



City of Toronto

**Request for Expressions of Interest (REOI)
Application Information Package
Stage One of Two**

**Parkdale Hub
West Block Community Space
*1337 Queen St. W***

Questions?

We encourage you to contact Serena De Souza, Project Manager, Community Infrastructure Unit, Social Development, at communityspace@toronto.ca

APPLICATION DEADLINE

February 27, 2026, 11:59 PM Eastern Standard Time (EST)

**Application Deadline for Indigenous and/or Black led organizations
is March 13, 2026, 11:59 PM Eastern Standard Time (EST)**

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A. Overview

The Parkdale Hub

The Parkdale Hub is a transformational city-building initiative that will deliver wide-ranging social, cultural and economic benefits to the Parkdale community. The Site is currently home to an important cluster of City-owned facilities and community services (e.g. community centre, library), all of which are in need of significant capital investment. The future Parkdale Hub will comprise three blocks, and will continue to provide for a range of uses and community services:

Phase 1: West Block: Residential uses, including affordable housing and approximately 23,300 square feet of community space.

Phase 2: Centre Block: Toronto Public Library and Community Recreation Centre.

Phase 3: East Block: Residential uses, including affordable housing and approximately 16,000 square feet of net new community space.

The creation of new inclusive and accessible community spaces has been a key objective of the Parkdale Hub project since the project's outset. Several community organizations currently operate out of the Masaryk-Cowan Community Recreation Centre, 1313 Queen Street West and the Parkdale Library. There is a desire for these groups to be provided with the opportunity to continue operating out of dedicated program areas in the proposed Parkdale Hub. There is also an opportunity to create new community spaces to facilitate the delivery of additional community-led programs and services to the Parkdale neighbourhood.

Parkdale Community Space Advisory Committee

In Fall 2024, the City of Toronto (the "City") issued an Expression of Interest (EOI) to form the Parkdale Community Space Advisory (the "Advisory"), a group made up of residents and representatives from community organizations. Applicants were evaluated by a selection panel based on established criteria.

The Advisory's mandate is to support the development of the community space in the West Block of the Parkdale Hub by offering equity-focused guidance. This includes helping shape the City-led REOI process to select future agency operators for the space.

Through deep analysis of neighbourhood data, local planning documents, and community discussions, the Advisory has helped define the vision and service criteria for the Parkdale Hub.

Parkdale Hub Community Space Vision:

To create a vibrant, accessible, and equitable Parkdale community space that offers neighbourhood-based and locally responsive programs and services. By leveraging evidence-based urban planning, fostering collaboration among partners, and promoting social enterprise and entrepreneurship, the aim is to develop beautiful and innovative assets that reflect Parkdale's diversity and provide a safe environment for all.

B. Request for Expressions of Interest (REOI) Process:

The City of Toronto (“City”) has a history of providing Community Space to not-for-profit community and cultural organizations at below-market rent. Organizations are important partners in furthering the City’s strategic objectives through programs and services to Toronto residents that meet community needs. The following principles will guide the tenant selection and leasing process for Parkdale Hub Community Space.

Fairness and Equity: The City will apply fair and equitable criteria for the determination of eligibility of the organization(s) for the Community Space lease at Parkdale Hub.

Openness and Transparency: The City of Toronto will make information about the allocation of Community Space at Parkdale Hub, including the evaluation processes, publicly accessible.

Accountability: The City of Toronto will make information about the allocation of space available to the public and make decisions regarding the allocation of such space in public.

This Request for Expressions of Interest (REOI) is for eligible not-for-profit organizations interested in applying for a below-market rent community space with the City.

To align with the development timeline of the Parkdale Hub’s West Block, the City of Toronto is implementing a **two-stage** REOI process. This phased approach ensures that organizations are engaged early and have adequate time to apply for tenancy in the future community space.

The below-market rent for this ‘Community Hub’ space will be \$2.00 per year, with additional monthly costs (“Additional Rent”) estimated between \$16.00 - \$20.00 per square foot based on market research published by Colliers International Group Inc. in their Toronto Office Market Report Q2-2025.

Community Space Operations and Governance

Successful applicants will be part of a collective governance process with other tenants and residents, fostering a collaborative and integrated approach for the Parkdale Hub.

Community Space Construction

The City of Toronto will receive the Community Space at the ‘Base Building Condition’ level, as agreed to by the City and the developer of the overall project. The Community Space may be located on a combination of the basement, ground floor, second floor, third floor or mezzanine levels as required.

The Community Space may include, but is not limited to; appropriate space for an accessible reception area, waiting area, circulation, administration, lobby, public and private washrooms, administrative offices, offices for community organizations, kitchenettes, kitchens, community kitchen, food storage, storage, flexible multi-purpose spaces, meeting rooms of varying sizes with appropriate audio visual equipment, client consultation rooms, clinical spaces, artist studios with appropriate plumbing, sinks and ventilation, performance areas, display areas, laundry room,

barrier-free washroom with integrated shower and training rooms if required. The Community Space may also have access to the outdoor space provided on the Parkdale Hub West Block.

The successful applicant(s) will participate in a multi-year process to finalize the form, program model, governance model and financial model for the integration of services and sustainable operation of the community space.

COMPONENT	STAGE ONE	STAGE TWO
Timeline	Fall 2025 – Q2 2026 (April – June)	Estimated Q2 2026 (April to June) – Q1 2029 (January – March)
Purpose	To identify organizations whose mission, programs, and community impact align with the Parkdale Hub vision and service priorities	To assess the operational and financial readiness of shortlisted organizations and finalize space allocations.
What Applicants Need to Do	• Submit an REOI application demonstrating: ◦ Organizational strength and governance ◦ Alignment with the Parkdale Hub vision and City strategies ◦ Experience delivering services that meet local needs • Attend one mandatory online information session • Meet the eligibility criteria outlined below in this REOI	• Submit a detailed proposal including: ◦ Refined space requirements based on design information ◦ A 5-year operating plan ◦ Financial resilience and capital readiness for fit-up costs ◦ Demonstrate capacity to manage occupancy costs and contribute to shared governance
Outcome	• Organizations that meet the criteria will be screened in and invited to participate in Stage Two. • Notifications will be sent in early Q2 2026 (April – June).	• Subject to City Council approval, selected organizations will be required to enter into lease and service agreements with the City. • Final recommendations will be submitted to City Council for approval in Q1 2027 (January – March). • Occupancy is projected for Q1 2029 (January – March).

More details on this process are listed below in Section E.

C. KEY DATES

The following schedule is subject to change at the sole discretion of the City, and written notice of any changes will be provided where feasible.

Stage One

ACTION	DATE*
Request for Expression of Interest Issued	Thursday, October 30, 2025
Mandatory Online Information Session(s)	Thursday, November 20, 2025 or Thursday, December 4, 2025 or Thursday, January 15, 2026
Deadline to Apply	Friday, February 27, 2026
Deadline to Apply for Black- and Indigenous-led Organizations	Friday, March 16, 2026
Stage One Evaluation and Screening of Applications	Estimated Q2 2026 (April – June)
Notification of Stage One Screening Selection	Estimated Q2 2026 (April – June)

Stage Two

ACTION	DATE*
Request for Additional REOI Information	Q2 2026 (April – June)
Deadline for Submission	Q3 2026 (July – September)
Deadline for Submission for Black- and Indigenous-led Organizations	Q3 2026 (July – September)
Stage Two Evaluation of Applications	Q4 2026 (October – December)
Selection of Successful Applicant(s)	Q4 2026 (October – December)
City Council Lease Approval	Q1 2027 (January – March)
Occupancy Date	Q1 2029 (January – March)

*Dates are estimated, subject to change and contingent on design availability

D. SERVICE PRIORITIES & AREA DEMOGRAPHICS

A comprehensive analysis of the demographic and socio-economic characteristics of the Parkdale Hub's service area was conducted in 2024, informed by local planning documents, 2021 census data, the City of Toronto's Neighbourhood profiles and the Parkdale Community Space Advisory. The analysis highlights the diverse cultural backgrounds of the residents, with significant proportions of Portuguese, Polish, Tibetan, and French speakers, and a notable presence of Indigenous populations. Socio-economic indicators reveal challenges such as lower household incomes, high proportions of renters, and seniors living on low incomes. The assessment also identifies gaps in service provision, particularly in education, employment, and language supports, emphasizing the need for non-English services and employment opportunities for newcomers and immigrants.

Existing services within the project boundaries were assessed, noting over 200 programs within a 1-kilometre radius of the proposed Parkdale Hub, with a focus on individual, family, mental health, addictions, and healthcare services. Anchor institutions like Parkdale Queen West Community Health Centre, Parkdale Activity Recreation Centre, West Neighbourhood House and Centre for Addictions and Mental Health play a significant role, alongside smaller grassroots organizations.

The review underscores the need for improved services and programs in the following areas for the Parkdale Hub Community Space:

- A. **Youth-Focused Programming and Services:** Youth in Parkdale face systemic barriers such as discrimination, limited work experience, and restricted access to employment opportunities. There is a need for a dedicated space that integrates education, recreation, leadership development, employment support, and mental health services.
- B. **Seniors-Focused Programming and Services:** Parkdale is home to a diverse senior population, including Tamil, Tibetan, Filipino, and Eastern European communities. These groups would benefit from multilingual staff and culturally relevant programming. Additionally, digital literacy support is needed to help seniors navigate online platforms and services.
- C. **Arts and Cultural Programming and Services:** Many of Parkdale's cultural groups are underrepresented in mainstream arts programming. There are opportunities to develop strong partnerships with the existing arts and culture community in Parkdale for intergenerational initiatives that use the arts as tools for engagement, healing, and skill-building across age groups. There is a strong desire to grow the arts and culture program and services in Parkdale.
- D. **Employment and Social Enterprise Programming and Services:** There are notable gaps in employment supports, including job training, credentialing, mentorship, and wraparound services. The community also requires business incubation programs and access to affordable commercial spaces to support local entrepreneurship and social enterprise development.
- E. **Housing Supports and Services:** In the Parkdale area, there is a need for increased

housing access workers, tenant supports, including eviction prevention, legal services, and housing deterioration supports to assist residents from displacement.

- F. **Community Building Programs:** Many community groups in Parkdale struggle to find low-cost or free meeting space for resident-led initiatives with a focus on local planning and economic development. There is a need for low-barrier space for civic engagement and cross-sectoral collaboration.
- G. **Settlement Programming and Services:** Newcomers in Parkdale need comprehensive settlement supports, including housing assistance, employment services, language training, mental health care, and culturally responsive programming, especially for Tamil and Tibetan communities. The importance of community-led initiatives that reflect the lived experiences of newcomers and foster inclusion is vital for the area.

Key Demographic Information

For more information or demographic information about the area, visit the City's [Neighbourhood Profile webpage](#).

- About half (50%) of households are people living alone, 27% higher than the city average
- 70% of the population is working age (25-64), which is 12% higher than the city average, leaving children and youth populations 5% and 3% below city averages, respectively
- 85% of households are renters, significantly higher than city average by 35%
- Higher than city average number of households live in unaffordable, unsuitable or inadequate housing, at 41%, 18% and 11% respectively
- Unemployment is 17%, higher than city average by 3%
- Low-Income Measure After-Tax is 20%, higher than city average by 7%
- 20% of those under 18 are low-income, 5% higher than city average
- Social assistance is 21% higher than city average by 6%
- Median household income is \$57,200, lower than city average by 32%
- Indigenous identity is one of the highest across the city at 1.8%, 1% higher than city average
- 37% of seniors and 28% of adults live alone, 11% and 15% higher than city averages

Key Service Priorities

The applicant(s) must respond to the identified service priorities and demonstrate that they have a track record of effective service delivery and are familiar with the unique demographic needs of the Parkdale Hub area. The applicant(s) must be able to deliver services that support some or all of the following categories, as listed below, and demonstrate their capacity to address the diverse needs of the Parkdale Hub community. These categories, derived from the [Canadian AIRS Needs Categories](#)¹, include:

- **Health Service:** such as diagnostic services, disease control and prevention, health inspections, health-related support groups, general/ specialized health care service;
- **Housing Assistance:** such as crisis, emergency, domestic violence, elder abuse, sexual

¹ These service categories are based on the Canadian AIRS Needs Categories, a comprehensive framework developed by the *Alliance of Information and Referral Systems (AIRS)* to classify community needs and service offerings. The categories are designed to help identify and address the diverse range of services required by individuals and families within communities, ensuring effective delivery of resources and support.

assault, youth, homeless drop-in; tenant readiness education programs; housing expense assistance;

- **Community Supports:** such as service navigation, material goods; discount buying programs; furniture; office equipment and supplies; adult, baby, school, maternity, and children's clothing; diapers; shoes; winter clothing; food preparation facilities; computer repair;
- **Food Security:** such as emergency food; food banks; formula/baby food; crop disaster aid programs; community gardening; low-cost meals; home delivered meals; school breakfasts/lunches;
- **Income Support:** such as money management programs, public assistance programs, childcare expense assistance, health insurance, temporary financial assistance, and employment programs for stable, long-term, advancement-oriented jobs;
- **Family Services:** such as individual and family support services, mentoring programs, home repair programs, parenting education, and support groups—with a specific focus on youth and older adult populations;
- **Mental Health and Addiction Services:** such as mental health and dependencies support groups, counselling and therapy, mental health care facilities, crisis intervention hotlines, mental health evaluation and treatment;
- **Legal and Public Safety:** such as legal education and information, crime victim support, crime prevention services, and diversion programs;
- **Settlement & Immigration Services:** such as citizenship programs, programs for immigrants and refugees, and language interpreter programs—tailored to existing (and projected) cultural demographics, and/or
- **Cultural Services:** such as arts and cultural programming, community arts initiatives, cultural education and workshops, support for culturally specific organizations, heritage preservation projects, and programs fostering intercultural exchange and community storytelling.

All applicants must demonstrate the ability to effectively meet the needs of some or all of these categories within the Parkdale Hub area.

Alignment to City of Toronto Strategies

Providing accessible Community Space is a key component to building strong neighbourhoods.

Applicant(s) must demonstrate how their proposals respond to City priorities such as:

- [Reconciliation Action Plan](#)
- [Toronto Action Plan to Confront Anti-Black Racism](#)
- [Toronto Poverty Reduction Strategy](#)
- [Toronto Newcomer Strategy](#)
- [Toronto Youth Equity Strategy](#)
- [Toronto Seniors' Strategy](#)
- [SafeTO, Toronto's Community Safety and Wellbeing Plan](#)
- [Toronto Resilience Strategy](#)
- [Toronto Strong Neighbourhoods Strategy](#)

E. Stage One REOI Application & Submission

Purpose of Stage One

Stage One is the initial screening phase to identify organizations whose mission, programs, and community impact align with the Parkdale Hub vision and service priorities. Only organizations that pass Stage One will be invited to submit a detailed proposal in Stage Two.

Instructions

Please complete the Stage One REOI form and submit it online through the City's secure Medallia platform by the deadline of February 27, 2026, at 11:59 PM.

A qualifying organization or group of organizations must:

- A. Be incorporated as a not-for-profit corporation and may not be a subsidiary or related entity of a for-profit corporation or a for-profit social enterprise².
- B. Provide services to Toronto residents that:
 - 1. Meet community need(s) as identified in the services priorities of this document
 - 2. Address the vision of the Parkdale Hub as referenced in this document;
 - 3. Propose an integration of services that support local community members;
 - 4. Are consistent with the strategic directions or objectives of Council and/or a City Division;
 - 5. Will be the only services and functions provided in the Community Space and will be available to the public.
- C. Satisfy all requirements outlined in the Stage One REOI and comply with all applicable laws and policies of the City.

NOTE: Only applications that have successfully screened through in the Stage One REOI will be invited to participate in the subsequent Stage Two REOI in the second quarter of 2026. The Stage Two REOI will provide detailed design information that will allow the applicant to refine their space requirements and programming for the site.

In Stage Two, a qualifying organization or group of organizations must:

- D. Demonstrate that it is in good financial standing, is not in default under any existing lease, service agreement, or other agreement with the City, and has limited risk of insolvency or bankruptcy.
- E. Satisfy the City by reasonably demonstrating the ability to secure the capital funds necessary for the final fit-out of the facility in 2025 construction dollars;
- F. Satisfy all requirements outlined in Stage Two (REOI) and comply with all applicable laws and policies of the City.

After the completion of the Stage Two REOI, the successful applicant(s) will work with the City in a multi-year process to finalize the program, governance, and financial models for integrating services and sustainable operation of the Community Space. Contingent upon the successful

² If this requirement does not apply to your organization or group, please contact the Project Manager at communityspace@toronto.ca to inquire about opportunities for space at the Hub.

applicant(s) demonstrating the security of funds required for the final fit-out of the facility, a pre-lease commitment will be established 3-6 months before the land/space is conveyed to the City of Toronto.

Social Development, in consultation with Corporate Real Estate Management (CREM), will prepare and present the recommendation to Toronto City Council to authorize the execution of agreement(s) with a below-market rate. All organizations must go through the appropriate City divisions to receive initial Council approval to be tenants in a City-owned or managed Community Space. The successful applicant(s) will be required to enter into two agreements with the City: (1) A Service Agreement and (2) A Lease Agreement. More information about these agreements is provided below in Section G.

Application Form

The application form will be provided to interested organizations following attendance at one mandatory information session. For any questions regarding the application process or inquiries about this opportunity, please contact communityspace@toronto.ca

How To Submit Your Application

Completed applications must be submitted by **February 27, 2026, by 11:59 PM.**

Applications from Indigenous-led and/or Black-led Organizations must be submitted by **March 13, 2026, by 11:59 PM.**

The application form is provided upon request after attendance at the mandatory information session. It will be completed and submitted online through the City's secure Medallia platform.

Late Applications and Requests for Extensions

Late submissions and requests for deadline extensions pertaining to the REOI will be considered at the discretion of the City and evaluated on a case-by-case basis. Applicants are expected to follow the stated timelines; however, consideration may be given to exceptional circumstances.

Application Requirements

Complete the REOI application, ensuring all required materials are attached and submitted based on the checklist provided. Only one submission per organization will be accepted. Late or incomplete applications will not be accepted. Any questions related to the application may be directed to communityspace@toronto.ca

Special Needs

Accommodation of special needs (e.g. documents in alternate formats, sign-language interpreters, off-hour meetings) is available to ensure groups can fully participate in the process. For accommodations for special needs, please contact communityspace@toronto.ca.

The application, information provided to the City regarding the application, and evaluation results are subject to the [Municipal Freedom of Information and Protection of Privacy Act](#), and may be disclosed in accordance with that Act.

F. Mandatory Online Information Session

Participation in **one (1)** online information session is mandatory for all interested organizations. The convener will confirm attendance. Organizations that do not participate in the information session will be removed from the list of applicants, and their applications will not move forward.

	Session 1	Session 2	Session 3
Date	Thursday, November 20, 2025	Thursday, December 4, 2025	Thursday, January 15, 2026
Time	2:00 PM – 3:30 PM (1.5 Hours)	10:00 AM -11:30 AM (1.5 Hours)	10:00 AM -11:30 AM (1.5 Hours)
Location	Online (Microsoft Teams)	Online (Microsoft Teams)	Online (Microsoft Teams)
Deadline to Register	Wednesday, November 19, 2025	Wednesday, December 3, 2025	Wednesday, January 14, 2026

Register your interest to attend one (1) mandatory information session by emailing communityspace@toronto.ca.

G. REOI Evaluation Process

Review Panel for Stage One

The review panel will consist of members from across multiple City divisions, community groups and partner agencies. 1-2 staff members from Social Development and Corporate Real Estate Management divisions will join 1-2 Parkdale Advisory members and The United Way of Greater Toronto staff members to comprise the REOI Evaluation Review Panel.

As appropriate, City Planning, CreateTO and/or other City divisions may also be on the panel. The evaluation criteria set out below will be applied. By responding to this REOI, interested applicant(s) agree that the decisions of the Review Panel are final and binding.

Eligibility Assessment Scores

The eligibility assessment scores applications based on their ability to align with City strategic objectives and meet local community space service priorities. The application will be marked based on an evaluation rubric, with criteria categories outlined below.

Stage One Focus (Fall 2025 – Early Q2 2026)

1. Organizational Strength

- Strong organizational and operational structures;
- Governed by a Board that is actively recruited and is made up of at least 50% local community members;
- The Board has functional expertise in key areas to ensure program and service delivery objectives;
- Recruitment and utilization of volunteers to advance the mission;
- Adherence to City policies of providing a workplace and program and/or service space that is free from harassment and discrimination;
- Effective governance and strategic direction; and
- Demonstration or knowledge of working with other service providers for co-location and integrating services and/or facilities for the public.

2. Alignment to City Objectives and Community Needs

- Capacity to deliver programs and/or services that are relevant to identified community needs;
- Alignment with [City strategic](#) objectives;
- Ability to demonstrate engagement and/or partnerships with other organizations present in the community; and
- Ability to ensure programs and/or services are accessible to participants and community members.

Stage Two Focus (Estimated Late Q2 – Q3 2026)

3. Financial Resiliency

- Financial sustainability for the entire 10-year lease term;
- Required financial documents as submitted through the application;
- Revenue mix, cash position, operating reserve, asset/liability mix, and debt-reduction strategies;

- Endowments and relationships with any parent organizations; and
- Information on how the Board assures good financial governance.

4. 10-Year Plan for Community Space Criteria

- Plans for fitting up the space;
- Financial plan to finish space and purchase/supply the necessary equipment needed to actively program space; and
- A financial plan demonstrating a capacity to manage all projected occupancy costs.

H. Community Space Agreements

Service Agreement

A mandatory Service Agreement between Social Development and the successful applicant(s) will be required. This agreement will outline the following:

1. **Programs and Services:** A clear description of the programs and services offered by the organization or group of organizations.
2. **Alignment with City Priorities:** Conditions for use of the space to ensure activities and programs remain consistent with City and divisional priorities.
3. **Eligibility and Notification:** Ongoing compliance with eligibility criteria included in this REOI. Obligation to notify the City of any organizational changes that may affect eligibility.
4. **Reporting Requirements:** Annual submission of detailed updates on services and programming to support the City's assessment of continued eligibility.
5. **Agreement Term:** The Service Agreement will commence and terminate on the same dates as the Lease Agreement. Termination of the Lease Agreement will automatically terminate the Service Agreement.
6. **No Partnership Created:** The Service Agreement does not constitute a partnership or joint venture between the City and the organization(s).

Terms of the Lease Agreement

The Lease Agreement between the City and the successful applicant(s) will set out the conditions for using the Community Space and financial obligations. These include, but are not limited to:

1. The Tenant agrees to fulfill the covenants, representations and warranties under the below market lease
2. Commencement and termination dates of the lease.
3. Condition of leased premises, correct to terminate, liability for failure to vacate, and leasehold improvements and trade fixtures.
4. Rent, including additional/occupancy costs, security deposit, late payment and other related matters.
5. Defines the Tenant's tax obligations, specifically the Tenant's taxes, sales taxes and contribution to realty taxes.
6. Services and Common Facilities: responsibilities in the operation of Community Space, including shared facilities, utilities, janitorial and other services.
7. Use and Occupancy of Leased Premises: This section contains further stipulations about what the Tenant can/cannot or should/should not do while in the Community Space.
8. The successful applicant(s) shall notify the City of any occurrences related to bankruptcy, dissolution, merger, or liquidation of the Organization.
9. Alterations and other tenant work, including required City Council approval.
10. Maintenance and repair of Building structure, external components and Common Facilities are covered by the landlord. The leased premises, all leasehold improvements in good condition and repairs, including any Building damage done by tenant, are covered by the Tenant.

An example of the lease agreement outlined above can be made available upon request through communityspace@toronto.ca

Insurance and Liability

The signing of any agreement will be at the absolute discretion of the City. The selection of the organization(s) will not obligate the City to negotiate or execute an agreement with that preferred organization. Any signing of an agreement(s) resulting from this REOI will be under the City's by-laws, policies, and procedures and approved by the City Council. The City has the right to negotiate on such matter(s) as it chooses with the selected organization without obligation to negotiate with other organizations. The City shall incur no liability to other organizations because of such negotiation.

I. REOI Provisions

Any organization submitting a response to this Request for Expressions of Interest (REOI) does so fully accepting the following provisions:

This is an REOI only; it is not a call for proposals. The information contained in this REOI is intended for information purposes only to assist interested parties in assessing whether or not to respond to such requests. No representation or warranty express or implied is made by the City of Toronto or any of its agents, as to the accuracy or completeness of such information. Neither the City of Toronto nor its agents will be responsible for, and hereby expressly disclaim, all liability for any errors, omissions or inaccuracies in connection therewith. In its response to this REOI, the Respondent must disclose to the City of Toronto any potential conflict of interest that might compromise this process if such a conflict of interest does exist. The City of Toronto may, at its discretion, refuse to consider the response in question.

The Respondent must also disclose whether it is aware if any City of Toronto employee or member of the Board of Directors has a financial interest in the Respondent and the nature of that interest. If such an interest exists or arises at any point leading to the selection of the successful Respondent, The City of Toronto may, at its discretion, refuse to consider the response, or proceed with the Respondent any further in this process unless and until the matter is resolved to City of Toronto's sole satisfaction. All information provided by or obtained at any time from the City of Toronto or its agents in any form in connection with this REOI that is not publicly available (i) must be treated in a highly confidential manner; (ii) is not to be used for any other purpose other than responding to this REOI; (iii) must not be disclosed to any other person without the prior written authorization of the City of Toronto; and (iv) shall be returned to the City of Toronto immediately upon the request.

The REOI is not a request for tenders. This is a request for expressions of interest only and no legal obligations will arise here under any circumstances. The City of Toronto reserves the right to amend the scope of this REOI, and to carry out discussions with one or more prospective organizations at any time, or from time to time, while finalizing an acceptable agreement, at all times without recourse against the City of Toronto and its agents, should no such agreement be concluded.

The City of Toronto may proceed as it determines in its sole discretion, including to discontinue or invalidate this REOI and including to re-issue or proceed with a further REOI and the City of Toronto will not be responsible for any losses or costs incurred by any Respondent as a result thereof. If one or more selected organizations do not enter into the required *Lease Agreement* and *Service Level Agreements*, the City of Toronto may issue a new REOI to fill any remaining vacancies.

The City of Toronto has the right not to respond to any report or request made by a Respondent and not to distribute copies of any reports or requests received from a Respondent and responses thereto, to the other Respondents. Where The City of Toronto, at its discretion, considers that such report or request necessitates a change to this REOI, The City of Toronto will prepare and issue an appropriate addendum to this REOI. The City of Toronto reserves the right to terminate this REOI at any time for any reason.

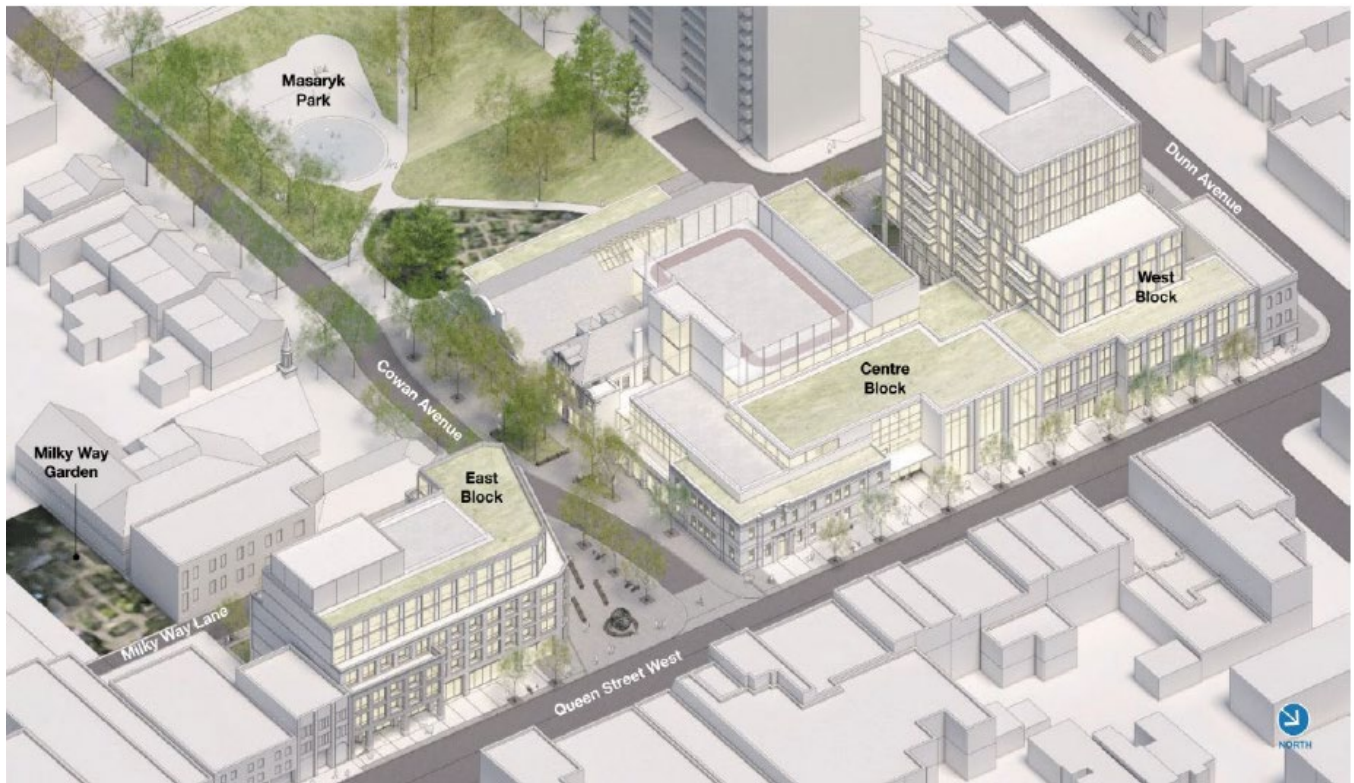
APPENDIX A:
COMMUNITY SPACE PROSPECTUS

Address	1337 Queen Street West
Intersection	Queen Street West and Dunn Avenue
Neighbourhood	South Parkdale (85)
Ward	Parkdale-High Park (4)
Development Application Information Centre	https://www.toronto.ca/legdocs/mmis/2023/ph/bgrd/backgroundfile-239860.pdf
Community Hub Space	- The hub will provide approximately 23,300 square feet of community space, spread across three floors (basement, ground floor, mezzanine). - The hub includes seven pre-determined tenants based on existing community services at risk of displacement from development. - The hub will contain bookable meeting rooms and communal spaces, such as a community kitchen and other spaces for tenant use. - Five parking spaces for the community space tenants are currently projected in the West Block development.
Occupancy Date	Projected to be Q1 2029 (January – March). To be confirmed and subject to change.
Lease Term	The lease term will be 10 years. Organizations must request lease renewal 6-9 months before the lease expiration date.
Basic Rent	Community Hub Tenant: \$2.00 per annum per organization will be paid upfront and in full for the 10-year lease term.
Additional Rent	Additional Rent is estimated to be \$16.00 to \$20.00 per square foot. An estimated increase at a rate of 5% per annum should be projected. Additional rent includes all operating costs, utilities, and property taxes for leased premises. And the Tenant's proportionate share of common area costs. The Tenant will pay the estimated additional rent, which will be reconciled at the end of each year. Tenants may experience a debit or credit resulting from the reconciliation, depending on the variance between actual operating costs and the budgeted rate paid.
Fit-Up Costs	The Tenant is solely responsible for fit-up and/or leaseholder improvement costs to prepare the space for initial occupancy and ongoing operations. The City estimates this cost to be \$280 to \$350 per square foot for the common areas and \$210 to \$260 per square foot for individual tenant rooms. These costs will need to be confirmed through the Tenant's due diligence. Note: Contingencies have not been included in either of the estimates.
Common Areas	Each organization has its own dedicated space but may share some common areas (i.e., meeting rooms, washrooms, kitchens, reception areas and other multi-purpose spaces). Tenant organizations pay both the additional rent for their dedicated leased space and a proportionate share of the common area costs.

APPENDIX B:
URBAN CONTEXT FOR DEVELOPMENT



APPENDIX C: DEMONSTRATION PLAN



NOTE: The render is an example of what the architecture of the project is proposed to look like and is subject to change.