



**SASKATOON FOOD BANK
& LEARNING CENTRE**

Saskatoon Food Bank & Learning Centre

Request for Qualifications (RFQ)

Pre-Construction and Construction Services

New Community Food Bank and Learning Centre

RFQ closing date: **June 21, 2023 @ 2:00pm Central Standard Time**

Inquiries due June 14, 2023 @ 2:00pm Central Standard Time

Inquiries and Proposals to be sent via email to:

Laurie O'Connor: laurie.o@saskatoonfoodbank.ca

Introduction

1) Guiding Values

These values were developed by a group of committed Saskatoon Food Bank & Learning Centre (SFBLC) staff and are used to guide the work of Project Evolve.

We meet people where they are and commit to listening, hearing, and responding to different experiences and perspectives.

We take an appreciative, strength-based approach to our work. We use affirming language, and we know our strengths and the strengths of coworkers and community.

Diversity, equity, and inclusion matter. We commit to using an anti-oppressive framework that includes practices that are anti-racist, trauma informed, and in keeping with the principles of Truth and Reconciliation.

We understand the issues we work on are complex and interconnected. We start small and work toward results that are practical and lasting. We use data to design and test our work.

We think big. We experiment, try bold new ideas, and explore new ways of working.

2) Project Brief

The SFBLC is looking to construct a new community food bank and warehouse that will allow them to consolidate and streamline operations, provide further community programming, and plan for future expansion. This facility will also include a community greenhouse, classroom spaces, office spaces, and landscaped gardens.

The building is anticipated to be a two-storey structure with 1,000 sqm of warehouse, 2,250 sqm of community programming areas (client services, exhibition, classrooms) on the first level, and 500 sqm of office space and 1,100 sqm of greenhouse and classrooms on the second level. Land purchase has been finalized on approx. 3.5 acres of land near Avenue P and 17th Street in Saskatoon. Located in the Pleasant Hill neighborhood and with a significant slope, it is adjacent to the existing rail path and has two existing structures that will be renovated to be a part of the final design.

An indicative design of the proposed plan is attached to this document.

You will be working closely with the Collaborative Coordination Team who will be serving as the Prime Consultants for the project. Comprised of Prairie Wild Consulting, Wapiti Analysis, and aodbt architecture + interior design, the team will be providing design and coordination services, financial and business oversight, as well as project management services.

3) Anticipated schedule

The following is a tentative project schedule for proponents to consider:

	Duration
RFQ Competition	4 weeks
Site Walkthrough	June 9, 2023 9:00am
Deadline for questions	June 14, 2023
Interviews (Optional)	1 week
Community Engagement	Ongoing
Design	3 months
Construction	18 months +

Final project milestones to be developed with successful proponent. Saskatoon Food Bank's preference would be to have project turn-over no later than August, 2025.

Project Delivery Methodology

Proponents are invited to respond to this Construction Services RFQ document. The SFBLC will review the documents received and either (a) select a preferred proponent or (b) shortlist contractors who will be invited to an interview process.

It is anticipated that the selected proponent will engage in a CCDC 5A and 5B contract with the Owner including Option 8.2 of a Guaranteed Maximum Price.

The Collaborative Coordination Team will be assisting in reviewing the proponents and will continue to work with the selected proponent throughout the design phase to innovate and create efficiencies that will benefit the SFBLC and the final project. aodbt will also perform construction administration during the construction phase.

Costs to prepare a proposal in response to this RFQ are the sole responsibility of the proponent.

RFQ Submission Information

1) General Information

- The RFQ closes on June 21, 2023 @ 2:00pm Central Standard Time (CST)
- A site walk through will be held at 425 Ave P South on June 9, 2023 @ 9:00am CST
- Inquiries during the RFQ phase are due on June 14, 2023 @ 2:00pm CST
- Inquiries and proposals should be sent Saskatoon Food Bank, Attention Laurie O'Connor.
 - laurie.o@saskatoonfoodbank.ca
- Length of document
 - The RFQ document is not to exceed ten (10) pages in length. Font to be equivalent to Times New Roman 11.

- RFQ Package is to include
 - Introduction/Corporate Profile 15 points
 - Project Experience* 20 points
 - Proposed Team:
 - 1. Key personnel, Including Preferred M/E Sub-trades 15 points
 - Opportunities for Community Involvement 20 points
 - Schedule/Capacity 10 points
 - Fee Structure 5 points
 - References 15 points

It is strongly suggested that proponents follow the above headings when submitting their RFQ documents for ease of comparison and scoring.

2) Submission Requirements

The Owners team will be looking for the following specific information within each Section:

Introduction/Corporate Profile

- An introduction to your Company and why you would be well suited for this job
- How your Company and affiliates engage with Truth and Reconciliation calls to action, Equity, Diversity and Inclusion, and align with the guiding values of the project
- Your involvement in strengthening and bettering the local community

Project Experience

- A listing of relevant local projects
- It is important to highlight key personnel on the listed projects. The SFBLC will look for consistency in personnel proposed and the projects listed
- A short narrative on your experience providing pre-construction services to work with the SFBLC and Collaborative Coordination Team to innovate the design and introduce efficiencies
- How you have demonstrated place-making and keeping, respectful landscaping, and holistic design when working on a large site
- In addition to a listing within the 10 page document, proponents may provide up to 6 project sheets in an Appendix.

Proposed Team/Key Personnel

- Owner will be looking to see if proposed personnel have relevant experience
 - The Contractor must be willing to dedicate the proposed personnel included in the RFQ if selected for this project.
- Preference will be given to personnel who worked on projects that are featured
- Preference will be given to those who can show projects delivered with preferred sub-trades

Commitment to Community Development

- Your experience hiring/working with trades apprentices, sponsored students, and graduate programs
- Your commitment to community involvement, Truth and Reconciliation, and Equity Diversity and Inclusion
- Your experience engaging with local First Nations and Metis communities
- Your plan to engage with the local community and First Nations and Metis communities through the construction process

Schedule/Capacity

- Provision of a preliminary project schedule based on a July 2025 completion
- Listing of anticipated workload for key personnel through the project
- A comment on current known schedule effects due to supply chain/COVID

Fee Structure

- Provide a fee proposal for Construction Management services
 - Separate fee into phases 5A and 5B

References

- Preference will be given to those who can provide references from featured projects
- Preference will be given to references who can speak directly of the key personnel proposed.

4) Interviews

- Preferred proponents will be contacted for interviews. If you are contacted, the following could be expected:
 - Specified team members would be asked to attend
 - Project experience and key personnel should be highlighted
 - A discussion around would be held around your role as Construction Manager
 - Follow-up Q&A session

END OF RFQ