

a monthly payment based on a unit rate applied to the actual volume of water delivered to the DWU at the plant site limits, covering electric power, chemicals, sludge and refuse disposal, etc.

The annual payments for capital financing will not vary throughout the contract period unless additional capital works should be authorized. The annual payment for fixed components of operation will be varied on some agreed basis relating to an appropriate index. Variations to the unit rate will be considered annually according to evidence of actual changes in charges to the Proponent by its/their suppliers.

The City would work with the Proponent to minimize the impact of taxation not presently borne by the ratepayers.

The foregoing represents tentative definitions to give respondents evidence of the City's intent. The City is open to alternative terms of payment and reserves the right to adjust the proposed payment terms at the time proposals are requested.

VI. Submission Requirements

The Proponent should respond to this RFQ assuming that it/they will design, construct, finance own and operate the water treatment plant and related works described in Section III over a 20-year period. The Proponents who are short-listed, if any, will be expected to specify the proposed ownership and turnover terms in their responses to the City's RFP that may be issued at a later date. Proponents shall provide a written submission responding in detail to each and every point set out below:

A. Identification of the Proponent

1. Identify the form of **business structure** expected to be used throughout the life cycle of this project (e.g., corporation, partnership, joint venture, etc.).
2. Provide the name, address and telephone number of the **specific firm** that is proposed to be the Proponent for this project.
3. Provide the names, addresses and telephone numbers of the firms, if the submission is being made by a **consortium**, that are proposed to be the Proponent for this project.
4. If the Proponent is proposed to be a **corporation or corporations**, provide the names, addresses and telephone numbers of all persons (i.e., individuals or corporations) holding or expected to hold shares in the Proponent corporation or corporations together with the number of shares held or to be held by each person. Identify the principal or lead corporation if the Proponent is proposed to be a group of corporations.

5. If the Proponent is proposed to be a **partnership** provide:
 - (a) details of the nature of the partnership (e.g., individual or corporate; general or limited);
 - (b) the names, addresses and telephone numbers of all partners;
 - (c) the names, addresses and telephone numbers of all persons (i.e., individuals or corporations) holding or expected to hold shares in a corporation making up the partnership where the partnership is made up of, or proposes to include, one or more corporate partners;
 - (d) a summary of each partner's interest or proposed interest in the partnership together with a summary of all persons (i.e., individuals or corporations) holding or expected to hold shares in a corporate partner together with the number of shares held or to be held by each person;
 - (e) the name of the principal or lead partner in the case of a partnership that is not a limited partnership.
6. If the Proponent is proposed to be a **consortium**, identify each member of the consortium, provide the information requested in points 2, 3, 4 or 5 above for each member of the consortium, and indicate what role each member of the consortium will play in the project. In particular, provide an organization chart or charts depicting roles, responsibilities, and authority of the members of the Proponent consortium and key individuals identified in 8 below. Current resumes of individuals must be included in the response.
7. If the Proponent is proposed to be a **consortium**, identify the principal or lead firm.
8. Identify the **role and experience of key firms** and individuals in the Proponent or in the Proponent's team, including environmental and design engineers, water treatment specialists, superstructure and landscaping architects, construction contractors, financial and economic advisors, and other key consultants, accompanied by the consent of the individuals to disclose their resumes.
9. Provide a brief **business history** of the Proponent and each person (i.e., individuals or corporations) making up the Proponent's team both in Nova Scotia and elsewhere.
10. Identify which, if any, persons comprising the Proponent or members of the Proponent's team are expected to have a direct or indirect **equity interest** in the proposed project and the expected level or percentage of equity interest throughout the life of the project.

B. Proponent Experience

1. Provide a detailed description of the relevant experience of the Proponent and of the members of the Proponent's team in the **engineering design** of a water treatment plant and related works similar in scope and value to the project. Specifically, provide the name of the engineering firm(s) and the names of the individuals within the firm(s) together with a summary of each party's relevant experience.
2. Provide a detailed description of the relevant experience of the Proponent and of the members of the Proponent's team in the **design of plant architectural features and landscaping aesthetic features** similar in scope and value to the project. Specifically, provide the name of the architectural and/or engineering firm(s) and the names of the individuals within the firm(s) together with a summary of each party's relevant experience.
3. Provide a detailed description of the relevant experience of the Proponent and of the members of the Proponent's team in the **construction** of a water treatment plant and related works similar in scope and value to the project. Specifically, provide the name of the construction contractor(s) together with a summary of each party's relevant experience.
4. Provide a detailed description of the relevant experience of the Proponent and of the members of the Proponent's team in the **operation and maintenance** of a water treatment plant or similar facility in scope and value to the project. Specifically, provide the name of the operation and maintenance contractor(s) together with a summary of each party's relevant experience.
5. Provide a detailed description of the relevant experience of the Proponent and members of the Proponent's team in **financing** a major development similar in scope and value to the project. The City recognizes that this project is unique and that the Proponent and members of the Proponent's team likely will not have financed a water treatment plant and related works on a long term nor on an ownership basis. Specifically, Proponents are therefore required to provide a detailed description of the types of major developments that the Proponent or members of the Proponent's team have financed that are within the \$30 million range.
6. Provide the name of the **law firm(s)** and of the individual lawyer(s) within the firm(s) that will be representing the Proponent and members of the Proponent's team regarding the legal work that will be required for the project.
7. Provide a detailed description of the experience of the Proponent and members of the Proponent's team in **managing a project team** responsible for designing and constructing a plant and related works similar in scope and value to the project and in financing a major development similar in scope and value to the project.

8. Provide a description of the Proponent's approach and experience in dealing with employees in the transition to a privately contracted facility.

C. Financial Capacity

1. Provide a **business plan** indicating how, in general terms, the Proponent, if selected, proposes to finance the design and construction of the project, including debt and equity financing. As part of the business plan, the Proponent will describe its preferred arrangement under a public-private partnership approach and **identify potential benefits** by comparison to the "City approach."

Specific dollar amounts should not be included in the business plan; however, potential benefits may be indicated by a range of cost savings.

2. Provide copies of the **audited financial statements** of the Proponent and each member of the Proponent's team for the past five years in order to demonstrate financial strength. Unaudited interim statements for 1994 should also be provided if the final statements are not available.
3. Specify the **largest single loan** and the **largest single project-oriented loan** ever secured by the Proponent and each member of the Proponent's team and the source or sources of the loan(s). Specify the level of equity the Proponent and each member of the Proponent's team will contribute to the project and the source of the equity.
4. Provide **letters from past and/or present financial partners or lenders** evidencing a willingness to work with the Proponent and the Proponent's team members on the project.
5. Provide a list of names, addresses, and telephone numbers of **responsible officers of current or former lenders** of the Proponent and of the Proponent's team as references.

D. Verification

1. The Proponent and each member of the Proponent's team must execute a Letter of Authorization in the form attached as Appendix H to this RFQ and must include those letters in its/their submission authorizing the City to verify the information set out in the submission.