price for the Work as specified in the Request for Proposal, RFP No. SG-LVEC-02-2006 and in accordance with the proposed design as represented in our submission documentation. I/We have carefully examined the terms and conditions as specified in the RFP and have included for all design/build requirements necessary to provide the LVEC Facility.

The Proposal Price is submitted in the amount of _____ Dollars (\$ _____) lawful money of Canada.

The Proposal Price is inclusive of Ontario Retail Sales Tax (PST) but does not include the Goods and Services Tax (GST).

Base Building	\$ _____	
Mechanical	\$ _____	
Electrical	\$ _____	
Design/Administration	\$ _____	
Bonding Costs	\$ _____	
Total Proposal Price	\$ _____	excluding GST

Additional Costs associated with achieving LEED® Silver:

Design	\$ _____	excluding GST
Construction	\$ _____	excluding GST

Development Charges	\$ _____	excluding GST
Building Permit	\$ _____	excluding GST
Impost Fees	\$ _____	excluding GST

Alternate Bonding Price	\$ _____	excluding GST
Alternate Price: Ice Battery System	\$ _____	excluding GST

The Proposal Price offer is open to acceptance for a period of one hundred and twenty days, or until a Letter of Intent has been issued, whichever may occur first.

ADDENDA

We acknowledge receipt of the following addenda issued during the proposal period:

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Dated this _____ day of _____, 2006

Seal
(if a Corporation)

Signature of Proponent: _____

Print Name: _____