



TOWN OF KINDERSLEY

2019 REQUEST FOR TENDER

Property Tender (RFT)

RFP No: 2019.06

Opening Date: May 5, 2019

Closing Date: June 6, 2019 at 2:00 p.m local time.

Bids must be submitted in its entirety before the submission deadline to:

Town of Kindersley
106 – 5th Avenue East
Box 1269 Kindersley, SK S0L 1S0
Phone: (306) 463-2675
audrey.h@kindersley.ca

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1. OPPORTUNITY

The Town of Kindersley is seeking bids for properties located in Kindersley, SK.

All properties will be sold on an as is basis and the Town of Kindersley reserves the right to reject any or all bids.

The properties are located in both residential and commercial zoned areas. All properties are to be purchased with the intent to develop within a twelve (12) month period. All developments must meet all requirements of any and all Town of Kindersley Bylaws including the Town of Kindersley Zoning Bylaw 04-14.

The Town of Kindersley strongly advises that bidders interested in submitting a proposal complete a site visit prior to submitting a bid.

Property #	Legal Address	Civic Address	Property Zone
1	Lot 15, Block 11, Plan G9	211 - 3 rd Avenue West	R2 – Medium Density Residential District
2	Lot A, Block 19, Plan G258 Ext. 28	112 - 5 th Avenue East	R2 – Medium Density Residential District
3	Lot 3, Block 13, Plan G120	404 - Main Street	C1 – Downtown Commercial District
4	Lot 4, Block 13, Plan G120	406 - Main Street	C1 – Downtown Commercial District

2. SCHEDULE

The proposed schedule is as follows:

Publication of Tender:	May 8, 2019
Deadline for Submissions:	June 6, 2019
Engagement of Agreement by:	June 26, 2019

It is the Town's intent to enter into the Sale for Purchase Agreement with the Successful Bidder no later than June 26, 2019.

3. RFP SUBMISSION REQUIREMENTS

All submissions should contain the following items:

- Bidder Contact Information
- Type of Development – Indicating zoning requirements met
- Timeline of development defined

The Town reserves the right to contact the Bidder for clarification of submission.

4. SUBMISSION INSTRUCTIONS

When submitting your bid, please be aware of the following:

- A. The bid must be received in its entirety before the submission deadline of 2:00 p.m. local time, June 6, 2019, to:

audrey.h@kindersley.ca ,
or alternately, by post to:
Town of Kindersley
Attention: Chief Administrative Officer
Box 1269, Kindersley, Saskatchewan S0L 1S0

- B. The Town will not accept liability for any late, lost, or improperly delivered email, parcel or facsimile. We recommend that you contact the Town Administration Office to verify successful delivery.
- C. Questions or inquiries concerning this RFT shall be directed to the Chief Administrative Officer for the Town of Kindersley and can be submitted to the email or post address provided above no later than two (2) work days prior to the submission deadline. Verbal responses to any inquiry cannot be relied upon and are not binding on either party.

Chief Administrative Officer
Email: audrey.h@kindersley.ca
Phone: (306) 463-2675

- D. Bidders must use SCHEDULE "A" as included in this RFT.
- E. It is the responsibility of the Bidder to frequently visit the Town's tender webpage for any updates, additional instructions, clarifications, and any other materials related to this tender. Once published, any and all information pertaining to this tender will form part of this RFT.
- F. The Town is not bound to accept the lowest price bid. By submitting and participating in the process as outlined in this RFT, bidders expressly agree that no contract of any kind is formed under, or arises from, RFT, prior to the signing of a formal written agreement.
- G. At the appointed closing time, all submissions become irrevocable. By responding to this RFT, the applicant agrees that, should its submission be selected, the bidder agrees to enter into a legal purchase agreement with the Town for the sale of the property.
- H. The Successful Bidder will engage in the Agreement which consists of all of the relevant provisions of this Request for Tender. This Agreement will not be binding until it has been approved by the Council of the Town of Kindersley and signed by both parties. If at any time the Town reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached within a reasonable time, the preferred Bidder will be given written notice to terminate

discussions. In this event, The Town of Kindersley may then either open discussions with another Bidder or terminate this RFT and sell the properties in some or any other manner.

- I. Bidders are solely responsible for their own expenses in preparing, and submitting Bids, and for any meetings, negotiations or discussions with the Town or its consultants, relating to or arising from this RFT. The Town and its representative, agents, consultants and advisors will not be liable to any Bidder for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Bidder in preparing and submitting a submission, or participating in negotiations for a contract, or other activity related to or arising out of this RFT.
- J. Information pertaining to any properties obtained by the Bidder as a result of participation in this Tender is confidential and must not be disclosed without written permission from the Town. All information provided by the Town is considered to be Town property and shall not be used in whole or in part for any other purpose than to assist with the development of a submission under this RFT.
- K. As a municipal government body, the Town may be required to share submissions to this RFT as per the Local Authority Freedom of Information and Protection of Privacy Act regulations.
- L. The Town reserves the right to withdraw this RFT at any time prior to the signing of legal agreement for sale of property.
- M. The bids and accompanying documentation submitted by all Bidders become the property of the Town and will not be returned. The Town reserves the right to enter into an agreement for the sale of each property on an individual basis with one or more of the Bidders.

5. EVALUATION

Submissions to the RFT will be reviewed by an adjudication committee. The winning Bidder will be selected based on the following criteria:

- a) Dollar Value of Bid
- b) Development of Property:
 - Development to meet Zoning Requirements
 - Development Timeline

SCHEDULE "A"**2019 Property Tender Submission Form**

Name of Bidder: _____

Contact Phone Number: _____

Email Address: _____

Mailing Address: _____

Property Number	Legal Address	Civic Address	Property Zone	Indicate If Bidding (Yes/No)	Dollar Value of Bid (Canadian Dollars)
1	Lot 15 Block 11 Plan G9	211 - 3 rd Avenue West	R2 – Medium Density Residential District		\$
2	Lot A Block 19 Plan G258 Ext. 28	112 - 5 th Avenue East	R2 – Medium Density Residential District		\$
3	Lot 3 Block 13 Plan G120	404 - Main Street	C1 – Downtown Commercial District		\$
4	Lot 4 Block 13 Plan G120	406 - Main Street	C1 – Downtown Commercial District		\$

Total Bid Amount:

_____/ 100 dollars in Canadian funds.

PROPOSED DEVELOPMENT PLAN

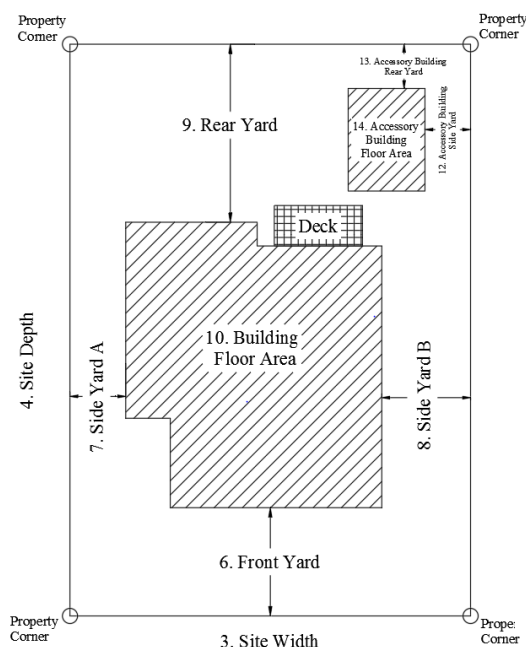
Proposed Work	Proposed Use	Form of Development
<input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Addition <input type="checkbox"/> Relocation on lot <input type="checkbox"/> Change of use <input type="checkbox"/> Other	<input type="checkbox"/> Principal Building <input type="checkbox"/> Accessory Building <input type="checkbox"/> Garage or Carport <input type="checkbox"/> Attached <input type="checkbox"/> Detached <input type="checkbox"/> Deck <input type="checkbox"/> Other	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional

Detailed Use Description:

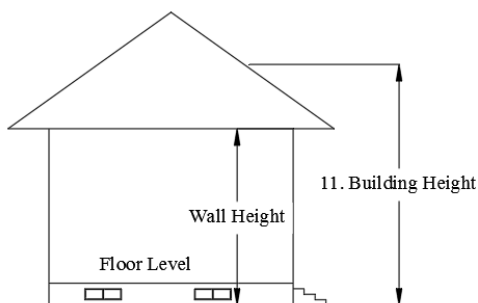
Timeline: Proposed Date of Commencement: _____ Proposed Date of Completion: _____

PROPERTY SITE PLAN REQUIREMENTS:**A Site Plan must be submitted for all applications, drawn to scale with appropriate dimensions, showing:**

- ☐ all property boundaries, including dimensions and areas of each parcel in **metric** units;
- ☐ the location and dimensions of all existing and proposed buildings and structures;
- ☐ the front, side and rear setback dimensions from all buildings and structures to the property boundaries;
- ☐ north arrow;
- ☐ scale of plan;
- ☐ streets and lanes adjacent to the site, and the location of existing and proposed access points to streets and lanes;
- ☐ the location of all existing and proposed parking stalls;
- ☐ Site topography including treed areas, water courses or bodies, landscaping and proposed lot grade information.

SITE MEASUREMENTS**Site Dimensions**

1. # of Parking Stalls _____
2. Site Area _____ m²
3. Site Width _____ m
4. Site Depth _____ m
5. Site Coverage _____ %

**Principal Building**

6. Front Yard _____ m
7. Side Yard A _____ m
8. Side Yard B _____ m
9. Rear Yard _____ m
10. Building Floor Area _____ m²
11. Building Height _____ m

Accessory Building (If Applicable)

12. Side Yard _____ m
13. Rear Yard _____ m
14. Building Floor Area _____ m²
15. Building Height _____ m
16. Rear Yard Coverage _____ %

$$\text{Site Coverage (\%)} = \frac{\text{Total Area of Structures}}{\text{Site Depth} \times \text{Site Width}} \times 100\% \quad \text{Rear Yard Coverage (\%)} = \frac{\text{Total Area of Structures in Rear Yard}}{\text{Rear Yard} \times \text{Site Width}} \times 100\%$$

SCHEDULE "B" SIGNATORIES

2019 Property Tender

Project No. 2019.06

The undersigned Bidder, having carefully examined this Request for Tender, and having full knowledge of the property for sale, hereby agrees to submit this Bid Form;

The Bidder agrees:

1. That Town is in no way obligated to accept this bid.
2. That Town may, at the Town's discretion, accept any bid other than the highest bid.
3. That, should the Submission Form be improperly completed or be incomplete, Town shall have the right to disqualify and/or reject this bid.
4. That this bid is made without knowledge of the bid prices to be submitted for the sale of property by any other company, firm, or person.
5. That this bid is made without any connection or arrangement with any company, firm, or person submitting a bid for this sale.
6. That this bid is made without any undisclosed connection or arrangement with any other company, firm, or person having an interest in this bid or in the proposed property.
7. That this bid is irrevocable for sixty (60) days after the closing date for receipt of bids and that Town may at any time within such period accept this bid whether any other bid has previously been accepted or not and whether notice of award has been given or not.
8. That payment for the sale of property will be made in accordance with the land purchase agreement documents at the prices shown in the Submission Form.

SIGNATORIES

This bid is executed under seal at _____ this _____ day of _____, 2019.

BIDDER

Print Name

Name of Signing Authority (printed)

(Apply SEAL above)

Signature of Signing Authority

WITNESS

Witness Name (printed)

Signature of Witness

SCHEDULE “C” DISTRICT SCHEDULES (R2 and C1)**Table 6-2: R2 - Medium Density Residential District Development Standards**
for the Town of Kindersley

Principal Use	Parking Category (From Table 4-2)	Subject to Sections	Development Standards							
			Minimum Site Area (m ²)	Minimum Site Width (m)	Minimum Front Yard (m)	Minimum Side Yard (m)	Minimum Rear Yard (m)	Minimum Bldg Floor Area (m ²)	Maximum Bldg Height (m)	
Permitted										
(1)	Single detached dwellings, including modular and RTM	1	-	465	15	6	1.22 ⁽²⁾	9 ⁽³⁾	75	9
(2)	Semi-detached dwellings	1	-	630	21	6	1.22 ⁽²⁾⁽⁴⁾	9	120 ⁽¹⁾ (60 / unit)	9
(3)	Duplex / Two unit dwellings	1	-	630	21	6	1.22 ⁽²⁾	9	60/unit ⁽¹⁾	9
(4)	Residential care homes – type I	6	4.12.2	465	15	6	1.22 ⁽²⁾	9 ⁽³⁾	90	9
(5)	Daycare centres and preschools	14	4.12.3	465	15	6	1.22 ⁽²⁾	9 ⁽³⁾	90	9
(6)	Parks and playgrounds ⁽⁶⁾	0	-	no min	no min	no min	no min	no min	no min	no max
(7)	Public schools and educational facilities	17	-	no min	no min	6	3	9	no min	12
(8)	Public works and municipal facilities or protective services, excluding warehouses, storage yards and sewage lagoons	0	-	no min	no min	no min	no min	no min	no min	9
Discretionary										
(1)	Residential care homes - type II	6	4.12.2	580	15	6	1.22 ⁽²⁾	9 ⁽³⁾	90	9
(2)	Rooming houses	3	-	580	15	6	1.22 ⁽²⁾	9 ⁽³⁾	90	9
(3)	Secondary suites	1	4.8.9	Refer to Section 4.8.9						
(4)	Bed and breakfast homes	3	4.12.1	465	15	6	1.22 ⁽²⁾	9 ⁽³⁾	75	9
(5)	Home based businesses	0	4.11	-	-	-	-	-	-	9
(6)	Community centres	4	-	930	30	7.5	3	9	185	9
(7)	Cultural institutions	4	-	930	30	7.5	3	9	185	9
(8)	Custodial care facilities	12	4.12.2	465	15	6	1.22 ⁽²⁾	9	75	9
(9)	Health care clinics	5	-	930	30	7.5	3	9	185	12
(10)	Hospitals and special care homes	6	-	930	30	7.5	3	9	185	12
(11)	Office space on property that faces onto Highway 7 or Highway 21	4	-	465	15	6	1.22 ⁽²⁾	9 ⁽³⁾	75	9
(12)	Parking lots	0	4.12.9	465	15	-	-	-	-	-

Table 6-2: R2 - Medium Density Residential District Development Standards
for the Town of Kindersley

<u>Principal Use</u>		Parking Category (From Table 4-2)	Subject to Sections	<u>Development Standards</u>						
				Minimum Site Area (m ²)	Minimum Site Width (m)	Minimum Front Yard (m)	Minimum Side Yard (m)	Minimum Rear Yard (m)	Minimum Bldg Floor Area (m ²)	Maximum Bldg Height (m)
(13)	Places of worship	15	-	930	30	7.5	3	9 ⁽³⁾	185	9 ⁽⁵⁾
(14)	Private schools	17	-	no min	no min	6	3	9	no min	12
(15)	Public recreation facilities	15	3.10.4 (1)	930	30	7.5	3	9	185	12
(16)	Special recreation and commercial establishments	15	-	465	15	6	3	9	90	12

Use Designations:

Permitted Use

means a use or form of development allowed as of right A use or in this Bylaw.

Discretionary Use

form of development specified in this Bylaw, which may be allowed following in a zoning district, subject to the regulations contained application to, and approval of the Council; and which complies with the development standards laid out in Section 6.2.5 and others as required by Council and/or contained in this Bylaw.

Notes: Special limitations and standards regarding Table 6-2 and the R2 district:

- (1) 60 m² per dwelling unit, (2 x 60 m² = 120 m²).
- (2) except for corner sites, where the minimum side yard shall be 3.0 metres adjacent to the flanking street
- (3) except for corner sites, where the minimum rear yard shall be 6.0 metres
- (4) except that no side yard is required where a common wall divides two dwelling units
- (5) steeples, towers and similar architectural features in association with a place of worship shall have a maximum height of 15 metres

Table 6-8: C1 - Downtown Commercial District Development Standards
for the Town of Kindersley

Principal Use		Parking Category (From Table 4-2)	Subject to Sections	Development Standards						
				Minimum Site Area (m ²)	Minimum Site Width (m)	Minimum Front Yard (m)	Minimum Side Yard (m)	Minimum Rear Yard (m)	Maximum Bldg Height (m)	Site Coverage (%)
Permitted										
(1)	Bakeries with retail sales	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(2)	Commercial recreation facilities	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(3)	Dwelling units, multiple unit dwellings, and rooming houses in conjunction with and attached to any other permitted use	1, 3	4.12.12	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(4)	Financial institutions	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(5)	Fitness centres	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(6)	Health care clinics	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(7)	Hotels	9	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(8)	Medical, dental and optical laboratories	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(9)	Motels	9	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(10)	Offices and office buildings	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(11)	Outdoor markets and concessions ⁽²⁾	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(12)	Personal service shops	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(13)	Photo studios	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(14)	Printing plants and newspaper offices	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(15)	Private schools	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(16)	Recycling collection depots	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(17)	Restaurants and lounges	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(18)	Retail stores	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(19)	Shopping centres – type I	5	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(20)	Theatres	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(21)	Clubs	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(22)	Cultural institutions	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(23)	Educational facilities	17	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(24)	Public recreational facilities	4	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma

Table 6-8: C1 - Downtown Commercial District Development Standards
for the Town of Kindersley

<u>Principal Use</u>		Parking Category (From Table 4-2)	Subject to Sections	<u>Development Standards</u>						
				Minimum Site Area (m ²)	Minimum Site Width (m)	Minimum Front Yard (m)	Minimum Side Yard (m)	Minimum Rear Yard (m)	Maximum Bldg Height (m)	Site Coverage (%)
(25)	Parks and playgrounds ⁽⁵⁾	0	-	no min	no min	no min	no min	no min	no max	no ma
(26)	Public works and municipal facilities or protective services, excluding warehouses, storage yards and sewage lagoons	0	-	no min	no min	no min	no min	no min		no ma
Discretionary										
(1)	Single detached dwellings ⁽⁶⁾	1	-	306	10	6	1.22 ⁽³⁾	9 ⁽⁵⁾	9	40
(2)	Day care centres & preschools	14	4.12.3	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(3)	Funeral homes	15	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(4)	Gun and gun supply stores	0	-	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(5)	Night clubs and taverns	0	3.10.4 ⁽³⁾	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(6)	Parking lots	0	4.12.9	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(7)	Rental stores	0		290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(8)	Shopping centres – type II	5	3.10.4 ⁽⁴⁾	600	12	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma
(9)	Places of worship	7	3.10.4 ⁽¹⁾	290	6	no min ⁽¹⁾	0	9 ⁽⁴⁾	25	no ma

Notes: Special limitations and standards regarding Table 6-8 and the C1 district:

- (1) minimal front yard setbacks, grade level direct entrances, and clear glazing at street level should be incorporated into the design of new buildings or significant additions or alterations to existing buildings.
- (2) outdoor markets and concessions shall be limited to uses which are otherwise permitted in the C1 district.
- (3) except for corner sites, where the minimum side yard shall be 3.0 metres adjacent to the flanking street.
- (4) 9 m (29.53 ft) where off-street parking and loading facilities are provided in the rear of the lot or where the rear lot line abuts a Residential District; otherwise no minimum.
- (5) except for corner sites, where the minimum rear yard shall be 6.0 metres.
- (6) minimum building floor area shall be 75 m².

SCHEDULE "D" PROPERTY DRAWINGS