



THE CITY OF WINNIPEG

REQUEST FOR PROPOSAL

RFP NO. 901-2018

**REQUEST FOR PROPOSAL FROM NON-PROFIT HOUSING PROVIDERS FOR
SALE OF CITY OWNED LOTS IN THE WILLIAM WHYTE NEIGHBOURHOOD FOR
AFFORDABLE NON-PROFIT HOUSING OR MIXED USE DEVELOPMENT THAT
INCLUDES AFFORDABLE HOUSING**

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PART B - BACKGROUND AND GENERAL INFORMATION

B1. CONTRACT TITLE

B1.1 REQUEST FOR PROPOSAL FROM NON-PROFIT HOUSING PROVIDERS FOR SALE OF CITY OWNED LOTS IN THE WILLIAM WHYTE NEIGHBOURHOOD FOR AFFORDABLE NON-PROFIT HOUSING OR MIXED USE DEVELOPMENT THAT INCLUDES AFFORDABLE HOUSING

B2. SUBMISSION DEADLINE

B2.1 The Submission Deadline is 4:00 p.m. Winnipeg time, November 30, 2018 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 (each a "Proponent"), with respect to the sale of one or more vacant City-owned lots in the William Whyte neighbourhood (herein after individually referred to as "Subject City Property" or collectively called the "Subject City Properties).

B3.1.1 Proponents shall be Non-Profit Housing Providers (NPHP), and the City will only accept Proposals from NPHP.

B3.1.2 NPHP shall mean any not-for-profit organization whose mandate is to provide affordable housing to qualified households.

B3.2 Notwithstanding anything contained herein, the Subject City Properties will be sold on an "as is, where is" basis. The data contained herein is considered to be approximate information only and is not intended to fully describe the Subject City Properties. Any Proponent or interested party is required to satisfy themselves as to the suitability of the Subject City Properties for their purposes and conduct their own due diligence. The City provides no representations or warranties related to the Subject City Properties of any kind whatsoever.

B3.3 Notwithstanding anything contained herein, it is the intention of the City that the Subject City Properties be sold for the development of affordable housing.

B4. LOCATIONS

B4.1 The Subject City Properties are individually located in the William Whyte neighbourhood at the following addresses:

- (a) 339 Aberdeen Avenue (Roll Number 14032048000)
- (b) 154 Aikins Street (Roll Number 14010116000)
- (c) 539 Alfred Avenue (Roll Number 14030700100)
- (d) 476 Burrows Avenue (Roll Number 14022241000)
- (e) 351 Magnus Avenue (Roll Number 14022299000)
- (f) 386 Magnus Avenue (Roll Number 14020061000)
- (g) 393 Magnus Avenue (Roll Number 14022284000)
- (h) 151 McKenzie Street (Roll Number 14010391000)
- (i) 180 Parr Street (Roll Number 14020605000)

- (j) 270 Redwood Avenue (Roll Number 14032732000)
- (k) 379 Selkirk Avenue (Roll Number 14010048000)
- (l) 557 Selkirk Avenue (Roll Number 14010363500)
- (m) 575 Selkirk Avenue (Roll Number 14010358000)
- (n) 590 Selkirk Avenue (Roll Number 14010330000)

B4.1.1 This list is subject to change as more City-owned property becomes available for sale. An Addendum will be issued if there are changes to the Subject City Properties list.

B4.2 Additional information on the current Subject City Properties is provided in Appendix 1.

B5. COUNCIL DIRECTIVE

B5.1 On January 25, 2018, Council concurred in the recommendation of the Standing Policy Committee on Property and Development, Heritage and Downtown Development Committee and adopted the following, which is excerpted from the full motion:

- (a) That the Chief Administrative Officer (CAO) be authorized to approve the sale of City-owned lands within the William Whyte neighbourhood to Non-Profit Housing Providers (NPHP), on the following conditions:
 - (i) That the sale will facilitate affordable residential in-fill development, mixed-use development that includes affordable housing, and/or neighbourhood revitalization in alignment with City policies;
 - (ii) That the sale has demonstrated community support as confirmed in writing by the North End Community Renewal Corporation (NECRC);
 - (iii) That if the property is not built on or development is not completed within 2 years of the transfer of title, that the property will revert back to the City; and
 - (iv) That the property be sold for not less than 50% of the assessed value.

B5.2 The full motion and accompanying report can be accessed on the City of Winnipeg website at <http://clkapps.winnipeg.ca/dmis/ViewDoc.asp?DocId=16765&SectionId=&InitUrl> (see item 10 under "Report of the Standing Policy Committee on Property and Development, Heritage and Downtown Development dated January 8, 2018).

B6. PROPERTY INFORMATION

B6.1 Each Subject City Property is being offered vacant with possession to be arranged.

B6.2 The Proponent will accept title to a Subject City Property subject to all exceptions, reservations and encumbrances expressed or implied on the City's title.

B6.3 If a Subject City Property is not built on or development is not completed within 2 years of the transfer of title, then the Proponent acknowledges and agrees that the Subject City Property will revert back to the City free and clear of all exceptions, registrations and encumbrances expressed or implied on title and the City will retain 10% of the purchase price as liquidated damages. The Purchaser also acknowledges and agrees that the City may register and maintain a caveat against the Subject City Property to ensure the performance of all covenants on the part of the Proponent.

B6.4 No commission is payable by the City on the sale of the Subject City Properties.

B7. ENQUIRIES

B7.1 All enquiries shall be directed to the Contact Person identified in D7.

B8. ERRORS AND DISCREPANCIES

- B8.1 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.
- B8.2 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.
- B8.3 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.
- B8.4 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.
- B8.5 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.

B9. DISCLOSURE

- B9.1 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.
- B9.2 The Persons are:
(a) N/A

B10. DISCLOSURE OF KNOWN INFORMATION ABOUT THE PROPERTY OR THE BUILDING

B10.1 Environmental Assessments

- (a) The City has not conducted any environmental investigations or environmental site assessments for the potential presence of contaminants, including without limitation soil contaminants, on the Subject City Properties.

PART C - DEVELOPMENT PARAMETERS

C1. PLANNING & LAND USE

- C1.1 All development proposals must be consistent with the policies of the *Complete Communities Direction Strategy*:
<http://clkapps.winnipeg.ca/DMIS/docext/ViewDoc.asp?DocumentTypeld=1&DocId=5493>
- (a) Available Subject City Properties located on Selkirk Avenue and at 151 McKenzie Street fall within the “Community Mixed Use Corridors” policy area of Complete Communities, which encourages mixed use, pedestrian oriented development.
 - (b) The remainder of the Subject City Properties are designated “Areas of Stability Mature Communities” in *Complete Communities*, which supports modest changes in density and redevelopment that is complementary to the existing scale, character and built form.
- C1.2 Notwithstanding any further regulations such as zoning agreements or other instruments that may be associated with a specific property, zoning requirements for available properties are governed by the regulations of *Zoning By-law 200/2006*:
<http://clkapps.winnipeg.ca/DMIS/docext/ViewDoc.asp?DocumentTypeld=1&DocId=3943>
- (a) Zoning variances may be required, depending on the development proposal. Support for variances will be based upon the criteria of Section 247(3) of the *City of Winnipeg Charter*:
https://winnipeg.ca/interhom/pdfs/news_releases/CityofWinnipeg_CharterAct.pdf
 - (b) It is also noted that the Subject City Properties located on Selkirk Avenue and at 151 McKenzie Street are further regulated by “Schedule L” of Zoning By-law 2006, the Neighbourhood Main Streets Planned Development Overlay.
- C1.3 For information regarding land use, please contact Rakvinder Hayer Planner at 204-986-7168.

C2. ZONING

- C2.1 The Subject City Properties are currently zoned either “R2” Residential Two-Family District or; “C2” Commercial Community District (Neighbourhood Main Streets Planned Development Overlay).
- C2.2 The Proponent is advised that zoning variances may be required depending on the Proponent’s intended use of the Subject City Properties.
- C2.3 Any interested party should contact the Zoning and Permits Branch at 204-986-5140 to ensure that their intended development falls within the current zoning category. Any re-zoning, conditional use or variance will be at the Proponent’s sole cost and expense. The Subject City Properties are being sold on an “as is, where is” basis.

C3. SERVICES

- C3.1 It is the responsibility of the Proponent to satisfy itself that sufficient services are available to utilize the Subject City Properties for their intended use.

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; and
- (b) Form W: Application for Acquisition and Development of Vacant City Owned Lots in the William White Neighbourhood.

D1.2 Details of the Proposed Purchase of the Subject City Properties shall include:

- (a) Identification of which Subject City Properties are being purchased, the offering price of each individual Subject City Property being purchased (offering shall be at least 50% of the assessed value), financial terms, conditions, if any, related to the development of the Subject City Property, a detailed plan outlining the proposed development and / or business operation, an outline of the development timing, and any other relevant terms or assumptions.

D1.2.1 Offers submitted that are less than fifty percent (50%) of the assessed value of the Subject City Property shall not be accepted.

D1.3 The following should be included:

- (a) A list and description of successful projects carried out by the Proponent, if any, in accordance with D3.3.3(a)(ii);
- (b) Organizational mandate regarding provision of affordable housing, in accordance with D3.3.3(a)(ii);
- (c) Contact(s) concerning previous projects, in accordance with D3.3.3(a)(ii);
- (d) Written confirmation of any approved project funding; in accordance with D3.3.3(a)(i), and
- (e) Any other information which the Proponent considers pertinent to its proposal, in accordance with D3.3.3.

D2. GENERAL CONDITIONS OF RFP

D2.1 Sealed Proposals

- (a) Sealed Proposals marked William Whyte Lot Development RFP 901-2018 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.

D2.2 Proposals on one or more Subject City Properties

- (a) The City will only consider Proposals that intend to purchase one or more of the Subject City Properties referred to herein.

D3. EVALUATION OF PROPOSALS

D3.1 Right to Reject

- D3.1.1 The City reserves the right to reject all or any Proposal(s).

D3.2 Caveat Emptor

- D3.2.1 The City makes no representations or warranty with respect to the quality, condition or sufficiency of the Subject City Properties.
- D3.2.2 The City has not conducted a legal survey of the Subject City Property to determine the nature and extent of any structure thereon or to determine if there are any encroachments from adjoining lands.
- D3.2.3 The Subject City Properties will be sold on an “as is, where is” basis, subject to the conditions as outlined within this RFP. It is the responsibility of the Proponent to conduct its own due diligence in this regard.

D3.3 Evaluation

- D3.3.1 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.
- D3.3.2 Purchase price, anticipated municipal tax revenue, overall development layout, building design and quality, and proposed use of the land and buildings will all be critical factors within the evaluation.
- D3.3.3 Evaluation of Proposal shall be based on the following criteria:
 - (a) Strength of Proposal (30%). This category is further broken down as follows:
 - (i) Confirmation of project funding (9%);
 - (ii) Organization mandate and experience regarding the provision of affordable housing (7.5%);
 - (iii) Readiness to develop (7.5%);
 - (iv) Price offered (3%). Proponents are reminded that price offered shall be in compliance with D1.2.1; and
 - (v) Demonstrated community support (3%).
 - (b) Housing type and neighbourhood fit (25%);
 - (c) Level of affordability regarding proposed rents at or below Median Market Rents for rental property, affordable options if for homeownership, inclusion of secondary suite (20%);
 - (d) Innovation including energy efficiency, accessibility/visitability, efficient use of space, and unique housing supports (15%); and
 - (e) Benefits to local economy such as use of social enterprise, local purchasing and training opportunities. (10%).

- D3.3.4 Details of OurWinnipeg Plan By-law can be found at:

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

D3.4 RFP Evaluation

- D3.4.1 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(s).
- D3.4.2 If, after this Phase I review, the Department deems any Proposals to be unacceptable, the Proponents will be notified and no further discussions will be held.
- D3.4.3 After Phase I review, qualified Proposal(s) will be submitted to representatives of the William Whyte neighbourhood, as identified by the North End Community Renewal Corporation, for a Phase II review to receive final project endorsement.

D4. NEGOTIATIONS

- D4.1 The City reserves the right to negotiate details of the Contract with any Proponent. Proponents are advised to present their best offer, not a starting point for negotiations in their Proposal Submission.
- D4.2 The City may negotiate with the Proponents submitting, in the City's opinion, the most advantageous Proposals. The City may enter into negotiations with one or more Proponents without being obligated to offer the same opportunity to any other Proponents. Negotiations may be concurrent and will involve each Proponent individually. The City shall incur no liability to any Proponent as a result of such negotiations.
- D4.3 If, in the course of negotiations pursuant to D4.2, the Proponent amends or modifies a Proposal after the Submission Deadline, the City may consider the amended Proposal as an alternative to the Proposal already submitted without releasing the Proponent from the Proposal as originally submitted.

D4.4 No Contract

- D4.4.1 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, or will be, pre-determined.
- D4.4.2 The highest or any offer may not be accepted.
- D4.4.3 The City will have no obligation to enter into negotiations or a contract with any Proponent as a result of this RFP.

D4.5 Confidentiality

- D4.5.1 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.
- D4.5.2 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.
- D4.5.3 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 Properties.

D5. OPENING OF PROPOSALS AND RELEASE OF INFORMATION

- D5.1 Proposals will not be opened publicly.
- D5.2 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/>.

- D5.3 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).
- D5.4 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.
- D5.5 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.

D6. AWARD OF CONTRACT

- D6.1 Award of Contract will be by individual Subject City Property.
- D6.2 Award of Contract for any specific Subject City Property is contingent upon that property being declared surplus by the City of Winnipeg.

D7. CONTACT PERSON

Dave Dessens, Winnipeg Housing Policy Coordinator
Planning, Property and Development Department
City of Winnipeg

Phone: (204) 986-3334

Email: ddessens@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 William Whyte Property Information

Appendix 1 William Whyte Property Information

Address: 339 Aberdeen Avenue
Roll #: 14032048000
Legal Description: LOT 19 BLOCK 2 PLAN 867 PARISH LOT 40 ST J
Zoning: R2
Assessed Land Area: 2,999 sq. ft.
2018 Assessed Value: \$40,000

Address: 154 Aikins Street
Roll #: 14010116000
Legal Description: LOTS 32 AND 33 PLAN 31624 PARISH LOT 36/7 ST J
Zoning: R2
Assessed Land Area: 3,484 sq. ft.
2018 Assessed Value: \$43,000

Address: 539 Alfred Avenue
Roll #: 14030700100
Legal Description: LOT 7 PLAN 31444 PARISH LOT 39 ST J
Zoning: R2
Assessed Land Area: 4,108 sq. ft.
2018 Assessed Value: \$46,000

Address: 476 Burrows Avenue
Roll #: 14022241000
Legal Description: LOT 53 PLAN 142 PARISH LOT 39W ST J
Zoning: R2
Assessed Land Area: 2,727 sq. ft.
2018 Assessed Value: \$46,000

Address: 351 Magnus Avenue
Roll #: 14022299000
Legal Description: LOT 396 PLAN 28 PARISH LOT 39W ST J
Zoning: R2
Assessed Land Area: 2,728 sq. ft.
2018 Assessed Value: \$36,000

Address: 386 Magnus Avenue
Roll #: 14020061000
Legal Description: PART OF LOT EXC SLY 8F LOT 66 PLAN 53 PARISH LOT 37/8 ST J
Zoning: R2
Assessed Land Area: 3,561 sq. ft.
2018 Assessed Value: \$43,000

Address: 393 Magnus Avenue
Roll #: 14022284000
Legal Description: LOT 13 PLAN 31610 PARISH LOT 37/39 ST J
Zoning: R2
Assessed Land Area: 2,728 sq. ft.
2018 Assessed Value: \$35,000

Address: 151 McKenzie Street
Roll #: 14010391000
Legal Description: LOT 19 BLOCK 10 PLAN 187 PARISH LOT 36 ST J
Zoning: C2
Assessed Land Area: 3,487 sq. ft.
2018 Assessed Value: \$57,000

Address: 180 Parr Street
Roll #: 14020605000
Legal Description: LOT 25 PLAN 31493 PARISH LOT 37/38 ST J
Zoning: R2
Assessed Land Area: 2,247 sq. ft.
2018 Assessed Value: \$35,000

Address: 270 Redwood Avenue
Roll #: 14032732000
Legal Description: LOT 6 PLAN 31590 PARISH LOT 39/41 ST J
Zoning: R2
Assessed Land Area: 3,230 sq. ft.
2018 Assessed Value: \$35,000

Address: 379 Selkirk Avenue
Roll #: 14010048000
Legal Description: LOT 48 PLAN 31624 PARISH LOT 36/7 ST J
Zoning: C2
Assessed Land Area: 5,587 sq. ft.
2018 Assessed Value: \$76,000

Address: 557 Selkirk Avenue
Roll #: 14010363500
Legal Description: LOTS 30 AND 31 BLOCK 9 PLAN 187 PARISH LOT 36 ST J
Zoning: C2
Assessed Land Area: 6,971 sq. ft.
2018 Assessed Value: \$94,000

Address: 575 Selkirk Avenue
Roll #: 14010358000
Legal Description: LOT 25 BLOCK 9 PLAN 187 PARISH LOT 36 ST J
Zoning: C2
Assessed Land Area: 3,485 sq. ft.
2018 Assessed Value: \$47,000

Address: 590 Selkirk Avenue
Roll #: 14010330000
Legal Description: LOT 22 PLAN 31577 PARISH LOT 35/36 ST J
Zoning: C2
Assessed Land Area: 2,303 sq. ft.
2018 Assessed Value: \$31,000