

TOWN OF GANDER



REQUEST FOR EXPRESSION OF INTEREST FOR USE OF MUNICIPAL PROPERTY LOCATED AT 59 ELIZABETH DRIVE

INTRODUCTION

The Town of Gander is issuing this request for Expression of Interest from for-profit, not for profit and charitable bodies for the utilization of all or part of a municipal building located at 59 Elizabeth Drive in Gander.

Preference will be given to projects that closely match community needs in areas such as housing, health and wellness, education, recreation and other community services.

The Town will be evaluating Expressions of Interest received and developing a short-list of respondents. These respondents will then be issued a Request for Proposal document based in their submission.

SUBMISSION DETAILS

Three (3) copies of Expressions of Interest marked “Expressions of Interest” for use of municipal property Located at 59 Elizabeth Drive addressed to the Procurement Officer, will be received electronically via tenders@gandercanada.com or in person the Gander Town Hall at 100 Elizabeth Drive, Gander until **4:30 pm local time on November 4th, 2022.** Submissions received after this time will not be considered.

The Town reserves the right to cancel this Request for Expressions of Interest for any reason without any liability to any proponent or to waive irregularities at their own discretion.

All Expressions of Interest will remain confidential, subject to the Access to Information and Protection of Privacy Act.

Any interpretation of, additions to, deletions from, or any other corrections to the Request for Expression of Interest, will be issued as written addenda by the Town of Gander. It is the sole responsibility of the potential Respondents to ensure that all available information has been received prior to making their submission.

PRIORITIES

As part of this EOI, preference will be given to projects that address one or more of Council's priorities in the following order:

1. Student Housing
2. Affordable Housing
3. Transitional Housing
4. Health and Wellness
5. Education
6. Recreation and Leisure Programming
7. Community and Social Services Programming

TERMS

Expression of interest for use of a portion or the entirety of the property will be on a lease basis with the Respondent assuming responsibility for all leasehold improvements, maintenance and utilities associated with the leased portion. The monthly lease rate will be calculated based on the percentage of the entire property that is used by the Respondent.

Respondents interested in use of the entire property will have the option of leasing or purchasing the property.

RESPONDENT ELIGIBILITY

You can reply to this EOI if you are a small and medium-sized enterprise (SME), not-for-profit association, or organization with a project that meets one or more of Council's priorities as noted above.

Priority will be given to recipients who can demonstrate financial and resource capacity to deliver projects.

SELECTION PROCESS

This EOI seeks to identify potential projects that meet the social and/or economic needs of the Town of Gander.

The Project Team will evaluate all submissions with decisions being communicated as they become available. Respondents successful in the EOI assessment round (i.e., those EOIs that rank the highest) may be invited to submit a detail proposal.

Submissions will be evaluated based on the following criteria:

- Does the Respondent's proposed use align with Council's social/economic priorities? (50%)
- Is there a clear need or opportunity for this project? (10%)
- Are the activities achievable within the time frames of the project? (5%)
- Successful past experience with similar projects? (25%)
- Proposed partnerships with not-for-profit groups (if any) (10%)

Please note: Respondents invited to submit formal proposals will be asked to demonstrate their financial capacity to deliver the project through the provision of current financial statements and letters of financial support.

EXPRESSION OF INTEREST REQUIREMENTS

Each Expression of Interest should include the following:

- ***Respondent's Background***
A detailed description of the Respondent, their business and community interests, services and/or programs currently offered.
- ***Proposed Use***
A description of the proposed use, including a list of programs and services to be offered.
- ***Rationale***
Are these programs or services needed and why? What are the community benefits? i.e., number of employees, client/customers served
- ***Timeline***
Provide an approximate timeline for the project.
- ***Resources and Partnerships***
Detail any resources or potential partners available for this project.

Those interested in viewing the property may do so by calling 651-5900 to schedule an appointment.