



## The Municipality of Lakeshore Request For Expression of Interest (RFEOI)

### Closing Location:

419 Notre Dame Street, Belle River, ON

### Attention:

Purchasing Specialist

### Closing Date and Time:

Complete copies of each submission must be received by  
**12:00 PM (noon) local time on September 27, 2024**

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## I. Opportunity

The Municipality of Lakeshore (the “Municipality”) is seeking submissions from interested parties regarding the development of the Belle River Pier restaurant building and surrounding site into a revenue generating Public-Private Partnership opportunity.

The Municipality is looking for an innovative approach that will allow the Belle River Pier restaurant and surrounding site to act as a catalyst for unlocking potential site uses within the nearby waterfront area.

“The Lakeshore waterfront is a regional destination that embraces its geography, creating a unique community-focused series of open spaces. The future of Lakeview Park, Belle River Marina and the West Beach, is to grow on its tradition as a healthy and active place that celebrates its unique location connecting the lake to the community and providing an accessible space for all members of the community.” – Waterfront Master Plan

## II. Catalyst Project

A catalyst project is a development, redevelopment or adaptive reuse of a highly visible building or property that will result in a corresponding and complementary development reaction in the immediate and surrounding site. A catalyst project must demonstrate that the project returns a reasonable public benefit by meeting the following criteria:

- Will result in a significant increase in land value that results in increased municipal assessment;
- Can reasonably expect to spur additional investment in the surrounding area(s);
- Conveys a message of municipal progress and stability; and,
- Meets a number of the EOI objectives stated below.

## III. Expression of Interest Objectives

The objectives stated below are an expression of the intended outcomes resulting from this EOI. The objectives are a way to guide decisions and will be used to evaluate how individual development proposals achieve the desired outcome. These objectives are subjective in nature, so it is up to the proponent to effectively demonstrate how their proposal addresses applicable goals of the proposed project.

- **The following are the objectives for Lakeshore Pier Development Project:**
- Unites the waterfront and creates more of a destination for visitors and residents;
- Modernize the facilities for marina customers;
- Makes better use of space for residents and visitors alike;
- Meets the needs of current marina users and marina operations;
- Meets the needs of current Lakeview Park and Westbeach Operations;
- To co-locate the marina restaurant property with one or more complementary uses in a high-quality development project that will act as a catalyst for additional development in surrounding neighbourhoods;

- To achieve the highest quality human-scaled design for the building(s) and public realm possible; so architecturally exceptional that it sends a positive message to other potential investors in the Municipality;
- To encourage a development that contributes to the waterfront's vibrancy and authentic sense of place, while being compatible and complementary to the surrounding context;
- To promote and encourage development that meets the needs of the people living, working and visiting;
- Address parking considerations for future proposal and address parking concerns for Lakeview Park and Westbeach Operations
- Enable the extension of operations to consider a 4-season plan

#### **IV. Overview - Current Site Location**

The site address is 600 Lake Street and 535 Lakeview Drive. There are multiple uses for the overall site. To the North, the primary functions include marina operations, a seasonal restaurant, boat launches and boat slips. The southern portion of the site features more traditional park features including multiple swings, play-structures, picnic areas, a splashpad, bathrooms and changing facilities, basketball courts, and an amphitheater.

The property east of the Belle River is the subject property that should be considered as part of this EOI.

The property can be accessed by First Street and Lakeview Drive.

To the west of the property, across the Belle River, is Lakeshore West Beach. The co- locations recognize a significant number of visitors throughout the entire year with seasonal peaks on summer weekends.

**Please see below for approximate dimensions of the subject lands.**

**Please note these measurements are approximate, not to scale, and unofficial.**

- Image 1 shows the existing marina building,
- Image 2 shows the size of the pier area,
- Image 3 shows all subject lands, exclusive of water and docks
- Image 4 shows all subject lands including docks and water



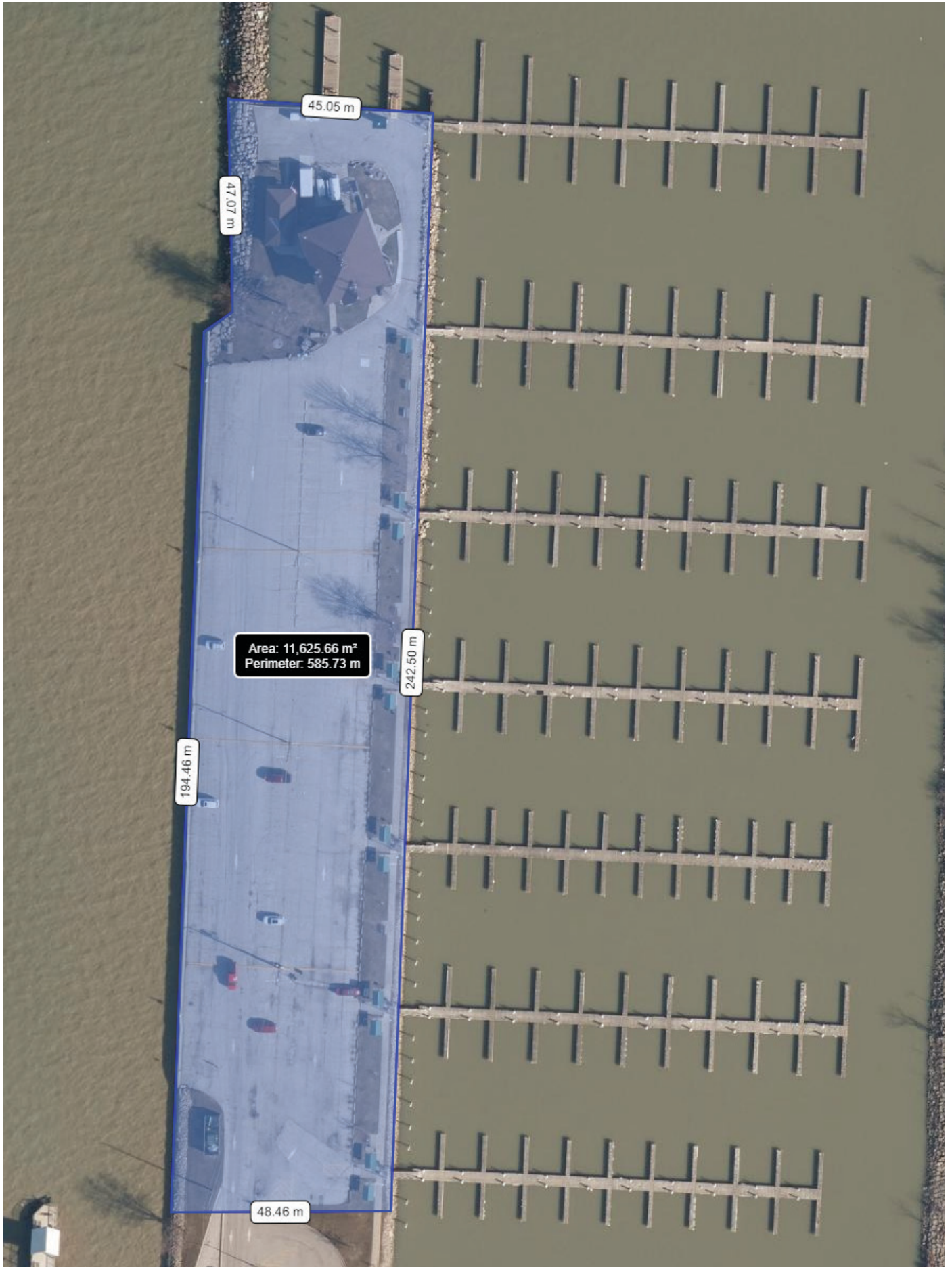
16.42 m

16.72 m

Area: 276.99 m<sup>2</sup>  
Perimeter: 66.78 m

17.12 m

16.43 m



45.05 m

47.07 m

Area: 11,625.66 m<sup>2</sup>  
Perimeter: 585.73 m

242.50 m

194.46 m

48.46 m







## V. Site Requirements

The Municipality and the potential partner should recognize the ability for this site to be a catalyst for visitation to the subject area.

### The site will require:

- An environmentally conscious and sustainable building and site that will adapt to changing functions and uses over the next fifty years as well as be sustainably adaptable to ongoing infrastructure needs, changes, or upgrades;
- must include marina operations
- Compliance to existing AODA requirements, and an inclusive dynamic design;
- A percentage of the space must be publicly accessible at all times;
- The use must be commercial, recreational, or institutional - residential uses will not be supported, however hotels will be considered but are not required as part of submission.
- Consideration should be given for the mitigation of “fish flies”

## VI. Boundaries, Considerations & Existing Challenges

The Municipality will only consider proposals for development projects that fall within the boundaries as outlined in Section IV. Options for extending the existing structure, demolishing and expanding etc. will be considered.

Proposals that incorporate Municipality-owned land or buildings should demonstrate the public benefit of using the public assets for the proposed use, and the proposed financial considerations (e.g. lease rates, etc) that are needed to support the proposal.

Proposals that suggest the demolition of the existing structures should clearly demonstrate the proposed financial impacts.

Proponents should be aware that the Municipality will retain control of the land and will need to maintain some control of the operations of elements of the facilities. There will be no opportunity to purchase or sell the land.

As outlined in the RFEOI, there are several considerations to the site that would require additional review from the lessor of the land at the time of implementation.

The existing building of the marina is located on lands that the Municipality leases from the Province of Ontario. Per the lease, modifications, additions, and deletions to existing buildings is permitted must be approved in writing by the lessor. Additionally, any subletting on subject property is also allowed, but contingent on written approval by the lessor.

There are other similar conditions as outlined in the lease agreement. Further, due to the proximity to Lake St. Clair, any partner entering an agreement with the Municipality will be subject to constraints and conditions put in place by other government agencies and ministries including but not limited to the Department of Fisheries and Oceans, and the Essex Region Conservation Authority.

Finally, depending on the nature of the approved development, the partner will also be subject to guidelines of restriction of Lakeshore’s internal departments to confirm the viability of plan and location as well as the limitations of utilities to the subject area.

**Existing potential challenges identified at the site include but are not limited to:**

- No existing natural gas infrastructure
- Outdated electrical
- General parking space constraints
- Accessibility of existing structures
- Sanitary capacity
- Environmental impacts have to be considered
- Historic land use - fuel tanks
- Approvals from various ministries

## **VII. Submission Requirements**

**Please include the following in your submission:**

- 1. Completed and signed Appendix “A” – Expression of Interest Form**
- 2. Declaration of Conflict**

Include a declaration of conflict statement which identifies any person(s) employed by the Municipality in any Municipality that:

- has a direct or indirect financial interest in the potential development, or lease of the property; is currently employed by, or is a consultant to or under contract to the Proponent;
- has an ownership interest in, or is an officer or director of the Proponent.

- 3. Proponent Information**

- Describe your corporate or organizational structure. If you are a joint venture, identify the parties to the joint venture as well as the roles each party will play.
- Describe the activities and operation of the Proponent, including its history.

- 4. Proponent Experience**

- Provide a narrative that describes the Proponent’s experience and indicates why the Proponent is uniquely qualified to excel in this opportunity.
- Provide a list of all relatable projects or undertakings within the last ten years that support your experience. Include detailed information about the location, type and success of each project.
- Provide a list of your key personnel, including qualifications, expertise and relevant experience. Include CV’s if desired.

- 5. Concept Plan**

- Provide a high-level conceptual development plan for the site, supported by a narrative and images that help to provide a full understanding of the plan. Explain the rationale behind the plan, and describe the benefits potentially derived by the Municipality upon the completion of the proposed project. Outline the likely timing for project initiation, construction, and any proposed phasing.

- Outline how the conceptual development plan complies with the existing Municipality Official Plan and Zoning regulations. Identify any changes to the site zoning, particularly the permitted uses that would be necessary to achieve the desired vision.
- Explain how the conceptual development plan is compatible with the surrounding buildings and neighbourhoods, including how any potential impacts will be minimized and/or mitigated.
- Demonstrate how the conceptual development plan will accommodate the site building and its needs and address the manner in which it will enhance and enrich the surrounding area.
- DETAILED PLANS AND DESIGNS ARE NOT REQUIRED

**For proposals that include Existing buildings or properties**

- Identify all existing buildings and properties that will be incorporated into the development. Include any other terms or conditions that you would need to add to the agreement.
- Outline what the expected lease rates would be for the restaurant component in order to support the overall development.

**For proposals that suggest demolitions**

- Identify all structures that are proposed to be demolished in the development. Provide background on the purpose of demolition as well as strategies to maintain the services previously offered in the structures.
- Identify any risks involved with demolition including any timelines of down services due to demolition. Provided provisions to mitigate any downtime of affected services.

**Include in Concept Plan**

- an outline of any challenges posed by your proposed plan
- additional opportunities the Municipality may provide
- any other considerations that would make your development more viable or successful

**6. Marketing and Business Plan**

- Describe your plan to market the development, including target markets, innovative opportunities and partnerships, and intended revenue projections.
- Provide any documentation that supports your understanding of existing and/or future market conditions (e.g. details from a marketing study, etc) that point to the future success of the development project.
- Describe any stakeholder consultation you intend to undertake.

**7. Financial Plan**

- Provide a high-level pro-forma revenue and expense projection, along with an outline of assumptions, estimates, and underlying rationale.
- Describe any desired financial incentives from the Municipality that would be necessary for this project’s success, including the type, amount, and length of time.

- Provide a plan for longevity and proof of capacity to maintain the levels of service over the agreed upon lifespan of the project.

## 8. Other information

- Provide any other information that may be helpful in assessing your submission.

## Submission Process

Interested parties are asked to submit one electronic submission through the Bids & Tenders platform.

- “Bidding System” means the electronic system used by the Municipality for the advertisement of public bid opportunities at the following website: **BidsAndTenders.ca**

OR:

- **Electronic submissions via email only will be accepted for this Expression of Interest.**  
Submit to: **Purchasing@Lakeshore.ca**
- **Subject line: Lakeshore Pier Development Project**

**“Submission Deadline” means Friday, September 27, 2024 at twelve o’clock noon (12:00:00) p.m. (E.S.T),** as received by the Bidding System time (synchronized with any computer clock) during the upload / submission process or as received by the **Puchasing@Lakeshore.ca** Inbox time (synchronized with any computer clock) during the upload / submission process.

Expressions must include a completed Expression of Interest Form (attached as Appendix A.)  
**Expressions not including a completed expression of interest form will not be considered.**

The Municipality may, but is not obliged, to ask one or more respondents to attend an interview(s) or presentation(s) in conjunction with this RFEOI process, in its sole and absolute discretion. Proponents should be prepared to present their proposal submission if invited to do so.

Administration will conduct a review of submissions received, considering Section VII: Submission Requirements as well as Section III: Expression of Interest Objectives to ensure that submissions are compliant with the objectives and deliverables of the expression of interest.

Selected proposal(s) will be presented to Municipal Council for consideration. Municipal Council may accept or reject this recommendation in its sole and absolute discretion. The Municipality is under no obligation to continue with the proposed project, to commit to any proponent or to accept any proposal.

Collaborative proposals will be considered. Proponents may submit proposals that consider at least one, but not necessarily all of the services as outlined in Section III: Expression of Interest Objectives, with the understanding that the Municipality may undertake a collaborative partnership effort in this case to fulfil the entire project vision as needed. In these instances, the Municipality of Lakeshore will be the final determinant in decisions and negotiations amongst all parties. The municipality has the right to consider any and all submissions and explore the possibility that multiple proposals can be co-developed.

## IX. Use of Submissions

This Expression of Interest is only for the purposes of obtaining information and does not in any sense create a binding relationship or obligation between the Municipality and the respondent, nor will neither the Municipality nor the respondent have any liability as between them for any reason related to this Expression of Interest.

**\* Please note submission will not be returned**

## X. Inquiries

Questions related to the request for expressions of interest must be received at least two working days prior to closing and are to be directed **in writing only** to **Purchasing@Lakeshore.ca** using the subject line “**Lakeshore Pier Development Project**”.

## RFEOI Evaluation and Criteria Ranking Sheet

The following criteria for the basis upon which the ranking of submissions against the RFEOI will be made by the evaluation committee. Please refer to the RFEOI for more details in section **Submission Requirements**

### A. Mandatory Criteria

Following are mandatory criteria. Submissions that do not contain the mandatory criteria will not be further considered and will not move on to Stage 1 criteria evaluation.

Description	Pass/Fail
Completed and signed Appendix "A" Expression of Interest Form	
Declaration of Conflict	

### B. Stage 1 Criteria

Description	Max Points
<b>Proponent Information</b> a. Description of corporate structure b. Description of activities & operations	/10
<b>Proponent Experience</b> a. Unique qualifications b. List of relative projects c. List of key personnel	/15
<b>Concept Plan</b> a. Concept development plan b. Compliance with Municipality Official Plan & Zoning regulations c. Description of compatibility with surrounding buildings & neighborhoods d. How the plan will accommodate the site building and its needs & enhance & enrich surrounding area	/35
<b>Marketing &amp; Business Plan</b> a. Description of plan to market the development b. Documentation to support understanding of existing and/or future market conditions c. Description of stakeholder consultations	/20
<b>Financial Plan</b> a. Description of high level pro-forma revenue and expense projections etc. b. Description of desired financial incentives from Municipality	/20
<b>Total</b>	<b>/100</b>

This evaluation is intended to support the selection of a concept development plan for potential future use. The Municipality may in its sole discretion choose to select a concept plan, or to make no further efforts toward this project.

# APPENDIX "A"

## EXPRESSION OF INTEREST FORM MUNICIPALITY OF LAKESHORE RFEOI Lakeshore Pier Development Project

This Expression of Interest is submitted by:

\_\_\_\_\_  
Proponent's Registered Legal Business Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Municipality, Province/State, Postal/Zip

\_\_\_\_\_  
Proponent Contact Person

(     )

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Email

\_\_\_\_\_  
Corporate Name

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature, and Title

1. I, WE DECLARE that no person, firm or Corporation other than the one whose signature is attached below, has any interest in this Expression of Interest.
2. I, WE FURTHER DECLARE that this Expression of Interest is made without any connection, knowledge, comparison of figures or arrangements with any other Company, Firm or person making a response for the same work and is in all respects fair and without collusion or fraud.
3. I/WE the undersigned have carefully read the requirements as specified in the Expression of Interest, and have examined the content and otherwise satisfied ourselves as to the conditions under which the information is to be provided.
4. I/We have received and allowed for Addenda number (s) \_ in preparing my/our submission.
5. I/We have carefully examined the Expression of Interest documents and have a clear and comprehensive knowledge of the services required and the purpose and intent of the Expression of Interest. By this submission, we agree and consent to the terms, conditions and provisions of the Expression of Interest. I acknowledge that no relationship or obligation will exist between me and the Municipality based on the submission, receipt or evaluation of this Expression of Interest.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_

Name (Please Print)

\_\_\_\_\_

Signature, and Title

\_\_\_\_\_

Name (Please Print)

\_\_\_\_\_

Signature, and Title