REQUEST FOR PROPOSALS
RFP-MCC-2409

Purchase of Property,
169 Pearl Street, River Hebert, NS
PID# 25060997
Former River Hebert Elementary School

MUNICIPALITY OF THE COUNTY OF CUMBERLAND
UPPER NAPPAN SERVICE CENTRE
1395 BLAIR LAKE ROAD, RR # 6
AMHERST N.S B4H 3Y4

April 4, 2024

CLOSING, May 21st, 2024
2:00 PM

1. GENERAL REQUIREMENTS

The Municipality of the County of Cumberland (Municipality) invites Proposals for the **Purchase of Property located at 169 Pearl Street, River Hebert, Nova Scotia (Former River Hebert Elementary School).**

All proposals must be for the full purchase price at the agreed conveyance closing date and acceptance of the subject property is on an "as is where is" basis with no representations, warranties or claims of any nature or kind as to suitability for a particular purpose, condition of the lands or premises or the existence, presence of deleterious substances.

All Proponents are encouraged to conduct their own investigations of the property.

Playground equipment located on the property does not form part of the property being sold. The playground equipment will be removed by others prior to closing of any sale of the property.

A change of use could be triggered by a sale requiring an owner to meet the National Building Code for the intended building use. As the code would vary depending on the use, it is impossible to know what upgrades would apply in each situation. The bidder can refer to the National Building Code to obtain direction for their particular situation.

The Municipality of the County of Cumberland does have a Land Use Bylaw in effect. At the present time, the property is zoned institutional (INS). A list of permitted uses can be found in the Cumberland Land Use By-law which is located at https://www.plancumberland.ca/.

Two Asbestos Assessment reports conducted on behalf of the Chignecto Central Regional Centre for Education (CCRCE) are included for information purposes:

- Asbestos Reassessment River Hebert Elementary School River Hebert, Nova Scotia (March 23, 2006)
- Asbestos Survey, River Hebert Elementary School River Hebert, Nova Scotia (July 30, 1998)

CCRCE was unable to confirm if any remediation work identified in the above reports has been completed. Bidders are expected to do their own research with respect to Environmental condition of the property. The Municipality will take no reasonability for environmental conditions disclosed within the report, nor for items to which the Municipality is unaware of which may exist on the premises. Any Purchase and sale agreement made with the Municipality will be **"as is where is"**.

2. INSTRUCTIONS TO PROPONENTS

This request for proposals (RFP) is not a tender call, and the submission of any response to this RFP does not create a tender process. This RFP is not an invitation for an offer to contract, and it is not an offer to contract made by the Municipality.

Though the Municipality fully intends at this time to proceed through the RFP, the Municipality is under no obligation to proceed with the purchase, or any other stage. The receipt by the Municipality of any information (including any submissions, ideas, plans, drawings, models or other materials communicated or exhibited by any intended Proponent, or on its behalf) shall not impose any obligations on the Municipality. There is no guarantee by the Municipality, its officers, employees or Managers, that the process initiated by the issuance of this RFP will continue, or that this RFP process or any RFP process will result in a contract with the Municipality for the sale of land.

It is the responsibility of each Proponent to ensure their Proposal arrives on time. Any late

Proposals will not be accepted. Proposals may be withdrawn at any time prior to opening. Proposals received after the Closing Time or in locations other than the address indicated, will not be accepted and will be returned unopened.

Any Proposals submitted by facsimile, or telephone will ***not*** be accepted under any circumstances.

Any corrections or additions to any submitted Proposal will not be accepted unless it is initialed by the person signing the Proposal.

All Proposals must be firm for 60 calendar days after the closing date and shall include all legal fees, the cost of the preparation of an agreement for sale and transfer and closing costs.

Any Proposals that do not meet these criteria may be rejected.

The Municipality reserves the right to waive technicalities, reject any or all proposals, or any portion thereof, to advertise for new Proposals, to proceed to do the work otherwise, or to abandon the work, if in the best interest of the Municipality.

3. CLARIFICATION AND ADDENDA

Notify the Municipality not less than three (3) working days before Proposal closing of omissions, errors or ambiguities found in this document. If it is considered that correction, explanation or interpretation is necessary; a written addendum will be issued. All Addenda become part of the Proposal documents.

Additional information, clarifications or instructions provided to a Proponent that may, in the opinion of the Municipality, be of general interest and any other information or instructions that the Municipality may deem to be appropriate in the circumstances may be incorporated in an Addendum to the Proposal that will be distributed to all Proponents.

Direct all Proposal questions and queries to:

Contact: Shelby Hum
Phone: 902-667-3202
Email: shelbyhum@cumberlandcounty.ns.ca

It is the responsibility of the Proponent to ensure all addenda have been received. Addenda will be posted on the Municipality website at www.cumberlandcounty.ns.ca and the Nova Scotia Public Tenders website at www.gov.ns.ca/tenders. The Municipality will not bear any responsibility for the failure of potential Proponents to obtain all documents before submitting a proposal.

4. PROPOSAL CLOSING

Proposals must be labelled '**PROPOSAL, Purchase of 169 Pearl Street, River Hebert, NS.** Proposals must be received no later than **May 21st, 2024 at 2:00 P.M.** - ATLANTIC TIME at:

a) Upper Nappan Service Centre
1395 Blair Lake Road, Upper Nappan, NS B4H 3Y4

OR

b) By e-mail to procurement@cumberlandcounty.ns.ca

5. PROPOSAL OPENING

Proposals will be opened, on the Proposal Closing date at the Upper Nappan Service Centre, 1395 Blair Lake Road, Upper Nappan, NS, immediately following closing.

6. PROPOSAL SUBMISSION

The Proposal shall be submitted by one of the following two methods:

a) in a sealed envelope, clearly labelled with the proposal number, title, and date/time of closing, with a USB copy. Proposals shall be delivered to the address on the cover of this Request For Proposals, no later than the Proposal Closing.

OR

b) electronically, in a PDF document, to procurement@cumberlandcounty.ns.ca. It is the responsibility of the Proponent to confirm receipt of their Proposal by the Municipality. The Proponent agrees that the electronic signatures of the Proponent on the electronic document shall have the same force and effect as manual/original signatures. Delivery of an executed copy of the Proposal by electronic means permitted in the RFP documents constitutes valid and effective delivery.

7. EVALUATION OF PROPOSAL

Selection of the successful Proponent will be based on the following point system. Each Proposal received will be evaluated and scored using the scoring system below. The highest score will be the preferred Proposal.

	Category	**Points**
1	Proponent Background/experience	10
2	Project Proposal / Use of Land	30
3	Timing of Development	30
4	Purchase price	30

Purchase Price Score = LPP/TP x PW
Where:
LTP = Lowest Proposal Price of all Proponents
TP = Proponent's Price
PW = Price Weighting (30 Points)

The Municipality reserves the right to negotiate with a preferred Proponent, or any Proponent, on any details, including changes to specifications and price. If specifications require significant modification, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the Municipality.

8. PROPOSAL FORM

See attached.

Description	Quantity	Price	Total Price (excluding HST)	
Proponent Profile Attached	Y/N	N/A	N/A	
Project Proposal Attached	Y/N	N/A	N/A	
Timing of Development (construction or renovation schedule attached)	Y/N	N/A	N/A	
Price	N/A			

4 Signatures:

SIGNATURES DATED THIS _____ DAY OF April, 2024.

[Seal]

Name of Firm Proposing	Signature of Signing Officer
	Name and Title of Signing Officer (Printed)
Witness	Name and Title (Printed)
Witness	Name and Title (Printed)
Company Address	Telephone No.
	E-mail

**NOTE: *Proposals submitted by or on behalf of any Corporation must be signed and sealed in the name of such Corporation by a duly authorized officer or agent.*

Name of Firm Proposing

Address Telephone

Signature Name & Title (Printed)

Witness Name & Title (Printed)