



District of Port Hardy

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Port Hardy BC V0N 2P0 Canada

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SEAGATE PIER OFFICE / CARGO / MOORAGE FACILITY REQUEST FOR PROPOSAL 1220-20-525-2019



The District of Port Hardy is receiving Requests for Proposals (RFP) from parties interested in leasing the cargo / office facility and moorage (optional) on the Seagate Pier.

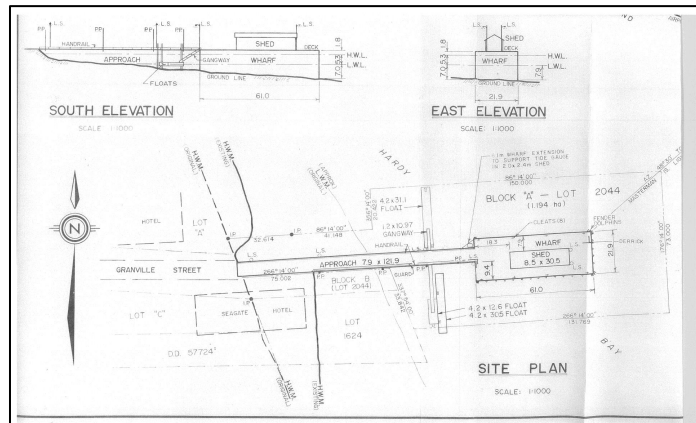
Background

The Seagate Pier was a Transport Canada Pier until 1999 when ownership was transferred to the District of Port Hardy. For the past twenty years the office/storage and moorage facility was used by the Canadian Coast Guard. The overall pier consists of the following:

- Pier Approach7.9 m x 121.9m
- Wharf Head.....61 m x 21.9m
- Office & Storage Building8.5 m x 30.5m

Two floats on the north and south of the Pier are attached by separate gangways. The north side is for seasonally installed floats for small craft vessels and the south side permanent float is maintained for loading and unloading.

The Pier and building is well serviced with sewer, water and electrical. (see last page for larger rendition of graphic)



Response Content

Interested parties are invited to respond to the RFP by submitting a proposal to the District that includes:

- A cover letter describing:
 - . The nature of their interest in occupying the facility.
 - . The proposed concept and description of how their building occupancy may provide benefits to the waterfront, downtown core and harbour use.
- A resume / business history summary outlining key members of their team, relevant experience and background including references.
- Proposed lease rate.

Instructions, Terms & Conditions

The District is under no obligation to award the Request for Proposal and reserves the right to terminate this process for any reason, at any time. The District may then do nothing, re-advertise or sole source the lease.

It is the responsibility of all proponents to ensure that their contact information for receipt of RFP documents is known by the District of Port Hardy to ensure that any addendums or revisions to the RFP are forwarded to all parties that are interested. Please send contact name, mailing address, email address, telephone number, and fax number via email to alli@porthardy.ca and a return email will be sent acknowledging receipt.

While not mandatory a site meeting will be held on Monday, January 21st at 11:00 am for those proponents interested in viewing the facility.

Inquiries regarding this RFP may be directed to:
Allison McCarrick, Chief Administrative Officer
Email: alli@porthardy.ca
Tel: 250-949-6665
PO Box 68, Port Hardy BC V0N2P0

Response Deadline

Proposals will be accepted up to 2:00 pm on Friday, February 8, 2019:

- by hand to the District of Port Hardy Municipal Hall at 7360 Columbia Street, Port Hardy, BC
- by mail to District of Port Hardy, PO Box 68, Port Hardy, BC V0N2P0
- by email to alli@porthardy.ca

It is the responsibility of the Proponent to ensure their submission is received by the response deadline. The District will not be responsible for any delays in transmission or delivery interruption of an intended proposal. The proposal must be clearly marked as follows:

Request for Proposal 1220-20-525-2019 Seagate Pier - Office / Cargo / Moorage Facility.

