



January 26, 2018

## **Q & A : Destination Parklets (DPs)**

### **1. Knowing that the City wants to reproduce the DPs after the pilot, how will the designers be protected in terms of ownership and copyright claim of their design?**

The EOI document stated: "The City of Toronto will have ownership of the DP, and has the right to reproduce the DPs". This will be amended to duly compensate the Proponent.

We are collaborating with our legal team to determine a compensation fee, each time the City reproduces the DP.

Contractual agreements will be signed with the terms laid out so that we don't take advantage of designers and vice versa.

Copyright of the DP shall continue to be owned by the Proponent.

### **2. Will the City use the runner-up ideas in the future?**

We will not use runner-up ideas. Those ideas are owned by the applicants.

### **3. What do you mean by multi-seasonal use?**

We want to have creative parklets ideas. If they can be used year-round, that would be a great bonus.

### **4. Is there a storage space that the City will provide for storing the DPs?**

If the DPs are not on the street year-round, they will be stored at one of our Transportation Services yards (indoor or outdoor). There is no specific size requirement for storage, but we are always looking for the most efficient use of space.

### **5. Where will the DPs be located?**

We do not yet know where the DPs will be located. It will depend on which spaces the businesses claim and the locations for the temporary public space installations. The DPs have to be flexible so that they can be moved and positioned in many locations. They should not be designed specifically for one site.

**6. Are we sure on which spaces have access to power?**

Some locations have been identified as having a power source but we cannot guarantee that it will be made available for your use. We suggest that designers come up with ideas that work without the necessity of power.

**7. The Request for EOI includes a limit to the height of the DP. Is that there for a specific reason?**

The 2.4m height is a requirement from the TTC to ensure that the DP does not interfere with streetcar cables and wires.

**8. If we were to include plant material, who maintains it?**

At this point, it is the responsibility of the applicant. One idea is to find community partners to carry out maintenance, e.g. a community garden variant in collaboration with residents/schools.

The BIAs are responsible to maintain the planters, which they are now doing as a goodwill gesture. We are working with the BIAs to see if they could assist with watering some DP plants.

**9. When you say that you were looking for 'build' expertise, can we say that we have experience working with the builder or do they have to be a part of the team?**

You can relate to your own experience. The builders/contractors don't necessarily have to be included.

**10. Has the OAA approved this Request for EOI?**

They are aware of it, and have not provided any comments.

**11. Is it required that an engineer/architect be part of the team?**

Drawings for the DPs must be stamped by an Ontario-certified architect, landscape architect or engineer.

**12. Are students eligible?**

Yes. They will need to ensure their drawings are stamped as well.

**13. What are the maintenance responsibilities of the Proponent and the City?**

**Proponent's Responsibilities**

The Proponent shall assume responsibility for any deterioration of the DP related to workmanship or materials until December 23, 2018. All repairs should be completed within 14 days of notification by the City.

The Proponent will not be responsible for damages caused by vandalism (including graffiti) and extraordinary events (i.e. collisions).

**City's Responsibilities**

The City will clean, sweep and provide snow removal.

The City must advise the Proponent of any deterioration issues via email.

Damages due to non workmanship or materials, vandalism and accidents will be the City's responsibility.

If the DP is damaged beyond repair, the City will be responsible for removing and disposing the DP.

**14. Will the removal of the DP be the responsibility of the Proponent?**

No, it will be up to the City to remove the DP but we would like your guidance and instructions to understand the best approach to removal.

**15. Relevance of past experience is worth 5 points for this competition - what about for emerging artists who don't have a portfolio?**

We are looking for your DPs to be prototypes for further reproduction so the success of it can be traced back to any experience that the applicant has in the past. Those with less experience may consider partnering with those who have more. The reason for this criteria is that the design and installation is a difficult task which comes with a tight timeline. As a result, we are looking for teams who have the capacity to get it done on time, on budget and to City standards.

**16. Is there a specific length requirement for the DP?**

The parklet has to be the length of 2 or more parking spots.

**17. For the EOI Statement, would that include drawings or sketches or just words?**

We are not expecting detailed drawings at this point. We will accept any approach in which you can express your idea(s), whether it be through drawings, words, image inspirations, etc.

**18. How are you going to fairly pick two teams from so many applicants based on this points system?**

If more than two teams have equal scores, the Jury will be asked to prioritize the EOIs in order of preference based on innovative merit, the ability of the concept to foster a sense of neighbourhood and community pride and the concept's ability to balance pedestrian amenities.

**19. The fact that sponsors are accepted does not seem fair for people with less connections.**

There is no preference given to projects with or without sponsors. However, we recognize that strong partnerships can help a project succeed. As well, the EIK program has very tight timelines and budgets, and sponsorships and/or partnerships may be of benefit to both the applicants and the City.

**20. Are we allowed to suggest any types of programming on the parklet - a hybrid of PSI and DP?**

We recommend that you put forward an EOI for a DP and if you have a programming idea, also submit a PSI proposal and indicate how these could relate.

**21. Will all the proposals be made public?**

No.

**22. What happens to the proposals if someone makes a FOI (Freedom of Information) request?**

During the black-out phase of the tender process, proposals are not releasable through FOI. Once that phase has been completed (contract is awarded), the formal FOI process may be commenced, at which time a determination of what can be released is made. The FOI process includes notice to any affected 3<sup>rd</sup> parties advising that a request has been received, and asking for their representations outlining concerns about potential release of their documents.

**23. Will the Jury see all the submissions?**

Yes.

**24. Are there any restrictions about entering the competition for both the PSI and DP streams?**

There are no restrictions with regards to entering both the PSI and DP streams of the competition. If you are selected for more than one project, we would confirm that you still have the capacity to follow through before proceeding.

**25. How should we format our team's response to "Ability to respect the Occupational Health and Safety Act, Ontario Building Code and Accessibility for Ontarians with Disabilities Act."?**

Please describe how your team has the appropriate training and certification to apply the OBC and AODA, and avoid any health and safety hazards (including design, construction techniques and materials used).

**26. Under Section 1. Experience, it states that each team is required to “demonstrate the ability to submit drawings that are signed and stamped by an Ontario-certified architect, landscape architect or engineer.” What does this mean exactly?**

Please describe how you or someone from your team (or a sub-consultant) is an Ontario-certified architect, landscape architect or engineer that will have the ability to stamp your drawings.

**27. It was mentioned that the City will have a technical team to also work on the parklet development, what is the extent of their role in the design / implementation?**

The role of the City's technical working group is to provide feedback on the Phase II milestone drawing submissions.

**28. If we are submitting a proposal which is a collaboration between two organizations, is it acceptable to submit bios for all team members and a resume for each studio?**

The City would prefer to have resumes for each member but can accept bios for all team members and a resume for each studio if required.

**29. Is it possible to receive the transcript from last night?**

Answers to all questions from the pre-submittal meeting and emails will be posted on the competition website.

**30. We are interested in submitting but have more than one idea we would like to submit. Would we provide a different submission package for each one?**

Please submit separate packages for each idea.

**31. Is there a requirement for a safety barrier along the streetside to be integrated in the design?**

The parklet should be a safe, self-sufficient installation that does not require an additional barrier on the streetside.

**32. I am unable to find City's guidelines dated 03/13/17 which is reference dint he RFP.**

The City just updated their website and the parklet guidelines no longer show the date mentioned in the call. Please refer to these guidelines:

<https://www.toronto.ca/services-payments/streets-parking-transportation/enhancing-our-streets-and-public-realm/guidelines-for-parklets/>

**33. I was wondering if under 'Design Build Excellence' you would accept a page with a few projects on it. We have a building partner and we want to illustrate their ability to construct as opposed to highlighting a specific project**

Yes, that is acceptable.