

REGENT PARK ARTS & CULTURAL CENTRE

CALL FOR PROPOSALS
for Anchor Tenants and Studio Operators

Issue Date:
February 4, 2010

Submission Deadline:
Proposals must be received before 10:00am on March 11, 2010



TABLE OF CONTENTS

- A. INTRODUCTION _____ **3**

- B. THE OPPORTUNITY _____ **5**

- C. ABOUT REGENT PARK ARTS & CULTURAL CENTRE _____ **7**

- D. STEPS TO SUBMIT A PROPOSAL _____ **9**

- E. BACKGROUND _____ **12**

- F. LIMITATIONS _____ **15**

CALL FOR PROPOSALS FOR ANCHOR TENANTS AND STUDIO OPERATORS

A. INTRODUCTION

Toronto Community Housing Corporation, The Daniels Corporation and Artscape are working collaboratively with the local community on the development and operation of a vibrant new arts and cultural centre in Regent Park. Artscape is inviting proposals from not-for-profit arts and cultural organizations requesting to lease space at below-market rates as **Anchor Tenants** or **Studio Operators** within the Regent Park Arts & Cultural Centre (RPACC).

This document sets out the tenancy opportunities within the Regent Park Arts & Cultural Centre, the parameters of tenancy, a description of the site and building program, submission requirements and submission review guidelines.

There is a concurrent Request for Expressions of Interest for the Centre for Social Innovation's **Creativity Lab** workspace hub within the RPACC. Details for the Request for Expressions of Interest can be found at www.regentparkarts.ca.

SCHEDULE

	DATE	TIME	LOCATION
Call for Proposals Released	February 4		
Information Session #1	February 23	9:00-11:00am	500 Dundas Street East
Information Session #2	February 25	9:00-11:00am	500 Dundas Street East
Registration Deadline	March 2	5:00pm	
Submission Deadline	March 11	10:00am	
Respondents Notified	On or before April 15		

STEP 1 – REGISTER

Respondents are strongly encouraged to register their intent to submit a proposal **by March 2, 2010** to Saara Siddiqi, Stakeholders Relations Manager at saara@torontoartscape.on.ca with the email subject: **Regent Park Arts & Cultural Centre Call for Proposals**. In your email, please include:

- Organization name
- Telephone number
- List of artistic disciplines in priority
- Email address
- Name of primary contact person

STEP 2 – ATTEND AN INFORMATION SESSION

Information sessions will be held on **February 23** and **February 25**, 2010. The sessions will take place at the OneCole Presentation Centre located at **500 Dundas Street East**. Street parking is available in the area. Information sessions will be two hours in length. Organizations submitting proposals are strongly encouraged to attend. To RSVP for an information session, please click on the appropriate link below:



FEBRUARY 23 [CLICK HERE](#)
INFORMATION SESSION [TO RSVP](#)

FEBRUARY 25 [CLICK HERE](#)
INFORMATION SESSION [TO RSVP](#)

STEP 3 – COMPLETE & SIGN AN APPLICATION FORM

Please complete the Call for Proposals Application Form available at www.regentparkarts.ca and have it signed by **two** Signing Officers of the organization confirming that the Board of Directors has approved the proposal submission. Application Forms must be submitted along with your proposal.

STEP 4 – PREPARE & SUBMIT A PROPOSAL

Details of submission requirements can be found on **page 9**.

Submissions must be received by 10:00 A.M on March 11, 2010. Late or facsimile submissions will not be accepted or considered.

Send ONE original copy with signatures and supporting documentation, EIGHT printed copies with supporting documentation and ONE electronic copy with documentation to:

Regent Park Arts & Cultural Centre Call for Proposals

Attn: Saara Siddiqi
Stakeholder Relations Manager
Artscape
171 East Liberty Street, Suite 224
Toronto ON M6K 3P6

T: 416 392 1038 x 49

E: saara@torontoartscape.on.ca

B. THE OPPORTUNITY

Regent Park Arts & Cultural Centre

This Call for Proposals is for not-for-profit arts and cultural organizations interested in **Anchor Tenant** or **Studio Operator** spaces **only**. Tentative occupancy date is March 2011.

ANCHOR TENANTS

Up to 16,000 square feet of space on the second and third floors of the Regent Park Arts & Cultural Centre will be leased to anchor tenants: not-for-profit arts or cultural organizations interested in leasing and operating a significant amount of space (generally 4,000 square feet or more) for programming and administrative purposes. Successful proponents will participate in the design process to ensure that their needs are incorporated into architectural plans. The features and fit out of these spaces will be negotiated with selected tenants.

STUDIO OPERATORS

It is anticipated that the centre will include two ground floor studios (up to 2,500 square feet each) suitable for rehearsal, small scale performance (100 – 150 seats) or exhibition uses. The studio spaces will be clear span with a minimum of 18 feet floor to ceiling height and include an A/V booth, storage spaces and a small office. In addition to the studio space, Studio Operators will lease shared amenities including: dressing and green rooms, washrooms and showers. Studio Operators may rent the studio space to other organizations, groups, and individuals. Successful proponents will participate in the design process to ensure that their needs are incorporated into architectural plans.

OTHER SPACES IN RPACC

LARGE PERFORMANCE/EVENT SPACE

The ground floor of RPACC will include a large flexible performance/event space to host performances, events, festivals and community gatherings. Artscape will operate the performance/event space for the benefit of a wide range of users. It is anticipated that anchor tenants and studio operators may contribute to the programming and animation of the performance and event space. A portion of the revenue derived from the rental of this space will be dedicated to support the free or subsidized use of the venue by non-profits who would otherwise not be able to afford it.

The performance/event space will be approximately 7,000 square feet. It will be a fully-equipped (sound, lighting, seating and staging), free-span space with a minimum of 25 feet floor to ceiling height and include an A/V booth, storage spaces and be serviced by a catering kitchen. Users of the performance/event space will have shared access to dressing and green rooms, washrooms, showers and other support services. Tenants and the broader community will have input into the fit out of these spaces.

CALL FOR PROPOSALS FOR ANCHOR TENANTS AND STUDIO OPERATORS

CREATIVITY LAB

The Centre for Social Innovation will operate a 10,000 square foot workspace hub within RPACC – the **Creativity Lab**. This workspace hub will provide opportunities for up to 60 smaller organizations, many with roots in the Regent Park community. The primary focus for tenant selection will be on arts and cultural organizations, creative media organizations, youth, individual, and group creative entrepreneurs.

Concurrently released with this Call for Proposals is a **Request for Expressions of Interest for the Creativity Lab**. For more information and submission requirements please go to www.regentparkarts.ca. Organizations may submit to both the Call for Proposals and Request for Expressions of Interest. Both applications must be submitted separately and according to the specific submission requirements outlined.

OTHER SERVICES/AMENITIES

The Regent Park Arts & Cultural Centre will also include publicly accessible lobby or reception area/ public café with kitchen facilities/washrooms/dressing/change rooms/green rooms/loading bay/on-site facility management staff office/mechanical rooms.

C. ABOUT Regent Park Arts & Cultural Centre

The development of a new arts and cultural centre as part of the on-going revitalization is a long standing ambition for Toronto's east downtown and key element in the revitalization vision.

The Regent Park Arts & Cultural Centre represents a unique opportunity to anchor culture as a primary driver in the community's revitalization, both physically and symbolically. The integration and celebration of Regent Park's cultural richness in the revitalization will play a central role in its success and in the creation of a socially inclusive, livable, healthy, safe and vibrant neighbourhood.

Regent Park already has a vibrant, diverse and ever-growing cultural community – a 'soft infrastructure' of significant size and scope. Regent Park residents have expressed the desire to celebrate and sustain their cultural traditions both for each other and the larger community. In addition to resident-led celebrations, a number of not-for-profit arts and cultural organizations are also based in the Regent Park area. A number of these organizations have been active for many years developing and providing arts and cultural programs which explicitly serve – and reflect – the local community. To date, however, there has been no 'hard infrastructure' within which to focus this large body of work and to create the milieu within which collaboration and cross-pollination naturally occur.

A community-based Steering Committee, working hand in hand with Toronto Community Housing and The Daniels Corporation, has guided the process through initial research and consultations through to the creation of a Case for Support and application for Infrastructure Stimulus Funding in spring 2009.

Toronto Community Housing and the Daniels Corporation issued a formal Request for Proposals for the facility operator of the Regent Park Arts & Cultural Centre in 2009. Artscape replied to the request in July 2009 and was selected as the lead proponent on the project. Artscape, under a management contract with the new non-profit organization that will own the facility, will be responsible for overseeing the development and ongoing operation of the Regent Park Arts & Cultural Centre. Artscape, Toronto Community Housing and the Daniels Corporation all share a strong commitment to the principal of community stewardship of the Regent Park Arts & Cultural Centre and will be working with the successful proponents to ensure they have a strong voice in the development and operation of the Centre.

The announcement of Infrastructure Stimulus Funding in December 2009 has enabled the investment of 'hard infrastructure' to provide a home for the cultural activities occurring in the Regent Park neighbourhood and cultural organizations operating in the east downtown. The size of the building will also enable arts and cultural organizations with a broader base to find a home in Regent Park.

Construction is scheduled to begin in late spring 2010. The building is scheduled to open March 2011. RPACC is expected to be in the range of 65,000 square feet in total. The building is being designed by Diamond and Schmitt Architects Inc., an internationally recognized designer of successful arts and cultural facilities, and constructed by The Daniels Corporation.

The results of this Call for Proposals will identify future tenants for the space which will enable the design to be refined in some cases to meet tenants' space needs.

LOCATION

Located in Phase Two of the Regent Park revitalization process, the Regent Park Arts & Cultural Centre will be close to some of the city's most important cultural, community and entertainment assets. The Centre is ideally situated in close proximity to established areas such as Cabbagetown, Riverdale, Corktown, and Distillery District as well as to future communities in West Don Lands and East Bayfront. Regent Park Arts & Cultural Centre will be located on Dundas Street East between Sumach Street and Sackville Street opposite a newly created park.

REGENT PARK ARTS & CULTURAL CENTRE VISION, MISSION AND VALUES

The purpose and scope of the Regent Park Arts & Cultural Centre was developed and honed in an 18 month process with input from the community.

What is the Regent Park Arts & Cultural Centre?

The Regent Park Arts & Cultural Centre is a platform for cultural exchange and collaboration rooted in Regent Park and open to the world. It is a place where people come to be inspired, to learn, to share, to create.

The Centre is:

- A showcase for artistic talent
- An incubator of creative people and organizations
- A workshop for new artistic creations
- The social heart of the Regent Park Revitalization

What happens at the Regent Park Arts & Cultural Centre?

The Regent Park Arts & Cultural Centre will foster and support:

- Performances, celebrations, festivals, public and community events
- Creation and production of a wide range of arts activities with a focus on the performing and visual arts
- Learning, skills development, participation and creation with a special commitment to young people
- Collaboration, exchange and dialogue between individuals, communities and organizations
- A sense of community, well-being and social engagement

Shared Values

The Centre and the arts and cultural organizations and individuals working there are guided by a set of shared values which support the Vision, inform programming and underpin the way we work together and with the community:

- Excellence in artistic creation
- Inclusivity, participation and learning
- Celebrating and serving our diverse community
- Collaboration, dialogue and social engagement
- A healthy, sustainable community

A Quadruple Bottom Line

The Regent Park Arts & Cultural Centre and the arts and cultural organizations working there will generate a quadruple bottom line:

- A diverse, dynamic cultural environment
- A richer, inclusive social fabric
- A stronger local economy
- A cleaner, greener environment

Community Stewardship

The Regent Park Arts & Cultural Centre will be owned by a not-for-profit organization comprised of community representation and operated by Artscape.

D. STEPS TO SUBMIT A PROPOSAL

STEP 1 – REGISTER

Register your intent by email to saara@torontoartscape.on.ca with the subject **RPACC Call for Proposals** by **March 2, 2010**. In your email include the following information:

- Organization name
- Telephone number
- List of artistic disciplines in priority
- Email address
- Name of primary contact person

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STEP 4 – PREPARE & SUBMIT A PROPOSAL

Please prepare a proposal which addresses the below areas:

1. **Organization History** (*2 pages maximum*)
 - Mission statement
 - A brief history of the organization including years of operation
 - Describe the organization's current programs and services
 - Provide information on any awards, successes and relevant impact statistics
 - What is the size of your current location and how much is the rent?
2. **Statement of Interest and Experience** (*4 pages maximum*)
 - Why is the organization interested in space at the Regent Park Arts & Cultural Centre?
 - What is the organization's experience working in the Regent Park community or similar communities?
 - How does the organization demonstrate inclusivity, and accessibility of service for diverse populations?

CALL FOR PROPOSALS FOR ANCHOR TENANTS AND STUDIO OPERATORS

3. **Vision for the Space** (4 pages maximum)
 - What type of space does the organization seek – Anchor Tenant/ Studio Operator?
 - How many square feet do you require and how is the space going to be used?
 - Describe the technical specifications and needs (i.e lighting/ sound/ floor etc) of the organization for the space
 - Please provide a description of program plans/curatorial vision including how the space will be used by the community
 - Will this be a primary location for the organization or a satellite?
4. **Financials**
 - Please provide audited financial statements for 2 years and a current year internal financial statement
 - Describe the organization's proposed financial operating plan for the first 3 years at RPACC
 - Please provide evidence of sustained public sector support
5. **Supporting Documents**
 - Biographies for key personnel
 - List of Board of Directors

REVIEW AND SELECTION

A Tenant Selection Committee comprised of representatives from the RPACC Community Steering Committee, Artscape's Board of Directors, an Artscape tenant organization, and not-for-profit arts and cultural organizations will undertake the process of determining organizational fit for RPACC.

Each proposal will be reviewed according to the following guidelines:

VISION

- Is the submission rooted in a strong, organizational vision?
- Is the vision appropriate to the site?
- Would the submission make a substantial contribution to RPACC and the Regent Park community?
- Is the submission rooted in inclusivity and accessibility of service for diverse populations?

CAPACITY

- Does the respondent demonstrate the capacity and experience to deliver on what is proposed in the submission?
- Does the respondent demonstrate the necessary level of leadership to deliver the vision?
- Does the respondent demonstrate the necessary level of management experience to deliver the vision?

SUSTAINABILITY

- Does the respondent demonstrate the necessary financial, and operational capacity?
- Is the respondent able to demonstrate its financial stability and sustainability?

CALL FOR PROPOSALS FOR ANCHOR TENANTS AND STUDIO OPERATORS

NEXT STEPS

Following review of submissions, Artscape will notify respondents of the next steps which may or may not include a letter of intent for tenancy. Artscape reserves the right to further refine and develop possible operating models.

FREQUENTLY ASKED QUESTIONS

All questions concerning the proposal should be directed by email or telephone to Saara Siddiqi at: **saara@torontoartscape.on.ca** or **416.392.1038 x.49**.

During the Call for Proposals period, answers to frequently asked questions will be published at **www.regentparkarts.ca**, and updated regularly, without revealing the source of the questions.

E. BACKGROUND

REGENT PARK REVITALIZATION

Regent Park was one of the oldest publicly funded housing communities in Canada prior to Phase One of the revitalization initiative. Regent Park was first redeveloped over 50 years ago on 69 acres of land bounded by Parliament, Shuter, Gerrard and River Streets in Toronto's east downtown neighbourhood. Today, Regent Park is in the midst of a \$1 billion, 6-phase revitalization. Almost all of the existing social housing, which was originally developed to provide housing to low to moderate-income households within a 'garden city', park-like setting, will be demolished and replaced with a mix of social and market housing (both rental and ownership), in a mixed-income, mixed-use, mixed-tenure community.

In 2002, Toronto Community Housing initiated revitalization through consultations with more than 2,000 residents, neighbours and agencies. During that process, participants developed the community principles that would guide revitalization. One of those principles endorsed that arts and culture should continue to play an important part in the neighbourhood.

Revitalization is about building a great neighbourhood. The revitalization will include the development of over 5,500 units of housing, new retail, new streets and community facilities, and employment opportunities for residents. Since Phase One started in 2006, hundreds of new housing units have been constructed, new streets have been built to connect Regent Park with the surrounding area, new retail spaces have been built, and substantial public investment has been committed to community facilities and amenities.

Phase Two of the revitalization is now underway. In Phase Two alone, a new community centre, a new indoor pool, a new central neighbourhood park and a new children and youth hub are under design or construction.

One of the most exciting investments is the announcement of Infrastructure Stimulus Funding by the Federal and Provincial governments to support the construction of a Regent Park Arts & Cultural Centre. Taken together, these investments, both public and private, are transforming Regent Park and will contribute to the ongoing renaissance of the east downtown.

Regent Park is a very diverse community that has an especially high number of new immigrants. Residents of Regent Park come from China, Bangladesh, Sri Lanka, Jamaica, Somalia, and Vietnam, among other countries. All told, there are 47 languages spoken in the area, which is also reflected in the diversity of ethno-cultural activities that occur throughout the year. Regent Park is also a 'young' neighbourhood, with significantly higher numbers of children and youth per household than the city-wide average. Together, the diversity in the population and the high percentage of young people are important drivers in the types of investment that revitalization is generating, such as new community facilities and employment programs.

ARTSCAPE

Artscape is a not-for-profit organization that makes space for creativity and transforms communities. Established in 1986, Artscape has played a catalytic role in the revitalization of some of Toronto's most important creative communities including The Distillery Historic District, Queen Street West, Liberty Village and Toronto Island; and most recently opened the award-winning Artscape Wychwood Barns. Artscape projects provide affordable space for creativity while generating positive cultural, economic, social and environmental impact. While Artscape's real estate development activities are focused in Toronto, Artscape also shares its knowledge with other communities and urban centres across Toronto, Canada and around the world. www.torontoartscape.on.ca.

TORONTO COMMUNITY HOUSING

Toronto Community Housing is Canada's largest landlord. Toronto Community Housing's sole shareholder is the City of Toronto. Toronto Community Housing owns 58,500 rental housing units across Toronto, providing housing for more than 164,000 tenants with low and moderate incomes – about six per cent of the City of Toronto's population.

Toronto Community Housing initiated the revitalization of Regent Park based on long standing tenants' desire for investment and change to the neighbourhood. Prior to Phase One of the revitalization, Toronto Community Housing owned all of the 2,083 housing units and all streets in the Regent Park neighbourhood. During the revitalization, Toronto Community Housing will replace the social housing that currently exists with new apartment buildings and townhouses that are designed to high standards of sustainability and architectural design. Through partnerships with all three orders of government, its developer partner, The Daniels Corporation, and local not-for-profit agencies and organizations, Toronto Community Housing will also introduce new community facilities and retail with the aim of building a great neighbourhood at Regent Park. www.torontohousing.ca

THE DANIELS CORPORATION

Founded in 1982, The Daniels Corporation is one of Canada's leading and most diversified residential builders and developers. Daniels has built more than 18,000 homes and apartments in a diverse range of award-winning communities throughout the Greater Toronto Area. Daniels has partnered with Toronto Community Housing as the developer and construction partner for all six phases of the Regent Park revitalization. Daniels has a long history of building homes to high-energy performance standards. In Regent Park, Daniels' OneCole Condominiums will set a new benchmark for environmental sustainability. The Daniels Corporation is the development and construction partner for all phases of the Regent Park revitalization plan and will manage the construction of the Regent Park Arts & Cultural Centre. www.danielshomes.ca

CITY OF TORONTO - TORONTO CULTURE

Toronto Culture is proud to play a vital role in the cultural life of the City of Toronto. Responding to a long standing community desire to see arts and culture at the heart of the revitalization of Regent Park neighbourhood, the City helped facilitate two years of research in collaboration with the Regent Park Neighbourhood Initiative (RPNI), Toronto Community Housing, The Daniels Corporation and Artscape. The City of Toronto was successful in securing \$24 million in Infrastructure Stimulus Funding for this project. www.toronto.ca/culture

THE COMMUNITY STEERING COMMITTEE

The Steering Committee is comprised of locally-based arts, cultural and community leaders:

Debra Dineen, Board Member, Regent Park Neighbourhood Initiative

Adonis Huggins, Program Director, Regent Park Focus Youth Media Arts Centre

Leslie Lester, Executive Director, Souleppper Theatre Company

Lori Martin, Senior Cultural Affairs Officer, City of Toronto

Carol Moore-Ede, Chair, Cabbagetown Regent Park Museum

DIAMOND AND SCHMITT ARCHITECTS

Diamond and Schmitt Architects is based in Toronto with a practice that is worldwide. The firm has achieved an international reputation for design excellence with unremitting attention to user needs and innovative and sustainable design solutions. Buildings for the arts, universities, health care, civic and commercial and residential builders are among the projects completed by the practice. Significant cultural facilities include the Shakespeare Theatre, Washington, DC; the Garter Lane Cultural Centre, Ireland; the new Mariinsky Opera House, St. Petersburg, Russia; Toronto's Four Seasons Centre for the Performing Arts and the Detroit Symphony Orchestra and Music Education Centre. The Agnes Etherington Art Centre at Queen's University, the Kinnear Centre for Innovation at the Banff Centre and community centres such as the LEED Platinum Evergreen at the Brickworks are included in the firms significant portfolio. <http://www.dsai.ca/>

THE CENTRE FOR SOCIAL INNOVATION

The Centre for Social Innovation (CSI) is a dynamic convergence space whose mission is to catalyze, inspire and support new ideas and initiatives that are changing the world. Located at 215 Spadina Avenue, CSI provides shared space to 180 social mission groups, acts as a community centre for social innovators and provides a home to a dozen incubated projects. The Centre for Social Innovation (CSI) will operate a 10,000 square foot workspace hub – the Creativity Lab, within the Regent Park Arts & Cultural Centre. <http://socialinnovation.ca/>

F. LIMITATIONS

Any Respondent making a submission in response to this Call for Proposals does so fully accepting the following provisions:

This is a Call for Proposals only; it is not a procurement document. The information contained in this Call for Proposals is intended for information purposes only to assist interested parties in assessing whether or not to respond to such request. No representation or warranty express or implied, is made by Artscape or any of its agents, as to the accuracy or completeness of such information. Neither Artscape nor its agents will be responsible for, and hereby expressly disclaim, any and all liability for any errors, omissions or inaccuracies in connection therewith. In its response to this Call for Proposals, the Respondent must disclose to the Artscape, any potential conflict of interest that might compromise this process. If such a conflict of interest does exist, Artscape may, at its discretion, refuse to consider the response in question.

The Respondent must also disclose whether it is aware of any Artscape employee or Board of Trustees member has a financial interest in the Respondent and the nature of that interest. If such an interest exists or arises at any point leading to the selection of the successful Respondent, Artscape may, at its discretion, refuse to consider the response, or proceed with the Respondent any further in this process unless and until the matter is resolved to Artscape's sole satisfaction. All information provided by or obtained at any time from Artscape or its agents in any form in connection with this Call for Proposals that is not publicly available (i) must be treated in a highly confidential manner; (ii) is not to be used for any other purpose other than responding to this Call for Proposals; (iii) must not be disclosed to any other person without the prior written authorization of Artscape; and (iv) shall be returned to Artscape immediately upon the request of Artscape.

This exercise is not a request for tenders. This is a request for information only and no legal obligations will arise hereunder in any circumstances. Artscape reserves the right to amend the scope of this Call for Proposals, and to carry out discussions with one or more prospective Respondents at any time, or from time to time, for the purpose of attempting to finalize an acceptable agreement, at all times without recourse against Artscape and its agents, should no such agreement be concluded.

Artscape may proceed as it determines in its sole discretion, including to discontinue or invalidate this Call for Proposals and including to re-issue or proceed with a further Call for Proposals and Artscape will not be responsible for any losses or costs incurred by any Respondent as a result thereof. Artscape has the right not to respond to any report or request made by a Respondent and not to distribute copies of any reports or requests received from a Respondent and responses thereto, to the other Respondents. Where Artscape, in its discretion, considers that such report or request necessitates a change to this Call for Proposals, Artscape will prepare and issue an appropriate addendum to this Call for Proposals. Artscape reserves the right to terminate this Call for Proposals at any time for any reason.