



The Municipality of the Village of Lions Bay

REQUEST FOR PROPOSALS

RFP 1708

For

SALE OF LAND

CLOSING DATE AND TIME:

Monday, July 3, 2017

at 4 pm PDT

SUBMIT PROPOSALS VIA EMAIL ONLY TO:

Peter DeJong
Chief Administrative Officer

Village of Lions Bay

cao@lionsbay.ca

Introduction

The Village of Lions Bay (the “Municipality”) is a small, picturesque, seaside Village nestled at the base of southern British Columbia's Coast Mountain Range in the northwest corner of the Metro Vancouver Regional District. Towering over the Village are the twin peaks from which the Village gets its name, the Lions, or the Two Sisters as they are called by the indigenous peoples of the south coast. Perched like a jewel on the shores of magnificent Howe Sound, the location is truly “Splendor in Serenity”, the motto on the Municipality’s Coat of Arms.

Background

Recently, the Municipality closed one of its road ends and is in the process of raising title to the land in the Land Title Office. Schedule “A” attached to this RFP is a plan of survey for the parcel being registered (the “Lands”). Schedule “B” attached to this RFP is a plan of easement and right of way over the Lands, the terms of which will provide rights to an adjacent property owner to move freely around the north side of the property owner’s home, and to BC Hydro in respect of a hydro pole (the “Encumbrances”). The Municipality is currently working with one of the adjacent property owners to remove encroachments on the Lands in preparation for sale of the Lands. Schedule “C” attached to this RFP is a Google image of the low bank waterfront shoreline in front of the Lands.

Objective

The intent of this RFP is to obtain proposals for the sale of the Lands. It is anticipated that proposals may vary from standard listing agreements to those which would see the Lands sold through an auction process. In any case, a licensed realtor will be engaged to act on the Municipality’s behalf for the sale of the Lands with the objective of obtaining the highest net value possible for the Municipality.

Proposals

Proposals should provide the following information or address the following topics in no particular order:

- Confirmation of licensed realtor status, including full name of brokerage
- Experience as a realtor in the Metro Vancouver real estate market, including any awards and/or any experience working with or on behalf of a local government
- Familiarity with the Lions Bay real estate market

- Ability to connect to potential buyers both locally and internationally
- A thorough understanding of the value of this type of waterfront opportunity
- A marketing concept plan (details may be provided later) to ensure top level exposure above and beyond Multiple Listing Service placement
- A thorough description of the approach and methodology to be undertaken to support the marketing plan and attain the Municipality's objective
- An expression of the approximate list price or reserve price recommended and detailed justification to support such a price in the current market environment
- Terms of the proposed contractual relationship between realtor and Municipality, including commission structure for selling and purchasing agents (attach proposed contract if possible, or essential terms at minimum)
- Assuming notification of contractual award on July 5th, provide an expected timeline for marketing and sale of the Lands

Evaluation Process

Proposals will be assessed in accordance with the criteria noted above as encompassed in the table below, assuming satisfaction of the following mandatory requirements.

Mandatory Requirements

The successful Proponent must meet the licencing requirements of the British Columbia Real Estate Act and Regulations.

One emailed copy of the Proposal must be received by the Chief Administrative Officer (CAO) by the closing date and time. The CAO may allow a Proposal to be considered after the closing date and time in the CAO's discretion if less than 3 Proposals have been received by the closing date and time.

Desirable Criteria

Qualifications and Experience	40%
Approach and Methodology	50%
Proposed Contractual Terms and Timeline	10%
TOTAL	100%

Proposals will be evaluated based on meeting the above desirable criteria, as described more fully in the Proposals section above.

Interpretation

While the Municipality believes the information in this RFP is accurate, the information contained herein is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the Municipality, nor is it necessarily comprehensive or exhaustive. It is the Proponent's responsibility to understand all aspects of the RFP requirements. Should any details necessary for a clear and comprehensive understanding be required, it's the Proponent's responsibility to obtain clarification before submitting a Proposal.

Proposal Expenses

Proponents are solely responsible for their own costs and expenses with respect to their participation in this RFP, including but not limited to, preparing and submitting their proposal, presentations, demonstrations, site visits, interviews, meetings, or contract negotiations whether at the Municipality or elsewhere.

Conflict of Interest

By submitting a Proposal, the Proponent represents that it is not aware of any circumstances that would give rise to a conflict of interest that is actual or potential, in respect of the RFP process, except any expressly disclosed in the Proponent's Proposal. The Proponent's Brokerage shall not act for the Purchaser.

Confidentiality

The Municipality recognizes the proprietary nature of information that may be contained in response to this RFP. Proponents must clearly mark and identify those areas of their Proposals which contain confidential information. The Municipality will not use or disclose such confidential information, except for the purposes of evaluating the proposals submitted under this RFP, or as may be required by law, including but not limited to the BC Freedom of Information and Protection of Privacy Act ("FIPPA"). Proponents shall keep confidential all information received from the Municipality in connection with this RFP. Proponents shall not use the Municipality's confidential information except as required to develop a Proposal in response to this RFEIPQ.

No Liability

By submitting a proposal, the Proponent shall be responsible for and shall indemnify the Municipality, its employees, volunteers or agents associated with this RFP process, from all claims, loss and damages that relate to or arise out of errors, omissions or negligent acts relating to the RFP. This RFP does not give rise to any tendering law duties or any other legal obligations and the Proponent will have no right to make a claim against the Municipality with respect to the award of a Contract, the failure to award a Contract, or the failure to engage the Proponent in a response to this RFP. The Municipality reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to make such investigation as it deems necessary to evaluate Proponent's qualifications, to accept any Proposal that may be deemed in the best interest of the Municipality and to negotiate terms and conditions of any proposal leading to acceptance and final execution of the contract. The lowest or any proposal may not be accepted.

Questions

Any questions related to this RFP may be addressed to:

Peter DeJong, Chief Administrative Officer

Village of Lions Bay

cao@lionsbay.ca

604-921-9333 (Office Hours)

604-905-9742 (After Hours)

Proposals will be received via email only until Monday, July 3, 2017 at 4 pm PDT.

**EXPLANATORY PLAN OF EASEMENT OVER A PORTION OF
PARCEL A, DISTRICT LOT 1815, GROUP 1,
NEW WESTMINSTER DISTRICT, PLAN EPP69335.**

PLAN EPP72703

BCGS 92G044

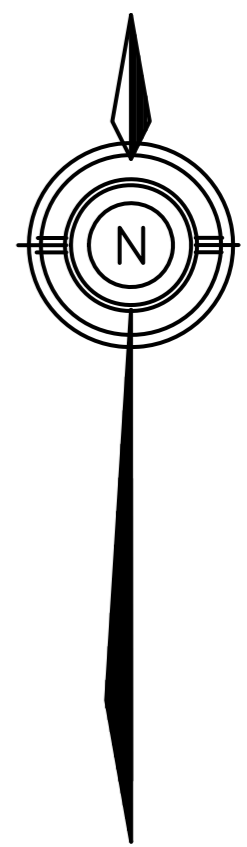
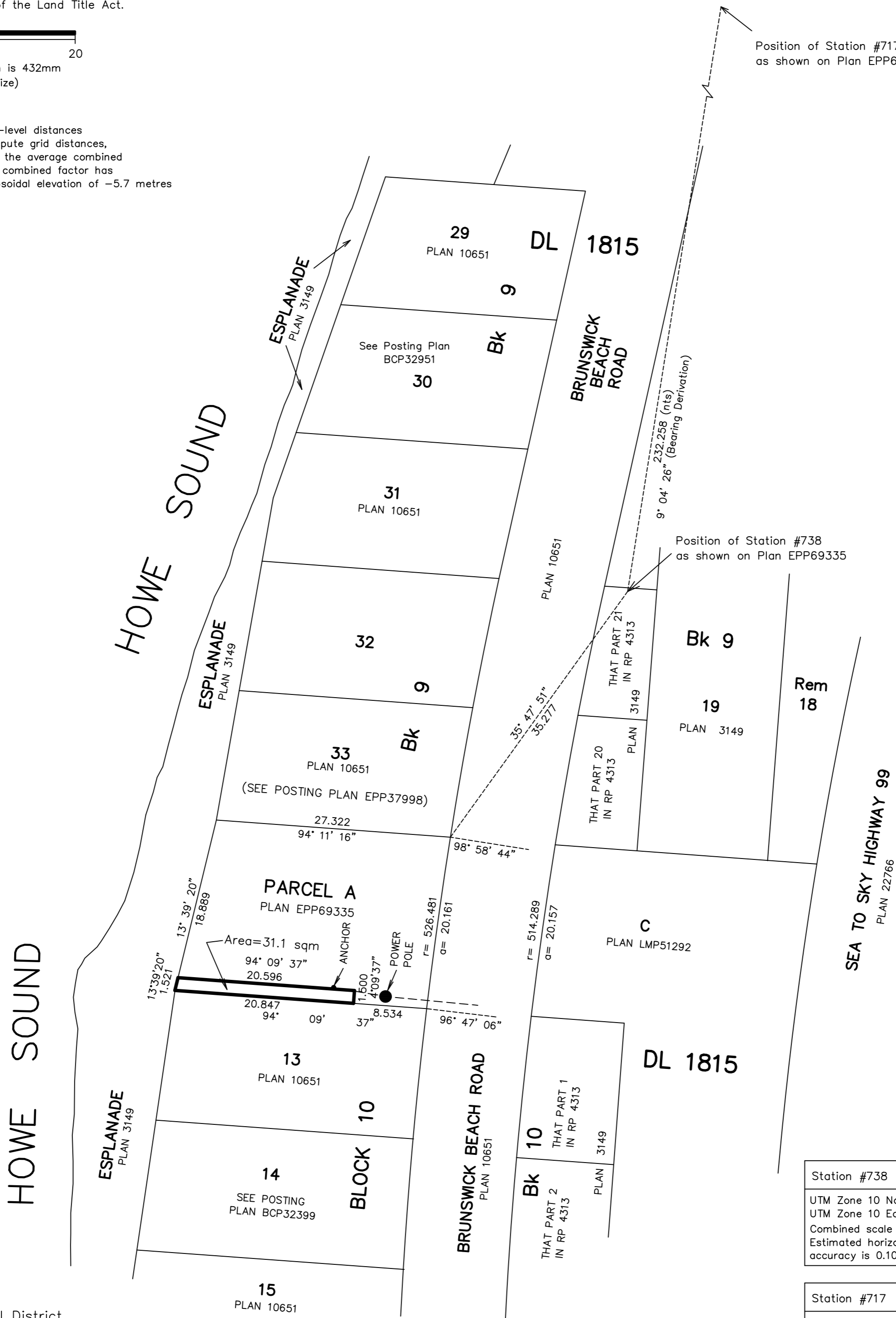
Pursuant to section 99(1)(e) of the Land Title Act.

10 5 0 10 20
The intended plot size of this plan is 432mm
in width by 560mm in height (C size)
when plotted at a scale of 1:400

This plan shows horizontal ground-level distances
unless otherwise specified. To compute grid distances,
multiply ground-level distances by the average combined
factor of 0.9996047. The average combined factor has
been determined based on an ellipsoidal elevation of -5.7 metres
at Station #738.

LEGEND.

nts Denotes Not To Scale
RP Denotes Reference Plan
sqm Denotes Square Metres



This plan lies within the
Greater Vancouver Regional District.

This plan is based on the following
Land Title and Survey Authority of BC records:
Plan EPP69335.

Martin R. Jones, BCLS #762
23rd day of May, 2017.

BUNBURY & ASSOCIATES
BRITISH COLUMBIA LAND SURVEYORS
SQUAMISH 604-892-3090 WHISTLER 604-932-3770

FB 2093 Pg 36-43
FILE No 2017-107.M2
FB 2016 Pg 52-57
FB 2015 Pg 119-130

Station #738
UTM Zone 10 Northing 5480217.030
UTM Zone 10 Easting 482378.430
Combined scale factor = 0.9996047
Estimated horizontal positional
accuracy is 0.10 metres.

Station #717
UTM Zone 10 Northing 5480446.291
UTM Zone 10 Easting 482415.045
Combined scale factor = 0.9996013
Estimated horizontal positional
accuracy is 0.10 metres.

Map projection – Universal Transverse Mercator (UTM), Zone 10.
Datum – NAD83(CSRs) 4.0.0.BC.1

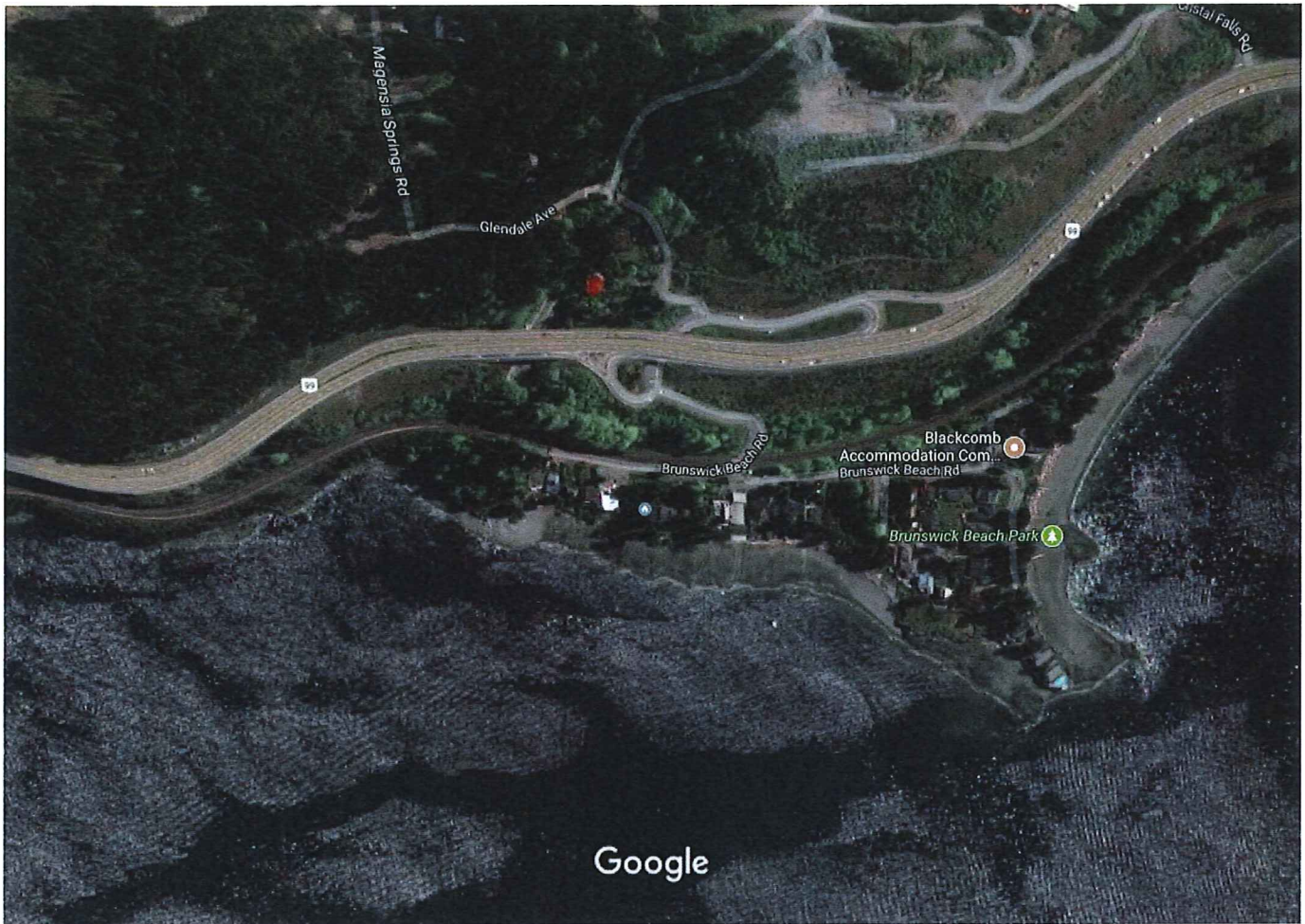
Grid bearings are derived from PLAN EPP69335 and are
referred to the central meridian of UTM Zone 10 (123°W).

The UTM coordinates and estimated horizontal positional
accuracies are derived from Plan EPP69335.

Coordinates shown are for mapping purposes only
and may not be used to define property corners or boundaries.



Parcel A - Treed Area between 51 and 53 Brunswick Beach Road



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