



LABRADORCITY

REQUEST FOR PROPOSALS
Sale of Real Property – Bartlett Drive North

Closing Date: Friday, August 12, 2022 at 3:00pm local time.

Craig Purves, MCIP
Director of Planning & Development
Town of Labrador City
317 Hudson Drive
Labrador City, NL
A2V 2K5



1.0 GENERAL SCOPE OF WORK

The Town of Labrador City is inviting proposals for the purchase & development of a greenfield site zoned Residential Medium Density (RMD). The total area that is available for purchase is ~14 ha which will be surveyed and subdivided from two larger land tracts subject to the design and layout of successful respondent(s).

Respondents shall provide a conceptual plan accompanied by supporting documentation that describes in detail, a clear vision and programme for the development and construction of the property for the purpose of residential development.

In reviewing proposals, Council will be primarily concerned with maximizing residential density while maintaining conformity with the desired character of the area and compatibility with other land uses in the vicinity. The successful proposal(s) should demonstrate the following:

- A qualified, experienced multidisciplinary team with the capacity to plan, design and develop real estate.
- An ability to finance and construct residential real estate projects and municipal works.

The respondent that presents the most innovative and comprehensive development scenario, while providing highest and best fair market offer purchase price may be requested to make a presentation to the Council before the final award selection is made.

1.1 Land Description

The site is approximately ~14 ha in size and is located on the north side of Bartlett Drive, just south of Quartzite Lake. The site bridges the main town site with the Harrie Lake subdivision located to the west.

The White Wolf Snowmobile club maintains a groomed trail during winter months that runs North-South through this site to Little Wabush Lake. There is also an access road from Bartlett Drive to grounds used by the Labrador City Fire Department for training exercises as well as a series of informal quad/ATV trails that traverse the site. Otherwise, the property is an untouched greenfield site with no previous use known.



1.2 Existing Municipal Infrastructure - General

The following sections are a high-level overview of the infrastructure systems servicing the site. Any information requests can be made in writing to the Director of Planning & Development for additional detail. The successful respondent shall ultimately be responsible for the engineered design and installation of site services that meet both the Town's *Municipal Development Standards* & the provincial *Municipal Water, Sewer and Roads Master Construction Specifications*.

1.2.1 Existing Infrastructure - Water

Potable water is pumped from the Beverly Lake pumphouse to a reservoir on Cooper Hill. A second reservoir is fed from a booster station on Vanier Avenue as part of the distribution network. The two (2) reservoirs that have capacities of 2,270 m³ and 1,170 m³ respectively. There is ample pumping and treatment capacity in the Beverly Lake pumphouse to meet current demands.

There is a 250Ø ductile iron water main that runs along Bartlett Drive that provides service to the Harrie Lake subdivision. The main feeds a booster station located adjacent to the site. The booster station was installed in 2014 in support of a development project on Circular Road.



Figure 1 250Ø ductile iron water main leading to Bartlett booster station.

1.2.2 Existing Infrastructure – Sanity Sewer

There is no sanitary system in the immediate area of the site. The main townsite and Harrie Lake Subdivision operate on separate sanitary treatment systems. Effluent from the main townsite is directed to the Drake Wastewater Treatment Plant. The sewer main is 200Ø asbestos cement and terminates at a manhole junction located near 1085-1087 Bartlett Drive.



Figure 2 200Ø asbestos cement sewer main terminating at manhole junction located near 1085-1087 Bartlett Drive.

Effluent from the Harrie Lake Subdivision is directed to a treatment plant on Harrie Lake. This system terminates at the entrance of the subdivision. The sewer main for this system is 300Ø asbestos cement main.



Figure 3 300Ø asbestos cement main in Harrie Lake Subdivision.

1.2.3 Existing Infrastructure – Storm Sewer

Bartlett Drive is serviced with an open culvert system with three (3) 900Ø HDPE culverts that discharge into Harrie Lake located to the south.

1.3 Power Distribution & Easements

There is a utility corridor spanning the site, running in parallel to Bartlett Drive. NL Hydro maintains an easement under all utility corridors. These easements have not been formally surveyed and depending on the voltage, may range from 3.0 to 15.0 metres wide.

1.4 Subsurface Mineral Rights

As with the majority of the region, subsurface mineral rights are held by a third-party mining & exploration company. The lands are subject to the exceptions, provisions, terms, conditions, qualifications and reservations contained in an Indenture dated the 29th day of December, A.D. 1960 and registered at the Registry of Deeds for the Province of Newfoundland on the 5th day of January, A.D. 1961 in Volume 512 Folios 361-370 (IOCC Mineral Rights).

1.5 Zoning

The Town's Municipal Plan currently designates the lands as Residential Medium Density (RMD). The intent of the Residential Medium Density designation is to recognize existing neighbourhoods of primarily single detached dwelling as well as encourage higher density forms of housing including double dwellings and small multi-unit dwellings. Permitted uses in this zone include single dwellings, double dwellings, recreation open space and conservation. Discretionary uses include row dwellings, apartment buildings, garden suites, and other professional services.

The west side of the site along Circular Road is zoned Commercial Highway (CH). This designation accommodates a series of retail and service activities, including shops, office, personal & medical services.

Respondents are encouraged to review the Town of Labrador City's Municipal Plan & Development Regulations. These documents are readily available to the public at www.labradonwest.com.

1.6 Tax Structure

Refer to 'Appendix A– Tax and Fee Structure' for information on the Town's 2022 municipal tax and permit fee structure.

1.7 Geotechnical

In 2006, the Town commissioned a geotechnical investigation of multiple sites, including test pits in the general vicinity of the site.

In general terms, the survey sites were generally found suitable for the proposed use as residential development sites. The existing compact to very dense undisturbed native glacial till or bedrock which underlies the site or engineered structural fill as further dare satisfactory bearing strata to support light foundation and parking loads.

This full report may be made available upon written request to the Director of Planning & Development. The report was prepared for preliminary planning & design purposes only and the successful respondent is encouraged to conduct an independent assessment of the subsurface ground conditions in a manner tailored to their proposal.

2.0 SUBMISSION

Respondents shall include the submission of the following items:

2.1 Development Proposal

Respondents shall provide in detail, a conceptual plan for development of the land. At minimum, plans should incorporate the following information:

- (a) Proposed lot size(s) and subdivision of land.
- (b) Size, location and spatial arrangement of proposed building(s).
- (c) Ingress and egress of parking area(s).
- (d) Motor vehicle access and circulation patterns.
- (e) Area(s) to be landscaped.
- (f) Type of use(s) planned (single/double/row dwelling, multi-unit, or a mixed-use combination.)
- (g) Pedestrian pathways and connection to adjacent public spaces.
- (h) Area(s) to be dedicated as public land.

2.2 Work Description

Respondents shall provide a demonstrated understanding of the project including, but not limited to the scope of work and approach that will be taken to accomplish the services related to this document, as well as an indication of possible challenges and solutions not directly referenced in the request of proposals.

2.3 Economic Benefits

Respondents shall describe the benefit(s) that their proposed offers to the Town including:

- (a) Offered purchase price (as per Section 2.11)
- (b) Projected property tax revenues from the project.
- (c) List of any key partners and/or anchor tenants.
- (d) Market demand & community need.
- (e) Unit affordability.
- (f) Any other potential benefits to the Town.

2.4 Team Composition and Experience

Respondents shall provide in detail, their credentials related to the scope of work and any information which documents successful and reliable experience in past contracts, especially those contracts related to the requirements of this invitation.

2.5 Resume

A one (1) page resume detailing qualifications and previous work assignments related to this invitation for each person who will perform the services required. These credentials may be subject to verification.

2.6 References

Respondents shall provide a list of three (3) applicable client contacts who have contracted for services offered by the respondent which is considered identical or similar to the requirements of this invitation. The list should include the following information:

- (a) Company Name and Address
- (b) Contracting Officer and Telephone Number
- (c) Technical Representative and Telephone Number, and
- (d) A brief, written description of the specific services provided including the year, respondent contract value and final respondent contract value. Experience in dealing with other municipal projects and/or have experience in purchasing government property for private development is considered an asset.

2.7 Organization

Respondents shall provide an organizational chart that identifies a hierarchy of responsibility, and in the case of a multidisciplinary joint venture, identifies the lead firm.

2.8 Project Management

Respondents shall designate in their proposal, a project manager who shall be the sole point of contact for all communication, coordination of work and subsequent approvals and/or negotiations with the Town of Labrador City.

2.9 Timeline

Respondents shall provide a project overview indicating significant project milestones and describing the staging and execution of the various facets of the project, from predevelopment analysis, detailed engineering, permit approval and construction & occupancy.

2.10 Company Profile

Using the form identified in this document as '**Appendix B – Submission Form**', respondents shall provide the name of the firm, appointed project manager, office address, telephone number, email address, and facsimile number and Business Registration Profile.

2.11 Proposed Offer Price

Using the form identified in this document as '**Appendix B – Submission Form**', respondents shall provide an offered purchase price for the land. Offers shall be submitted on a price per hectare and total purchase price.

2.12 Deposit

A 10% deposit for the total offered purchase price of the land in the form of a certified cheque shall accompany the bidder's submission.

Deposits for unsuccessful submissions will be returned to the bidder upon the lesser of 90 days from the closing date of this invitation or, upon execution of an Agreement of Purchase and Sale with the successful respondent.

Deposit of the successful respondent shall be applied against the deposit as required under the terms of the Agreement of Purchase and Sale. In the event the successful bidder fails to execute the Agreement of Purchase and Sale within the prescribed period as described in Section 4.1, the deposit shall be forfeited.

2.13 Other

Respondents may choose to add additional brief facts concerning your organization or submission which you feel are critical in evaluating your proposal.

2.14 Document Size Restrictions

Elaborate brochures or voluminous examples are neither required nor desired. Proposals (excluding plans and/or drawings) should not be more than 10 typed pages maximum, Times New Roman 12 point font pitch. Digital submissions must not exceed 10Mb.

3.0 PROPOSAL EVALUATION

The highest purchase price offer will not necessarily be accepted. Any purchase price offers may be subject to negotiation.

The evaluation process will be carried out by an evaluating committee who will establish the ranking of all the respondents and produce a short list. The short-listed respondents may be invited to make a brief presentation and to discuss the merits of their proposals – either in person or via teleconference.

The results of the above process will be brought to the Council with a recommendation from the evaluating committee to enter into an Agreement of Purchase & Sale with the preferred respondent.

3.1 Evaluation Process

Each Proposal will be evaluated using the following process:

1. Each bid will be reviewed to ensure that the mandatory criteria identified in Section 2.0 are included. Any bids that do not include the minimum mandatory criteria will receive no further consideration during the evaluation process.
2. Bids that pass the mandatory criteria review will be evaluated against the desirable criteria summary below:

3.2 Desirable Criteria Summary:

Submissions will be evaluated based upon the following criteria:

- (a) Communication Skills:**
 - Clarity and readability of the written proposal.
- (b) Team composition and experience**
 - Corporate experience and experience of individual team members with projects of similar scope and size.
 - Demonstrated history of successfully completing projects of a similar nature on time and with quality results.
- (c) Scope of work & Methodology**
 - Demonstrated understanding of the requirements of the scope of work and requirements of this invitation.
 - Acceptable proposed schedule and work plan.
 - Demonstrated understanding of the unique logistical and environmental challenges of undertaking construction projects in the region.
 - Value added propositions and recommendations.
 - Attention to relevant challenges that have not been presented in this request for proposals document.
- (d) Conceptual Design**
 - Conceptual proposal of the spatial arrangement of the site.
 - A demonstration of the architectural nature of the housing to be constructed, including options for building materials, exterior finishes, building heights and orientation.
 - A demonstrated functionality of the subdivision including; pedestrian and traffic circulation, the nature of the development, proposed uses and community need.
- (e) Economic Benefits**
 - Direct purchase price.
 - Projected annual tax revenue.
 - Projected number of housing units & density.
 - Housing unit affordability.
 - Other benefits to the Town.

3.3 Desirable Criteria Rating

Proposals shall be evaluated based on the criteria and weighting as outlined in the Rating Schedule below. In terms of relative importance, criteria are given an Assigned Weight (Column A). The criteria are rated according to the following degree of satisfaction and this rating (i.e., the unit points awarded) is placed in Column B.

Poor 1--3 Points
Fair 4--6 Points
Good 7--8 Points
Excellent 9--10 Points

Each unit Assigned Weight (Column A) is multiplied by the appropriate degree of satisfaction (Unit Points Awarded,

Column B) to yield the Total Points (Column A x B). The Total score (i.e., the sum of the column 'Total Points') represents the overall degree of satisfaction. The recommendation will normally be to award the contract to the respondent having the highest Total score. Each rating shall be considered confidential.

The Town reserve the right to evaluate proposals on any criteria it deems appropriate and may not necessarily rely on the criteria outlined in this document.

3.4 Rating Schedule

Criteria Category		Assigned Weight (A)	Unit Points Awarded (B)	Total Points (A x B)
a	Overall quality, appearance, and readability of proposal	5		
b	Team Composition and Experience – Personnel to be assigned or made available to the project	15		
c(1)	Methodology, and understanding of project in proposed approach	15		
c(2)	Project schedule and demonstrated ability to meet timelines	15		
d	Proposed design concept	20		
e(1)	Economic benefit - direct purchase price & taxation	5		
e(2)	Number of housing units & density	25		

4.0 METHOD OF AWARD

The preferred respondent will then be contacted by Director of Planning & Development to arrange for the execution of an Agreement of Purchase & Sale.

The Agreement will be presented to the Council for acceptance. No contract is formed until an Agreement of Purchase & Sale is executed by the Council.

4.1 Agreement of Purchase & Sale

Within sixty (60) days of Councils acceptance of the Evaluation Committee's recommendation of preferred proposal, the successful respondent will be required to increase the deposit (re: Section 2.3) to 100% of the purchase price and enter into an agreement of purchase & sale with the Town of Labrador City, based on terms and conditions satisfactory to the Town's solicitor.

Upon acceptance of the agreement of purchase & sale by the Town of Labrador City, the agreement shall constitute a binding agreement of purchase and sale, which among other provisions will embrace the following:

- (a) A legal description of the land
- (b) The amount and time for payment of the down payment and balance of the purchase price as well as interest to be charged.
- (c) The timing in which the Town of Labrador City will be obliged to convey the subject lands.
- (d) The timing in which the respondent shall be required to execute a Development Agreement with the Town.

5.0 AWARD OF PROPOSAL

5.1 The Town reserve the right to modify the terms, or cancel, or reissue the 'Request for Proposals' at any time at its sole discretion.

5.2 This invitation should not be construed as a contract to purchase goods or services. Although proposals will be

assessed in light of the evaluation criteria, the Town are not bound to accept the highest offered bid, or highest scoring proposal or any proposal. The Town reserve the right to reject any or all proposals and to award the contract in its entirety, or in part, whichever, in its opinion, best serves the interests of the municipality.

5.3 Subsequent to the submissions of proposals, interviews may be conducted with some of the respondents, but there will be no obligation to receive further information, whether written or oral from any respondent.

5.4 The Town will not be obligated in any manner to any respondent until a written contract has been duly executed. Any damages arising out of a breach by the Town, including damages for any implied duty at law, are limited to the actual costs of preparing the proposal. Neither acceptance of a proposal, nor execution of a contract, will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license pursuant to any statute, regulation or by-law.

5.5 Respondent's Qualifications

- (a) No contract will be awarded except to experienced respondents capable of providing the services contemplated.
- (b) Respondents must have a comprehensive understanding of the scope of services listed in this invitation. Understanding and previous experience in all aspects of similar projects is essential criteria in the qualifying process.
- (c) Respondents shall have a proven record of having provided this service requirement.
- (d) The respondent's personnel and management to be utilized in this service requirement shall be knowledgeable in their areas of expertise.
- (e) The Town of Labrador City reserves the right to check all references furnished and consider the responses received in determining the award of this invitation.
- (f) The Town of Labrador City reserves the right to contact or meet with any individual respondent. The Town is not obliged to meet with any or all respondents.
- (g) Respondents may not subcontract all or portions of the services contemplated without prior approval of the Town of Labrador City, which may be withheld.

6.0 GENERAL INSTRUCTIONS

6.1 Instructions and the Terms of Reference

INSTRUCTIONS AND FORMS: The 'Request for Proposals' document may be obtained by visiting "Tenders", www.labradorwest.com, or in person or by mail from,

TOWN OF LABRADOR CITY
317 Hudson Drive
Labrador City, NL
A2V 2K5
(709) 944-2621

- (a) All proposals are to be submitted in accordance with this 'Request for Proposal' document.
- (b) All proposals are to be submitted in a sealed envelope clearly marked '**Sale of Real Property – Bartlett Drive North**'.
- (c) Proposals submitted by facsimile or email will not be accepted.
- (d) Additional information or clarifications of any of the instructions or information contained herein may be solicited from office of the Director of Planning & Development, Town of Labrador City, no later than **July 15, 2022**.
- (e) The Town of Labrador City will assume no responsibility for oral instructions or suggestion. All official correspondence regarding the invitation should be directed in writing to and will be issued by the Director Planning & Development.
- (f) The Town of Labrador City reserves the right to make additional copies of all or part of the respondents submission for internal use.

APPENDIX B – SUBMISSION FORM:

- (a) The Submission Form is to be completed in its entirety.
- (b) Under 'Offered Purchase Price' the respondent is required offer a bid on the lands.
- (c) Type or legibly print, in ink, the information required on the Submission Form.
- (d) Sign the Submission Form as indicated:

In the case of a Sole Proprietorship, signature of Sole Proprietor will sign where indicated in the presence of a witness who will sign where indicated. Insert the words 'Sole Proprietor' next to the signature.

In the case of a Partnership, signature any authorized partner will sign where indicated in the presence of a witness who will sign where indicated. Inset the word 'Partner' next to signatures.

In the case of a Limited Company, signatures of authorized signing officers in the presence of a witness who will sign where indicated. Indicate next to signature the corporate title of each signer.

- (e) If it becomes necessary to correct an error made on the Submission Form, such correction must be initialed by an authorized person(s).

7.0 GENERAL INFORMATION

7.1 Reservations

- (a) The Town of Labrador City reserves the right to reject any or all submissions or parts of a submission, when in reasoned judgment, the public interest will be served thereby.
- (b) The Town of Labrador City may waive formalities or technicalities, including minor omissions or errors in a submission(s) as the interest of the Town may require.

7.2 Modifications/Addenda

The Town of Labrador City may, at any time prior to the closing date and time, issue additional information, clarifications or modifications to the invitation by written addenda issued by the Director of Planning & Development, or appointed staff. It is the respondent's sole responsibility to ensure they have received all addenda prior to submitting their proposal.

7.3 Respondent Expenses

Respondents are solely responsible for their own expenses in preparing, delivering or presenting a proposal and for subsequent negotiations with the Town of Labrador City, if any.

7.4 Exceptions

The submission of a proposal shall be considered an agreement to all the terms and conditions provided herein and in the various invitation documents, unless specifically noted otherwise by the respondent.

7.5 Currency and Taxes

Prices are to be quoted:

- In Canadian dollars;
- Exclusive of HST.

7.6 Period of Submission Validity

Submissions will be binding 90 calendar days; unless otherwise specified, all proposals submitted shall be irrevocable for 90 calendar days following invitation closing date, unless the respondent(s), upon request of the Director of Planning & Development, agrees to an extension.

7.7 Disputes

In cases of dispute as to whether or not an item or service quoted or delivered meets submission requirements, the decision of the Town of Labrador City, or authorized representatives, shall be final and binding on all parties.

7.8 Grounds for Disqualification

Respondents shall direct all questions regarding this 'Request for Proposal' document or the project to the Director of Planning & Development. Any attempt on the part of the respondent or any of its employees, agent, contractors or representatives to contact any of the following persons with respect to this invitation or the project may lead to disqualification:

- (a) any member of Council
- (b) The Town's Chief Administration Officer (CAO)

7.9 General

Respondents should make themselves aware of the constraints that the local climate, topography and geographical conditions may pose to any planned development.

7.10 Indemnity

The Town of Labrador City shall have no liability as a result of the issuance of this invitation. No bidder(s) shall have any claim against the Town for any compensation of any kind whatsoever as a result of participating in this invitational process, including without limitation any claim for costs of proposal preparation or participation in discussion, or for any loss of anticipated profits, whether based in contract including fundamental breach, tort, breach of any duty or any other cause of action whatsoever.

In its sole and absolute discretion, and without limiting the generality of the Town of Labrador City's discretion under this invitation, the Town may modify or amend this invitation including the timeline, requirements, scope of work, or any other terms, whether material or not, and may cancel, suspend or re-issue this invitation.

7.11 Public Information/Proprietary Information

The Town of Labrador City is subject to the provisions of the Access to Information and Protection of Privacy Act. Section 27 of the Act excludes the disclosure of information that would be harmful to the business interest of a third party and any disclosure by the Town would be subject to that provision.

7.12 Bonding

The successful respondent shall be required to provide proof of performance & warranty bonding in accordance with the Town of Labrador City's Municipal Development Standards.

7.13 Fees

Additional cost to the successful respondent over and above the purchase price shall include but is not limited to: municipal & provincial permit fees, advertising costs (if applicable), geotechnical investigation, engineer site validation, site grading and all associated development costs including the extension of municipal service connections, roadways and street lighting, finished landscaping and all legal and survey costs associated with the acquisition and subdivision of land and negotiation with the Town of Labrador City.

The successful respondent is responsible to self-assess for HST and to carry out legal surveys in accordance with the boundaries shown including reserving out easements for hydro and municipal services, where applicable.

7.14 Compliance with Laws

The respondent shall give all the notices and obtain all the licenses and permits required to perform the work. The respondent shall comply with all laws applicable to the work or performance of the contract. Development shall be in accordance with the Town of Labrador City Municipal Plan and Development Regulations, 2018-2028 and Municipal Development Standards, as amended.

7.15 Disclaimer

The Town of Labrador City makes no warranty expressed or implied with respect to the condition of the property or suitability for any purpose. The Town makes no warranty or representation that the property is free from any environmental concerns and municipal servicing capacity. The property shall be sold "As Is Where Is".

8.0 AWARD OF INVITATIONS

The Town of Labrador City reserves the right to modify the terms, or cancel, or reissue this invitation at any time at its sole discretion.

This invitation should not be construed as a contract to purchase goods or services.

The Town of Labrador City is not bound to accept any proposals and reserves the right to reject any or all proposals.

All proposals submitted in response to this request shall remain in effect for 90 calendar days from the closing date.

Submissions will be accepted until 3pm local time, Labrador City, August 12, 2022.

Submissions received after the closing date will not be considered.

Submissions must be in accordance with the instructions disclosed in the 'Request for Proposals' document.



LABRADOR CITY

**REQUEST FOR PROPOSALS
Sale of Real Property – Bartlett Drive North**

Company/Name: _____

Project Manager/Contact Person: _____

Mailing Address: _____

Telephone/ Fax: _____

Email: _____

i. Offered Purchase Price*:

Total offered price: a) \$ _____

HST* b) \$ _____

Total Land area to be purchased (ha) c) _____ ha

Price per hectare (a / c) d) \$ _____/ha

Enclosed Deposit (10% a+b) e) \$ _____

***Only non-corporate purchasers shall quote hst (item b).**

Corporate purchasers are responsible to self-assess for hst.

ii. Business Registration Profile (if applicable): _____

Witnessed by

Signing Officer

Signing Officer

Date

Sealed proposals clearly marked as to contents to be submitted to:

Director of Planning & Development
Town of Labrador City
P.O. Box 280
317 Hudson Drive
Labrador City, NL
A2V 2K5

Closing Date: 3:00 pm local time, Labrador City, August 12, 2022

Submissions received after the closing date will not be considered.

Submissions must be in accordance with the instructions disclosed in the 'Request for Proposals' document.

