

The Municipality of the County of Colchester

REQUEST FOR PROPOSAL

Sale of Property (Land and Building)
80 Ventura Drive, Debert, NS

1.0 INTRODUCTION

The Municipality of Colchester will consider accepting proposals from proponents for the purchase of 80 Ventura Drive, in Debert, NS. If an appropriate proposal is put forward, the Municipality will dispose of the property in accordance with the Municipal Government Act (MGA).

The Municipal Council's objective is for economic development and growth and advancement of the Debert Business Park (DBP). DBP is a key economic driver within Colchester County. Debert is home to over fifty businesses, ranging in sector from manufacturing and fabrication to distribution and hospitality. DBP offers the region's best access to markets, transportation networks, infrastructure, and available commercial and industrial land. The Municipality of Colchester has prioritized the growth of DBP and is focused on attracting new business development and business expansion. All new developments are required to be commercial or light industrial in nature and are held to specific Debert growth standards, focused on regentrifying the formerly known "Canadian Forces Station Debert".

The sale of this property is expected to achieve these goals. Therefore, a proponent must submit a proposal that highlights the intended use of the property and how their development plan aligns with the growth plan for Debert Business Park. Proposals must be specific to commercial or industrial uses and development of new business or business expansion.

More information on Debert Business Park can be found at debertbusinesspark.ca

2.0 PROPERTY

The Municipality intends to sell the property as listed. The property is being sold on an "as is, where is" basis. The property is not required for municipal purposes.

Proponents must do their own research on the property and be satisfied with what they are bidding upon. The Municipality will not be held liable for any issues the proponent has with the property before or after possession of the property is taken by the successful bidder. As a condition of submitting a proposal, the proponent specifically acknowledges they have no claim against the Municipality, or its employees, because of the condition of the property (land and structures).

2.1 Property Details

The subject property is located at 80 Ventura Drive in Debert, Colchester County, Nova Scotia. The property is cleared and has municipal water and sewer services. Additional property details include:

- PID #: 20445219
- Lot Size: 2.7 acres

- Frontage: 616 feet along Ventura Drive
- Paved Road
- 20ft wide water utility easement running along Ventura Drive and thru middle of property

2.2 Building Details

The building is situated in the northeast corner of the property and is entered on the southeast side, facing Ventura Drive. The building has two offices, two 2-piece washrooms, a meeting room, storage and a lab/small warehouse space. The building requires substantial interior and exterior renovations. Additional building details include:

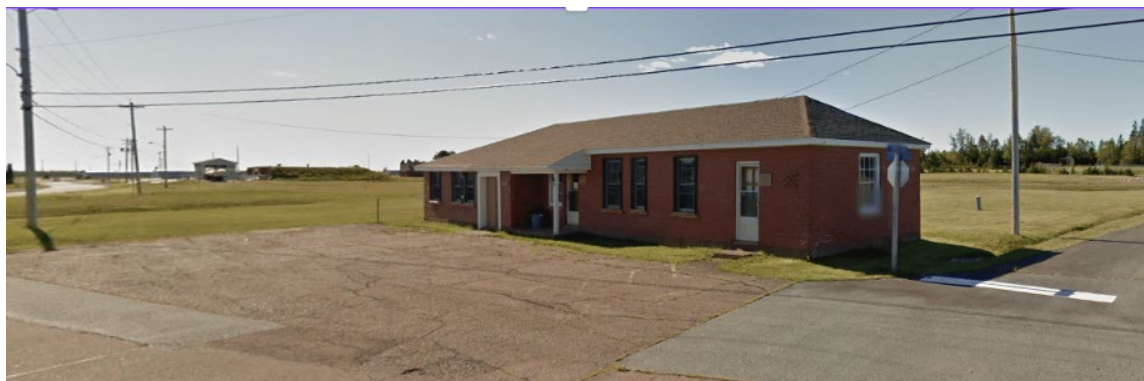
- Building Footprint: 1450 square feet (approx.)
- Age: 1940's
- Foundation: Reinforced concrete slab
- Paved driveway and parking area

2.3 Property Photos

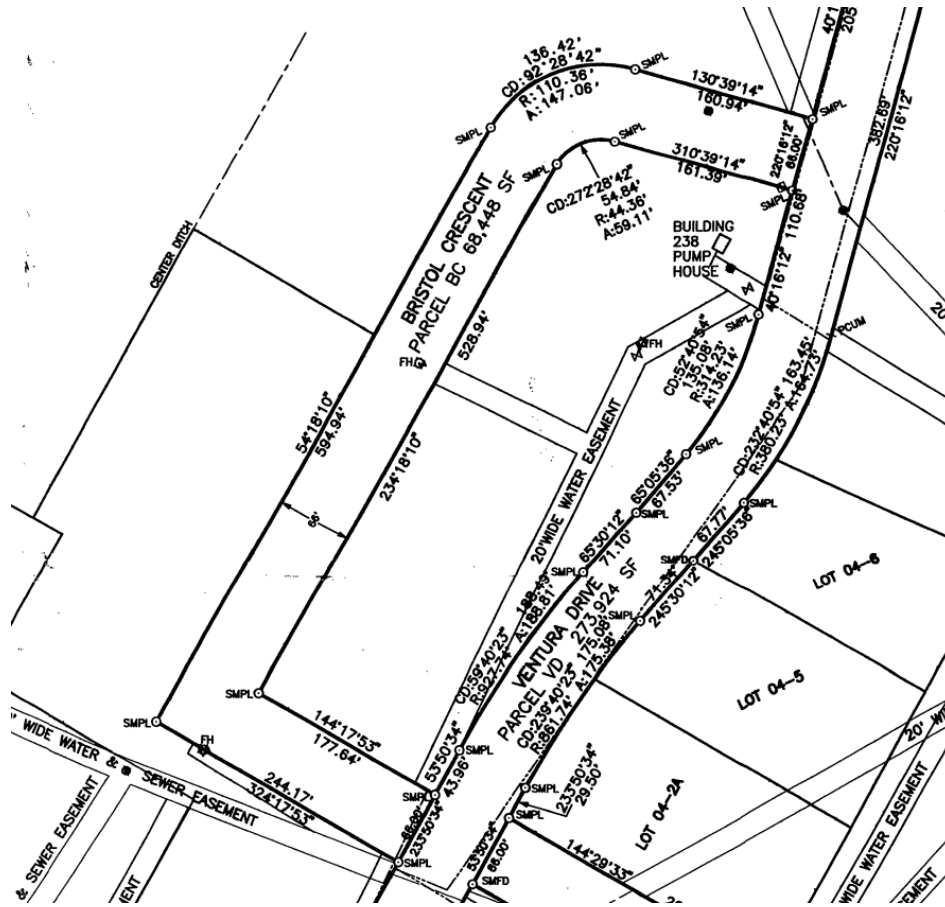
Aerial View – 80 Ventura Drive



Street View – 80 Ventura Drive



Subdivision and Amalgamations, showing water utility easement – 80 Ventura Drive



3.0 PROPOSALS

This request for proposal (“RFP”) implies no obligation on the Municipality to accept any proposal, or a portion of a proposal. The Municipality reserves the right to cancel or reschedule the RFP at any time.

3.1 Proposal Context

Proposals should contain the following items:

1. A letter of submission, containing a brief description of the corporation or business, a high-level overview of the proposed project and a list of any similar project examples or experience.
2. Submission of a completed **Application Package**, found in Appendix A
3. A minimum of two references. Examples of appropriate references include industry professionals, previous or current clients, company suppliers, etc.

3.2 Proposal Submission

Proposals must be submitted by email or mail with the subject heading marked **“RFP Property Purchase, 80 Ventura Drive, Debert”**. The package is to be clearly identified with the proponent’s name and contact information.

Proposals must be submitted no later than **Friday, February 10, 2023, by 12:00 pm** (Atlantic Time). It is the responsibility of the proponent to ensure that the proposal is received on time. Late offers will not be considered. All proposals must be signed by the proponent or an authorized representative of the proponent submitting the proposal. Unsigned proposals may be rejected at the discretion of the Municipality. Faxed proposals will not be accepted.

Proposals must be submitted to the following email address or mailing address:

Jenn Martin
Economic Development Officer
Email: jmartin@colchester.ca

Municipality of Colchester
Economic Development
1 Church Street, Truro, NS, B2N 3Z5
Phone: (902) 890-6780

3.3 Proposal Evaluation

Responses to this "Request for Proposals" will be reviewed by a Selection Committee and other specialists as appropriate. All proposals must comply with all requirements outlined in this document and all submissions will be evaluated and ranked against the following criteria and associated weights.

Evaluation Components:

20% Company Information & Experience:

- company profile, years in business, number of employees
- relevant experience in completing projects of similar scope;
- results of reference checks;

35% Project/Development Proposal:

- proposed property use;
- proposed renovations, new construction and property upgrades;
- suitability of the project proposal to adjacent properties;
- compatibility with Municipal objectives for Debert Business Park;
- anticipated project timeline start and completion date.

30% *Economic Considerations:*

- total project investment;
- anticipated project procurement;
- new jobs and additional business growth opportunities;
- sustainable initiatives.

15% *Purchase Details and Submission:*

- offered purchase price;
- proposed closing date and purchase conditions;
- quality and completeness of submissions.

3.4 Proposal Acceptance

The Municipality reserves the right to reject any or all proposals. The Municipality reserves the right to accept a proposal that is not the highest offered purchase price or to accept any proposal which it may consider to be in its best interests. This request for proposal (“RFP”) implies no obligation on the Municipality to accept any proposal, or a portion of a proposal. The Municipality reserves the right to cancel or reschedule the RFP at any time. Any proposal not supported by the information requested in this RFP may be rejected.

3.5 Inquiries

All inquiries regarding the RFP must be submitted by email to the address listed below as early as possible within the bidding period. Inquiries must be received no less than five (5) business days before the closing date to allow sufficient time to provide a response. Inquiries received after that time may not be answered prior to the closing date. Information obtained from any other source will not bind the Municipality in any way.

All inquiries are to be directed only to:

Jenn Mantin

Economic Development Officer

1 Church Street Truro, Nova Scotia B2N 5E7

Tel: (902) 890-6780

Email: jmantin@colchester.ca

Proponents may arrange to view and inspect the property by arranging an appointment through Ms. Mantin.

4.0 PROPERTY VALUE

An independent market appraisal of the property values the building and land at \$95,000. RFP submissions should include a competitive bid that reflects the current commercial real estate market.

The current assessed value of the property is \$4,900. Proponents should consider the sale of this property will increase assessed value and the annual property tax rates.

5.0 GENERAL CONDITIONS

5.1 Agreement of Purchase and Sale

An agreement of Purchase and Sale will be drawn up as the proposed document forming the sale. The successful proponent will be held to the details of their RFP application, proposed use of the property, and project completion timeline. It is expected that Municipal Council will give direction on the successful RFP, and an agreement will be prepared for signature.

5.2 Confidentiality

Information provided by the Municipality with respect to the subject property is to be treated as confidential and is not to be disclosed to any third party without the written permission of the Municipality.

5.3 Irrevocable

All proposals submitted must be kept open and available for acceptance for a period of up to sixty (60) days from the closing date of February 10, 2023. There will not be a public opening of bids after the closing deadline.

APPENDIX A

REQUEST FOR PROPOSAL APPLICATION PACKAGE
Application for Sale of Property: 80 Ventura Drive, Debert, NS



SECTION #1 | COMPANY INFORMATION

Business & Applicant Information

Business or Company Name:					
NS Registry of Joint Stock #:					
Applicant Name:					
Company Position or Title:					
Phone:			Email:		
Address:					
City:		Province:		Postal Code:	

Describe current business operations:

Number of Current employees: _____ Company Website: _____

References (please provide a minimum of 2 references as outlined in Section 3.1 of the RFP):

NAME:	RELATIONSHIP:	CONTACT INFORMATION:

Legal Information

Lawyer's Name:					
Law Firm:					
Phone:		Email:			
Address:					
City:		Province:		Postal Code:	

SECTION #2 | PROJECT OR DEVELOPMENT PROPOSAL

Property Use

1. Describe the proposed business use for the building and property:

2. Identify the compatibility and suitability of your proposal with neighbouring businesses and property uses:

3. Please identify any environmental risks:

Building and Construction

4. Describe the proposed renovations and upgrades (interior and exterior) to the existing structure:

Approximate Renovation Budget: \$ _____ CAD

5. Describe any proposed new building construction on the subject property:

Approximate New Construction Budget: \$ _____ CAD

6. Describe any proposed property upgrades (parking lots, driveway access, fencing, landscaping, etc.):

Approximate Property Upgrade Budget: \$ _____ CAD

7. Identify any servicing requirements:

8. Site Plan Attached:

Yes:		No:	
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**Site plans must be drawn to scale and identify property orientation*

9. Approximate Project Construction Timeline: _____

SECTION #3 | ECONOMIC CONSIDERATIONS

Identify if the proposed project is for the purpose of new business development or an existing business expansion: _____

Total level of estimated capital investment for project development:

ITEM	
Renovations, new construction and property upgrades:	CAD \$ _____
Equipment, Technology, additional infrastructure:	CAD \$ _____
Project upstart (hiring, marketing, etc.):	CAD \$ _____
Additional expenses:	CAD \$ _____
TOTAL	CAD \$ _____

Project financing details:

Number of new jobs associated with the project development: _____

Identify the anticipated local procurement (suppliers, vendors, sub-trades, etc.) associated with the project development:

Describe any sustainable initiatives the company will be undertaking as part of the business development or expansion:

Additional economic considerations or details:

SECTION #4 | PURCHASE DETAILS

Offered Purchase Price: \$ _____ CAD

Proposed Closing Date: _____, 2023

Purchaser's Conditions:

Signed by _____ *[name] as an agent/authorized representative of* _____ *[company name].*

Signature: _____ *Date:* _____