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Chair
Councillor Paul Ainslie

Interim Chief Executive Officer
Robin D. Hale

2018-03-29

**REQUEST FOR PROPOSAL
SITE SERVICES STUDY
RFP # 12 (2018-03)**

You are invited to submit a written proposal to provide professional consulting services to carry out a site services study at the Toronto Zoo. Services to include review of existing facility and services, testing, review of drawings and reports, and interview with key Zoo staff. Assessment of the water, natural gas, high voltage, sanitary, and storm sewer, emergency phone system, and communication distribution systems. A detailed interim and final report on the existing condition of all site services, complete with a multi-year maintenance and refurbishment plan, will be required.

Site Inspection: A project site inspection for consultants will be held **Wednesday, 2018-04-04, at 0900 hours (9:00a.m.)**. Meet at the Administrative Support Centre, enter at Gate A, 361A Old Finch Avenue, west of Meadowvale Road, Toronto, Ontario, M1B 5K7.

Proposal: Provide **four (4)** copies of your proposal, **one (1)** unbound signed and clearly marked as ORIGINAL and **three (3)** copies of the original proposal clearly marked as COPY and **one (1)** electronic copy (Microsoft Word or PDF) on a CD or flash drive in a sealed package or envelope. The original and all copies should be identical (excluding any obvious differences in labeling as noted above). Proposal to be delivered to the office of Purchasing & Supply, Toronto Zoo, Administrative Support Centre, 361A Old Finch Ave., Toronto, Ontario, M1B 5K7 by:

Due Date: **Thursday, 2018-04-19, by 1200 hours (noon), local time**

Proposals shall remain in effect for a period of ninety (90) days from the Proposal due date.

The Board of Management of the Toronto Zoo reserves the right to reject any or all Proposals or to accept any Proposal, should it deem such action to be in its interests.

If you have any queries regarding this request for proposal, please contact Mr. Peter Vasilopoulos, Supervisor of Purchasing & Supply at 416-392-5916 or pvasilopoulos@torontozoo.ca. If you require further technical details, please contact Ben Knoop, Project Manager at 416-392-6002 or bknoop@torontozoo.ca.

Yours truly,

Taryne Haight
Interim Manager, Financial Services