



**REQUEST FOR EXPRESSIONS OF INTEREST ("RFEOI") PS20130049  
PARTNERSHIP FOR VIVA VANCOUVER 2013 (800 ROBSON STREET)**

Expressions of Interest (here called "Applications") are to be addressed to the Purchasing Services Office, City of Vancouver, 453 West 12th Avenue, Vancouver, British Columbia, Canada, V5Y 1V4, (Courier Delivery and Drop off is at the Information Desk, Main Floor Rotunda of the same address), prior to the Closing Time: 3:00 pm Vancouver Time (as defined in Note 2 below), Tuesday, March 5 2013. This Expression of Interest will not be opened publicly.

**NOTES:**

1. Applications shall be in sealed envelopes or packages marked with the Applicant's Name, the Request for Expressions of Interest ("RFEOI") Title and Number.
2. Closing Time and Vancouver Time will be conclusively deemed to be the time shown on the Main Floor Rotunda Information desk computer clock.
3. The City's Purchasing Services office is open on Business Days 8:30 am to 4:30 pm Vancouver time and closed Saturdays, Sundays and holidays.
4. DO NOT SUBMIT BY FAX.

All queries related to this RFEOI shall be submitted  
in writing to the attention of:

Brian Brennan  
Buyer II

E-mail: [purchasing@vancouver.ca](mailto:purchasing@vancouver.ca)

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## INSTRUCTIONS TO APPLICANTS

### SECTION 1 GENERAL INFORMATION

#### 1.1. Introduction

The City of Vancouver's VIVA Vancouver program is seeking innovative conceptual designs for a seasonal public space project on 800-block Robson Street in 2013. Seasonal public spaces are pedestrian-oriented temporary public spaces that are created through the closure of select roadway on a 24-hour basis for an extended duration, ranging from weeks to months.

To create these projects, the City works in partnership with successful applicants. The City will provide in-kind support such as: road closure costs, advertising, street cleaning services and applicable permit costs. While successful applicants carry the core responsibility of funding project costs outside of the in-kind contributions provided by the City, the City can assist in efforts to raise any additional funds.

#### 1.2. Background

VIVA Vancouver is an innovative program that works in partnership with selected individuals and organizations to create temporary pedestrian-oriented public spaces. The purpose of the program is to encourage greater neighbourhood vibrancy by providing residents and visitors with a high quality and engaging public realm experience through the short term reallocation of road space.

Examples of previous VIVA Vancouver initiatives can be found here: [vancouver.ca/viva](http://vancouver.ca/viva) and <http://www.flickr.com/photos/vivavancouver/>

The program's three main goals are to:

- Create a variety of public spaces that facilitate a range of active (engaging) and passive (sojourning) activities
- Increase neighbourhood liveability benefiting residents, businesses, community groups and visitors
- Encourage sustainable and active transportation by creating interesting spaces for walking and cycling

VIVA Vancouver supports the City's Greenest City and Transportation 2040 Plans and the City's 2010-2020 strategic goal of creating a sustainable, affordable, liveable and inclusive city.

The intended outcomes of the program are to:

- Increase the amount of public space available in communities on a temporary basis;

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- Increase community interaction; and
- Improve neighbourhood connectivity.

### 1.3. Purpose

The City of Vancouver is seeking assistance from individuals or organizations from Vancouver's creative community that specialize in design for the creation of a seasonal public space on 800-block Robson Street. Through the RFEOI process the City may shortlist applicants, at which time an interview would be required to further discuss the submitted conceptual design and applicant qualifications and capacity.

### 1.4. Submission Requirements (Scope of Work)

The submission shall include a preliminary conceptual design for a summertime public space intervention on 800-block Robson Street, including: the duration, scale, and the names and experience of all design team members.

1.4a. The applicant is asked to demonstrate the following:

- An understanding of temporary public space making in a busy urban context (the City of Vancouver's definition of temporary public space making excludes one day special events, such as street festivals);
  - Knowledge of applicable by-laws (e.g. Street and Traffic By-law and Building By-law);
- Knowledge of stakeholder groups in the area; an ability to understand and respond to stakeholder concerns and develop positive working relationships.

1.4b. The applicant is required to submit the following:

- A conceptual design (See Section 1.4c. for design guidelines) including a site plan (plan and profile) and drawings that sufficiently describe the proposal.
- A list of possible materials together with fabrication or construction details, if applicable;
- A preliminary timeline and draft implementation plan for the creation of the seasonal public space;
- A draft plan for demobilizing the seasonal public space, including possible options for reusing/recycling materials or the structure, if applicable;
- The attached budget form, including source of funding, completed; (see Appendix 2);
- Evidence of existing Commercial General Liability and Professional Liability insurance; if the applicant does not currently have insurance coverage, a willingness to purchase, if selected, is required for involvement in VIVA 2013;

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- Evidence of valid City of Vancouver Business License; if the applicant does not currently have insurance coverage, a willingness to purchase, if selected, is required for involvement in VIVA 2013;
- Evidence of valid Worksafe BC Certificate; if the applicant does not currently have insurance coverage, a willingness to purchase, if selected, is required for involvement in VIVA 2013;
- Up to two examples of previous work that demonstrate relevant skills in concept design of this scale.

If short listed, the applicant will be asked to meet with departmental representatives for the review of established objectives, desired outcomes, the conceptual design and draft budget. Possible methods for documenting the street space transformation would also be discussed.

#### 1.4c. 800-block Robson Street

Vehicular traffic, including buses, will be removed from the road space along 800-block Robson Street every day for approximately two months during the summer 2013, with a possibility of extension. The City is interested in creatively transforming this block of *road space* (excluding the sidewalk area) into an inviting pedestrian plaza area for approximately a two month period.

The 800-block of Robson Street is home to some of the city's highest pedestrian volumes and is often perceived as the heart of the city and as a passage between Downtown neighbourhoods. The following list of considerations is intended to guide the applicant's conceptual design:

- Pedestrians should experience a seasonal public space that is inclusive, interesting, high quality and unique to the city;
- Opportunities to sit, relax and people watch are considered core to the successful creation of this space; however, active transportation and emergency vehicle access must be considered (i.e. the entire road should not be completely blocked);
- The design may incorporate moveable or other playful elements of interest;
- The design may incorporate landscaping elements, bike racks and waste receptacles.
- Any large structural elements introduced to the space will have to be reviewed and approved by a structural engineer; and
- Alterations or modifications to the street surface are not permitted (e.g. drilling, or permanent markings).

Additional Programming:

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- The space may also be used on select days throughout the summer for active programming, such as artist markets and small musical performances; the applicant is not responsible for recommending any active programming as part of this submission.

Examples:

PICNURBIA in Vancouver: <http://picnurbia.com/>

Pop Rocks in Vancouver: [www.vancouver.ca/viva](http://www.vancouver.ca/viva)

The Meeting Bowls in New York City: <http://www.mmmm.tv/>

## SECTION 2 COMMUNICATIONS

### 2.1. Inquiries by Applicants

Applicants may not communicate with the City except in writing by fax or email to the contact person listed on the cover page of this RFEOI.

## SECTION 3 SUBMISSION OF APPLICATIONS

### 3.1. Delivery

Applicants must submit an original of their application (“**Application**”) and the number of copies of their Application specified in Schedule 1 - Description of Requirements, in sealed envelopes, delivered either by hand or by courier to the address stated in Schedule 1 - Description of Requirements and not later than the Closing Time. The Applicant shall set out its name and mailing address on the envelope and the envelope shall be clearly marked as indicated in Schedule 1 - Description of Requirements. It is the Applicant’s sole responsibility to ensure delivery of the Application by the Closing Time. All submissions shall be made at the Applicant’s sole cost and expense.

### 3.2. Late Applications

The City of Vancouver may reject and may return unopened any Application received after the Closing Time.

### 3.3. Form of Application

Each Application shall consist of a Letter of Application in the form set forth in Schedule 2 together with the Statement of Qualifications in the format set forth in Schedule 3. All Applications shall be submitted in English.

### 3.4. Lack of Information

Applicants acknowledge that following receipt of an Application, the City of Vancouver may, in its sole discretion and without having any duty or obligation to do so, request that the Applicant provide the City of Vancouver with additional information to clarify or substantiate the information provided by the Applicant. If an Applicant fails to provide comprehensive and accurate information that is essential for the City of Vancouver's evaluation of the Applicant's qualifications, or fails to provide timely clarification or substantiation of the information supplied, that failure may result in no further consideration being given to the Application.

## SECTION 4 REVIEW OF APPLICATIONS

### 4.1. Evaluation

The City of Vancouver, in partnership with key area stakeholders, will review the Applications submitted to determine whether, in the evaluation committee's opinion, the Applicant has demonstrated that it has the required experience and qualifications to fulfill the desired project outcomes and/or services identified in Schedule 1 - Description of Requirements.

### 4.2. Inquiries

The City of Vancouver, in its sole discretion and without having any duty or obligation to do so, may conduct any inquiries or investigations, including but not limited to contacting references, to verify the statements, documents, and information submitted in connection with the Application.

## SECTION 5 NOTIFICATION PROCESS

### 5.1. The City of Vancouver Rights

5.1.1. The City of Vancouver may unilaterally take the following actions, and shall not be liable for any such actions:

- (a) amend the scope and description of the products and services to be procured as described in Schedule 1 - Description of Requirements, and the qualifications that may be required to meet those requirements. In such event, proposals may be invited from those Applicants who meet the resulting amended requirements;
- (b) reject or accept any or all Applications;
- (c) request any Proponent to provide additional information or clarification or equipment samples or demonstrations without requesting such information from all Proponents; or
- (d) terminate the RFEOI process and enter into direct negotiations with any party whether or not a Proponent.

5.1.2. The Applicant acknowledges and agrees that the submission of an Application by any Applicant does not in any way whatsoever create a binding agreement. The

Applicant acknowledges that the City of Vancouver has no contractual obligations whatsoever arising out of this process.

**5.2. Information Disclaimer**

- 5.2.1. The City of Vancouver and its directors, officers, employees, agents, consultants and advisors are not liable or responsible for any verbal or written information, or any advice, or any errors or omissions which may be disclosed or otherwise provided to the Applicant.
- 5.2.2. The Applicant shall conduct its own independent investigations and interpretations and shall not rely on the City of Vancouver with respect to information, advice or documentation provided by the City of Vancouver. The information provided by the City of Vancouver is provisional and will be superseded by other agreement documents.
- 5.2.3. The City of Vancouver makes no representation, warranty, or undertaking with respect to these documents and the City of Vancouver and its directors, officers, employees, agents, consultants and advisors, shall not be liable or responsible for the accuracy or completeness of the information in these documents or of any other written or oral information made available to any interested person or its advisors, and any liability however arising, is expressly disclaimed by the City of Vancouver.

**5.3. Security Requirements**

The City of Vancouver reserves the right to require, as a condition of the contract entered into with any successful proponent, the Applicant and each of its directors and officers consent to the City of Vancouver and its security partners conducting at the City of Vancouver's discretion, a security clearance, including without limitation a criminal records search and such other security searches as the City of Vancouver may deem advisable, together with ongoing monitoring of same. For further certainty only the successful applicant will be required to undergo the above noted security clearance requirements.

**SCHEDULE 1 - DESCRIPTION OF REQUIREMENTS**

<p><b>ITA Section Reference</b></p>	<p>The instructions in this Description of Requirements and the Schedules are intended to complement or supplement the provisions in the Instructions to Applicants. In the event any information in the Schedules is inconsistent with the ITA or the Description of Requirements, the provisions of the ITA or the Description of Requirements, as applicable, shall prevail.</p>
<p>1.1 - 1.4</p>	<p><b>Recipient of Services</b></p> <p>The City of Vancouver</p> <p><b>General Description of Products and Services:</b></p> <p>The City of Vancouver is seeking assistance from individuals or organizations from Vancouver’s creative community that specialize in design for the creation of a seasonal public space. The design opportunity is for 800-block Robson Street.</p>
<p>4.1 &amp; 5.1</p>	<p><b>Evaluation Criteria</b></p> <ul style="list-style-type: none"> <li>(a) Qualifications and relevant experience (corporate or other) and capability of the Applicant;</li> <li>(b) Financial capability;</li> <li>(c) Recent and relevant client references;</li> <li>(d) Knowledge of marketplace;</li> <li>(e) Product approach and methodology;</li> <li>(f) Nature and extent of current business and operations in Vancouver, British Columbia and Canada;</li> <li>(g) Qualifications and relevant experience of the Applicant’s key personnel and project team;</li> <li>(h) Experience with similar projects;</li> <li>(i) History of any litigation or claims made against the Applicant, or made by the Applicant against the City, during the three years previous to the Closing Time;</li> <li>(j) Ability to meet insurance requirements; and</li> <li>(k) Innovative ideas relating to execution and of the project services deliverables.</li> </ul>

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	<p>Note: The above evaluation criteria may not necessarily be listed in order of importance and will not necessarily be weighted equally.</p>
3.1, 3.2 & 3.3	<p><b>Submission of Applications</b></p> <p>Address: Purchasing Services Office, City of Vancouver, 453 West 12th Avenue, Vancouver, British Columbia, Canada, V5Y 1V4</p> <p>Attention: Brian Brennan</p> <p><u>Closing Time:</u></p> <p>As set out on the front page of this RFEOI.</p> <p><u>Number of</u> copies of Applications (in addition to the original) to be submitted:</p> <p><b>Nine(9)</b></p> <p><i>Envelope marking:</i></p> <p>Name of Applicant</p> <p>Mailing Address of Applicant</p> <p>“Private &amp; Confidential”</p> <p><b>Partnership for VIVA Vancouver 2013 (800 Robson Street)</b></p>

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SCHEDULE 2 - LETTER OF APPLICATION

*[Letterhead paper of the Applicant or participant responsible for a joint venture, including full postal address, telephone and facsimile.]*

Date: \_\_\_\_\_

To: The City of Vancouver

Re: RFEOI PS20130049 -PARTNERSHIP FOR VIVA VANCOUVER 2013 (800 ROBSON STREET)

**Private & Confidential**

1. Being duly authorized to represent and act on behalf of \_\_\_\_\_  
[Applicants are to insert full corporate name and if they are the lead participant of a joint venture, then state "on behalf of..." and list the full corporate names of the companies forming the joint venture] (the "Applicant"), and having reviewed and fully understood all requirements and information provided, the undersigned hereby submits the attached and supporting materials and hereby applies for prequalification for the opportunity to submit a proposal for the products as described in Schedule 1 - Description of Requirements for RFEOI PS20130049
2. The City of Vancouver and its representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and experience issues.
3. The City of Vancouver and its representatives may contact the following persons for further information:  
  
**Brian Brennan, purchasing@vancouver.ca**
4. This application is made with the full understanding that:
  - (a) any information submitted by the applicant may be subject to verification by the City of Vancouver during evaluation of any subsequent proposals;
  - (b) we undertake to submit a bona fide proposal if we are selected;
  - (c) the City of Vancouver may:
    - (i) amend the scope and description of the services to be procured under the EOI process as described in Schedule 1
    - (ii) reject or accept any or all Applications;
    - (iii) cancel the EOI process and reject all Applications;
    - (iv) cancel the EOI process and recommence an EOI with respect to the same or an amended set of documents, information and requirements; or

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- (v) terminate the RFEOI process and enter into direct negotiations with any party whether or not an Proponent, and
  - (d) the City of Vancouver shall not be liable in any way whatsoever for any actions described under 4(c) of this letter or for any matter whatsoever in relation to this prequalification process.
5. We acknowledge receipt of the following addenda (if applicable);
- Addendum No.* \_\_\_\_\_ *Date:* \_\_\_\_\_
6. The undersigned declare that the statements made and the information provided in the duly completed Application are complete, true, and correct in every detail.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

For and on behalf \_\_\_\_\_

*[name of Applicant and companies forming joint venture]*

Mailing \_\_\_\_\_

Cheque Pivable/Remit to \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Key Contact Person: \_\_\_\_\_ E-mail: \_\_\_\_\_

GST Registration \_\_\_\_\_ Incorporation \_\_\_\_\_

City of Vancouver Business License \_\_\_\_\_

*(If your office is located in Vancouver)*

WorkSafeBC Account \_\_\_\_\_

Dunn and Bradstreet \_\_\_\_\_

### SCHEDULE 3 - FORMAT FOR APPLICATIONS

Applications submitted by Applicants shall consist of:

- I. the Letter of Application specified in Schedule 2; and
- II. the Statement of Qualifications, consisting of and arranged as follows:

(a) **Title Page (1 page)**

The title page should identify the RFEOI number identified on the cover page of these Prequalification Documents, Closing Time (as specified in Schedule 1 - Description of Requirements), Applicant name, address, telephone number, fax number and contact person.

(b) **Table of Contents / Index**

(c) **Experience:**

- Describe the type of individual or company (for example corporation, partnership, sole proprietor) and if a joint venture, clearly state this and state who the joint venture parties are and identify who is acting as the lead
- Describe company/entity size, depth, and annual sales volume (in dollars)
- Provide client references, where possible
- Provide a history of litigation or claims made against the Applicant during the three years immediately prior to the Closing Time

(d) **Capability:**

- Describe capability (financial, experience and workload capacity) to undertake the role of supplier
- Provide resumes of proposed key personnel
- Provide a letter from a bonding company confirming your binding capability and provide a Certificate of Existing Insurance in the form attached as Appendix 1

(e) **Completed and Current Major Projects**

- List three relevant projects, name of customer, value of the program, company personnel involved and client/owner references with contact names and telephone numbers
- Describe capacity to undertake this project and describe any other projects you have scheduled during the anticipated time frame

(f) **Outline of Services to be Provided**

- Provide a brief discussion of your approach to:  
Design and create engaging, high quality temporary public space for 800-block Robson Street as part of VIVA Vancouver 2013

- Outline the resources to be committed to this work (financial and in-kind contributions)
- Provide a description of the services proposed, including the details of the services
- Provide a description of the methods to be employed to perform and coordinate the work
- Provide a conceptual design
- Plan drawings of sufficient detail and scale to properly describe the proposed project. The drawing should clearly indicate the type of use proposed, such as seating, bike parking, etc. Additional drawings such as elevation drawings should also be included if they help properly convey the proposal.
- A list of possible materials together with fabrication or construction details, if applicable;
- A draft timeline and draft implementation plan for the creation of the seasonal public space;
- A draft plan for demobilizing the seasonal public space, including possible options for reusing/recycling materials or the structure, if applicable;

(g) **Pricing Schedule**

- Provide the price breakdown and total price as set out in Table 1: Budget Pricing, attached as Appendix 2



**CERTIFICATE OF EXISTING INSURANCE  
 TO BE COMPLETED AND APPENDED TO THE PROPOSAL/TENDER**

Section 2 through 8 – to be completed and executed by the Insurer or its Authorized Representative

1. **THIS CERTIFICATE IS ISSUED TO:** City of Vancouver, 453 W 12<sup>th</sup> Avenue, Vancouver, BC, V5Y 1V4  
*and certifies that the insurance policy (policies) as listed herein has/have been issued to the Named Insured and is/are in full force and effect.*

2. **NAMED INSURED** *(must be the same name as the proponent/bidder and is either an individual or a legally incorporated company)*

**BUSINESS TRADE NAME or DOING BUSINESS AS** \_\_\_\_\_

**BUSINESS ADDRESS** \_\_\_\_\_

**DESCRIPTION OF OPERATION** \_\_\_\_\_

3. **PROPERTY INSURANCE (All Risks Coverage including Earthquake and Flood)**  
 INSURER \_\_\_\_\_ **Insured Values (Replacement Cost) -**  
 TYPE OF COVERAGE \_\_\_\_\_ Building and Tenants' Improvements \$ \_\_\_\_\_  
 POLICY NUMBER \_\_\_\_\_ Contents and Equipment \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_ Deductible Per Loss \$ \_\_\_\_\_

4. **COMMERCIAL GENERAL LIABILITY INSURANCE (Occurrence Form)**  
 Including the following extensions: INSURER \_\_\_\_\_  
 ✓ Personal Injury POLICY NUMBER \_\_\_\_\_  
 ✓ Property Damage including Loss of Use POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_  
 ✓ Products and Completed Operations **Limits of Liability (Bodily Injury and Property Damage Inclusive) -**  
 ✓ Cross Liability or Severability of Interest Per Occurrence \$ \_\_\_\_\_  
 ✓ Employees as Additional Insureds Aggregate \$ \_\_\_\_\_  
 ✓ Blanket Contractual Liability All Risk Tenants' Legal Liability \$ \_\_\_\_\_  
 ✓ Non-Owned Auto Liability Deductible Per Occurrence \$ \_\_\_\_\_

5. **AUTOMOBILE LIABILITY INSURANCE** for operation of owned and/or leased vehicles  
 INSURER \_\_\_\_\_ **Limits of Liability -**  
 POLICY NUMBER \_\_\_\_\_ Combined Single Limit \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_ *If vehicles are insured by ICBC, complete and provide Form APV-47.*

6.  **UMBRELLA OR**  **EXCESS LIABILITY INSURANCE** **Limits of Liability (Bodily Injury and Property Damage Inclusive) -**  
 INSURER \_\_\_\_\_ Per Occurrence \$ \_\_\_\_\_  
 POLICY NUMBER \_\_\_\_\_ Aggregate \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_ Self-Insured Retention \$ \_\_\_\_\_

7. **PROFESSIONAL LIABILITY INSURANCE** **Limits of Liability**  
 INSURER \_\_\_\_\_ Per Occurrence/Claim \$ \_\_\_\_\_  
 POLICY NUMBER \_\_\_\_\_ Aggregate \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_ Deductible Per Occurrence/Claim \$ \_\_\_\_\_  
*If the policy is in a "CLAIMS MADE" form, please specify the applicable Retroactive Date:* \_\_\_\_\_

8. **OTHER INSURANCE** **Limits of Liability**  
 TYPE OF INSURANCE \_\_\_\_\_ Per Occurrence \$ \_\_\_\_\_  
 INSURER \_\_\_\_\_ Aggregate \$ \_\_\_\_\_  
 POLICY NUMBER \_\_\_\_\_ Deductible Per Loss \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_  
 TYPE OF INSURANCE \_\_\_\_\_ **Limits of Liability**  
 INSURER \_\_\_\_\_ Per Occurrence \$ \_\_\_\_\_  
 POLICY NUMBER \_\_\_\_\_ Aggregate \$ \_\_\_\_\_  
 POLICY PERIOD From \_\_\_\_\_ to \_\_\_\_\_ Deductible Per Loss \$ \_\_\_\_\_

**SIGNED BY THE INSURER OR ITS AUTHORIZED REPRESENTATIVE**

Dated \_\_\_\_\_  
 PRINT NAME OF INSURER OR ITS AUTHORIZED REPRESENTATIVE, ADDRESS AND PHONE NUMBER \_\_\_\_\_

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BUDGET TEMPLATE - SEASONAL PUBLIC SPACES					
EXPENSES	TOTAL	APPLICANT CONTRIBUTION	CITY OF VANCOUVER (IN-KIND & REVENUE)	PRIVATE DONATION OR CORPORATE SPONSORSHIP	COMMENTS
<b>1 Administration</b>					
Insurance (CGL, Professional Liability, other as required)					n/a if you already have
Business License (required)					n/a if you already have
City Permits			√		approximately \$125
Other					
<b>2 Communication</b>					
Public and stakeholder engagement			√		CoV will provide. If you require additional please note
Website, FB, Twitter			√		CoV will provide. If you require additional please note
Signage			√		CoV will provide. If you require additional please note
Other					
<b>3 Detailed Design, if applicable</b>					
Project Management					
Planning + Design Development/Support					
Meeting/workspace rental (if applicable)					
Design Fee/Art Direction					
3-D Model (if required)					
Structural Engineer (if applicable)					range \$300-\$500
Traffic Plan					
Other					
<b>4 Fabrication + Installation + Removal, if applicable</b>					
Project Management					
Materials					
Construction/Fabrication (equipment & staff)					
Road Closure			√		CoV will provide. If you require additional please note
Transportation rental					
Mobilization/Installation (equipment, operator & installers)					
Minor Repairs/Adjustments					
Sanitation Services			√		CoV will provide. If you require additional please note
Demobilization/Removal					
Documentation					
Bike racks					
Greening/planting					
Other					
<b>5 Programming, if applicable</b>					N/A if no programming required
Insurance (Commercial General Liability + Volunteer + Other as needed)					
Volunteer support					
Other					
NET	\$0.00				
Contingency 15%	\$0.00				
TOTAL	\$0.00				