



Daniels faculty of Architecture, Landscape, and Design

Design competition process – questions and answers.

April 7th 2009

Throughout the selection process, questions and answers will be posted on this page – proponents are encouraged to check back every couple of days for updates. We will strip the questions of identifying features and post them anonymously.

Address all questions via email to: julian.binks@utoronto.ca

Q1 are the dates in the EOI document firm?

A1 The University will try to keep to the schedule posted, but inevitably there could be adjustments. Keep checking this page.

Q2 can you expand on the meaning of “core faculty” in the eligibility note?.

A2 Core faculty comprises tenured and tenure track faculty, as well as part-time faculty. it does not include sessional or adjunct faculty. Professional partners of individuals who are tenured, tenure-track or part-time are, by the customary rules of conflict of interest, excluded, along with their partners.

Q3 We would like to know if it’s necessary to look for a local partner to send the expression of interest together or we can do this search just in case we are selected?

A3 The University is requesting that the name of the local architectural partner be included in the initial submission.

Q4 Could you clarify who is to be included in the team in this initial response to the EOI request?

A4 Only the Architect and Landscape Architect are required to be named in the initial submission. Further team members will be identified in the response to the RFP in the event that the Architect is shortlisted.

General note. Some firms seem to think that the University is seeking proposals at this point. It is not. Much care went into the preparation of the EOI document and there will be no further information released at this stage although we are happy to answer questions. Read it carefully. Nor will guided tours be provided.

Q5 I have a question about the EOI for consulting services for the Faculty of Architecture, Landscape and Design:



Please describe the scope of Landscape Architectural Services that will be part of the project.

A5 *I cannot add anything to the EOI at present. remember this is an EOI not a RFP.*

Q6 With regards to the stipulated page limit, may we use double sided pages, for a total of 10 double sided pages? Does the cover letter count toward this page limit?

A6 *yes and no*

Q7 I was hoping you could point me in the right direction. I am currently preparing some background materials for our Expression of Interest. In addition to the EOI document, is there any other material that might shed light on the Faculty's vision (wants and needs) for the new expansion? Would I be able to visit the building and interview you, or someone from Facilities Management?

A7 *much work went into the EOI - so no more is being released. as for a visit - sorry - then I'd have to invite the other 150 interested parties.*

Q8 We have just learned of your very exciting project to expand the Faculty of Architecture building at the University of Toronto. XXX would like to visit the building to supplement the preparation of our Expression of Interest. Would it be possible to arrange access to the building early next week, possibly Tuesday, April 7?

A8 *The building is open and anyone is free to visit. If challenged, they should state their identity & purpose. There are no formal tours at this stage.*

Q9 Additionally, I would like to be sure that we have downloaded all of the appropriate materials. We have the Expression of Interest pdf file dated April 2009. Are there any additional materials available that might include a more detailed program?

A9 *The eoi is fairly clear on the type of program for the new space. nothing else is being released until the rfp stage to the shortlisted candidates.*

<http://www.greatspaces.utoronto.ca/future.htm>

Q10 Will the University consider lifting the requirement of associating with a local firm for the EOI? Qualified Toronto or Ontario based firms will likely submit EOI's on their own, making it nearly impossible for a non-local firm to meet this requirement.

A10 From my knowledge of the firms who have expressed interest, I would say that there are still plenty of solid qualified firms in the area potentially available to join forces with.



Q11 The EOI mentions preparatory work that identified two possible options for expansion of the Daniels building. Could that study be made available to the proponents to help prepare an informed response to the EOI?

A11 The work that has been done confirms the feasibility of two possible approaches. It would be considered proprietary and therefore not appropriate to release. The EOI is not looking for design proposals - nor would the first stage proponents be asked for that either. Furthermore, we would not want to limit the creative approaches that might be proposed in the final stage.

Q12 The EOI states that the submission is limited to 20 pages single-sided – does that include the team member resumes?

A13 Yes

Q13 One more question – does the Landscape Architect need to be registered with the Ontario Association of Landscape Architects (OALA)?

A13 Probably a good idea considering who the client is.

Q14 For Stage 2 – it states that “there will be an honorarium of \$60,000 paid to the consultant teams...” – is this the amount for each team?

A14 yes, for each team.

Q15 I would like to confirm that the submission requirement of “20 pages, single-sided” means that those 20 pages cannot be printed on both sides.

A15 yes that is correct.

Q16 The EOI asks that the response be 20 pages single sided. Can it be 10 sheets and double sided and if it is 20 sheets single sided can colour or graphics be added to the to the blank back of pages?

A16 see above.

Q17 I am emailing to indicate that we intend on submitting an EOI – yet because of the timeline falling during our Easter Holidays, I am wondering if there may be the possibility of submitting electronically, rather than physically. Surprisingly, it has been our experience that sending documents via courier does end up taking at least two days (overnight has proven unreliable several times). As we take this quite seriously, we would like to adequately prepare ourselves and see if this is possible.



A18 submission in PDF format is acceptable for our out-of-country proponents.

Q19 Has the School of Architecture done any due diligence regarding program analysis, use patterns, code review etc... for the project? In other words are we starting from zero?

A19 The shortlisted firms will be given this info as stated in the EOI P7.

Q20 XXX works in our office - are we eligible or not. We need to know immediately, since your deadline is so tight.

A20 see Q&A 2