



REQUEST FOR EXPRESSIONS OF INTEREST AND QUALIFICATIONS NO. 93-2007

With respect to the design and construction of an **INDOOR SOCCER COMPLEX**

The City of Winnipeg is requesting Expressions Of Interest and Qualifications (EOI&Q) from teams of designers, contractors, and developers interested in pursuing the design, construction, and possibly management of an indoor soccer complex (the “Project”) and will identify a short-list of Proponents to be invited to submit proposals to undertake the Project.

Only Proponents who respond to this EOI&Q will be eligible to participate in the next procurement stage for the Project.

1.0 Background

- 1.1 The sport of indoor soccer has grown rapidly and has the potential to continue to grow. In Winnipeg the number of registered players has doubled over the past ten years yet the ratio of players to population is among the lowest in the country.
- 1.2 Recognizing the demand for an indoor soccer facility, The City of Winnipeg will make a maximum contribution of \$6 million towards the development. A requirement of the City funding is for the successful proponent to enter into an Amateur Access Agreement with The City of Winnipeg guaranteeing a minimum sixty (60%) percent prime time availability for amateur soccer. The City of Winnipeg will not assume an ownership position in this facility.
- 1.3 **Proponents are advised that the City will not consider submissions that require additional support from the City including:**
 - 1.3.1 **A mortgage loan guarantee from the City**
 - 1.3.2 **Guaranteed market rates from amateur soccer**
 - 1.3.3 **Guaranteed hours of use from amateur soccer**

2.0 Purpose

- 2.1 Indoor four-plex soccer facilities have been built in many cities across Canada but they vary greatly in terms of structure, cost, and management models. The purpose of this Request for EOI&Q is twofold.
 - 2.1.1 Firstly, the EOI&Q will provide The City of Winnipeg with general information related to various types of facilities and structures that could be built in Winnipeg, together with reasonable estimates of costs associated with those options. The EOI&Q is also expected to provide options for management of the facility. This information will assist the City in its

decision-making process with respect to the development of an indoor soccer complex.

- 2.1.2 Secondly, the EOI&Q will allow The City of Winnipeg to gauge the level of interest among firms in pursuing such a project and will provide the City with information necessary to evaluate the qualifications of Proponents. The City will prepare a short-list of qualified Proponents should a decision be made to move forward into a more formal Request For Proposals (RFP) for the design , construction, and possibly management of an indoor soccer complex.

3.0 General Building Requirements

- 3.1 The indoor soccer complex is expected to have a building footprint of approximately 100,000 square feet possibly including, but not necessarily limited to, the following components:
 - 3.1.1 four indoor playing surfaces, approximately 80 x 185 feet each, with boards, turf, and goals etc. in accordance with industry standards;
 - 3.1.2 16 team dressing rooms and 2 dressing rooms for officials all with access to shower and washroom facilities;
 - 3.1.3 viewing areas, stands;
 - 3.1.4 concessions and lounge;
 - 3.1.5 washrooms;
 - 3.1.6 lobby with reception/control point; and
 - 3.1.7 mechanical, electrical, and storage.
- 3.2 Proponents should clearly identify which of these components are included in their EOI&Q Submission.

4.0 Building Functionality

- 4.1 In developing the response to this request for EOI&Q, Proponents should consider the following aspects of building functionality.
 - 4.1.1 Given the indoor soccer season occupies approximately 7 months of the year, flexibility of use is an important factor. It would be advantageous if the facility could accommodate a variety of other uses in the off-season.
 - 4.1.2 Consistent with Council adopted policies in *Plan Winnipeg: 2020 Vision*, the facility should incorporate principles of universal design, should reflect environmentally-friendly practices in construction, and should promote energy-efficiency in its operations.
 - 4.1.3 Cost estimates should provide for the facility being completed to the point of occupation, including the provision of all finishes, signage, etc. However, furniture need not be considered in the estimates.

5.0 Site Development

- 5.1 The EOI&Q Submission must identify a proposed site. Preference will be given to a site located in the south end of Winnipeg.
- 5.2 The site should be, at a minimum, of sufficient size to accommodate the indoor soccer facility together with suitable parking facilities. Ideally, it should be a minimum of 20-25 acres such that it would be of sufficient size to also contain two or more regulation size outdoor pitches.
- 5.3 The EOI&Q Submission should identify and quantify all costs associated with development of the site. This includes, but not necessarily limited to: the cost of the land; the provision of sewer, water, and storm water services; electrical servicing; road access, service access, and asphalt parking for approximately 500 stalls, 20 with electrical service; landscaping surrounding the building and parking lot; and signage.
- 5.4 Note that costs associated with the development of any outdoor pitches are outside the terms of this EOI&Q.
- 5.5 Proponents are invited to submit proposals for more than one site.

6.0 Facility Management

- 6.1 At a minimum, the EOI&Q Submission should consider the provision of design and construction services. In this scenario, the City may consider, at its choosing and outside the scope of this EOI&Q, to enter into a management agreement with a third party to operate the facility on an ongoing basis.
- 6.2 However, the EOI&Q Submission may include a management proposal for the Proponent to own and/or operate the facility. In this scenario, the broad, general terms of such an agreement should be outlined in the EOI&Q Submission, including any related services required from the City.

7.0 Submission Requirements

- 7.1 The EOI&Q Submission should include the following:
 - 7.1.1 A description of the proposed team members and team organizational structure, including principal-in-charge;
 - 7.1.2 Information on the Proponent's team and its members' experience and expertise, including the level of design and construction experience and expertise in delivering projects of this nature and magnitude;
 - 7.1.3 A list of three references, at a minimum, who have served in a client capacity for the Proponent or its members – provide names of individuals and contact information;
 - 7.1.4 A description of a proposed site with information related to its potential for development including location, dimensions, area, existing zoning and use, etc.;
 - 7.1.5 A design concept with sketches of a floor plan and an exterior perspective at a minimum (include a site plan if a privately-held site is proposed);

- 7.1.6 A description of the building including, in particular, all assumptions related to the type of structure, materials, and finishes together with approximate room sizes and occupation capacity of the various components of the building;
 - 7.1.7 An estimate and breakdown of project capital costs and all associated costs including but not necessarily limited to bond fees, insurance costs, all development and building permits, all design fees, all contracting fees, a 20% contingency, and all applicable taxes including G.S.T.;
 - 7.1.8 An estimate and breakdown of annual operating and maintenance costs;
 - 7.1.9 A preliminary life-cycle analysis indicating future points in time when significant reinvestment will be required (this is important given the variety of structures that have been used to house facilities of this nature eg. post and beam, space frame, air-supported);
 - 7.1.10 An outline of the critical phases and deadlines to deliver such a project to “turn-key” status by **April 30, 2008**.
 - 7.1.11 (Optional) A proposed facility management/ownership arrangement together with a description of expertise and experience in managing facilities of this nature; and
 - 7.1.12 The name and contact information (address, phone, fax, and email) of the individual who will act as the Proponent’s principal contact throughout the EOI&Q process.
- 7.2 The Proponent shall submit 2 bound and 1 unbound copies of the EOI&Q Submission in 8.5” x 11” format with the Respondent’s name and contact information and “EOI&Q No. 93-2007 Indoor Soccer Complex” clearly visible on the front cover of the Submission.
- 7.3 The City may require the Proponent to clarify any portion of its EOI&Q Submission. Responses to such requests shall be in writing and shall become part of the EOI&Q Submission. Failure to respond in writing within three business days of the request may be cause for rejection.

8.0 Evaluation of EOI&Q Submissions

- 8.1 EOI&Q Submissions will be evaluated according to the following criteria:
- 8.1.1 Completeness of the EOI&Q Submission, that is, provision of all of the components identified in Section 7;
 - 8.1.2 Expertise of the members of the Proponent’s Team;
 - 8.1.3 Experience of the members of the Proponent’s Team;
 - 8.1.4 Strength of the site development proposal (if provided);
 - 8.1.5 Strength of the design concept including degree of compliance with the General Building Requirements and Building Functionality; and
 - 8.1.6 Costs and benefits to The City of Winnipeg.

- 8.2 The EOI&Q Submissions will be reviewed and analyzed by an Evaluation Committee comprised of members of the civic administration and the Executive Policy Committee Secretariat.
- 8.3 The Evaluation Committee may, in addition to the evaluation criteria described above, apply other evaluation criteria, which the Evaluation Committee determines are relevant during the evaluation process. The Evaluation Committee will apply the same criteria to the evaluation of all EOI&Q Submissions.

9.0 Anticipated Process

- 9.1 The Evaluation Committee will prepare and submit a report to Executive Policy Committee for its review and further direction. Should a decision be made to proceed to a Request For Proposals (RFP) for the design and construction of an indoor soccer facility, a short-list of candidates will be based upon the EOI&Q Submissions.
- 9.2 Notwithstanding any other section of the EOI&Q, The City of Winnipeg may, in its sole discretion, at any time by written notice, terminate the EOI&Q or, after the selection of the short-listed Proponents, elect not to proceed with an RFP and by written notice terminate the Project procurement process. After termination as described above, the City will be under no obligation to any Proponent. In any such event, the City may at its further discretion, decide not to proceed with the Project.

10.0 Delivery

- 10.1 Interested parties shall submit the three copies of their EOI&Q Submission in a sealed envelope clearly marked "EOI&Q No. 93-2007 Indoor Soccer Complex" to:

The City of Winnipeg
Corporate Finance Department
Materials Management Division
185 King Street, Main Floor
Winnipeg, MB R3B 1J1

- 10.2 The deadline for EOI&Q Submissions is:

12:00 noon, CST
Monday, March 12, 2007

11.0 General Conditions

11.1 No Contract

This is an inquiry only. By submitting an EOI&Q Submission and participating in the process as outlined in this EOI&Q, Proponents expressly agree that no contract of any kind is formed under, or arises from this EOI&Q and that no legal obligations will arise.

- 11.2 Proponent's Costs and Expenses

Proponents are solely responsible for their own costs and expenses in preparing and submitting an EOI&Q Submission and participating in the request for EOI&Q including the provision of any additional information or attendance at meetings.

11.3 Ownership of Submissions

The City will be entitled to retain all submissions in response to this request for EOI&Q without pay or compensation. However, the site plan (if provided), floor plan, exterior perspective, and other information provided as part of the design concept will be used for evaluation purposes only. Proponents are advised that the City is subject to The Freedom of Information and Protection of Privacy Act (Manitoba) and that any documents or other records provided to the City may, by law, be subject to disclosure.

11.4 Right to Alter

The City of Winnipeg reserves the right to alter any of the conditions and criteria outlined in this EOI&Q, including the deadline for submissions, by posting addenda on The City of Winnipeg website at <http://www.winnipeg.ca/matmgt/bidopp.asp>. It is the responsibility of the Proponent to ensure that any possible addenda have been reviewed.

11.5 Good Faith Declaration

The Proponent declares that, in submitting its EOI&Q Submission, it does so in good faith and that to the best of its knowledge no member of Council or any officer or employee of the City would have any pecuniary interest, direct or indirect, should the Proponent be awarded a contract for the design, construction, and/or management of the indoor soccer facility.

11.6 All enquiries should be directed to:

Wayne A. Bollman, CPM
Supervisor of Property Management
Planning, Property and Development Department
2nd Floor, 65 Garry Street
Winnipeg, Manitoba
R3C 4K4
Tel: (204) 986-5056
Fax: (204) 944-8476
Email: wbollman@winnipeg.ca

Winnipeg, Manitoba January 24, 2007