

**1. Why is the City interested in a hotel/convention centre in the downtown?**

A hotel/convention centre is an important use in the downtown of most large urban cities as it brings numerous tourism and economic benefits to the local area and to the city as a whole. In 2010, the City announced a proposed new vision for the downtown as described in the Downtown 21 Master Plan. A hotel/convention centre is consistent with the vision and principles in that Master Plan.

**2. What is being requested in the proposals?**

The City is seeking creative ideas for the development of a hotel/convention centre with the following required key elements:

- A full business-class hotel [minimum four (4) star rating<sup>1</sup>].
- Convention Centre/meeting space that is complementary to the existing Living Arts Centre (LAC) facilities.
- Direct indoor access/connection with the Living Arts Centre.

**3. Why is Council doing this now? / Why not wait until the Judicial Inquiry report is released?**

The City continues to receive interest about hotel development in the downtown, it wishes to consider possible development as soon as possible. The Fairness Advisor will ensure that the process is conducted in a fair and transparent manner.

**4. Why is the LAC block the only site identified?**

The LAC block is a six acre City-owned site that is currently designated and zoned, in part, to allow hotel and convention uses.

**5. How much is the City planning to contribute to the project financially?**

The City has not budgeted for a financial commitment to such a project.

**6. Why is a Fairness Advisor appointed in this process?**

A Fairness Advisor will be retained to monitor the process and advise on any fairness issues with respect to any proposals and to ensure that the evaluation of the proposals is conducted in a fair and fully transparent manner.

**7. How much will the Fairness Advisor cost?**

A maximum of \$10,000 is estimated to be the full cost for the Fairness Advisor.

**8. Why a Request For Information (RFI) instead of a Request For Proposals (RFP)?**

A RFI is a solicitation to gather information to help City Council determine if it should proceed to a formal Request For Proposals.

**9. What is the role of the Mayor and Council?**

Following the closing date for submissions, staff will review and make a recommendation to Council in terms of next steps. Council will determine if it should then proceed with a Request for Proposals with any or all of the respondents in the best financial interests of the City and in a fair and fully transparent manner. Any questions from proponents must be directed to the contact identified in the RFI document.

**10. When will a decision be made to proceed?**

Following a review of the staff report and recommendation, it is anticipated that City Council will determine whether to proceed to the RFP stage by the fall of 2011. The City reserves the right to reject any or all RFI submissions received.

<sup>1</sup> For the purpose of this RFI, a "4 star" hotel property is deemed to include a business-quality hotel banner with on-site restaurant/café, room service availability during the day and evening, superior furnishings and décor throughout and regular bell captain and concierge assistance. This is comparable to the "AAA" 4 diamond rating and Forbes Travel Guide 4 star rating.