



## **TOWN OF KINDERSLEY**

### **2023 REQUEST FOR TENDER**

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

RFT No: 2023.TTP3

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 a property located in Kindersley, SK.

The property will be sold on an as is basis and the Town of Kindersley reserves the right to reject any or all bids. **There is a reserve bid on this property in the amount of \$70,000.00.**

The property is located in a medium density residential district (R2) 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.

Legal Address	Civic Address	Property Zone	Property Specifications
Lot 23, Block 74, Plan G893	10 – 6 <sup>th</sup> Street Cres.	R2 – Medium Density Residential District	Lot Size – 9622 square feet Building Size – 780 square feet Build in 1956

**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:

- a) Bidder Contact Information
- b) Type of Development – Indicating zoning requirements met
- c) 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 contact 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 without explanation.
- 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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Legal Address	Civic Address	Property Zone	Property Specifications
Lot 23, Block 74, Plan G893	10 – 6 <sup>th</sup> Street Cres.	R2 – Medium Density Residential District	Lot Size – 9622 square feet Building Size – 780 square feet Build in 1956

**Dollar Value of Bid (Canadian Dollar): \$** \_\_\_\_\_

**SCHEDULE "A"**

**2023 Property Tender Submission Form - Continued**

**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:

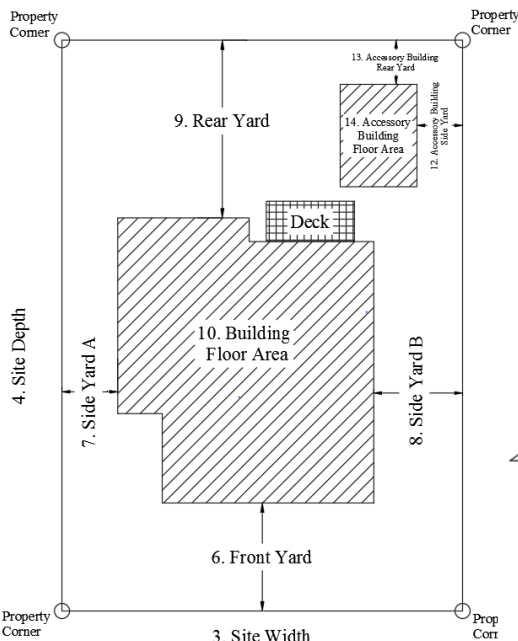
Timeline: Proposed Date of Commencement: \_\_\_\_\_ Proposed Date of Completion: \_\_\_\_\_

**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**

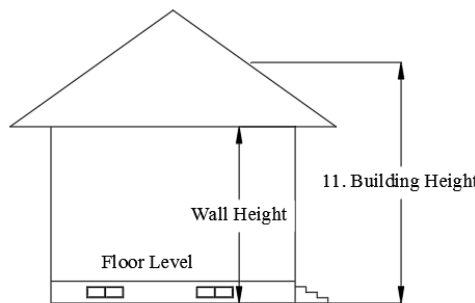
1. # of Parking Stalls \_\_\_\_\_
2. Site Area \_\_\_\_\_ m<sup>2</sup>
3. Site Width \_\_\_\_\_ m
4. Site Depth \_\_\_\_\_ m
5. Site Coverage \_\_\_\_\_ %

**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.TTP3

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**

\_\_\_\_\_  
Name of Signing Authority (printed)

\_\_\_\_\_  
Signature of Signing Authority

(Apply SEAL above)

**WITNESS**

\_\_\_\_\_  
Witness Name (printed)

\_\_\_\_\_  
Signature of Witness



## SCHEDULE “C” DISTRICT SCHEDULE (R2)

### 8.6. Medium Density Residential District – R2

No person shall within any R2 – Medium Residential District use any land, or erect, alter or use any building or structure except in accordance with the following provisions:

#### 8.6.1 Purpose

To provide for residential development in the form of single-detached, semi-detached, duplex or multi-unit dwellings as well as community related uses.

#### 8.6.2 Land Uses Allowed in Zone

Permitted Uses	Discretionary Uses
Dwelling, Single-Detached, RTM, Manufactured, Modular	Bed & Breakfast
Dwellings, Semi-Detached, Townhouse, Duplex	Community Facilities & Clubs
Municipal Facility or Protective Services	Cultural Institutions & Museums
Parks & Playgrounds	Health Service Facility & Hospitals
Educational Facility	Homebased Business
Residential Care Home	Medical, Dental, Optical Clinics & Labs
Daycare Centres	Rooming House
	Secondary Suite
	Places of Worship
	Parking Lot

#### 8.6.3 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	460 m <sup>2</sup>	90 m <sup>2</sup>	50%	10.0 m
Dwellings, Semi-Detached Townhouse, Duplex	6.0 m	1.2 m (Corner Sites 3.0 m)	6.0 m	500 m <sup>2</sup>	90 m <sup>2</sup>	50%	10.0 m
Other Uses	6.0 m	1.2 m (Corner Sites 3.0 m)	6.0 m	460 m <sup>2</sup>	90 m <sup>2</sup>	50%	10.0 m
Municipal Facility or Protective Services Parks & Playgrounds	No Minimums or Maximums						

Accessory Buildings	
	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: 50% Maximum Height Not to Exceed Principle Building