Toronto Association of Business Improvement Areas
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May 5, 2026

Request for Proposal – Micromobility Delivery Rider Pilot – Greektown BIA

1. Overview

The Toronto Association of Business Improvement Areas (TABIA), in partnership with the Greektown BIA and the City of Toronto, is seeking a qualified consultant or multidisciplinary team to design, implement, and evaluate a 12-month demonstration pilot focused on micromobility delivery rider parking and loading management.

The pilot will test interventions to:

- Reduce sidewalk congestion and pedestrian conflicts
- Improve curbside organization and safety

The project will focus specifically on app-based food delivery riders using bicycles and e-bikes, with a geographic focus on the Greektown BIA (Danforth Avenue corridor).

2. Scope of Work

<u>Phase 1: Background Studies and Analysis</u>

The consultant will undertake foundational research including:

2.1 Jurisdictional Scan

- Review regulations impacting delivery riders in Toronto
- Comparative scan of jurisdictions that have:
    - Implemented delivery rider pilots,
    - Established micromobility staging infrastructure,
    - Introduced curb management strategies.
    - Identify best practices and applicability to Toronto.

2.2 Greektown BIA Spatial and Operational Analysis

Mapping and analysis including:

- Rider concentration "hotspots"
- Areas of pedestrian conflict and BIA concern

Right-of-way (ROW) conditions:

- curbside uses (parking, loading zones)
- signage and restrictions
- sidewalk widths and constraints

Baseline data collection:

- Observational studies (counts, dwell times, clustering patterns)

- Time-of-day and day-of-week patterns

Phase 2: Stakeholder Engagement

The consultant will design and execute a structured engagement process.

2.3 Stakeholder Coordination

Develop and implement an engagement plan including:

Regular advisory meetings with:

- Greektown BIA
- Economic Development (EDC)
- Transportation Services
- Municipal Licensing & Standards
- Toronto Parking Authority
- TABIA
- Other stakeholders as identified

2.4 Platform Engagement

TABIA will engage delivery platforms (e.g., Uber Eats, DoorDash, SkipTheDishes), and will plug them in to the consultant to secure participation in:

- Pilot design
- Driver communication and training
- Compliance mechanisms (where feasible)

2.5 Community Engagement

- Engage local businesses and residents
- Gather feedback pre- and post-implementation

Phase 3: Pilot Design and Implementation

2.6 Pilot Design

Develop a pilot plan, which may include:

- Designated micromobility parking/loading areas
- On-street zones or Green P lot zones
- Converted curb space
- Site selection criteria and justification

Technical design (working with stakeholder groups), which may include:

- signage

- pavement markings
- physical elements (e.g., racks, delineators)

2.7 Training and Compliance Strategy

Develop training materials for delivery riders

Coordinate delivery via:

- platform apps
- in-field outreach
- Propose compliance and enforcement supports

2.8 Implementation

Oversee installation and deployment
Coordinate with City divisions and BIA

Ensure pilot launch no later than July 31, 2026

Phase 4: Monitoring and Evaluation

2.9 Data Collection

Before-and-after analysis including:

- Rider clustering and dwell times
- Sidewalk obstruction levels
- Pedestrian flow impacts
- Business feedback
- Rider experience

Use mixed methods:

- observational data
- surveys/interviews
- platform data (if available)

2.10 Performance Metrics

Proponents should propose a metrics framework, which may include:

- Reduction in sidewalk congestion
- Compliance with designated zones
- Changes in delivery efficiency
- Stakeholder satisfaction

Phase 5: Final Reporting

2.11 Final Report (Due June 30, 2027)

The report must include:

- Methodology
- Jurisdictional scan
- Technical analysis
- Engagement process
- Pilot design and deployment
- Findings
- Quantitative and qualitative results
- Impacts on:
    - congestion
    - businesses
    - pedestrians
    - riders
- Lessons Learned
- Operational challenges
- Maintenance and enforcement considerations
- Recommendations
- Whether objectives were met
- Cost-benefit analysis
- Scalability across Toronto
- Partnership and governance model
- Appendices
    - Maps and spatial data
    - Technical drawings
    - Engagement summaries
    - Photographic documentation
    - Training materials

4. Deliverables

- Work plan and project schedule
- Jurisdictional scan report
- Greektown spatial analysis and mapping
- Stakeholder engagement plan and summaries
- Pilot design package (drawings, site plans, materials)
- Training materials and implementation
- Monitoring and evaluation framework
- Interim updates
- Final report

5. Timeline

Project start: Upon award (Spring 2026)
Pilot launch: No later than July 31, 2026
Pilot duration: 12 months
Final report: June 30, 2027

6. Proponent Qualifications
Teams should demonstrate:

Experience in:

- transportation planning
- curb management
- micromobility policy
- urban design

Experience delivering pilot projects
Stakeholder engagement expertise
Data collection and evaluation capability
Multidisciplinary teams are welcome (e.g., planning + engineering + behavioral insights).

7. Budget and Pricing Submission
Proponents must submit:

- Detailed cost breakdown by phase
- Staffing plan and hourly rates
- Assumptions and exclusions
- Measures to keep costs under $40k, inclusive of implementation requirements

Note: TABIA is able to take on the role of coordinating engagement with stakeholders, e.g. booking meetings.

Selection Process:
The awarded vendor will be selected from qualified Proponents, based on best price and quality and creativity of options provided. Interested bidders are invited to submit an application that clearly demonstrates their experience and skills to successfully carry out the pilot.

Due Date: Submissions must be received by May 20, 2026 - 5pm at jkiru@toronto-bia.com, and info@toronto-bia.com.

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