



## **TOWN OF KINDERSLEY**

### **2023 REQUEST FOR TENDER**

#### **Property Tender (RFT)**

RFT No: 2023.2

Opening Date: October 25, 2023

Closing Date: November 10, 2023 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 property is located in a downtown commercial district (C1) area. The proposed use of the land and building must meet the requirements of any and all Town of Kindersley Bylaws including the Town of Kindersley Zoning Bylaw 02-22.

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 2, Plan G9	108 Main Street	C1 – Downtown Commercial District

## 2. SCHEDULE

The proposed schedule is as follows:

Publication of Tender:	October 25, 2023
<b>Deadline for Submissions:</b>	<b>November 10, 2023</b>
Engagement of Agreement by:	November 15, 2023

It is the Town's intent to enter into the Sale for Purchase Agreement with the Successful Bidder no later than November 15, 2023

## 3. RFT 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, November 10, 2023 to:

[audrey.h@kindersley.ca](mailto: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](mailto: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 highest 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) Proposed Use of Property:

**SCHEDULE "A"****2023 Property Tender Submission Form**

Name of Bidder: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

<b>Property Number</b>	<b>Legal Address</b>	<b>Civic Address</b>	<b>Property Zone</b>	<b>Indicate If Bidding</b> (Yes/No)	<b>Dollar Value of Bid</b> (Canadian Dollars)
1	Lot 15, Block 2, Plan G9	108 Main Street	C1 – Downtown Commercial District		\$

Total Bid Amount:

\_\_\_\_\_

\_\_\_\_\_ / 100 dollars in Canadian funds.

**PROPOSED DEVELOPMENT PLAN**

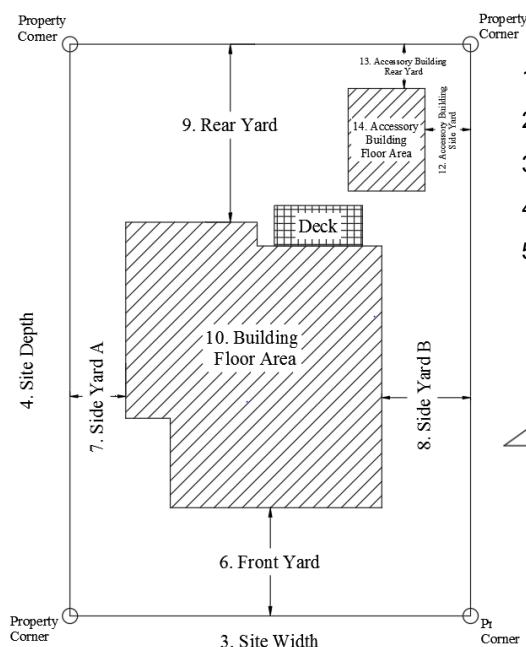
Proposed Work	Proposed Use	Form of Development
<input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Addition <input type="checkbox"/> Relocation on lot <input type="checkbox"/> Change of use <input type="checkbox"/> Other	<input type="checkbox"/> Principal 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:

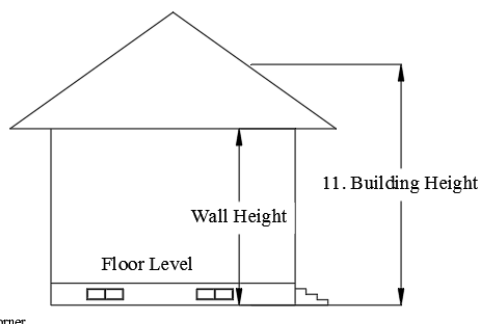
Timeline: Proposed Date of Commencement: \_\_\_\_\_ Proposed Date of Completion: \_\_\_\_\_

**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 \_\_\_\_\_ m<sup>2</sup>
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 \_\_\_\_\_ m<sup>2</sup>
11. Building Height \_\_\_\_\_ m

**Accessory Building (If Applicable)**

12. Side Yard \_\_\_\_\_ m
13. Rear Yard \_\_\_\_\_ m
14. Building Floor Area \_\_\_\_\_ m<sup>2</sup>
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**

2023 Property Tender  
Project No. 2023.02

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 \_\_\_\_\_, 2023.

**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 SCHEDULE (C1)

### 8.12. Downtown Commercial District – C1

No person shall within any C1-Downtown Commercial District, use any land, or erect, alter or use any building or structure except in accordance with the following provisions.

#### 8.12.1 Purpose

To provide for a range of commercial, institutional, and residential uses in the downtown area.

#### 8.12.2 Land Uses Allowed in Zone

Permitted Uses	Discretionary Uses
Cannabis Retail Store	Daycare Centres
Community Facilities & Clubs	Gun & Gun Supply Store
Convenience Store	Night Club, Tavern & Bars
Cultural Institutions & Museums	Parking Lot
Distilleries, Wineries & Breweries	Places of Worship
Dwelling, Multiple Unit (In conjunction with another Permitted Use)	Dwelling, Single-Detached, RTM,
Educational Facility	Dwelling, Manufactured, Modular
Financial Institutions	
Fitness Centre	
Greenhouse, Commercial	
Hotels & Motels	
Medical, Dental, Optical Clinics & Labs	
Municipal Facility & Protective Services	
Office or Office Complex	
Outdoor Markets & Concessions	
Parks & Playgrounds	
Personal Service Trades	
Recycling Collection Depot	
Restaurant & Lounges	
Retail Stores & Bakeries	
Shopping Centre Type I	
Theatres	

#### 8.12.3 Site Development Regulations

	Front Yard (Setback)	Side Yard (Setback)	Rear Yard (Setback)	Site Area (Minimum)	Floor Area (Minimum)	Site Coverage (Maximum)	Height
Dwelling, Single-Detached, RTM, Manufactured, Modular	6.0 m	1.2 m (Corner Sites 3.0 m)	6.0 m	306 m <sup>2</sup>	75 m <sup>2</sup>	50%	10.0 m
Other Uses	No Minimum	No Minimum	6.0 m	290 m <sup>2</sup>	No Minimum	No Maximum	25.0 m
Municipal Facility or Protective Services Parks & Playgrounds Parking Lots	No Minimums or Maximums						

<b>Accessory Buildings</b>	Side Yard 0.75 metre Rear Yard 0.6 metre (No Vehicle Access) Rear Yard 1.2 metre (With Vehicle Access) Distance From Principle Building 1.0 metre Maximum Rear Yard Coverage: 40% Maximum Height Not to Exceed Principle Building
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**SCHEDULE "D" BUILDING PLANS**







108 MAIN STREET

KINDERSLEY, SASKTACHEWAN




DRAWINGS:

A0.0	TITLE PAGE LEGENDS, NOTES
A1.0	ARCHITECTURAL SPECS
A2.0	PLUMBING SPECS
A3.0	ELECTRICAL SPECS
A4.0	REFLECTED CEILING PLAN AND LIGHTING LAYOUT
A5.0	DENTAL EQUIPMENT LOCATION DETAILS

SYMBOLS LEGEND:

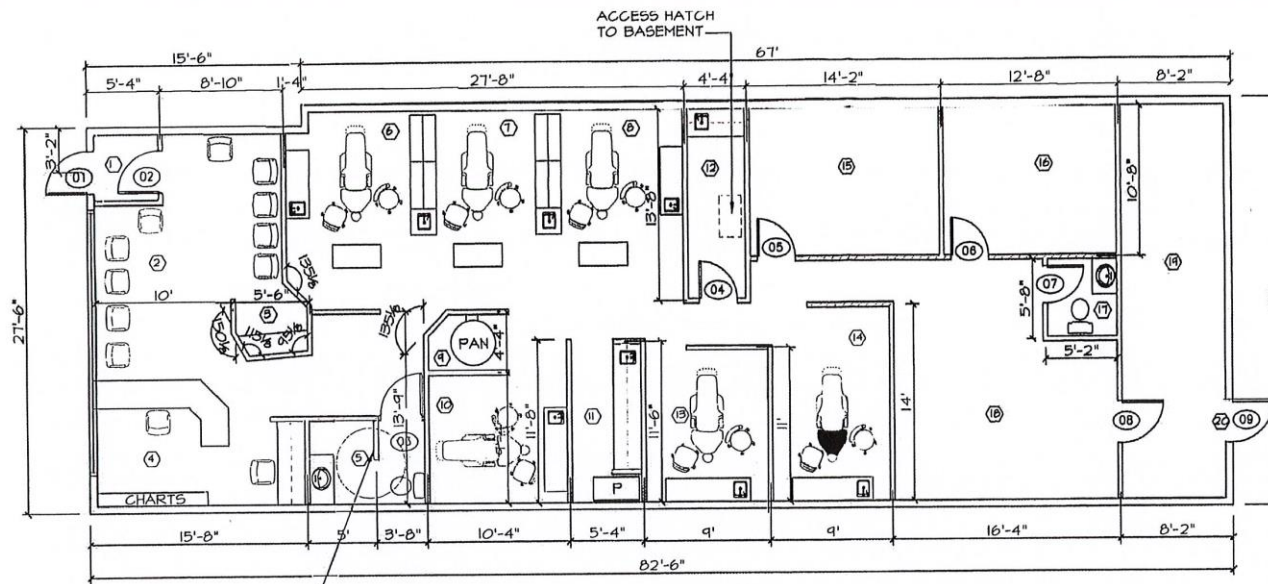
	DETAIL REFERENCE
	SECTION REFERENCE
	INTERIOR ELEVATION PAGE NUMBER ELEVATION NUMBER
	INTERIOR ELEVATION PAGE NUMBER ELEVATION NUMBER
	DOOR TYPE
	ROOM NUMBER

WALL LEGEND

	=====	12.7 GWB 38 x 89 STUDS @400o.c. 12.7 GWB
	=====	12.7 GWB RSI 2.1 BATT INSULATION 38 x 89 STUDS @400o.c. 12.7 GWB
	=====	12.7 GWB RSI 2.1 BATT INSULATION 38 x 140 STUDS @400o.c. 12.7 GWB

GENERAL NOTES:-

- ALL DRAWINGS ARE THE PROPERTY OF THE ARCHITECT. NO REPRODUCTION MAY BE MADE WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT AND ALL REPRODUCTION MUST BEAR THE NAME OF THE ARCHITECT.
- ALL DIMENSIONS ARE IN IMPERIAL UNLESS OTHERWISE NOTED.
- PROTECT EXISTING MATERIAL FROM DAMAGE DUE TO CONSTRUCTION. REPAIR DAMAGE TO MATCH EXISTING. GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY MECHANICAL AND ELECTRICAL APPARATUS APPEARANCE WHICH MAY VARY FROM THAT INDICATED ON THE CONTRACT DOCUMENTS.
- THESE DRAWINGS SHALL NOT BE SCALED. FOLLOW GIVEN DIMENSIONS ONLY.
- THE CONTRACTOR SHALL SATISFY HIMSELF THAT ALL DIMENSIONS, DATUMS AND INFORMATION SHOWN ARE CORRECT. VERIFY ALL DIMENSIONS ON SITE. DIMENSIONS ARE TO FACE OF EXTERIOR STUDS, CENTER OF INTERIOR STUDS, FACE OF POURED CONCRETE, CENTER OF STRUCTURE, OR FACE OF EXISTING WALLS UNLESS OTHERWISE NOTED.
- PRIOR TO COMMENCEMENT OF WORK REPORT ANY DISCREPANCIES TO THE BILL KOMUS.
- VARIATION AND MODIFICATION TO WORK SHOWN WILL NOT BE ALLOWED WITHOUT THE WRITTEN PERMISSION OF THE BILL KOMUS.
- ANY PENETRATIONS IN RATED WALLS TO BE ENCLOSED IN RATED GWB & FIRE TAPED. (RATING TO REMAIN CONTINUOUS)
- SALVAGE ITEMS FROM EXISTING BUILDING TO BE DEMOLISHED.



NOTES:  
1) UTILITY ROOM IN BASEMENT UNDER OP#2 FOR COMPRESSOR/ VACUUM/ AMALGAM SEPARATOR

#### LEGEND:

EXISTING WALL  
NEW WALLS 96"

#### ROOM SCHEDULE:

- 1) ENTRANCE
- 2) WAITING ROOM
- 3) KIDS AREA
- 4) RECEPTION
- 5) HANDICAP WASHROOM

- 6) OPERATORY 1
- 7) OPERATORY 2
- 8) OPERATORY 3
- 9) PAN XRAY
- 10) OPERATORY 4

- 11) STERILE
- 12) LAB
- 13) OPERATORY 5
- 14) OPERATORY 6
- 15) EXISTING DOCTORS OFFICE

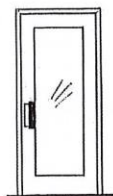
- 16) EXISTING DOCTORS LOUNGE
- 17) STAFF WASHROOM
- 18) EXISTING STAFF LOUNGE
- 19) EXISTING FURNACE/ELECTRICAL AND BULK STORAGE

- 20) REAR ENTRANCE

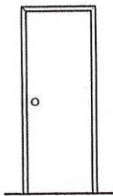
#### NOTE:

- SEE SPECIFICATIONS FOR HARDWARE SCHEDULE.
- ALL NEW DOORS & FRAMES TO BE PAINTED; ALLOW UP TO 2 DIFFERENT COLOURS FOR EACH DOOR AND 2 DIFFERENT COLOURS FOR EACH FRAME.

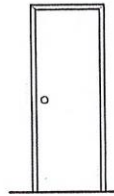
## DOOR SCHEDULE



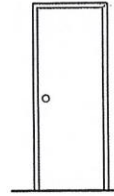
A  
6'-8" X 3'-0"  
METAL  
QUANTITY - 2



B  
6'-8" X 3'-0"  
SOLID CORE  
QUANTITY - 2

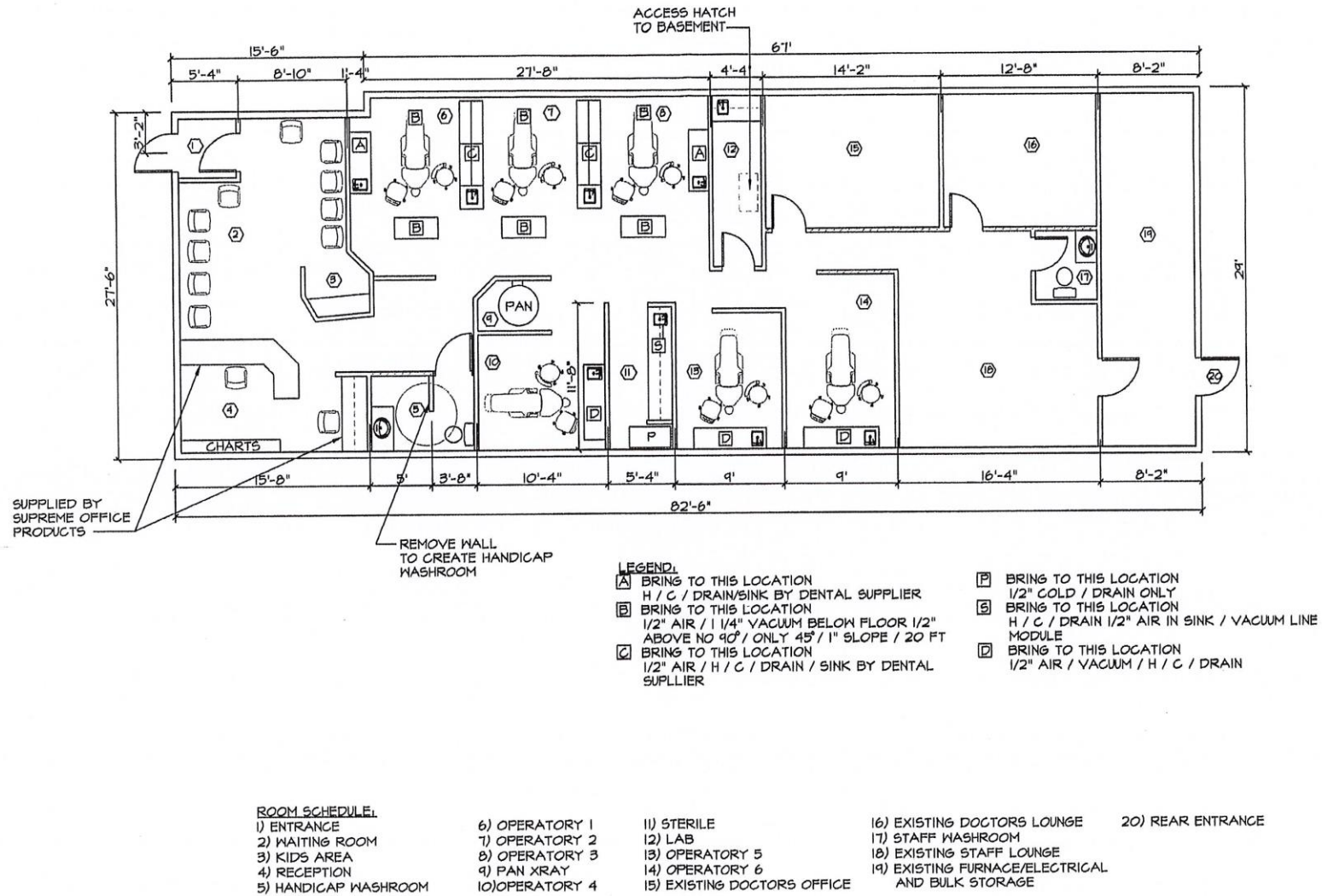


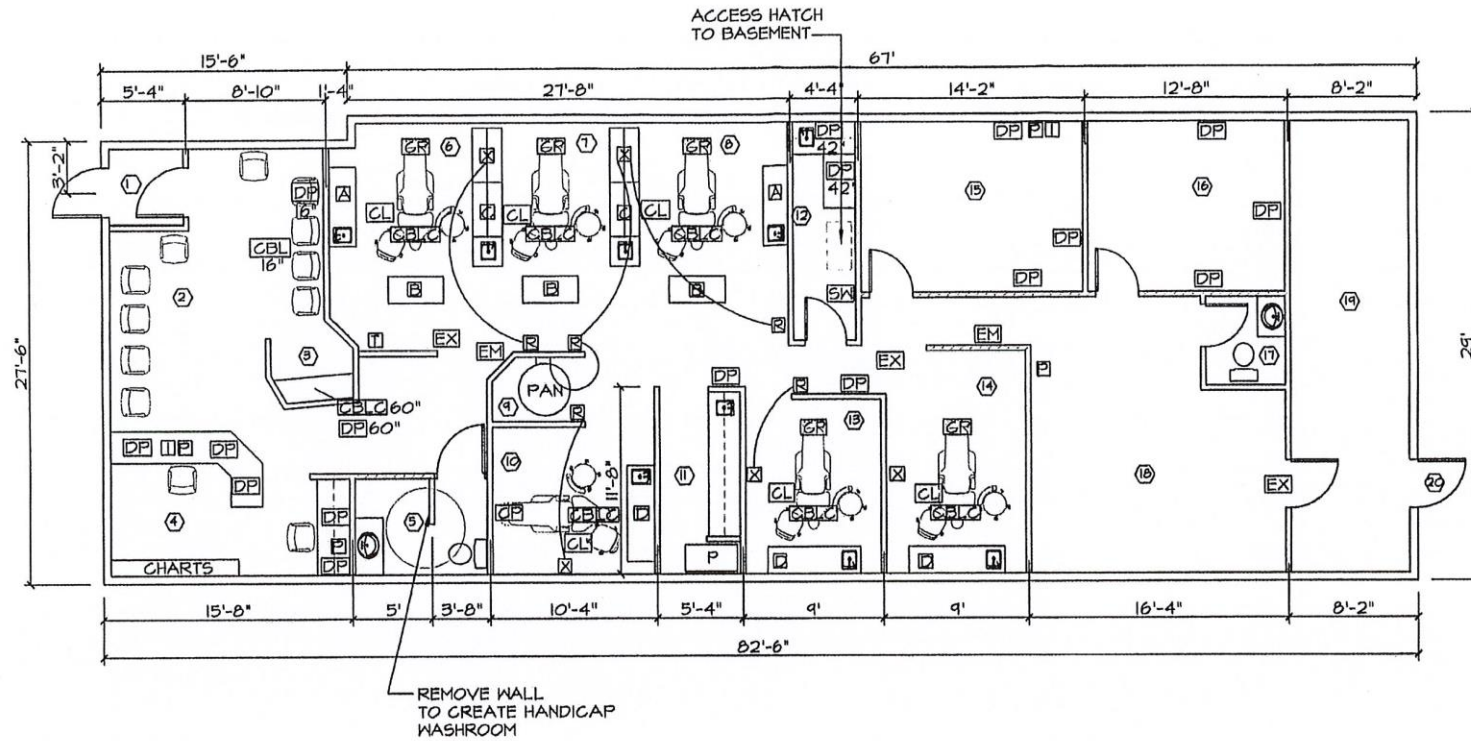
C  
6'-8" X 2'-8"  
HOLLOW CORE  
QUANTITY - 4



D  
6'-8" X 3'-0"  
HOLLOW CORE  
QUANTITY - 1

DOOR NO. MAIN AND SECOND FLOOR	DOOR TYPE	COMMON AREAS FROM ROOM TO ROOM	DOOR								FRAME								REMARKS			
			DOOR				FRAME															
			DOOR SIZE	MAT.	TYPE	FINISH	MAT.	TYPE	FINISH													
MAIN FLOOR & SECOND FLOOR																						
01	A	FRONT ENTRANCE	6'-8" X 3'-0"	METAL	GLAZED	PAINTED	METAL	PRIME	PAINTED									FULL GLAZED DOOR, INSUL.				
02	A	FOYER	6'-8" X 3'-0"	METAL	GLAZED	PAINTED	METAL	PRIME	PAINTED									FULL GLAZED DOOR				
03	D	HANDICAP WASHROOM	6'-8" X 3'-0"	ICPD	PANEL	PAINTED	ICPD	PRIME	PAINTED									SINGLE COLONIAL PANEL				
04	D		6'-8" X 2'-8"	ICPD	PANEL	PAINTED	ICPD	PRIME	PAINTED									SINGLE COLONIAL PANEL				
05	C	AUXILIARY OPERATORY	6'-8" X 2'-8"	ICPD	PANEL	PAINTED	ICPD	PRIME	PAINTED									SINGLE COLONIAL PANEL				
06	C	DR. OFFICE	6'-8" X 2'-8"	ICPD	PANEL	PAINTED	ICPD	PRIME	PAINTED									SINGLE COLONIAL PANEL				
07	C	STORAGE	6'-8" X 2'-8"	ICPD	PANEL	PAINTED	ICPD	PRIME	PAINTED									SINGLE COLONIAL PANEL				
08	B	REAR ENTRANCE	6'-8" X 3'-0"	SCPD	PANEL	PAINTED	SCPD	PRIME	PAINTED									INSULATED				



**LEGEND:**

- [P] PHONE LOCATIONS  
 [I] INTERNET LOCATIONS  
 [PAN] XRAY 220VOLT 20AMP  
 [X] BELMONT 096 XRAY  
 [R] REMOTE XRAY SWITCH  
 [E] DUPLEX OUTLET ON FLOOR  
 [CP] DUPLEX OUTLET CHAIR POWER  
 [A] DUPLEX OUTLET @ 42"

- [CL] DUPLEX OUTLET ON FLOOR  
 [CL] DENTAL CEILING LITE @ 102"  
 [E] DUPLEX OUTLET ON FLOOR  
 [CBL] CABLE TV @ 16"  
 [CBL] CABLE TV @ 102"  
 [DP] STANDARD DUPLEX  
 [COMP] COMPRESSOR 220 VOLT 20 AMP IN BASEMENT UNDER OP2

- [VACUUM] 220 VOLT 20 AMP IN BASEMENT UNDER OP2  
 [EX] EXIT LIGHTING  
 [EM] EMERGENCY LIGHTING  
 [SW] COMPRESSOR / VACUUM MASTER CONTROL SWITCHES @ 12"  
 [T] THERMOSTAT @ 60"

**ROOM SCHEDULE:**

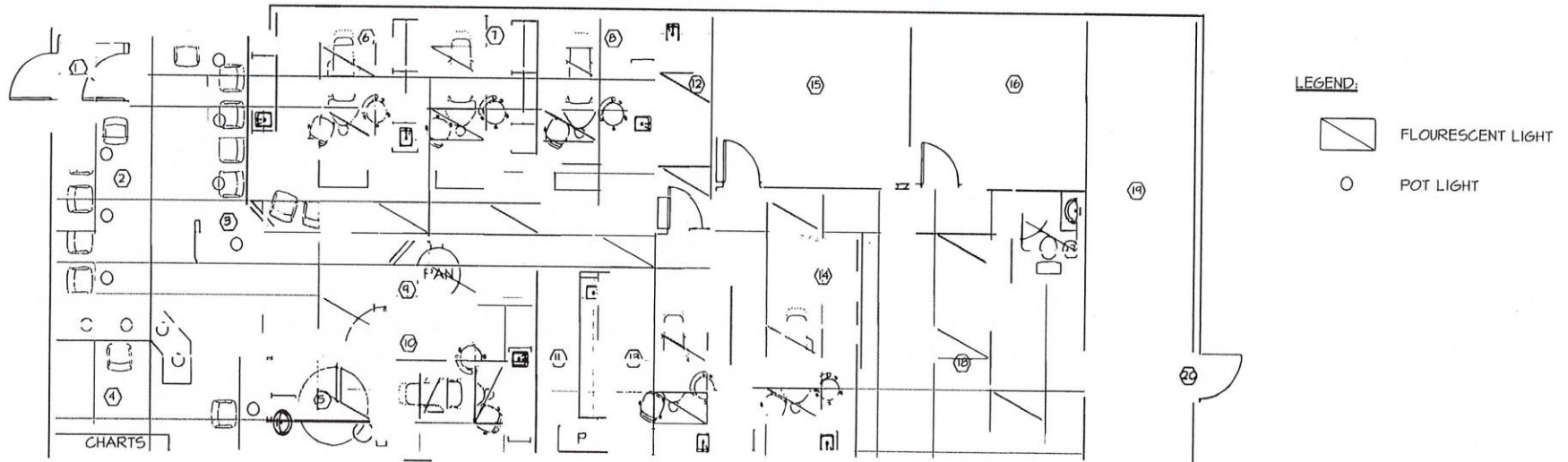
- 1) ENTRANCE  
 2) WAITING ROOM  
 3) KIDS AREA  
 4) RECEPTION  
 5) HANDICAP WASHROOM

- 6) OPERATORY 1  
 7) OPERATORY 2  
 8) OPERATORY 3  
 9) PAN XRAY  
 10) OPERATORY 4

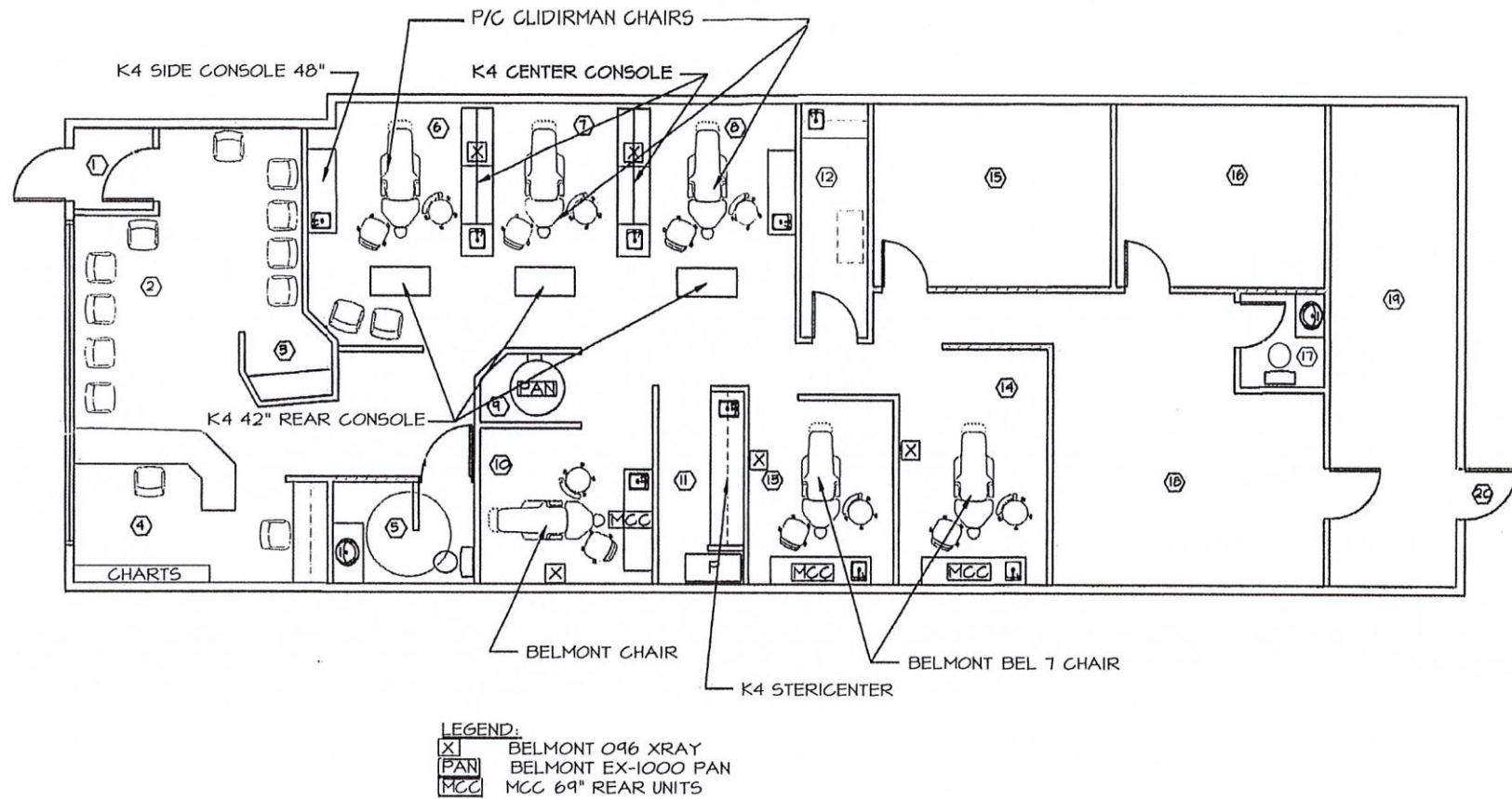
- 11) STERILE  
 12) LAB  
 13) OPERATORY 5  
 14) OPERATORY 6  
 15) EXISTING DOCTORS OFFICE

- 16) EXISTING DOCTORS LOUNGE  
 17) STAFF WASHROOM  
 18) EXISTING STAFF LOUNGE  
 19) EXISTING FURNACE/ELECTRICAL AND BULK STORAGE

- 20) REAR ENTRANCE

ROOM SCHEDULE:

- |                      |                 |                             |  |                   |
|----------------------|-----------------|-----------------------------|--|-------------------|
| 1) ENTRANCE          | 6) OPERATORY 1  | 11) STERILE                 | 16) EXISTING DOCTORS LOUNGE                      | 20) REAR ENTRANCE |
| 2) WAITING ROOM      | 7) OPERATORY 2  | 12) LAB                     | 17) STAFF WASHROOM                               |                   |
| 3) KIDS AREA         | 8) OPERATORY 3  | 13) OPERATORY 5             | 18) EXISTING STAFF LOUNGE                        |                   |
| 4) RECEPTION         | 9) PAN XRAY     | 14) OPERATORY 6             | 19) EXISTING FURNACE/ELECTRICAL AND BULK STORAGE |                   |
| 5) HANDICAP WASHROOM | 10) OPERATORY 4 | 15) EXISTING DOCTORS OFFICE |  |                   |

ROOM SCHEDULE:

- 1) ENTRANCE
- 2) WAITING ROOM
- 3) KIDS AREA
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- 5) HANDICAP WASHROOM

- 6) OPERATORY 1
- 7) OPERATORY 2
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- 19) EXISTING FURNACE/ELECTRICAL AND BULK STORAGE
- 20) REAR ENTRANCE