

## *Request for Proposals*

7.25 Acre Residential Development, Alder Avenue, Port Edward, B.C



RFP Release Date: March 20, 2024

Closes: May 3, 2024

## 1. The Opportunity

The District of Port Edward invites experienced developers to submit proposals for a 7.25 acre ocean view residential development on Alder Avenue, in Port Edward, British Columbia. Both the size and location of this property offer a unique opportunity to provide quality homes in a high demand housing market, driven strongly by exponential growth at the Port of Prince Rupert.

The District intends to partner with a developer to develop a high quality residential subdivision that fits into the beautiful natural, seaside landscape of Port Edward. The RFP is inviting submission of non-binding proposals for the purchase of this property, design of a residential development and construction of single and multi-family homes. The successful respondent will be invited to proceed with negotiations for the first phase of the Alder Avenue development.

### This RFP will further outline:

- Council's vision for the development
- Summary of public investment and servicing to support the development
- Site profile and history
- Submission requirements
- Submission evaluation and scoring
- Procedural conditions of the RFP

*\*cover photo courtesy of Mike Morse, Remax*

## 2. The Vision



*Infographic depicting Port Edward's Corporate Strategic Plan*

Through strategic planning, the District of Port Edward Mayor and Council have articulated a clear vision for the growth and development of the community to enhance the vibrancy of the community. Port Edwardites live 10 minutes from the City because they enjoy the room, larger lots and small town atmosphere. To maintain this quality of life, the vision for this new residential development is that it is:

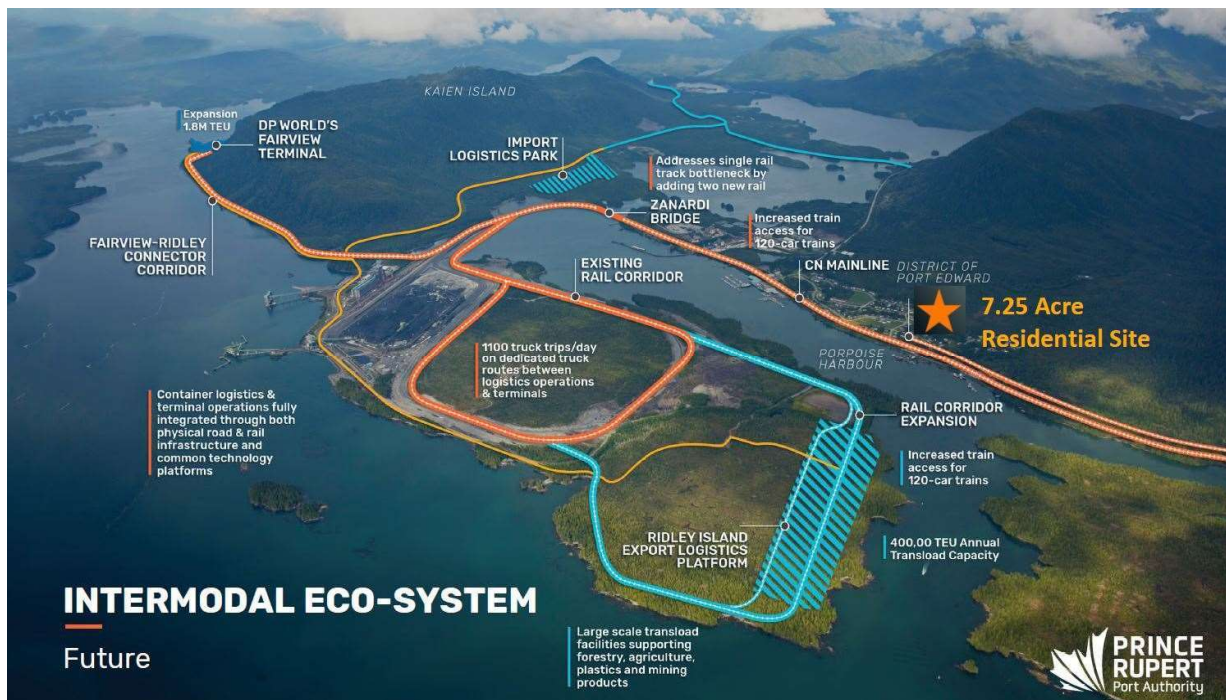
- ✓ **Vibrant**
- ✓ **Provides a high quality of life**
- ✓ **Promotes active lifestyles**
- ✓ **Is family oriented**
- ✓ **Enhances parks and recreation**
- ✓ **Incorporates rental suites and an effort to create diverse, affordable housing options**
- ✓ **Attracts new residents**

In the region, it is clear that a housing crisis is emerging with housing supply not keeping pace with housing demand, raising housing costs. Very few new homes are being built in the area and with the need for Port industries to attract new talent, much needs to be done to facilitate construction of new housing. The District of Port Edward is identified as a *key area* for future housing development in the Prince Rupert Port Authority's Land Use Plan available at [www.rupertport.com/land-use-plan/](http://www.rupertport.com/land-use-plan/)

In 2020 the District completed a Housing Needs Assessment which identified two primary housing issues in Port Edward—lack of diversity in the housing stock and lack of affordable, rental housing. Port Edward’s homes are 79% single family and 24% need major repairs. Only 14% of the housing stock is rental housing and are generally classified as being of older stock, not atypical of the area. *A copy of the Housing Assessment can be provided upon request.*



*Port Edward townsite from Porpoise Harbour, with a view of Mount McDonald the background.*



*The offered property in Port Edward (see orange star) in relation to existing and proposed major project developments on Port of Prince Rupert properties.*

### 3. Public Investment and Servicing

The District acquired this property with the goal to facilitate development. Over the past two decades the District has made significant investments into a state of the art Water Treatment Plant as well as a sewage treatment facility so that Port Edward can continue to live up to its brand of being “*clean, neat and green.*” Road reconstruction continues to be a top priority with 6.6 million dollars in roads projects completed between 2021 and 2024 to rebuild high traffic areas, upgrade utility lines and incorporate sidewalks as a safety and quality enhancement. Moving forwards, in addition to more road projects, efforts are being made in revitalizing our core commercial area with a new Neighborhood Concept Plan, leveraging municipal lands around our general store to create a small town downtown that moves us closer to achieving the vision of being a complete, rural community.

To promote densification and address affordability concerns, the District of Port Edward can bring a \$10,000 housing incentive per unit to the table from the existing Northern Development Initiative Trust housing incentive program for multiplex units (4 units minimum) if the development meets the program criteria.

Across the street from the 7.25 acre property, the District has maintained significant greenspace for public use including a playground and park and a bus stop is located there as well.

Respondents are encouraged to review the District’s Development Servicing Bylaw available online on the District of Port Edward website for further details on the works and services required for development.

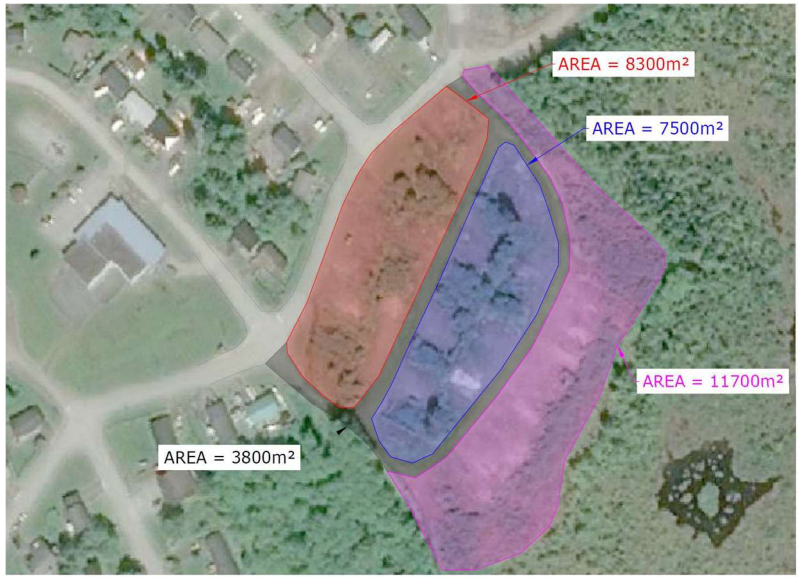
### 4. Site Profile and History

This site is wholly owned by the District of Port Edward and was the former site of a manufactured (trailer) home park. Sewer and water lines on site are in disrepair and must be removed. There is no storm water management system on the property although a catch basin system does exist on Alder Avenue.

The property is serviced from both Alder Avenue and, to a lesser extent, Cedar Avenue. Alder Avenue contains a 300mm water main, 600mm storm sewer main, and 200mm sanitary sewer main for potential connections to the new development. Cedar Avenue contains a 150mm water main and 200mm sanitary sewer main. Fireflow at Alder Avenue is at least 454 L/s, while fireflow at Cedar Avenue is 884.6 L/s. Increases in demand for municipal utilities greater than what existed on the former trailer park (about 45 mobile home units) will require verification of offsite capacity prior to development. The project may require offsite upgrades to municipal utilities with increases in demand.

The condition of underground electrical system is unknown and the District is not in possession of any evaluation of this system. 11 visible electrical service pedestals exist throughout the property at old trailer locations. Three visible service sheds with various electrical components are also on the property.

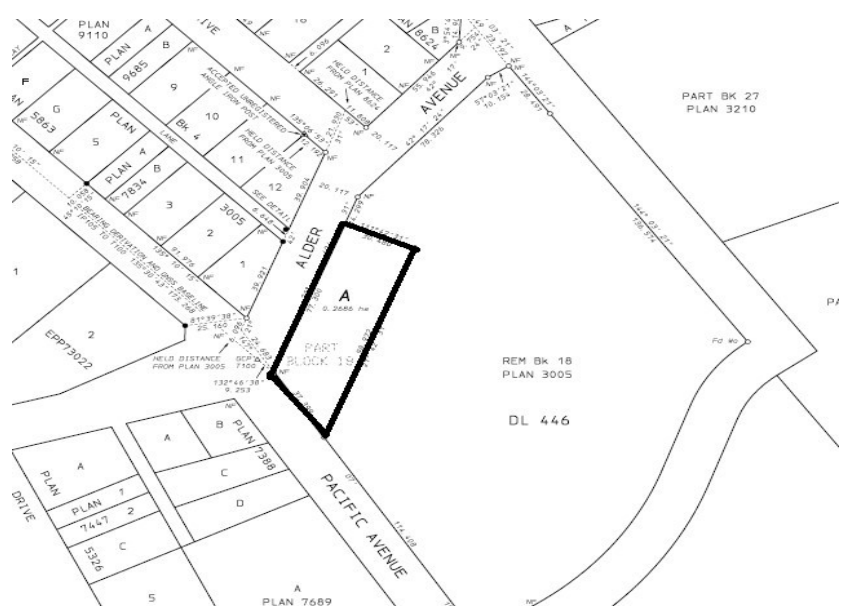
The existing road network is crushed rock material. Three visible concrete trailer pads are on the property and there are some visible patches of asphalt. The District has done the work to remediate the area closest to Alder Avenue (Area A = orange area in the figure below) so that it is ready to build on.



*Aerial view – three potential development phases.*



*2013 Aerial View showing former trailer court*



## 5. Development Process

The development will follow the process as outlined in the bylaws, including the Official Community Plan, Zoning Bylaw, Subdivision and Development Servicing Bylaw and Development Permit Procedures Bylaw. Available at [Bylaws | District of Port Edward](#)

While not yet registered, the District of Port Edward Council has approved rezoning Area A from R1 to RM2.

## 6. Submission Requirements

One hard copy and one electronic copy (PDF) are required to be submitted to the District office by 4:00PM PDT on Friday, May 3, 2024. The address for the District is:

P.O Box 1100  
770 Pacific Avenue  
Port Edward, BC V0V 1G0

### RFP Key Dates

RFP Release	March 20, 2024
Deadline for Questions	April 19, 2024
RFP Submission Deadline	May 3, 2024
Notification of proposal acceptance and invitation to negotiate	June 5, 2024
Executive of Sales Agreement	August 7, 2024

### Inquiries

Any questions regarding this RFP should be directed to:

Todd Francis, CAO  
[cao@portedward.ca](mailto:cao@portedward.ca)

## Proposal Contents

*All proposals must include the following components:*

1. **A cover letter** summarizing the proposal, indicating a contact person and outlining the applicants vision for the development.
2. **A site concept and layout drawing.** Please articulate the design style, parking areas, open/green space, number of units, floor areas and elevations and how the development is in line with the development goals as described in this RFP.
3. **Developer capabilities and suitability**
  - i. Company profile and descriptions of capacity and strength
  - ii. Organizational structure and description of the development team
  - iii. Summary of previous completed residential projects (of similar size and scope) with noted references (minimum of three)
  - iv. Descriptions of partnerships or sub-consultants intended to be utilized on the proposed development and the rationale for them.
4. **Community values:** indication of how the proposed development will meet the values as outlined in the Vision section above, as well as the focuses in the Official Community Plan and Strategic Plan. See [www.portedward.ca](http://www.portedward.ca) for those documents.
5. **Financial**
  - i. Price per square foot for land before GST.
  - ii. Estimated price range for units.
6. **Development Plan**
  - i. To compliment the site concept drawing, the development plan section should clarify preferred development timelines and phasing of the development.
  - ii. Clarify the marketing plan and target market for property sales.
  - iii. Identify infrastructure requirements and plans on site.
  - iv. Indicate any proposed conditions planned to be incorporated into a possible Sales Agreement with the District.

## 7. Submission Evaluation

Proposal Component	Possible Score
Vision for Development and alignment with District Goals	10
Development Concept and Plan	30
Financials	20
Developer capability's and suitability	30
Quality of the proposal	10
	100

Shortlisted proponents will be asked to participate in an in-person interview that will be scored separately out of 10 points.



*Mother and child at play in one of the many parks in sunny Port Edward.*

## 8. Procedural Conditions

Submissions are subject to the following conditions. The information contained within this RFP is solely for guidance of respondents and is not necessarily exhaustive.

### 1. Selection

The District will notify the selected respondent within 30 days of proposal submission and invite them to enter into direct negotiations with the District. The District reserves the right to accept or reject any submission and is not bound to accept any of the proposals submitted.

**2. Ownership of proposals, confidentiality and Freedom of Information**

All documents submitted in response to this RFP become the property of the District of Port Edward and will be held in confidence subject to the provisions of the Freedom of Information and Protection of Privacy Act. Submitted documents must not be used for any other purpose that replying to this RFP.

**3. Disqualification**

Any respondent is required to note any direct or indirect conflict of interest issues in their application or risk being disqualified for the RFP process. The District at its sole discretion will disqualify respondents where it is determined that a potential conflict of interest exists. The District also reserves the right to withdraw or re-issue this RFP at any time for any reason and this RFP process in no way constitutes a legally binding process.

**4. Disclaimer and Liability for Errors**

The information contained within this RFP is not guaranteed to be accurate, complete, comprehensive or exhaustive. The District assumes no liability whatsoever regarding the submissions to this RFP. Respondents will make an independent assessment of the accuracy of information and will form their own opinions and conclusions with respect to the matters addressed in this RFP.

**5. Negotiations**

The District intends to conclude negotiations with the selected respondent within 60 days of notifying the respondent of their successful response. The District may cease negotiations with the respondent if negotiations cannot conclude within that timeframe and may commence negotiations with another applicant terminate or re-issue the RFP process.

The District may request additional information in the negotiations process and may request improvements to pricing or further information to verify or clarify the conclusions of the applicant.

It is only execution of a written Sales Agreement with Development Conditions that constitutes a Contract, and no respondent shall acquire any legal or equitable rights or privileges until such an Agreement is signed.