



**THE CITY OF WINNIPEG**

# **REQUEST FOR PROPOSAL**

**RFP NO. 1037-2018**

**REQUEST FOR PROPOSAL FOR THE PURCHASE OF DEVELOPABLE LAND FOR  
THE NORTH DISTRICT POLICE STATION**

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## **PART B - BACKGROUND AND GENERAL INFORMATION**

### **B1. CONTRACT TITLE**

B1.1 REQUEST FOR PROPOSAL FOR THE PURCHASE OF DEVELOPABLE LAND FOR THE NORTH DISTRICT POLICE STATION

### **B2. SUBMISSION DEADLINE**

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, January 31, 2019 and in accordance with the details provided in Part D.

B2.2 Proposals determined by the Manager of Materials to have been received later than the Submission Deadline will not be accepted and will be returned upon request.

B2.3 The Contract Administrator or the Manager of Materials may extend the Submission Deadline by issuing an addendum at any time prior to the time and date specified in B2.1.

### **B3. INTRODUCTION**

B3.1 The City of Winnipeg (the "City") invites Proposals from Proponents for the purchase of developable land to the City of Winnipeg for the purpose of constructing a new Winnipeg Police Service North District 3 Station.

B3.2 The City will consider the Proponents detailed Proposal for:  
(a) Sale of developable land, as described herein.

B3.3 The below and attached appendices provide a brief overview of the property requirements and the associated terms of reference for this RFP.

### **B4. COUNCIL DIRECTIVE**

B4.1 Acceptance of Proposals may be subject to approval by City Council, or its delegated authority.

### **B5. BACKGROUND**

B5.1 On July 23, 2003, Council approved the implementation of the Winnipeg Police Service ("WPS") Four District Model. The former WPS six district service delivery model was based on a municipal structure which existed prior to 1971, and the existing building pre-dates the 1971 city amalgamation.

B5.2 The implementation of the WPS Four District Model required closure of five (5) existing police stations and the building of three (3) new police stations. The East and West District stations have been built, as well as the Police Headquarters building, while the North District station will be the last station to complete the four district model.

B5.3 WPS service needs will be addressed through construction of the North District station. The station will be designed to follow the same model as the East and West District stations.

B5.4 The North District station will replace the existing station No. 13 located at 266 Hartford Ave., as the existing station does not meet the current needs of policing and the building itself is not adequately located to handle growth in the North end of the City.

B5.5 The City of Winnipeg has conducted due diligence of municipally-owned land that may be suitable for development of a new Winnipeg Police Service North District 3 Station. However, the City is now desirous of receiving Proposals from private land owners detailing their options for suitable developable sites.

**B6. ENQUIRIES**

B6.1 All enquiries shall be directed to the Contact Person identified in D5.

**B7. ERRORS AND DISCREPANCIES**

B7.1 If the Proponent finds errors, discrepancies or omissions in the Request for Proposal, or is unsure of the meaning or intent of any provision therein, the Proponent shall promptly notify the Contact Person of the error, discrepancy or omission at least five (5) business days prior to the submission deadline.

B7.2 If the Proponent is unsure of the meaning or intent of any provision therein, the Proponent should request clarification as to the meaning or intent prior to the submission deadline.

B7.3 Responses to inquiries which, in the sole judgment of the Contact Person, require a correction to or a clarification of the Request for Proposal will be provided by the Contact Person to all Proponents by issuing an addendum.

B7.4 Responses to inquiries which, in the sole judgment of the Contact Person, do not require a correction to or a clarification of the Request for Proposal will be provided by the Contact Person only to the Proponent who made the inquiry.

B7.5 The Proponent shall not be entitled to rely on any response or interpretation unless that response or interpretation is provided by the Contact Person in writing.

**B8. DISCLOSURE**

B8.1 Various Persons provided information or services with respect to this work. In the City's opinion, this relationship or association does not create a conflict of interest because of this full disclosure. Where applicable, additional material available as a result of contact with these Persons is listed below.

B8.2 The Persons are:

(a) N/A

## **PART C - SUBJECT SITE INFORMATION AND OURWINNIPEG PARAMETERS**

### **C1. SUBJECT SITE LOCATION**

- C1.1 The property (the “Subject Site”) shall be located within the Winnipeg Police Service North District 3. This area is defined by Mollard Road / Perimeter Highway to the North, the Red River on the East, the CPR spur line on the South, and Brookside Boulevard on the West.
- C1.1.1 More specifically, the land boundaries are shown outlined in red and identified as “Winnipeg Police Service District 3” on the attached Appendix A.
- C1.2 The Subject Site shall be located outside of the flood plain area (also known as the Primary Line of Defense). This area is indicated on the attached Appendix B.
- C1.3 The Subject Site shall be located within close proximity to the community and will be evaluated according to Neighbourhood cluster population density from which it is located. The evaluation weights are as indicated in Appendix D. Neighbourhood cluster boundaries are as indicated on the attached Appendix C.
- C1.4 The Subject Site shall be located along a Regional or Non-Regional Snow Route Street (preference will be Regional Snow Route Streets). More information regarding Regional / Non-Regional Snow Routes can be found here:
- <https://www.winnipeg.ca/publicworks/snow/FAQ/whatIsStreetPriorityFAQ.stm>

### **C2. SUBJECT SITE SIZE**

- C2.1 The Subject Site shall have a minimum of 4.5 acres and a maximum of 8.0 acres of contiguous useable area.
- C2.2 The Subject Site shall have a minimum of 275' frontage.

### **C3. SUBJECT SITE ACCESSIBILITY AND VISIBILITY**

- C3.1 The Subject Site shall have a minimum of two (2) means of egress to public roadways for vehicular traffic.
- C3.2 The Subject Site shall be easily accessible to the public by various means of transportation including close proximity to active transportation networks (ATN) and Winnipeg Transit (WT) Routes.
- C3.3 The Subject Site shall have good visibility from the street to the site and from the site to the street.

### **C4. SUBJECT SITE ZONING**

- C4.1 The Subject Site shall be zoned Commercial (C) or Manufacturing (M), or be eligible for potential rezoning that is suitable for the proposed development upon the Subject Site.
- C4.1.1 All Proponents are encouraged to contact the Zoning and Permits Branch at 204-986-5140 if they required additional information.

### **C5. SUBJECT SITE SERVICING**

- C5.1 **Watermain & Wastewater Sewer:** The Subject Site should be supported by existing water utility services and sewer utility services within the property or within close proximity of the property boundaries.
- C5.1.1 For detailed information on specific servicing requirements contact: Mr. Marek Gajda, Water and Waste Department at 204-986-7626.

**C5.2 Manitoba Hydro Electrical & Natural Gas:** The Subject Site should be supported by existing electrical services and natural gas services within the property or within close proximity of the property boundaries.

C5.2.1 For additional detailed information on specific servicing requirements contact Manitoba Hydro.

**C5.3 Additional Servicing:** A Subject Property that is serviced by a separate storm drain system, or has the capability having a separate storm drain system that is suitable for the proposed development, would be considered a benefit.

## **C6. DEVELOPMENT PLAN / OURWINNIPEG**

C6.1 On July 21, 2010, City Council approved the OurWinnipeg Plan By-Law No. 67/2010 ("OurWinnipeg"). OurWinnipeg is the official development plan guiding growth and change as the 25-year vision for the entire City. Proponents are encouraged to include reference to OurWinnipeg in their Proposals. Below are a few examples of the OurWinnipeg plan that may be applicable:

### **01-2a Collaborate To Make Safe Communities      Direction 1:**

Provide a visible and effective community police presence.

(a) Implement strategies to expand the City's policing capacity.

### **01-2a Collaborate To Make Safe Communities      Direction 7:**

Implement an approach to safety and security that is collaborative and involves the community.

(a) Continue to foster the creation of strong ties between the City's police service and the community.

(b) Continue to build key partnerships with community leaders and community organizations aimed at provided effective and complete services in jointly-identified priority areas, such as support for children and youth at risk of victimization and other vulnerable populations.

### **03-2 Vitality      Direction 1:**

Strive to eliminate derelict buildings.

(a) Identify, monitor and maintain an accurate and comprehensive inventory of vacant and derelict buildings with an emphasis placed on communities with higher concentration of these properties.

C6.2 Details of OurWinnipeg Plan By-law can be found at:

<https://www.winnipeg.ca/interhom/CityHall/OurWinnipeg/pdf/OurWinnipeg.pdf>

## **PART D - INSTRUCTIONS TO PROPONENTS, GENERAL CONDITIONS AND EVALUATION OF PROPOSALS**

### **MATERIAL INFORMATION TO BE SUPPLIED BY PROPONENTS**

#### **D1. PROPOSAL SUBMISSION INFORMATION**

D1.1 The following shall be required:

- (a) Form A: Proposal;
- (b) Map, Address and Location of Subject Site;
- (c) Certificate(s) of Title / Evidence of Ownership;
- (d) Details of any Easements, Encroachments, Encumbrances, or any other matter(s) affecting title to the Subject Site, if applicable;
- (e) Details of any existing services (water, waste, electricity, natural gas, etc.), if applicable;
- (f) Legal Survey, if available; and
- (g) The offering (sale) price, financial terms, available possession, and any other relevant terms or assumptions.

D1.2 The following shall be provided, if available:

- (a) Environmental Assessment(s);
- (b) Geotechnical Report(s); and
- (c) Any other information which the Proponent considers pertinent to its proposal.

D1.3 Details of the Proposed Sale of the Property shall include:

- (a) Reference to all material aspects of the Evaluation Criteria, attached as Appendix D, which shall be included in the Proposal Submission.

D1.4 The Proponent agrees to maintain the offering price and all other terms and conditions of the Proposal Submission for 180 calendar days following the Submission Deadline or until the conclusion of Phase 3 – Negotiations as described in Section D3.5 herein, the later of which shall be considered.

#### **D2. GENERAL CONDITIONS OF RFP**

D2.1 Sealed Proposals

- (a) Sealed Proposals marked RFP 1037-2018 should be addressed and delivered to:

Materials Management  
City of Winnipeg  
Main Floor, 185 King Street  
Winnipeg, Manitoba

- (b) Proposals submitted by facsimile transmission (fax) or internet electronic mail (e-mail) will not be accepted.
- (c) Proposals will not be opened publicly.
- (d) The City may at any time prior to the submission deadline, issue addenda correcting errors, discrepancies or omissions in the RFP, or clarifying the meaning or intent of any provisions therein.
- (e) Addenda will be available on the Bid Opportunity page at the City of Winnipeg, Corporate Finance, Materials Management Division website at:

<http://www.Winnipeg.ca/matmgt/bidopp.asp>

- (f) The Proponent is responsible for ensuring that it has received all addenda and is advised to check the Materials Management Division website for addenda shortly before the submission deadline.

### **D3. EVALUATION OF PROPOSALS**

#### **D3.1 Caveat Emptor**

- D3.1.1 The City makes no representations or warranty with respect to details and information contained herein.

#### **D3.2 Evaluation**

- D3.2.1 The City shall evaluate each proposal on its own merit and price alone may not be the sole determining factor that the City considers in the evaluation of each and every proposal.
- D3.2.2 Selling price, location, development suitability, and accessibility will all be critical factors within the evaluation.
- D3.2.3 Evaluation of Proposal shall be based on the following criteria:
  - (a) Total offering price (per acre) and financial terms (30%); and
  - (b) Detailed scoring criteria, attached as Appendix D (70%).

#### **D3.3 Phase I – RFP Evaluation**

- D3.3.1 The Proponents are advised to present their best offer, not a starting point for negotiations in their Proposal. The City will only negotiate with the Proponents submitting, in the City's opinion, the most advantageous and thorough proposal.
- D3.3.2 The Planning, Property and Development Department (hereinafter called the Department) will review all Proposals on the basis of financial, operational and strategic merit to the City.
- D3.3.3 If, after this Phase I review, the Department deems any or all of the Proposals to be unacceptable, the Proponents will be notified and no further discussions will be held.
- D3.3.4 Upon completion of the Phase I review, the Department will short list those Proposals that are worthy of additional discussions and proceed to the Phase II of the evaluation process.

#### **D3.4 Phase II – Detailed Proposal Solicitation and Evaluation**

- D3.4.1 The Department will notify all Proponents of their status within the short listing process, and will invite the short listed Proponents to submit additional or clarifying details regarding their Proposal(s).

#### **D3.5 Phase III – Negotiations**

- D3.5.1 The Department will enter into detailed negotiations with one or more short listed Proponents which exhibits the best offer. The recommended proposal(s) will be finalized for submission to and consideration by the Standing Policy Committee on Property and Development, Heritage and Downtown Development and/or the Council of the City of Winnipeg.
- D3.5.2 The Proponent with the successful proposal will be required to enter into a purchase and sale agreement or other agreement(s) with the City outlining the terms and conditions of their proposal and any other terms and conditions deemed necessary by the Council or the City Solicitor/Director of Legal Services to protect the interests of the City.

#### **D3.6 No Contract**

- D3.6.1 The RFP is an inquiry only. By responding to this RFP and participating in the process as outlined in this document, Proponents expressly understand and agree that no contract of any sort is implied or formed under, or arises from this RFP and that no legal obligations between parties has been, or will be, pre-determined.

D3.6.2 The City will have no obligation to enter into negotiations or a contract with any Proponent as a result of this RFP.

D3.7 Right to Reject

D3.7.1 The City reserves the right to reject all or any Proposal(s).

D3.8 Confidentiality

D3.8.1 Information provided to a Proponent by the City, or by a Proponent to the City, or acquired by any party by way of further enquiries or through investigation, is strictly confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the City, or of the Proponent.

D3.8.2 The Proponent shall not make any statement of fact or opinion regarding any aspect of the RFP to the media or any member of the public without the prior written authorization of the Director of the Planning, Property and Development Department.

D3.8.3 Disclosure of a successful Proposal by a Proponent is the sole responsibility of the Council of the City of Winnipeg, or its Designated Authority. The City may be obligated to disclose the final purchase price after closing date of the sale of the Subject City Property.

**D4. OPENING OF PROPOSALS AND RELEASE OF INFORMATION**

D4.1 Proposals will not be opened publicly.

D4.2 After award of Contract, the names of the Proponents and the Contract amount of the successful Proponent and their address(es) will be available on the Closed Bid Opportunities (or Public/Posted Opening & Award Results) page at The City of Winnipeg, Corporate Finance, Materials Management Division website at <http://www.winnipeg.ca/matmgt/>

D4.3 The Proponent is advised any information contained in any Proposal Submission may be released if required by The Freedom of Information and Protection of Privacy Act (Manitoba), by other authorities having jurisdiction, or by law or by City policy or procedures (which may include access by members of City Council).

D4.4 To the extent permitted, the City shall treat as confidential information, those aspects of a Proposal Submission identified by the Proponent as such in accordance with and by reference to Part 2, Section 17 or Section 18 or Section 26 of The Freedom of Information and Protection of Privacy Act (Manitoba), as amended.

D4.5 Following the award of the Contract, a Proponent will be provided with information related to the evaluation of his/her submission upon written request to the Contact Person.

**D5. CONTACT PERSON**

Julian Roberts, CCIM, FRI(E), Senior Negotiator  
City of Winnipeg  
Planning, Property and Development Department  
2nd Floor – 65 Garry Street  
Winnipeg, MB R3C 4K4

Phone (204) 986-4456  
Email: [jroberts@winnipeg.ca](mailto:jroberts@winnipeg.ca)

## **PART E - APPENDICES**

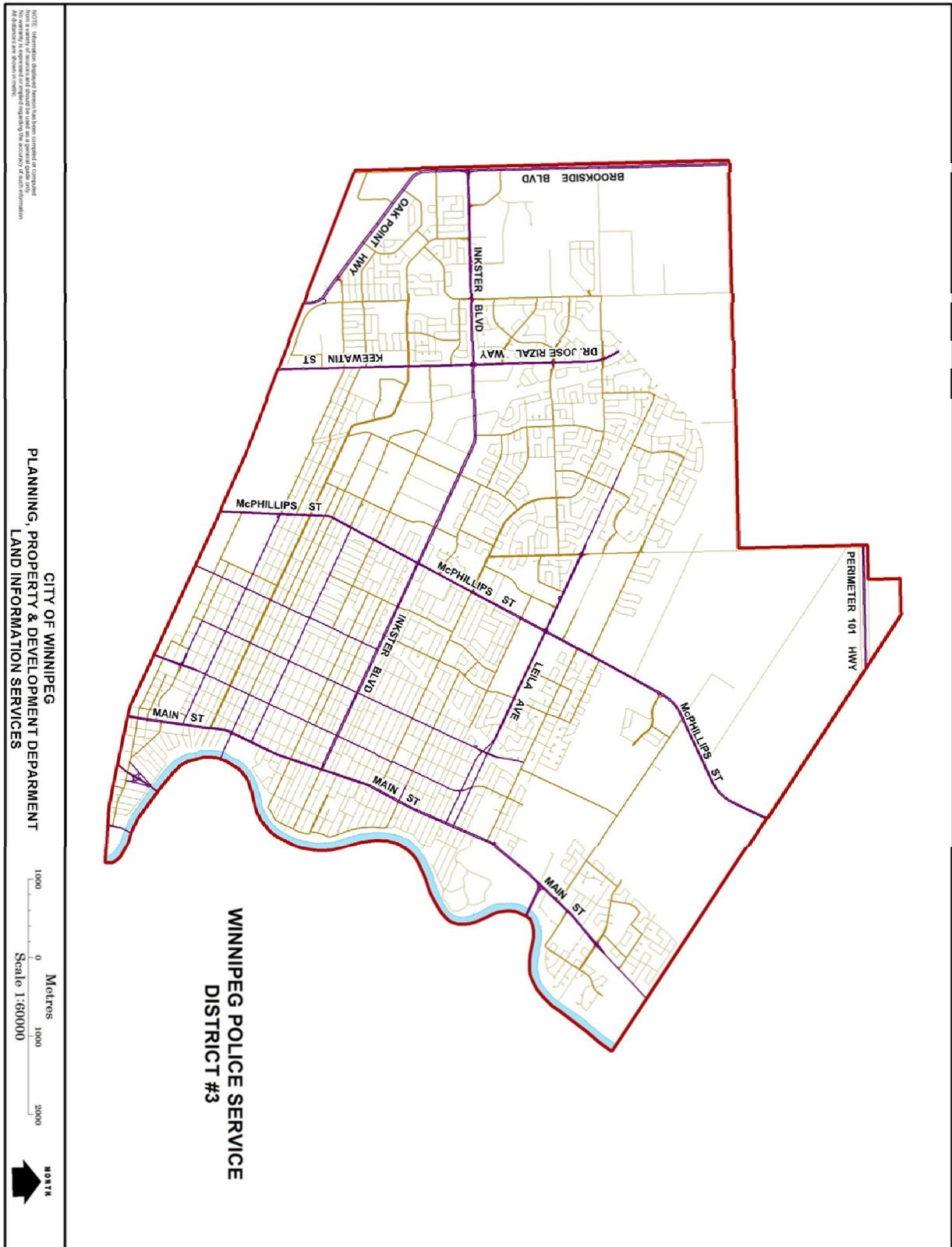
### **GENERAL**

#### **E1. LIST OF APPENDICES**

E1.1 The following Appendices are provided for the convenience of the Proponent only:

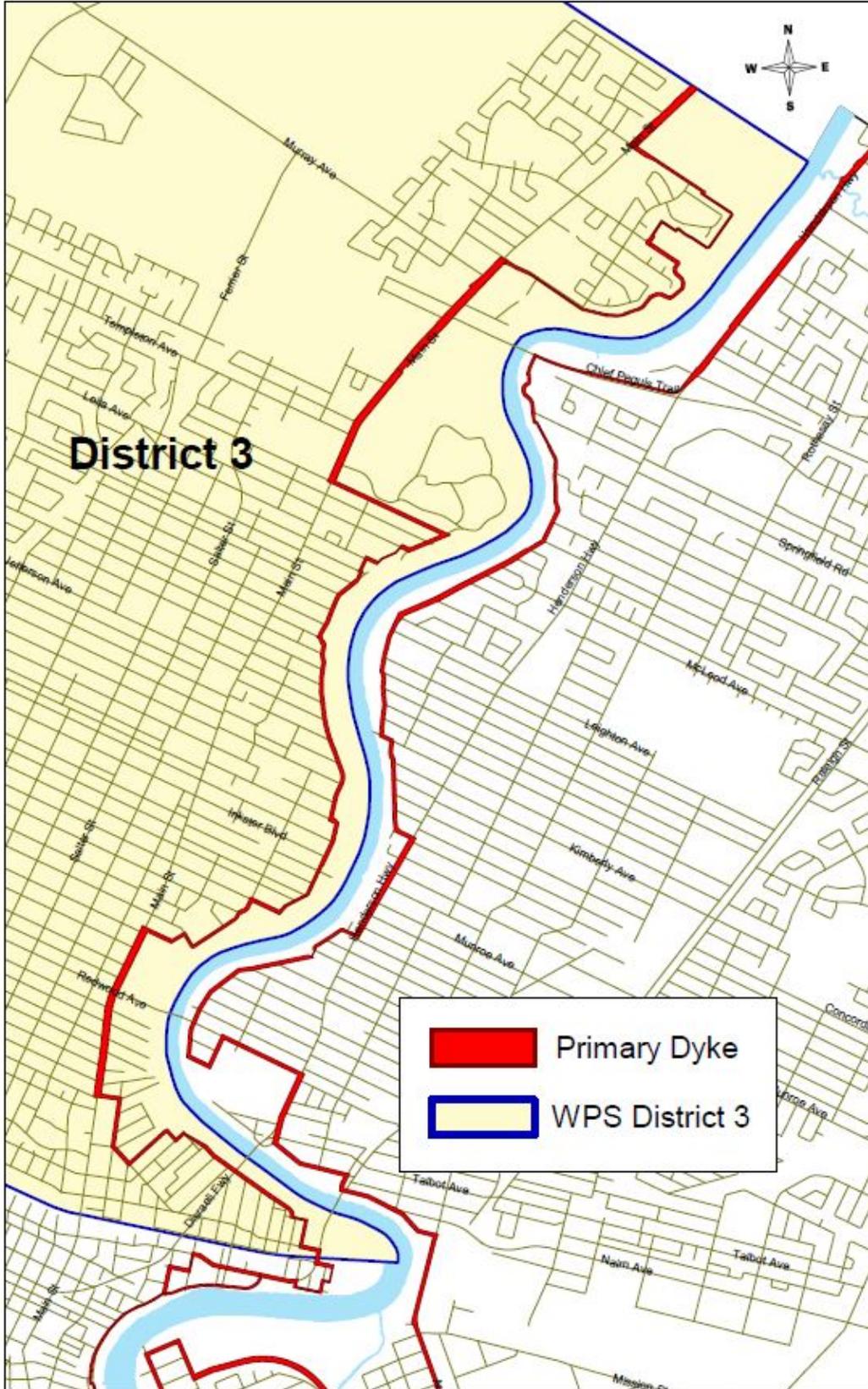
- |                |  |
|----------------|--|
| (a) Appendix A | Winnipeg Police Service District 3 Map |
| (b) Appendix B | Primary Line of Defense Map            |
| (c) Appendix C | Population Density Map                 |
| (d) Appendix D | Evaluation Criteria                    |

### Appendix A – Winnipeg Police Service District 3 Map



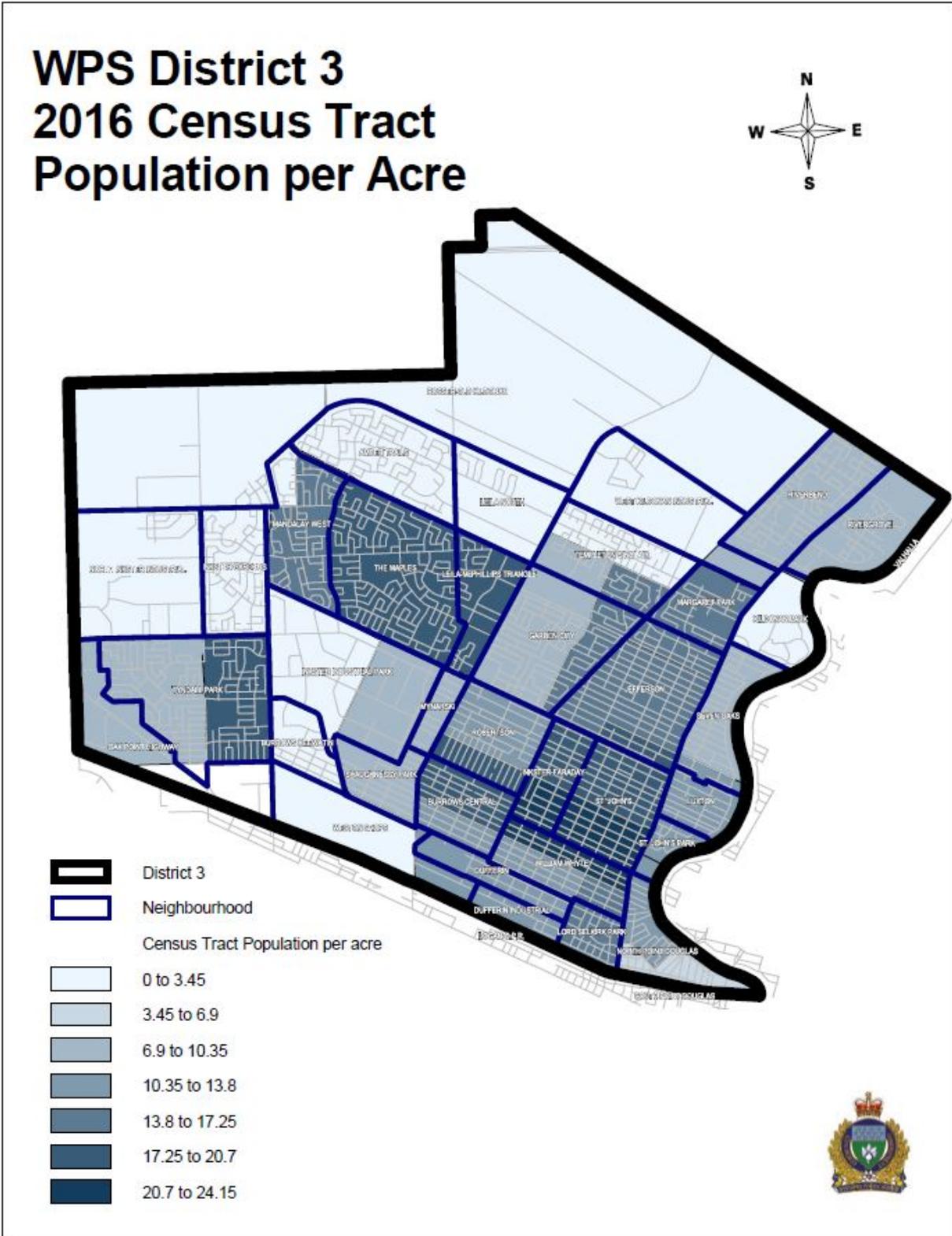
\*can be provided via PDF, by request

### Appendix B - Primary Line of Defense Map



\*can be provided via PDF, by request

Appendix C - Population Density Map



\*can be provided via PDF, by request

### Appendix D - Evaluation Criteria

<b>Criteria Category</b>	<b>Weight</b>
1 Usable Site Area (REQUIRED)	Pass/fail
2 Egress Requirements (REQUIRED)	Pass/fail
3 Proximity, District Boundary (REQUIRED)	Pass/fail
4 Proximity, Primary Dike System (REQUIRED)	Pass/fail
5 Proximity, Population Density	10
6 Accessibility - Vehicle	20
7 Accessibility - Active Transportation Network	10
8 Accessibility - Winnipeg Transit	10
9 Existing Services - Utilities, Water	5
10 Existing Services - Utilities, Waste	5
11 Existing Services - Utilities, Electrical	5
12 Existing Services - Utilities, Natural Gas	5
13 Price (\$/useable acre)	30
<b>TOTAL SCORE</b>	<b>100</b>
<b>BONUS POINTS</b>	<b>max 6</b>

## 1) Site Area

PASS/FAIL

The site shall have a minimum of 4.5 acres of contiguous useable area.  
A minimum of 275' frontage is required.  
A test fit may be required to confirm suitability

### Score

- |     |   |      |
|-----|---|------|
| i.  | Site accommodates 100% of minimum criteria  | PASS |
| ii. | Site accommodates <100% of minimum criteria | FAIL |

## 2) Egress Requirements

PASS/FAIL

Response time for the police service is directly linked to ease of access to the site from roadways. The site shall have two means of egress to public roadways for vehicular traffic:

### Score

- |     |   |      |
|-----|---|------|
| i.  | 1 primary access point on a public roadway, AND<br>1 secondary access point directly on a public roadway or through adjacent private property on a public roadway with an access agreement <sup>1</sup> . | PASS |
| ii. | Site has no means of egress.  | FAIL |

## 3) Proximity - District Boundary

PASS/FAIL

The site shall be located within the boundaries of District 3.  
<http://winnipeg.ca/police/AboutTheService/districts.stm>

### Score

- |     |  |      |
|-----|--|------|
| i.  | Site is within District 3 boundary     | PASS |
| ii. | Site is not within District 3 boundary | FAIL |

## 4) Proximity - Primary Dike System

PASS/FAIL

The site shall be located on the protected side of the City of Winnipeg's Primary Dike System as per Appendix B.

<https://www.winnipeg.ca/emergweb/Flood/PrimaryDike.stm>

### Score

- |     |  |      |
|-----|--|------|
| i.  | Site is protected by the Primary Dike System     | PASS |
| ii. | Site is not protected by the Primary Dike System | FAIL |

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<sup>1</sup> Access agreement shall not incur any operational costs to the WPS.

## 5) Proximity - Population Density 10 points

The site shall be connected to the community and adjacent to residential areas.  
(Map provided in Request for Proposal document)

### Score

- |      |   |      |
|------|---|------|
| i.   | Site is located within neighbourhood clusters with a density $\geq 13.8$ population per acre              | 100% |
| ii.  | Site is located within neighbourhood clusters with a density $\geq 3.45$ and $< 13.8$ population per acre | 50%  |
| iii. | Site is located within neighbourhood clusters with a density $< 3.45$ population per acre                 | 10%  |

## 6) Accessibility - Vehicle 20 points

The site shall be easily accessible to the public during all times of the year regardless of weather and road conditions. Preference shall be given to sites located along Regional snow routes as per ([http://winnipeg.ca/publicworks/snow/parkingBans/pdf/SnowRoutes\\_SnowZones\\_MAP.pdf](http://winnipeg.ca/publicworks/snow/parkingBans/pdf/SnowRoutes_SnowZones_MAP.pdf)).

### Score

- |     |   |      |
|-----|---|------|
| i.  | Site is located along a Regional –Snow Route street     | 100% |
| ii. | Site is located along a Non-Regional –Snow Route street | 50%  |

## 7) Accessibility - Active Transportation Network 10 points

The site shall be easily accessible to the public by various means of transportation. Preference shall be given to sites accessible by active transportation network (ATN). Distances shall be considered linearly along the path of travel.

[http://winnipeg.ca/publicworks/pedestriansCycling/pdf/CyclingMap/WinnipegBikeMap6\\_MapOnly.pdf](http://winnipeg.ca/publicworks/pedestriansCycling/pdf/CyclingMap/WinnipegBikeMap6_MapOnly.pdf)

### Score

- |      |  |      |
|------|--|------|
| i.   | Site is located on the existing active transportation network                  | 100% |
| ii.  | Site is located $\leq 200\text{m}$ away from the active transportation network | 50%  |
| iii. | Site is located $> 200\text{m}$ away from the active transportation network    | 10%  |

## 8) Accessibility - Winnipeg Transit 10 points

The site shall be easily accessible to the public by various means of transportation. Preference shall be given to sites accessible by Winnipeg Transit (WT) routes.

<http://winnipegtransit.com/en/other/systemmap>

### Score

- |      |   |      |
|------|---|------|
| i.   | Site is located on $\geq 2$ existing transit routes | 100% |
| ii.  | Site is located on 1 existing transit route         | 50%  |
| iii. | Site is not located on an existing transit route    | 0%   |

## 9) Existing Services - Utilities, Water 5 points

The site shall be supported by existing infrastructure supported by the City of Winnipeg.

### Score

- |      |   |      |
|------|---|------|
| i.   | Site has existing water utility within the property                               | 100% |
| ii.  | Site has existing water utility $\leq 5$ meters from the property line            | 50%  |
| iii. | Site has existing water utility $\leq 10$ and $> 5$ meters from the property line | 10%  |
| iv.  | Site has existing water utility $> 10$ meters from the property line              | 0%   |

## 10) Existing Services - Utilities, Sewer 5 points

The site shall be supported by existing infrastructure supported by the City of Winnipeg.

### Score

- |      |   |      |
|------|---|------|
| i.   | Site has existing sewer utility within the property                               | 100% |
| ii.  | Site has existing sewer utility $\leq 5$ meters from the property line            | 50%  |
| iii. | Site has existing sewer utility $\leq 10$ and $> 5$ meters from the property line | 10%  |
| iv.  | Site has existing sewer utility $> 10$ meters from the property line              | 0%   |

## 11) Existing Services - Utilities, Electrical Services 5 points

The site shall be supported by existing infrastructure supported by Manitoba Hydro.

Score

- |      |  |      |
|------|--|------|
| i.   | Site has existing MB Hydro electrical utilities within the property                    | 100% |
| ii.  | Site has existing MB Hydro electrical utilities $\leq 5$ meters from the property line | 50%  |
| iii. | Site has existing MB Hydro utilities $\leq 10$ and $> 5$ meters from the property line | 10%  |
| iv.  | Site has existing MB Hydro utilities $> 10$ meters from the property line              | 0%   |

## 12) Existing Services - Utilities, Natural Gas Services 5 points

The site shall be supported by existing infrastructure supported by Manitoba Hydro.

Score

- |      |  |      |
|------|--|------|
| i.   | Site has existing MB Hydro natural gas utilities within the property                   | 100% |
| ii.  | Site has existing MB Hydro utilities $\leq 5$ meters from the property line            | 50%  |
| iii. | Site has existing MB Hydro utilities $\leq 10$ and $> 5$ meters from the property line | 10%  |
| iv.  | Site has existing MB Hydro utilities $> 10$ meters from the property line              | 0%   |

# Bonus Criteria

Additional points can be gained for site qualities that provide operational value to the Winnipeg Police Service. The following items will provide the WPS operational advantages.

## Score

- |      |   |                           |
|------|---|---------------------------|
| i.   | USEABLE SITE AREA BONUS   |                           |
|      | Additional available site area for future expansion over and above minimum requirements   | 1 POINT/acre max 3 points |
| ii.  | ACCESSIBILITY - VEHICLE BONUS <sup>2</sup>  |                           |
|      | Secondary egress connects directly onto a public street from the proposed site (i.e. no access through adjacent private property required). | 1 POINT                   |
| iii. | EXISTING SERVICES - UTILITIES, SEWER  |                           |
|      | Site is serviced by an separate storm sewer system  | 1 POINT                   |

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<sup>2</sup> Public street shall be separate and distinct from egress claimed in criteria category #2