

# Request for Expression of Interest (RFEOI)

Sale and Redevelopment of the Municipal Property located at 128 Brock Street South, Town of Whitby

## Introduction

The Town of Whitby invites an Expression of Interest (EOI) from Respondents (qualified firms, developers, or consortiums) to provide a development concept for the acquisition and redevelopment of the municipal property located at 128 Brock Street South (the 'Property'). The Property and its dimensions are shown in Appendix 1, Figure 1.

The Town of Whitby sees a unique opportunity to redevelop the Property for an office or commercial-office building that will contribute to new employment opportunities and complement the fabric of Downtown Whitby.

The objective is to seek the right proposal from a Respondent that would purchase the Property from the Town of Whitby, secure site plan approval for the development concept in 2022 and commence site development by the spring of 2023 at the latest.

## Site Location

The Property is located prominently on the west side of Brock Street South at Colborne Street West. The Property is situated in Downtown Whitby, the historic central business district that has developed around the intersection of Brock Street and Dundas Street. The Property is approximately 0.1 hectare (0.25 acres) in size and consists of a one-storey building and a narrow strip of pavement for tenant parking. Brock Street (Highway 12) is Whitby's 'main street', connecting the community from Lake Ontario, north through the Village of Brooklin, to cottage country.

## Redevelopment Goals

The request for Expression of Interest will be informed by the goals of Council, the [Culture Connects Whitby](#) Culture Plan as well as the [Downtown Whitby Action Plan \(updated September 2020\)](#).

The Town of Whitby's Council Goals applicable to this development are to:

- To ensure Whitby is clearly seen by all stakeholders to be business and investment friendly and supportive;
- to accelerate the pedestrian focus of our historic downtown cores;
- to leverage municipal tools and resources to generate downtown supportive investments; to facilitate the growth of our Innovation District;
- to remain the community choice for families and become the community choice for job creators; and
- to realize the economic, cultural and social potential of our downtowns.

Council believes that healthy, vibrant, pedestrian-oriented downtowns where people can live, work, shop, play and connect, are at the heart of a great community. Making downtowns great places contributes to a sense of belonging, identity, broader civic engagement and enables vibrant downtowns with cultural and economic opportunities at their core.

## Community Benefit

The Town of Whitby would be prepared to consider discounting the purchase price of the property if the proponent is prepared to provide offsetting community benefits on the site. Examples of community benefits could include:

- The inclusion of community based incubators and/or accelerators;
- Community event venue;
- The inclusion of space for community organizations;
- The inclusion of space for post-secondary organizations;
- The inclusion of space that supports the creative economy;
- The inclusion of community collaboration / co-working space; or
- The inclusion of other uses that support the wellbeing of the Town of Whitby.

The Town is prepared to offset the purchase price of the site on a 1:1 basis. For every \$1 invested into a Community Benefit, the Town will reduce the negotiated purchase price of the space by \$1.

## Planning Policies and Design Guidelines

The Property is located within the Downtown Whitby Secondary Plan of the Town's Official Plan. The Official Plan has designated the Property for Commercial purposes (Figure 2).

The Property is zoned H-C3-DT (Central Commercial 3 – Downtown Zone) in Zoning By-law 2585 (Figure 3). The [C3-DT Zone](#) permits a number of commercial uses such as private offices, offices of a public agency, commercial school, clinic, personal services establishment, retail store, among other commercial uses. The maximum height for buildings along Brock Street between Colborne Street and Mary Street is three (3) storeys, in accordance with the current Downtown Whitby Secondary Plan.

## Downtown Whitby Community Improvement Plan (CIP)

The property is located within the Historic Downtown Whitby CIP boundary. The CIP includes several incentive programs that could be applied to this property:

- Tax Increment Equivalent Grant (TIEG) – an overall 45% rebate on a declining basis over a five year period on the municipal tax increment for eligible non-residential (commercial and office) development or redevelopment. A minimum new development or expansion of an existing building of 232 square metres (2,500 square feet).
- Development Charge (DC) Partial Exemption for New Office - where the gross floor area of a new office (not including a medical office) development exceeds 90 square metres (968 square feet), a 75% DC exemption shall be applied.
- Development Charge (DC) Full Exemption for Retail Commercial and Office Expansion Development - a 100% DC exemption is provided for existing retail commercial and office buildings which are enlarged by up to 50% of the existing Gross Floor Area (GFA), up to a maximum of 929 square metres (10,000 square feet).

## Submission deadline

The deadline for this submission shall be 2:00 p.m. local time on Friday, July 23, 2021.

## Submission Requirements

Expression of Interest Submissions will be reviewed and short listed.

The criteria for reviewing the submissions in Phase 1 include, but are not limited to:

- A narrative outlining the Respondent's vision for the site;
- How the proposed design concept addresses and aligns with the site redevelopment goals;
- Respondent's experience in developing comparable projects or commercial projects within mid and large towns and cities;
- Respondent's experience in developing projects in compact urban and heritage based downtowns;
- The inclusion of community benefits; and,
- Proposed timelines for a completed development.

A complete Expression of Interest submission should contain at a minimum:

- Letter of introduction and contact information;
- Detailed description of your project, including any photos, drawings, concept design or sketches, and provision of promotional materials;

- Respondent's experience and qualifications;
- Respondent's direct experience in development(s) of a similar nature;
- Description and experience of team or any partners that would be involved in the project e.g., architectural design firm;
- Estimated investment for the project; and,
- Projected project timeline.

Qualified firms interested in this opportunity must submit their Expression of Interest in an electronic format. The submissions may be supplemented with a PowerPoint presentation.

The Expression of Interest is to be submitted electronically to [128BrockStreetSouth@Whitby.ca](mailto:128BrockStreetSouth@Whitby.ca) by end of day Friday, July 23, 2021

Email subject: **EOI Submission - 128 Brock Street S. Project**

All questions regarding this Request for Expression of Interest must be received in writing by email no later than five (5) days prior to closing and must be directed to:

Daniel Van Kampen, Economic Development Officer

Email: [128BrockStreetSouth@Whitby.ca](mailto:128BrockStreetSouth@Whitby.ca)

## Evaluation Criteria

The criteria for reviewing the submissions are as follows:

- The Quality of the Submission Proposal (10 points);
- Proponents Experience and Qualifications (20 points);
- Key Personnel Experience and Qualifications (20 points)
- Proponents Project Approach (15 points)
- Inclusion of and quality of Community Benefits (15 points)
- Experience in the development of office of commercial-office developments (10 points)
- References (10 points)

## Short List Process

An Evaluation Team will be struck consisting of five Municipal Staff. The Evaluation Team may also be supported by other Town staff that may be called upon to provide subject matter expertise. The Town reserves the right to elect, change, or disclose the identities of the Evaluation Team at its discretion, at any time.

The Evaluation Committee will review submissions and recommend a short-list of proposals to Town Council for approval. The short listed proposals may be requested to participate in an interview process and/or, make a presentation to the Evaluation

Team and/or Town Council. Council will make the final decision on the short-list, but reserves the right not to select any proposals for the list. The goal is to select up to five (5) qualified developer/builders that will be exclusively invited to participate in the Request for Proposal (RFP) stage.

## Consultation Process Prior to Request for Proposal Issuance

Short listed developers/builder will be invited to participate in a consultation process with the Evaluation Team. The focus of this process is to assist the Town in creating the strategy and scope for the Request for Proposal document.

## MFIPPA

Those responding to the RFEOI are hereby advised that the Town is subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.45, as amended.

## Municipal Discretion and Authority

The issuance of this RFEOI and receipt of responses to this RFEOI do not in any manner fetter the discretion or rights of the Town under any legislation including, but not limited to, the *Municipal Act, 2001*, S.O. 2001, c. 25, the *Planning Act*, R.S.O. 1990, c. P.13. Nothing in this RFEOI obligates the Town to enter into any contracts, agreements, or arrangements with any person or body that submits a response to the RFEOI and no contract, agreement or arrangement is created between the Town and any person or body that submits a response to the RFEOI by way of making such submission. The Town, in its sole discretion, may decide that it does not wish to proceed with any project identified in the RFEOI or in the DDMP and any such decision.