

## APPENDIX B: PROPOSAL REQUIREMENTS

### 1. Proposal Guidelines Overview

This Appendix and attachments describe the specific documentation that a Proponent is required to submit to satisfy the Proposal Requirements, and to demonstrate that they are capable of performing the responsibilities and obligations of the Design-Builder under the Design-Build Agreement, the Design-Builder's Constructor under the Construction Management Agreement, and the Design Firm under the Design Services Agreement. The Proponent's Proposal documents are to comprehensively address the requirements set out in this Appendix, the Final Draft Design-Build Agreement, the Final Draft Construction Management Agreement, and the Final Draft Design Services Agreement. Without limiting any other term of this RFP, including Section 8.2, Proponents may provide additional information or supplemental material to clarify any Proposal item.

Proposals are to be presented in two submissions: a Technical Submission, and a Financial Submission. The submissions consist of the following packages, each of which is outlined in Tables 1 to 8 of this Appendix, respectively. Packages 3 to 5, except for Section 3.1.1 a) only apply to the Facility, not to the Project.

Content Requirements	Section No.	Appendix B Proposal Requirements Reference
<b>1. Technical Submission:</b>		
Package 1 – Transmittal Package for Technical Submission	1	Table 1
Package 2 – Project Management	2	Table 2
Package 3 – Approach and Schedules	3	Table 3
Package 4 – Design and Construction	4	Table 4
Package 5 – Design Scored Elements	5	Table 5
<b>2. Financial Submission:</b>		
Package 6 – Transmittal Package for Financial Submission	6	Table 6
Package 7 – Financial Review	7	Table 7
Package 8 – Financial Capacity	8	Table 8

## **2. Proposal Requirements for Technical Submission**

Without limiting the terms of this RFP, this section and Tables 1 to 5 summarize the information and documentation that Proponents are to submit in their Technical Submission. Proponents are to arrange the content of their Technical Submission in seven packages in accordance with the sequencing of and using the section numbers and corresponding titles shown in Tables 1 to 5.

The Technical Submission is to be prepared on the basis of the version of the Final Draft Agreements most recently issued prior to the Submission Time for Technical Submissions.

Where drawings are to be provided, it is the Authority's preference that Proponents, where reasonable, provide combined drawings containing the information in response to more than one requirement, provided that appropriate references are made to the corresponding section. Proponents should provide a drawing index clearly identifying which Proposal Requirement is met on which drawing. Proponents should provide required drawings at a scale legible to the Authority such as floor plans at 1:150 or 1:100. All drawings shall be in metric and include a bar scale. Floor plans and site plans shall include a north arrow. Sheet size will be determined by the drawings' scale and may be in ARCH E, 914 mm x 1219 mm (36" x 48") full size format and ARCH C, 457 mm x 610 mm (18" x 24") half size format. Electronic responses only with drawings to scale and in PDF format.

## **3. Proposal Requirements for Financial Submission**

Without limiting the terms of this RFP, this section and Tables 6 to 8 summarize the information and documentation that Proponents are to submit in their Financial Submission. Proponents are to arrange the content of their Financial Submission in two packages in accordance with the sequencing of and using the section numbers and corresponding titles shown in Tables 6 to 8.

Each Proponent should include in its Financial Submission information and documentation that demonstrates that the Proposal satisfies the financial requirements set out in the RFP and Final Draft Agreements.

**Table 1: Package 1 - Technical Submission - Transmittal Package**

Section No.	Title	Contents (Package 1 - Technical Submission - Transmittal Package)						
<b>1.</b>	<b>TRANSMITTAL PACKAGE</b>	<b>Proposal Requirements</b>						
<b>Package 1 [Transmittal Package] of the Technical Submission is to contain the following information and documents:</b>								
1.1	Name and Contact Details for the Proponent's Representative	<p>The Proponent's Representative will be the only person to receive communications from the Contact Person regarding the RFP. Please provide:</p> <ul style="list-style-type: none"> <li>a) name;</li> <li>b) employer;</li> <li>c) mailing/courier addresses;</li> <li>d) telephone number; and</li> <li>e) email address.</li> </ul>						
1.2	Company/Firm Names and Names of Key Individuals and Additional Key Individuals	<ul style="list-style-type: none"> <li>a) Provide confirmation of the Company/Firm name and Key Individuals, and if there have been any changes to Key Individuals from those specified in the Proponent's RFQ response, then any such changes should be approved by the Authority in accordance with Section 7.12 of the RFP.</li> <li>b) Provide the Company/Firm name and names of the Key Individuals and Additional Key Individuals for the following Proponent team members in a table format as shown below: <ul style="list-style-type: none"> <li>i. Design-Build Director</li> <li>ii. Design-Build Design Manager;</li> <li>iii. Design-Build Construction Manager;</li> <li>iv. Design-Build Lead Architect;</li> <li>v. Design-Build Equipment Lead;</li> <li>vi. Design-Build Electrical and IM/IT Lead;</li> <li>vii. Design-Build Mechanical Lead;</li> <li>viii. Design-Build Clinical/Cancer Care Lead/Planner;</li> <li>ix. RIH Upgrades Construction Manager;</li> <li>x. RIH Upgrades Design Integration Manager; and</li> <li>xi. RIH Upgrades Design Lead</li> </ul> </li> </ul> <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 33%;">Individual's Name</th> <th style="width: 33%;">Company Name</th> <th style="width: 33%;">Role</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Individual's Name	Company Name	Role			
Individual's Name	Company Name	Role						

Section No.	Title	Contents (Package 1 - Technical Submission - Transmittal Package)
1.3	Documentation to be Provided	a) One (1) fully executed copy of Appendix D – Relationship Disclosure Form(s). b) Overview table of contents for all parts of the Proposal.

**Package 2: Technical Submission - Project Management**

The Technical Submission should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Technical Submission to allow the Authority to evaluate their Technical Submission in accordance with Appendix A.

**Table 2: Package 2 - Technical Submission - Project Management**

Section No.	Title	Contents (Package 2 - Technical Submission - Project Management)
<b>2.</b>	<b>PROPONENT TEAM</b>	
<b>Package 2 [Project Management] of the Technical Submission is to contain the following information:</b>		
<b>2.1</b>	<b>Confirmation of RFQ Response and Additional Key Individuals</b>	
2.1.1	Confirmation of RFQ Response	The Proponent is to confirm that, other than changes permitted by the Authority, there have been no changes to information provided in its RFQ Response regarding: a) The Design-Builder and the Design Firm listed as part of the Respondent Team; or b) The Key Individuals listed for the Respondent Team. If changes are proposed to the above, the Proponent should clearly identify each proposed change, include a written request for the Authority's permission, and provide additional information and documentation as required by the RFP, including Section 7.12.
2.1.2	Confirmation of Additional Key Individuals	The Proponent is to confirm that, other than changes permitted by the Authority, there have been no changes to information provided in its Additional Key Individuals submission regarding the Key Individuals listed for the Proponent Team. If changes are proposed to the above, the Proponent should clearly identify each proposed change, include a written request for the Authority's permission, and provide additional information and documentation as required by the RFP, including Section 7.12.
<b>2.2</b>	<b>Details of Design-Builder</b>	
2.2.1	Name	Full legal name(s).
2.2.2	Contact Details	Authorized representative, registered office, telephone number, and email address.

Section No.	Title	Contents (Package 2 - Technical Submission - Project Management)
2.2.3	Legal Details	Provide full incorporation details, including certificate of incorporation, memorandum and articles of incorporation, and documentation demonstrating that the company is duly authorized to carry on business in British Columbia. If the Design-Builder is an unincorporated legal entity, please provide full details and proof of the existence of the individuals, corporations, other entities or the underlying legal entities that make up joint ventures and partnerships who have the direct responsibility of the Design-Builder.
2.2.4	Organizational Structure and Details, Roles and Responsibilities	<ul style="list-style-type: none"> <li>a) Provide an organization chart(s), at the corporate level and at the Key Individual level, showing the relationships between Proponent Team members (including major sub-trades and consultants).</li> <li>b) Describe the relationships and reporting arrangements among the Proponent Team members: <ul style="list-style-type: none"> <li>i. identify responsibilities of each Key Individual;</li> <li>ii. provide details of reporting relationships between the Proponent Team members;</li> <li>iii. describe the nature of any contractual relationship(s) to be entered into between the Proponent Team members; and</li> <li>iv. describe the nature of any sub-contracting arrangements and details of the risk allocation between the parties.</li> </ul> </li> <li>c) Describe the relationship and reporting arrangements between the Design-Builder, the Design-builder's Constructor and the Design Firm</li> </ul>
<b>2.3</b>	<b>Details of Design-Builder's Constructor</b>	
2.3.1	Name	Full legal name(s).
2.3.2	Contact Details	Authorized representative, registered office, telephone number, and email address.
2.3.3	Legal Details	Provide full incorporation details, including certificate of incorporation, memorandum and articles of incorporation, and documentation demonstrating that the company is duly authorized to carry on business in British Columbia. If the Design-Builder's Constructor is an unincorporated legal entity, please provide full details and proof of the existence of the individuals, corporations, other entities or the underlying legal entities that make up joint ventures and partnerships who have the direct responsibility of the Design-Builder's Constructor.
2.3.4	Organizational Structure and Details, Roles and Responsibilities	Provide an organization chart for the management and delivery of the RIH Upgrades. The organization chart should indicate key members/consultants, their roles and responsibilities, and reporting relationships.

Section No.	Title	Contents (Package 2 - Technical Submission - Project Management)
<b>2.4</b>	<b>Details of Design Firm</b>	
2.4.1	Name	Full legal name(s).
2.4.2	Contact Details	Authorized representative, registered office, telephone number, and email addresses.
2.4.3	Legal Details	Provide full incorporation details, including certificate of incorporation, memorandum and articles of incorporation, and documentation demonstrating that the company is duly authorized to carry on business in British Columbia. If the Design Firm is an unincorporated legal entity, please provide full details and proof of the existence of the individuals, corporations, other entities or the underlying legal entities that make up joint ventures and partnerships who have the direct responsibility for the Design Firm.
2.4.4	Organizational Structure and Details, Roles and Responsibilities	Provide an organization chart for the design of the RIH Upgrades. The organization chart should indicate key members/consultants of the Design Firm, their roles and responsibilities, and reporting relationships.

### Package 3: Technical Submission - Approach and Schedules

The Technical Submission should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Technical Submission to allow the Authority to evaluate their Technical Submission in accordance with Appendix A.

**Table 3: Package 3 - Technical Submission - Approach and Schedules**

Section No.	Title	Contents (Package 3 - Technical Submission - Approach and Schedules)
<b>3.1</b>	<b>Approach and Schedules</b>	
<b>Package 3 [Approach and Schedule] of the Technical Submission is to contain the following information:</b>		
3.1.1	Approach and Schedule	<ul style="list-style-type: none"> <li>a) Confirm the Proposal substantially meets the provisions of the RFP, including the requirements set out in Appendix B of the RFP, and the Final Draft Agreements.</li> <li>b) Confirm if any Acceptable Equivalents, to the extent they have been previously accepted by the Authority as described in Section 7.15 of the RFP, have been used.</li> <li>c) Provide a Time Schedule in the form of a Gantt Chart identifying, at a minimum, the following key work elements: <ul style="list-style-type: none"> <li>i. Substantial Completion;</li> <li>ii. Critical path;</li> <li>iii. Site establishment;</li> <li>iv. Design development;</li> <li>v. Securing approvals;</li> <li>vi. Authority review at various stages as described in the Design-Build Agreement, as well as any other appropriate milestones depending on the construction process;</li> <li>vii. Major construction stages;</li> <li>viii. Utility relocations and/or protection;</li> <li>ix. Major equipment (as identified in the “Equipment List”) placement and commissioning;</li> <li>x. Staff move in period; and</li> <li>xi. Other significant work functions.</li> </ul> </li> </ul>



Section No.	Title	Contents (Package 3 - Technical Submission - Approach and Schedules)
3.1.2	Submittal Schedule	Provide a draft Submittal Schedule in accordance with the requirements of Schedule 2 [Review Procedure].
3.1.3	Accommodation Schedule	Using the Accommodation Schedule excel spreadsheet supplied by the Authority in the Data Room, provide an area summary of the Proponent's design, by department, that includes the total net and component gross area, and the net to gross ratios for each department. Provide the amount of any variance(s) in net area between the Proponent's design and Appendix 1A [Clinical Specifications and Functional Space Requirements] for each room area and department area expressed in terms of both net square metre comparison and as a percentage variance rounded to the nearest whole number. The Authority expects that the Proponent will not change the sequence, room numbering and terminology in the template provided.

**Package 4: Technical Submission - Design and Construction**

The Technical Submission should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Technical Submission to allow the Authority to evaluate their Technical Submission in accordance with Appendix A.

**Table 4: Package 4 - Technical Submission - Design and Construction**

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
<b>4.0</b>	<b>Design and Construction</b>	
<b>Package 4 [Design and Construction] of the Technical Submission is to contain the following information:</b>		
<b>4.1</b>	<b>General Approach and Protocols</b>	
4.1.1	Design Approach and Considerations	<ul style="list-style-type: none"> <li>a) Clearly describe the design process, the key design, schedule, and constructability issues, and the Proponent’s strategy to manage those issues.</li> <li>b) Describe and provide details of how the Proponent will preserve sufficient flexibility in the initial design submitted in its Proposal to accommodate changes during the detailed design development process that will take place post Contract Execution.</li> </ul>
4.1.2	Construction Approach	<p>Describe and provide details of the Proponent’s Project management plan including:</p> <ul style="list-style-type: none"> <li>a) the overall construction methodology and general approach;</li> <li>b) consideration of the City’s requirements;</li> <li>c) construction constraints, risks and mitigation strategies;</li> <li>d) process for managing changes;</li> <li>e) approach to safety including a safety policy statement providing the Proponent’s health and safety objectives;</li> <li>f) approach to infection control considerations during construction specifically with regards to CSA Z317.13-17 infection control during construction, renovation, and maintenance of health care facilities, with specific attention to section 5 which includes the selection, use, shipping, handling and storage requirements for construction materials and how the infection control measures will be monitored during construction;</li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>g) approach to site access and egress, parking / laydown / hoarding, traffic management, including the location of the construction crane(s);</li> <li>h) approach to site mobilization; and</li> <li>i) approach to coordinating construction activities with the ongoing RIH Upgrades activities on the campus to minimize disruptions.</li> </ul>
4.1.3	Quality and Deficiency Management	<ul style="list-style-type: none"> <li>a) Provide a one-page (maximum) summary of the Proponent's quality management approach for the Facility.</li> <li>b) Provide an organization chart for the Facility that depicts the responsibilities of the Design-Builder, and the Design Firm in ensuring the quality of the design and construction of the Facility.</li> </ul>
4.1.4	Commissioning for the Facility	Describe and provide details of the Proponent's process for managing commissioning of the Facility, including assigned roles for the Commissioning Provider's personnel; document control, tracking and submission processes and how the commissioning schedule will be developed, maintained and shared with the Authority.
4.1.5	Energy and Sustainability	<ul style="list-style-type: none"> <li>a) Describe the Proponent's plan to apply for and obtain available energy funding or incentives for the Authority, if applicable.</li> <li>b) Describe and Provide details of the Proponent's Energy Management Plan, including accountability mechanisms.</li> <li>c) Provide Calculations and results for total indicative building annual energy consumption, both as kWh and kWh/m<sup>2</sup>, with separate listings for Targeted and Non-Targeted Energy Consumption and by energy type.</li> <li>d) Provide a list of inputs and assumptions for the Energy Model.</li> <li>e) Provide the load calculations per zone basis, including specialized equipment, energy recovery and redundancy, envelop u-values, internal loads, and ventilation rates.</li> <li>f) Provide the plan to meet the Energy Target, including during the operations period, including examples of policies to set utilities consumption targets.</li> <li>g) Provide an electronic copy of the energy model (via electronic upload) in a format that allows the Authority to read, and manipulate, the data contained within.</li> <li>h) Provide a pdf format of the energy model.</li> <li>i) Provide a narrative explaining any unusual modeling procedures or workarounds, or calculations performed outside of the energy modeling software.</li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
4.1.6	LEED® Gold Certification	<ul style="list-style-type: none"> <li>a) Provide an annotated indicative LEED® Gold scorecard clearly identifying all of the credits targeted to be achieved and a high-level description of the approach to achieve each targeted credit;</li> <li>b) Provide a completed Energy and Atmosphere Optimize Energy Performance LEED® V4 Letter Template as applicable.</li> </ul>
4.1.7	Climate Risks and Resilience	<ul style="list-style-type: none"> <li>a) Provide a list of data and information sources relating to priority climate hazards, future projections data, and climate risk and resilience assessment methodology that will be utilized to develop the Proponent's design for the Facility.</li> <li>b) Provide proposed design solutions to reduce climate risks.</li> <li>c) Provide a narrative of the key opportunities for utilizing future climate projections for climate risks to inform the design of the Facility.</li> </ul>
4.1.8	Building Information Model Management	<p>Taking into consideration Schedule 1 [Statement of Requirements] and Schedule 8 [Energy]</p> <ul style="list-style-type: none"> <li>a) Describe the processes which will be utilized on the Facility to provide a smooth transition between design and construction, leading to an optimized build program with reduced time, cost and risk;</li> <li>b) Provide a detailed narrative outlining the Proponent's approach on information management in accordance with the ISO 19650 standards;</li> <li>c) Demonstrate and provide the identified BIM uses; and</li> <li>d) Provide a draft BIM Execution Plan as per Schedule 8 requirements including the following: <ul style="list-style-type: none"> <li>i. areas BIM will be utilized;</li> <li>ii. information delivery risk register;</li> <li>iii. assessment of the Proponent's experience and capacity on information management; and an information management mobilization plan.</li> </ul> </li> </ul>
4.1.9	Facility Maintenance and Lifecycle	<ul style="list-style-type: none"> <li>a) Describe the process for ensuring adequacy of access routes for the replacement of equipment, including pathways, floor loads, door accesses, and methods of lifting/moving included within the design which will minimize the level of effort required and reduce potential impact on the building infrastructure when replacing all major equipment.</li> <li>b) Describe approach to ensure proper installation, configuration and testing of complex integrated systems that control assets with complicated requirements such as doors.</li> </ul>
<b>4.2</b>	<b>Design Guidelines and Principles</b>	

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
4.2.1	Design Redundancy	Provide written and graphical summaries to demonstrate how the design, including infrastructure, makes provision for loss of primary service, including electricity, telecom, water, sanitary, and natural gas services.
4.2.2	Design Guidelines and Principles	<p>Provide written and graphical summaries to demonstrate how the design meets the following design principles:</p> <ul style="list-style-type: none"> <li>a) person and family-centered design;</li> <li>b) elderly friendly design;</li> <li>c) standardization;</li> <li>d) respect for Indigenous cultural values;</li> <li>e) climate and sustainable design;</li> <li>f) use of wood;</li> <li>g) safety and security;</li> <li>h) adaptability and flexibility;</li> <li>i) accessible and universal design; and</li> <li>j) maintainability.</li> </ul>
<b>4.3</b>	<b>Preliminary Design Submittals</b>	
4.3.1	Building/Clinical Design	<ul style="list-style-type: none"> <li>a) Provide large format, photo-realistic renderings of the exterior and interior of the Facility: <ul style="list-style-type: none"> <li>i. as seen from the main entrance to the site (exterior);</li> <li>ii. exterior views (from various angles (minimum three); and</li> <li>iii. main entry lobby to the Facilities (interior);</li> <li>iv. typical radiation treatment bunker; and</li> <li>v. MRI imaging room.</li> </ul> <p>Such renderings should be convertible to a printable 8 ½" by 11" format.</p> </li> <li>b) Provide functional relationship drawings (1:200 architectural plans) indicating the location and functional relationships of all program elements, horizontal and vertical circulation, and internal traffic flow (patients, clinical staff, security staff, visitor, and non-clinical support services). <ul style="list-style-type: none"> <li>i. Use colour to illustrate the program elements and to differentiate the following types of internal circulation systems: public, patients, families, staff and services, controlled access for staff and patient movement, equipment supplies, medications, linens, and waste and recycling.</li> </ul> </li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>c) Provide floor plans (1:100) for all levels, including roof plan, indicating basic dimensions with room numbers cross-referenced to the functional space requirements in Appendix 1A [Clinical Specifications and Functional Space Requirements] of the Final Draft Design-Build Agreement. Include all walls and doors, structural elements, circulation elements (for example, stairs, ramps and elevators), major service shafts, windows, interior glazed screens, major millwork locations, and major medical Equipment.</li> <li>d) Provide written and coloured graphical summaries to demonstrate how the design provides for the use of zoning (Front-of- House and Back-of-House).</li> <li>e) Provide coloured graphical emotional maps that illustrate and provide solutions for areas of high, medium, and less stress for patients, families, and staff.</li> <li>f) Provide building elevations and sections and site sections, sufficient to illustrate design aesthetics, materials and major features, including proposed exterior colour schemes.</li> <li>g) Provide north-south and east-west cross-sectional diagrams (1:200) showing relationship between the Facility and adjacent site uses.</li> </ul>
4.3.2	Building Code	<ul style="list-style-type: none"> <li>a) Provide any Building Code “alternative solutions” supported by a code consultant’s report outlining and supporting the proposed approach.</li> <li>b) The code consultant’s report will provide a summary of the following:               <ul style="list-style-type: none"> <li>iv. occupancy classifications and major occupancies;</li> <li>v. fire department vehicle access route, principal entrance and fire department connections; and</li> <li>vi. Provide a written narrative and supporting diagrams as required to confirm compliance with Schedule 1 [Statement of Requirements] section 5.9 [Emergency Access to Floor Areas].</li> </ul> </li> </ul>
4.3.3	Site Development for the Facility	<p>Provide the following plans and narratives:</p> <ul style="list-style-type: none"> <li>a) Site Plan (1:750 or as otherwise agreed to by the Authority) including site development, adjacent roads and property uses showing location of the Facility, ancillary buildings, roadways, pathways, firefighting access, post-disaster provisions, green space and landscaping, outdoor amenity spaces, vehicle parking, and services elements.</li> <li>b) Site Plan to indicate:               <ul style="list-style-type: none"> <li>i. Site servicing, zoning setbacks, easements, existing tree locations and City requirements.</li> <li>ii. Site circulation strategy illustrating travel routes for vehicles and pedestrians, staff and visitor arrival and drop-off at main entrance and patient transport area, and inter-facility transport, as well as routes for firefighting and disaster response access;</li> </ul> </li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>iii. emergency generator and fuel storage, including logistics for fuel delivery vehicle;</li> <li>iv. logistics for snow removal at Site;</li> <li>v. facilities maintenance and operations;</li> <li>vi. contractor parking.</li> </ul>
4.3.4	Building Envelope	<p>Describe in written narrative and provide supporting sketches of the Facility envelope, including:</p> <ul style="list-style-type: none"> <li>a) rain screen wall system including exterior insulation and cladding systems;</li> <li>b) wall sections (at 1:20 scale) with detailed descriptions of components of typical exterior wall assemblies;</li> <li>c) roofing systems;</li> <li>d) below grade waterproofing systems;</li> <li>e) exterior finishes/colours; and</li> <li>f) glazing.</li> </ul>
<b>4.4</b>	<b>Building Design Requirements</b>	
4.4.1	Structure	<p>Provide schematic level drawings, including the following:</p> <ul style="list-style-type: none"> <li>a) A description for the structural system and the load paths including the proposed location of walls or other lateral force resisting elements, expansion or seismic isolation joints;</li> <li>b) The proposed floor framing plans and roof framing plan together with the dimensions of the structural grid;</li> <li>c) The elevator core integration; and</li> <li>d) Expected type of foundations.</li> </ul>
4.4.2	Mechanical Systems	<p>Provide narratives and schematic level drawings for the Facility requirements and spare capacity for heating and cooling plant, ventilation, and mechanical systems, including maintainability, zoning, redundancy, and post disaster as applicable and address the following:</p> <ul style="list-style-type: none"> <li>a) Air handling system, including: <ul style="list-style-type: none"> <li>i. air handling system type and function;</li> <li>ii. ventilation and total supply air rates for each space and for the Facility as a whole;</li> <li>iii. cooling and heating sources;</li> <li>iv. humidification provision;</li> <li>v. internal/external catastrophic event operation;</li> </ul> </li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>vi. air filtration requirements, particularly for Airborne Isolation Rooms (AIRs) exam rooms, radiation treatment bunkers, imaging room, and other specific/unique areas requiring special filtration;</li> <li>vii. floor area served by each unit (in m<sup>2</sup>);</li> <li>viii. smoke control and operation under fire service requirements; and</li> <li>ix. redundancy provisions.</li> </ul> <p>b) Exhaust systems, including:</p> <ul style="list-style-type: none"> <li>i. exhaust system types and functions;</li> <li>ii. exhaust terminations;</li> <li>iii. parking structure exhaust, make-up air, tempering of make-up air;</li> <li>iv. describe special exhaust systems such as AIR exam rooms, radiation treatment vault, MRI imaging room, and other specific type of exhaust systems;</li> <li>v. packaged emergency generator (s)exhaust and cooling;</li> <li>vi. exhaust air disbursement study; and</li> <li>vii. redundancy provisions.</li> </ul> <p>c) Provide details of the Authority network and associated systems including:</p> <ul style="list-style-type: none"> <li>i. system block diagram including illustration of Authority vs. Design-Builder system supply scope for systems connected to the Authority network;</li> <li>ii. structured cabling including riser diagram and total port estimates (per floor);</li> <li>iii. tie-in of low voltage cabling and concrete ductwork between Hospital and Facility;</li> <li>iv. proposed Integrated Building Management Platform software (IBMP) and how it complies with the requirements of Schedule 1 [Statement of Requirements]. Include a narrative describing how the IBMP and BMS will be used to facilitate the enhanced Commissioning process for building systems; and</li> <li>v. BMS Network</li> </ul> <p>d) Life Safety</p> <ul style="list-style-type: none"> <li>i. Fire Protection Systems</li> <li>ii. Smoke Control and Smoke Venting</li> </ul>
4.4.3	Plumbing Systems	<p>Provide a brief description of each of the following:</p> <ul style="list-style-type: none"> <li>a) Domestic cold-water system, including:</li> </ul>



Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>i. domestic cold-water systems structure;</li> <li>ii. domestic cold water source filtration and treatment;</li> <li>iii. back flow prevention/cross contamination devices set up, zoning, etc.;</li> <li>iv. pressure zoning structure;</li> <li>v. source structure (location), distribution (booster pumps, etc.), network, piping looping, multiple risers;</li> <li>vi. piping material network and joint method (depending on pipe size);</li> <li>vii. redundancy provisions; and</li> <li>viii. provisions for isolation.</li> </ul> <p>b) Domestic hot water systems, including:</p> <ul style="list-style-type: none"> <li>i. description of system;</li> <li>ii. storage;</li> <li>iii. number and size of storage vessels, construction and material and location of plant;</li> <li>iv. define number of pressure zones and how function of domestic recirculating system is accomplished;</li> <li>v. source structure (location), distribution (booster pumps, etc.), network, piping looping, multiple risers;</li> <li>vi. piping material network and joint method (depending on pipe size);</li> <li>vii. recirculation systems balancing approach in balancing valves selection;</li> <li>viii. describe how CSA Z317.1, sterilization of source and piping distribution network are achieved;</li> <li>ix. redundancy provisions; and</li> <li>x. provisions for isolation.</li> </ul> <p>c) Fuel Oil Systems</p> <p>d) Plumbing fixtures, including:</p> <ul style="list-style-type: none"> <li>i. describe where ligature resistant, vandal resistant, accessible and bariatric fixtures are required.</li> </ul>
4.4.4	Mechanical and Technical Gases	<p>Provide a description of the following systems:</p> <ul style="list-style-type: none"> <li>a) medical air system, vacuum, oxygen, instrumentation air, other lab and technical gases required,</li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>b) system capacity,</li> <li>c) systems structure, source location, distribution, network structure;</li> <li>d) pipe material and joint method;</li> <li>e) medical gases and other gases quality monitoring system;</li> <li>f) alarming notification system structure; and</li> <li>g) system redundancy (source, distribution, network, multiple risers, looped systems).</li> </ul>
4.4.5	Innovative Use of Wood	<p>Provide written and graphical summaries in the form of floor plans, interior-exterior elevations of the design, and the Appendix 1F [Wood First Appropriate Use Matrix] indicating its use in the Facility where appropriate to demonstrate compliance with Schedule 1 [Statement of Requirements] regarding the use of wood. Include any Building Code considerations, including any alternate solutions that will be requested from the municipal approval authorities.</p>
4.4.6	Electrical Systems	<ul style="list-style-type: none"> <li>a) Provide a Site Plan (1:250 or 1:500) showing location and configuration of electrical and IMIT services.</li> <li>b) Provide single-line drawings and design documentation for electrical services and distribution, showing and describing: <ul style="list-style-type: none"> <li>i. origin of supply(s);</li> <li>ii. main service switchgear and transformer locations, main electrical distribution room and main telecommunications entrance room;</li> <li>iii. UPS system and high voltage equipment;</li> <li>iv. sub-electrical room locations and communication room locations; and</li> <li>v. ratings of electrical distribution equipment including substations, UPS equipment and associated switchgear.</li> </ul> </li> <li>c) Provide design narratives of the electrical systems, including maintainability and replacement, emergency and normal power redundancy, post-disaster design strategies and requirements; demonstrating the overall system requirements of all systems and sub-systems as described in Schedule 1 [Statement of Requirements] and how they integrate with each other.</li> <li>d) Provide brief descriptions of each of the following systems including integration: fire alarm, access control, panic duress, intrusion and IPVS:</li> <li>e) Provide schematic drawings and trunk risers describing: <ul style="list-style-type: none"> <li>i. location and types of site lighting (general and at building perimeters);</li> </ul> </li> </ul>

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
		<ul style="list-style-type: none"> <li>ii. lighting fixture types, controls, including zoning, proposed automatic sensor types, dimming, daylighting measures, and energy management measures;</li> <li>iii. typical lighting layouts in exam room, office, reception areas, radiation treatment bunkers, control rooms, imaging rooms, care team station and general circulation areas complete with lighting calculations;</li> <li>iv. control rooms, radiation treatment bunkers, imaging rooms, AIR exam rooms, and exam room power plans;</li> <li>v. proposed power monitoring and control systems;</li> <li>vi. fire alarm system, including locations of fire alarm panels and annunciators, detection and signaling devices;</li> <li>vii. electrical distribution, lighting, pathways, grounding and bonding components, mechanical ducting and equipment, IMIT risers (both interior and exterior), fire detection and suppression systems, and security and access control;</li> <li>viii. IMIT distribution including interior and exterior backbone cabling and pathways, communication room layouts, rack layouts; and</li> <li>ix. interconnection individual system block diagram and associated integrated networking between lighting control system, power monitoring and control, fire alarm, clock, IMIT systems, electronic safety and security systems, nurse call system and BMS systems.</li> </ul>
4.4.7	Acoustics	<ul style="list-style-type: none"> <li>a) Provide a narrative report outlining acoustical design approach, which will include the following:</li> <li>b) Demonstrate the acoustic requirements in Appendix 1D are understood; and</li> <li>c) Highlight main acoustical concerns/challenges related to the proposed design with proposed solutions to comply with Appendix 1D requirements.</li> </ul>
<b>4.5</b>	<b>Site Infrastructure</b>	
4.5.1	Civil Works and Site Services	<p>Provide schematic level civil drawing(s) for onsite and offsite works, including the following.</p> <ul style="list-style-type: none"> <li>a) Onsite site plan showing stormwater, sanitary, domestic water, electrical, roads, parking, sidewalk, bikeways, and any temporary works or interim phases; and</li> <li>b) Offsite plan drawings showing extent of works if any.</li> </ul>
<b>4.6</b>	<b>Equipment and Furniture</b>	

Section No.	Title	Contents (Package 4 - Technical Submission - Design and Construction)
4.6.1	Equipment and Furniture	<ul style="list-style-type: none"> <li>a) Provide a summary of the processes and activities that will be undertaken to ensure all equipment is received, placed, installed and commissioned prior to Substantial Completion; and</li> <li>b) Outline the roles and timing the Design-Builder would expect the Authority to provide in achieving the above.</li> </ul>
<b>4.7</b>	<b>Landscape</b>	
4.7.1	Landscape Site Plans	Provide a narrative and schematic level landscape Site plan (1:250) for on-Site landscape design and how it will meet the requirements of the Final Draft Design-Build Agreement.

**Package 5: Technical Submission - Design Scored Elements**

The Technical Submission should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Technical Submission to allow the Authority to evaluate their Technical Submission in accordance with Appendix A.

**Table 5: Package 5 - Technical Submission - Design Scored Elements**

Section No.	Title	Contents (Package 5 - Technical Submission - Design Scored Elements)
<b>5.1</b>	<b>Travel Distance and Corridor Efficiency</b>	
	Travel Distance and Corridor Efficiency	<ul style="list-style-type: none"> <li>a) AutoCAD 2014                             <ul style="list-style-type: none"> <li>i. Floor Plan Drawings should include the following: All walls, all doors, all room names, all room numbers, all room boundaries (if room is not fully enclosed by walls), all elevators, all stairs, all canopies, all windows (interior and exterior), all door windows and side lights, and all structural elements.</li> </ul> </li> <li>b) Floor Plan Drawings (1:100 scale). Provide a floor plan that shows the path of travel for each room and for each adjacency listed.</li> </ul>
<b>5.2</b>	<b>Standardization</b>	
	Standardization of rooms, bays and support areas	<ul style="list-style-type: none"> <li>a) AutoCAD 2014:                             <ul style="list-style-type: none"> <li>i. provide an AutoCAD 2014 floor plan drawing of each Room Pattern Layout to be evaluated. Detail should include the following: The element criteria listed for each evaluated room. It is acceptable to provide one AutoCAD file that includes all Rooms Pattern Layouts in model space.</li> </ul> </li> <li>b) Floor Plan Drawings (1:50 Scale):                             <ul style="list-style-type: none"> <li>i. provide drawings that illustrate each Room Pattern Layout. Provide the Net Square Metres (NSM) of each Room Pattern Layout evaluated.</li> </ul> </li> </ul>
<b>5.3</b>	<b>Line of Sight</b>	

	Line of Sight	Provide 1:100 scale floor plan drawings showing each view and view corridor that is evaluated from origin to destination for Section 4.3 of Table 5 of Appendix A of the RFP.
<b>5.4</b>	<b>Natural Light</b>	
	Access and quality of Direct Natural Light	Floor plan drawings showing light radius for all windows and natural light sources. Overall floor plans are acceptable. It is not necessary to show each room on a unique drawing.
	Access and Quality of Borrowed Natural Light	Floor Plan Drawings showing light radius for all windows and natural light sources. Overall floor plans are acceptable. It is not necessary to show each room on a unique drawing. Floor plan drawings should include all skylights, all door windows and side lights, and all window locations (interior and exterior).
<b>5.5</b>	<b>Separation of Flows</b>	
	Separation and efficiency of flows: public, patients and materials	<ul style="list-style-type: none"> <li>a) Provide floor plan drawings which show public, patient, and material pathways and identify any pathways that result in crossings.</li> <li>b) Show the entire pathway for each pathway being evaluated (public, patient and logistics).</li> </ul>
<b>5.6</b>	<b>Interior Design</b>	
	Interior design features which provide calming, healthy, and healing environments	<p>Provide material suitable to evaluate the designated spaces identified in Section 4.6 of Appendix A, not limited to:</p> <ul style="list-style-type: none"> <li>a) Room Finish Schedule;</li> <li>b) Minimum one (1) 3-D perspective rendering of each of the spaces listed in Table 5 of Appendix A of the RFP which clearly represent the interior design features and materials and include key notes describing each element on the drawing; and</li> <li>c) Provide a high-level interior wayfinding and signage concept.</li> </ul>
<b>5.7</b>	<b>Exterior Wayfinding, Building access and Site Efficiency</b>	
5.7 a	Wayfinding and Ease of access	<p>Provide a Site Plan (1:500 scale) of the RIH campus and Floor Plans to support how the submission satisfies the statement in Section 4.7 of Appendix A:</p> <ul style="list-style-type: none"> <li>a) Label all existing and proposed Hospital and Facility entrances; and</li> <li>b) Label all proposed ramps, length, landings and slopes as required to make connections to the existing hospital.</li> </ul>

5.7 b	Site parking and vehicular flows	<p>Provide information and drawings to support how the Submission satisfies the statement in Section 4.7 of Appendix A. Provide a Site Plan (1:500 scale) of the Facility which includes:</p> <ul style="list-style-type: none"><li>a) All proposed and existing parking stalls;</li><li>b) All bicycle pathways and bicycle storage areas;</li><li>c) All proposed and existing pedestrian pathway;</li><li>d) All proposed and existing roadways, traffic markings and curb cuts; and</li><li>e) All proposed and existing site lighting features.</li></ul>
5.7 c	Overall exterior building design	<ul style="list-style-type: none"><li>a) Provide information and drawings to support how the Submission satisfies the statement in Section 4.7 of Appendix A.</li><li>b) Provide all Exterior Elevations and minimum four (4) exterior 3-D Perspective Renderings to illustrate the form, character, materials, entrances, windows, shading devices, canopies and outdoor amenity space.</li></ul>

**Table 6: Package 6 - Financial Submission - Transmittal Package**

Section No.	Title	Contents (Package 6 – Financial Submission- Transmittal Package)
<b>6.</b>	<b>TRANSMITTAL PACKAGE</b>	
<b>Package 6 [Transmittal Package] of the Financial Submission is to contain the following information and documents:</b>		
6.1	Confirmation of Proposal Nominal Cost	A letter confirming that the Proposal Nominal Cost calculated using the RFP Proposal Price Forms is within the Price Ceiling.
6.2	Confirmation of Scope Ladder Items Used	Confirmation of the Scope Ladder items used, if any, to achieve the Price Ceiling.
6.3	Changes to Proponent Team	Confirmation that there have been no changes to the Proponent Team other than those with respect to which the Proponent has complied with Section 7.12 of the RFP.
6.4	Documentation	<ul style="list-style-type: none"> <li>a) One (1) fully executed copy of Appendix C – Proposal Declaration Form; and</li> <li>b) An overview table of contents for all parts of the Financial Submission.</li> </ul>



### Package 7: Financial Submission – Financial Review

The Financial Submission should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Financial Submission to allow the Authority to evaluate their Financial Submission in accordance with Appendix A.

Proponents should provide a cover letter with their Financial Submission that includes or attaches:

- (1) Confirmation of insurance and bonding undertakings; and
- (2) Completed RFP Proposal Price Forms

**Table 7: Package 7 – Financial Submission - Financial Review**

Section No.	Title	Contents (Package 5, Financial Submission)
7.1	<b>Basis of Financial Submission</b>	
7.1.1	<b>Proposal Authorization</b>	Provide a certified copy of board resolutions or other legally binding evidence where applicable from the Design-Builder approving the Proposal and authorizing submission of the Proposal in response to this RFP.
7.2	<b>Insurance and Bonding</b>	
7.2.1	<b>Insurance and Bonding</b>	<p>a) Demonstrate the insurability of the Proponent by providing written confirmation, generally in the form of the Insurance Undertakings contained in Appendix L and Appendix M, from insurers that the following insurance coverage will be available for the Facility if the Proponent is awarded the Design-Build Agreement:</p> <ol style="list-style-type: none"> <li>i. Commercial general liability insurance coverage of not less than \$10 million inclusive per occurrence; \$10 million general aggregate for bodily injury; death and damage to property including loss of use thereof; product/completed operations liability with a limit of \$10 million annual aggregate; and</li> </ol> <p>Note: Only the Preferred Proponent will be required to submit a completed Appendix H in advance of Contract Execution.</p> <p>b) Demonstrate the bondability of the Proponent by providing written confirmation, generally in the form of the Bonding Undertaking contained in Appendix K, from a surety that the Proponent will be able to obtain a performance bond in a sum equal to 50% of the Nominal Cost of the DBA Scope, and a labour and material payment bond in a sum equal to 50% of the Nominal Cost of the DBA Scope, written by a surety, or sureties,</p>

		<p>acceptable to the Authority, authorized to conduct business in British Columbia, if the Proponent is awarded the Design-Build Agreement.</p> <p>The Proponent may alternatively provide the surety's standard form Consent of Surety or Agreement to Bond in respect of a commitment to provide the required performance and labour and material payment bond.</p>
<b>7.3</b>	<b>Proposal Price</b>	
<b>7.3.1</b>	<b>Price Validity</b>	Confirm all prices listed in the Proposal will remain valid for the period of at least 90 days after the Submission Time for Financial Submissions.
<b>7.3.2</b>	<b>RFP Proposal Price Forms</b>	<p>Proponents must submit RFP Proposal Price Forms electronically. Forms will include:</p> <ul style="list-style-type: none"> <li>a) Form A1 – Breakdown of Price, the breakdown of the contract price adding up to the Nominal Cost of the Proposal; and</li> <li>b) Estimated DBA monthly progress payments over the construction schedule: <ul style="list-style-type: none"> <li>i. Estimated DBA progress payments must coincide with work completed based on the Time Schedule.</li> </ul> </li> <li>c) Estimated CMA payments and estimated DSA payments must show monthly rates for pre-construction, construction, and post-construction periods.</li> </ul> <p>The Proponent's RFP Proposal Price Forms should be consistent with the following:</p> <ul style="list-style-type: none"> <li>i. Produced using the template supplied by the Owner with no changes or entries other than as indicated in the model;</li> <li>ii. Produced in Microsoft Excel version 2010 or newer;</li> <li>iii. Except where otherwise expressly indicated, include all taxes other than GST;</li> <li>iv. Be expressed in Canadian dollars; and</li> <li>v. Not include any hidden or password-protected cells or sheets.</li> </ul> <p>All sheets should be printable, clearly and legibly, on 8.5" x 11" paper including row and column references on each page.</p>

**Package 8: Financial Submission – Financial Capacity**

The Financial Capacity Package should address the requirements set out in the tables below. Proponents should use the section numbers and corresponding titles shown in these tables in their Financial Capacity Package to allow the Authority to evaluate their financial capacity in accordance with Appendix A.

**Table 8: Package 8 - Financial Submission - Financial Capacity**

Section No.	Title	Contents (Package 8, Financial Capacity Package)
8	<b>Financial Capacity for the Facility</b>	<p>Demonstrate the financial capacity of the Proponent (or Guarantor as applicable) by providing the following:</p> <ul style="list-style-type: none"> <li>a) If the Proponent is a joint venture or a partnership:               <ul style="list-style-type: none"> <li>i. The estimated value of the scope of work for each member of the Proponent; and</li> <li>ii. Confirmation of whether there are joint and several guarantees.</li> </ul> </li> <li>b) For each member of the Proponent that is not proposed to be guaranteed by a Guarantor:               <ul style="list-style-type: none"> <li>i. Copies of annual audited financial statements, the audit letters, and the notes to the financial statements, or other similar financial information, for each of the last three fiscal years (entire annual reports should not be provided);</li> <li>ii. If available, copies of the interim financial statements for the last quarter or, if produced semi-annually the last half year, since the last annual audited financial statement provided in i) or, if not available, an explanation as to why;</li> <li>iii. Details of any material off-balance sheet financing arrangements currently in place or, if none, a confirmation as such;</li> <li>iv. Details of any material events that may affect the entity’s financial standing since the last annual or interim financial statements provided or, if none, a confirmation as such;</li> <li>v. Details of any credit rating, including any downgrades of credit rating in the last 36 months, or if none, a confirmation as such; and</li> <li>vi. Details of any bankruptcy, insolvency, company creditor arrangement or other insolvency proceedings in the last 36 months, and any litigation or other material adverse proceedings (arbitration or regulatory investigations or proceedings) that are still outstanding that may affect the Proponent’s or Guarantor’s (if any) ability to perform its obligations in relation to the Facility or, if none, a confirmation as such.</li> </ul> </li> <li>c) For each member of the Proponent whose performance is proposed to be guaranteed by a Guarantor:</li> </ul>

		<ul style="list-style-type: none"> <li>i. Evidence, in the form of a signed letter from a senior officer of the Guarantor it will act as the Guarantor; and a description of such guarantee; and</li> <li>ii. Items b) (i) to b) (vi) above for the Guarantor.</li> </ul> <p>d) With reference to the information provided in relation to a) and b) above, briefly describe the context of the entity's proposed role and project obligations:</p> <ul style="list-style-type: none"> <li>i. The Proponent's capacity to undertake its project obligations (e.g., discuss relevant financial metrics relative to Facility scope, financial viability, ability to provide performance security, support and/or guarantees from any other parties, other projects with similar obligations, etc.); and</li> <li>ii. (If any) the Guarantor ability to undertake its obligations (e.g., discuss net and total asset size relative to Facility scope, financial capacity, financial viability, etc.).</li> </ul> <p>Only financial information received from the Proponent and its Guarantor will be evaluated. Information received from any other entities including Proponent member parent companies will not be evaluated unless a guarantor letter satisfactory to the Authority is provided per subsection c) i).</p>
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