

Request for Expression of Interest

Commercial space for lease at 24 Drury Lane (PID
05002217) in the Town of Annapolis Royal



Annapolis Royal

— *Nova Scotia* —

Opportunity

The Town of Annapolis Royal is accepting proposals in relation to the rental of commercial space for a large portion of 24 Drury Lane, PID 05002217. The Town desires a development project that compliments the town and furthers its economic development objectives. The Town has secured funding for refitting the former bus garage into a comfort station (public washrooms) with a space for a commercial venture. An overview of the property is contained in Appendix A. Site visits are encouraged.

Proposal Requirements

All proposals must include at least the following elements:

- Details of the proposed use of space and operations
- The proposed hours of operation
- The proposed monthly rental fee (which will include all utilities including electricity and water. The renter could potentially be the custodian of the washrooms, which would entail the cleaning. The Town would be responsible for supplies and maintenance. Please submit two proposed monthly rentals: one which includes the cleaning of the washrooms and one without.
- The successful candidate must be willing to carry insurance and subsequently provide proof of all appropriate insurance

Although price will be important in the selection of a successful candidate, overall value to the community will be a top priority.

Response Process, Terms and Conditions

Parties responding to this Request for Expression of Interest (REI) should submit a detailed proposal that outlines an action plan, including timeline, and a rental fee. Economic development benefits to the community should be clearly articulated. The REI should be supported with examples of any similar projects that the respondent has successfully completed, and an outline of the submitter's experience and expertise to successfully undertake this project.

Review and consideration of proposals will be in relation to proposals received. The Town of Annapolis Royal reserves the right to negotiate specific terms and conditions of an agreement based on the submissions. The final decision will be made based on what council deems is in the best interest of the Town.

The Town reserves the right, at its sole discretion, to extend the date for this REI; to request clarification or further information from any party who submits an REI; to negotiate with any party with whom the Town believes it can finalize an agreement.

The Town may reject any or all submissions with or without discussion; may terminate and resume negotiations with any party, may collapse this selection process entirely or undertake an entirely different selection process.

This REI does not constitute or imply a contractual or other legal obligation between the Town and any party who may submit to or otherwise respond to this REI.

All documents submitted to the Town in connection with this selection process become the property of the Town and will not be returned. If any person regards all or any portion of an REI or other submission as confidential, this should be clearly specified.

Responses should be submitted by mail, fax or email to:

Melony Robinson
Interim Chief Administrative Officer
Town of Annapolis Royal
P.O. Box 310, 285 St. George Street
Nova Scotia, B0S 1A0
Fax: (902) 532-7443
cao@annapolisroyal.com

Response Deadline: 1 pm (AST), March 22, 2019

Appendix A



