

MUNICIPALITY OF MAGNETAWAN

TENDER 2018-13

Request for Proposals: Lease of Building at 4855 Highway 520, Magnetawan

Sealed bids, clearly marked
“Tender 2018-13 – RFP for 4855 Hwy 520 lease”

will be received by the Lead Contact, Andrew Farnsworth

at the Magnetawan Municipal Office
4304 Highway 520, Magnetawan, ON, P0A1P0

until 3:30 PM on Wednesday, August 15, 2018

There is no public opening for this RFP.

Interested bidders may contact the Lead Contact, Andrew Farnsworth, to request a viewing of the building: 705-387-3947, clerk@magnetawan.com

This tender form is available at the Municipal Office and on the Municipal Website:
www.magnetawan.com

If you require accessibility accommodations, please contact the Lead Contact for assistance.

The highest or any bid not necessarily accepted.



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BACKGROUND

The building at 4855 Highway 520 is available for a one-year lease, with the possibility of extension. The building is approximately 6,000 square feet with an open floor plan, four large bay doors, and two heavy-duty overhead cranes. The building is serviced by single-phase power, with three-phase power available by way of a 100 kW AC alternator and diesel generator. The building has in-floor heating, provided by a high-efficiency propane boiler installed in 2017. The building contains a small office and a washroom with no domestic hot water. There is currently no internet service installed at the building. Pictures are included at the end of this document.

Potential Bidders may contact the Lead Contact to arrange for viewing of the building prior to the **TENDER CLOSING DATE: Wednesday August 15, 2018 at 3:30 PM local time.**

The Successful Bidder will be required to enter into a lease agreement with the Municipality, and that lease agreement may include but not be limited to the following provisions (subject to negotiation with the Successful Bidder):

- Lessor may have exclusive use of the building and two acres of outdoor space;
- Lessor may negotiate the use of the cranes and generator;
- Lessor shall be responsible for all costs of operating and maintaining the building;
- Lessor shall maintain insurance appropriate to the use and naming the Municipality as additionally insured.

The Municipality of Magnetawan Procurement By-law may be viewed at the Municipal Office or on the Municipal Website at www.magnetawan.com.

CONTENT OF PROPOSALS

Proposals shall be submitted by way of sealed bid to the Lead Contact by Wednesday, August 15, 2018 at 3:30 PM local time. Please note that electronic submissions will not be accepted.

Proposals shall include the following information:

1. Description of the Bidder and the Bidder's business, including a brief summary of the Bidder's short and/or long-term business goals;
2. Description of the Bidder's intended use of the building, including:
 - a. number of jobs associated with business
 - b. desired lease length including date of commencement of lease
 - c. any foreseeable leasehold improvements required
 - d. additional needs and (i.e., use of cranes, use of surrounding lands)
3. Proposed monthly lease rate

EVALUATION OF PROPOSALS

Staff will evaluate proposals based on the following criteria and will recommend award of this Tender to the Bidder whose proposal scores highest:

- | | |
|-----|---|
| 80% | Business Proposal is complete and deemed desirable for the Municipality |
| 20% | Proposed Lease Rate is competitive and corresponds to the proposed use |

The Municipality of Magnetawan reserves the right to accept any bids or reject any or all bids. The highest or any bid will not necessarily be accepted.

The Council of the Municipality of Magnetawan will consider the awarding of this Tender at the public Council meeting of Wednesday, August 22, 2018 at 1:00 PM.

Lead Contact:

Andrew Farnsworth, Clerk-Administrator
Municipality of Magnetawan
4304 Highway 520, Magnetawan, ON, P0A1P0
Tel: 705-387-3947
Email: clerk@magnetawan.com

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4855 Building - Exterior



4855 Building - Interior