



The Municipality of the Village of Lions Bay

REQUEST FOR PROPOSALS

RFP 1812

For

SALE OF LAND

CLOSING DATE AND TIME:

**Tuesday, January 15, 2019
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

In the summer of 2017, the Municipality closed one of its road ends and raised title to the land in the Land Title Office. Schedule “A” attached to this RFP is a plan of survey for the parcel 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 provide rights to the 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”). Schedule “C” attached to this RFP is a Google image of the low bank waterfront shoreline in front of the Lands. From August, 2017 to November, 2018, the Lands have been marketed by a licensed realtor on the Multiple Listing Service as 52 Brunswick Beach Road. That listing agreement has now expired.

Objective

The intent of this RFP is to obtain new proposals for the sale of the Lands by a licensed realtor 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 detailed marketing concept plan 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 January 22, 2019, 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 up to one week 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 Tuesday, January 15, 2019 at 4 pm PDT.

**REFERENCE PLAN TO ACCOMPANY THE MUNICIPALITY OF THE
VILLAGE OF LIONS BAY BYLAW NUMBER _____
TO CLOSE A PART OF ROAD DEDICATED BY PLAN 3149.
DISTRICT LOT 1815, GROUP 1, NEW WESTMINSTER DISTRICT.**

PLAN EPP69335

BCGS 92G044

Pursuant to section 120 of the Land Title Act
and section 40 of the Community Charter.



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

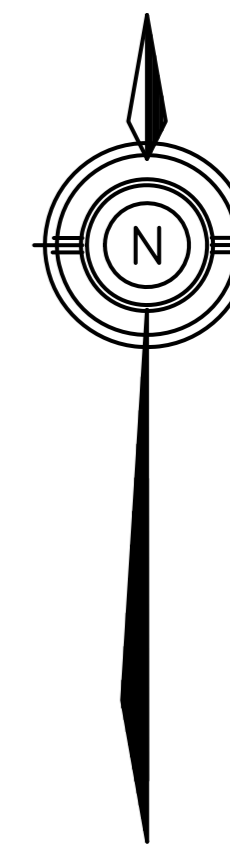
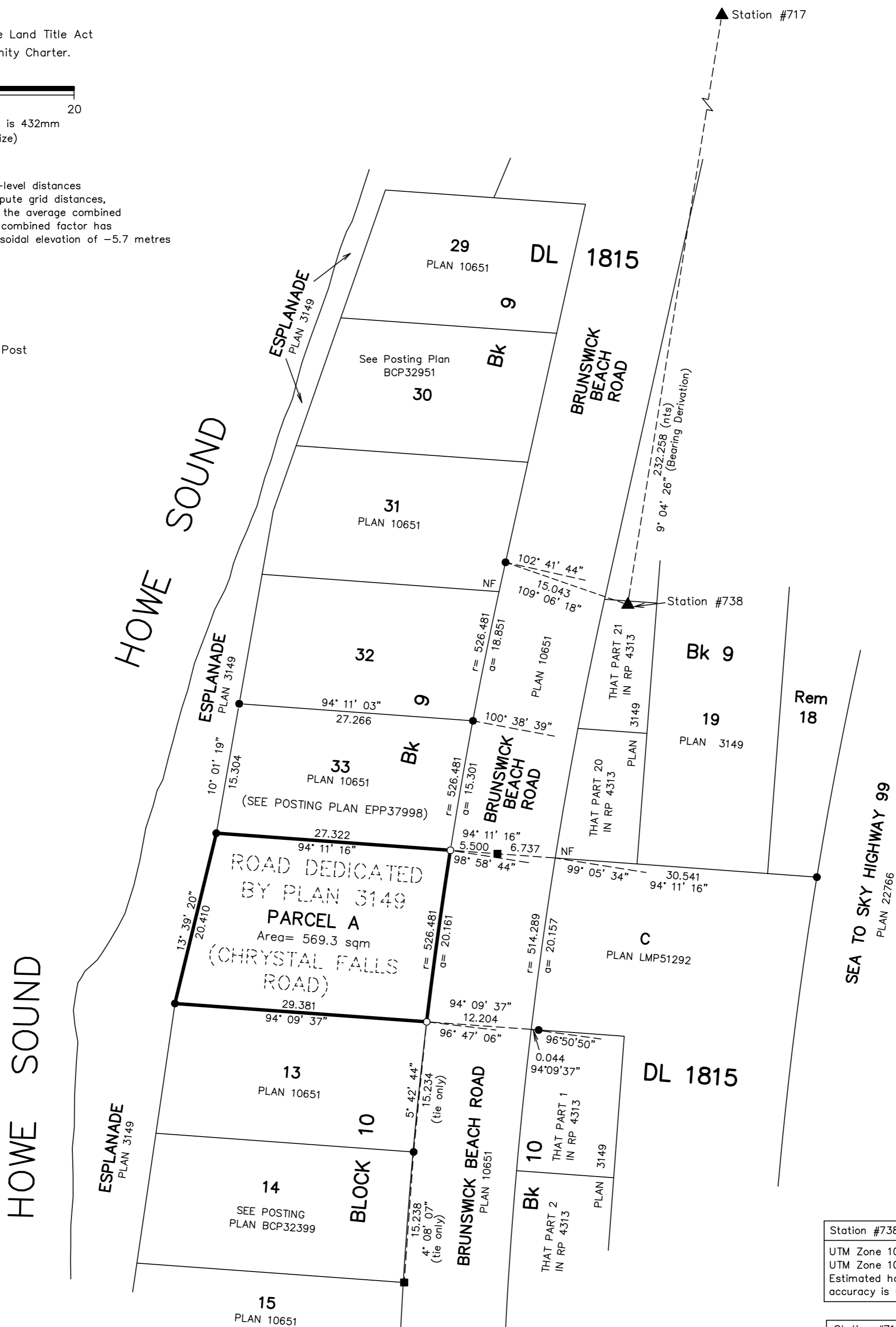
This plan shows horizontal ground-level distances
unless otherwise specified. To compute grid distances,
multiply ground-level distances by the average combined
factor of 0.9996047. The average combined factor has
been determined based on an ellipsoidal elevation of -5.7 metres
at Station #738.

LEGEND.

Found Placed

- ○ Standard Iron Post
- □ Lead Plug
- ▲ ▲ Traverse Hub

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



Station #738
UTM Zone 10 Northing 5480217.030
UTM Zone 10 Easting 482378.430
Estimated horizontal positional
accuracy is 0.10 metres.

Station #717
UTM Zone 10 Northing 5480446.291
UTM Zone 10 Easting 482415.045
Estimated horizontal positional
accuracy is 0.10 metres.

This plan lies within the
Greater Vancouver Regional District.

The field survey represented by this plan
was completed on the 17th day of January, 2017.
Martin R Jones, BCLS #762.

BUNBURY & ASSOCIATES
BRITISH COLUMBIA LAND SURVEYORS
SQUAMISH 604-892-3090 WHISTLER 604-932-3770
FB 2093 Pg 36-43 FB 2016 Pg 52-57
FILE No 2017-107.M1 FB 2015 Pg 119-130

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

Grid bearings are derived from PLAN EPP37998 and are
referred to the central meridian of UTM Zone 10 (123°W).

The UTM coordinates and estimated network
accuracies are derived from Plan EPP37998.

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

BC LAND SURVEYORS LOCATION CERTIFICATE
 ADJACENT TO LOT 13 BLOCK 10 DISTRICT LOT 1815
 NEW WESTMINSTER DISTRICT, PLAN 10651



The intended plot size is 432mm in width by 560mm in height (C Size) when plotted at a scale of 1:400.

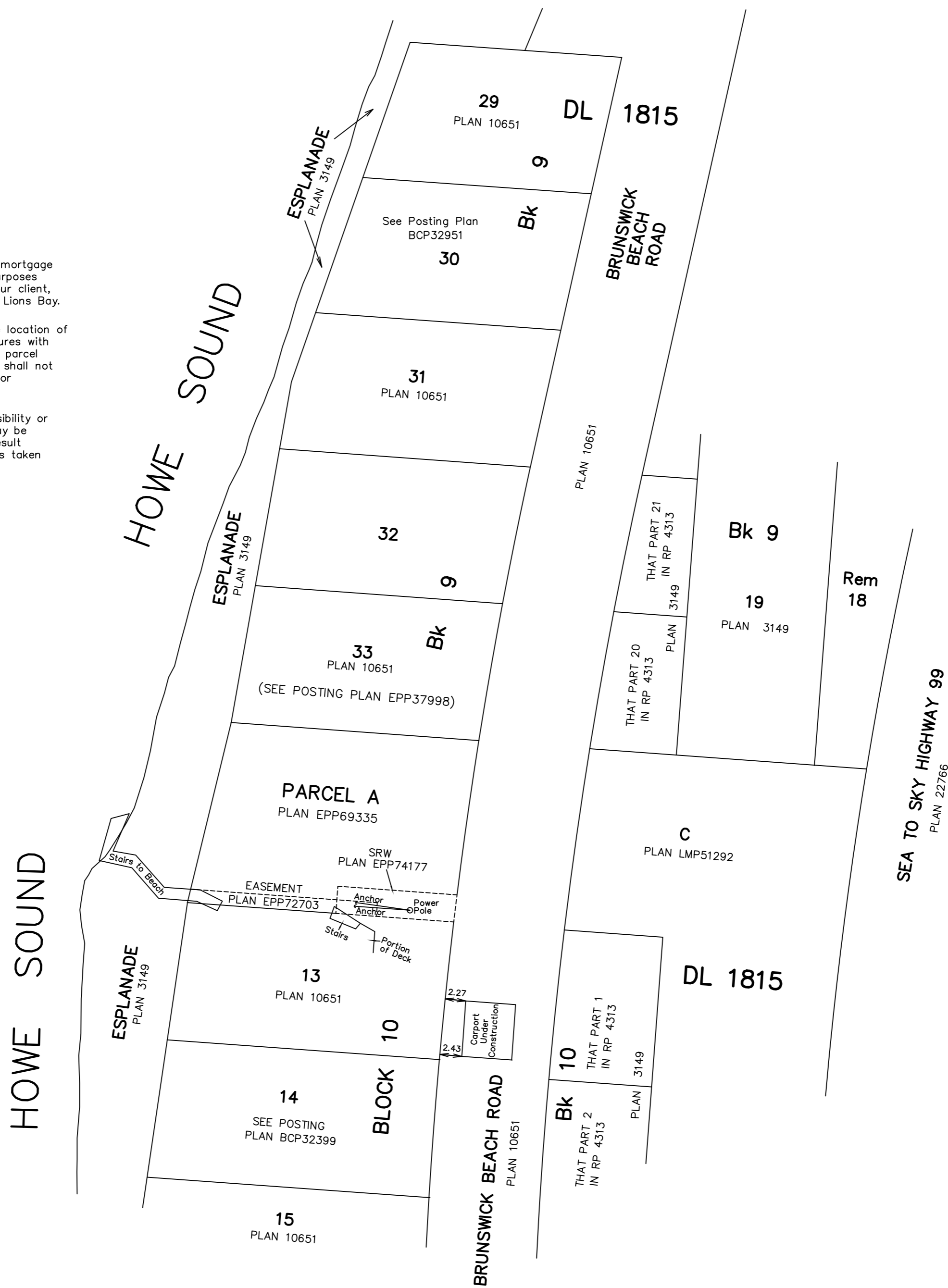
All distances are horizontal ground-level distances in metres and decimals thereof, unless otherwise noted.



This document was prepared for mortgage and municipal/regional district purposes and is for the exclusive use of our client, The Municipality of the Village of Lions Bay.

This document shows the relative location of the surveyed structures and features with respect to the boundaries of the parcel described above. This document shall not be used to define property lines or property corners.

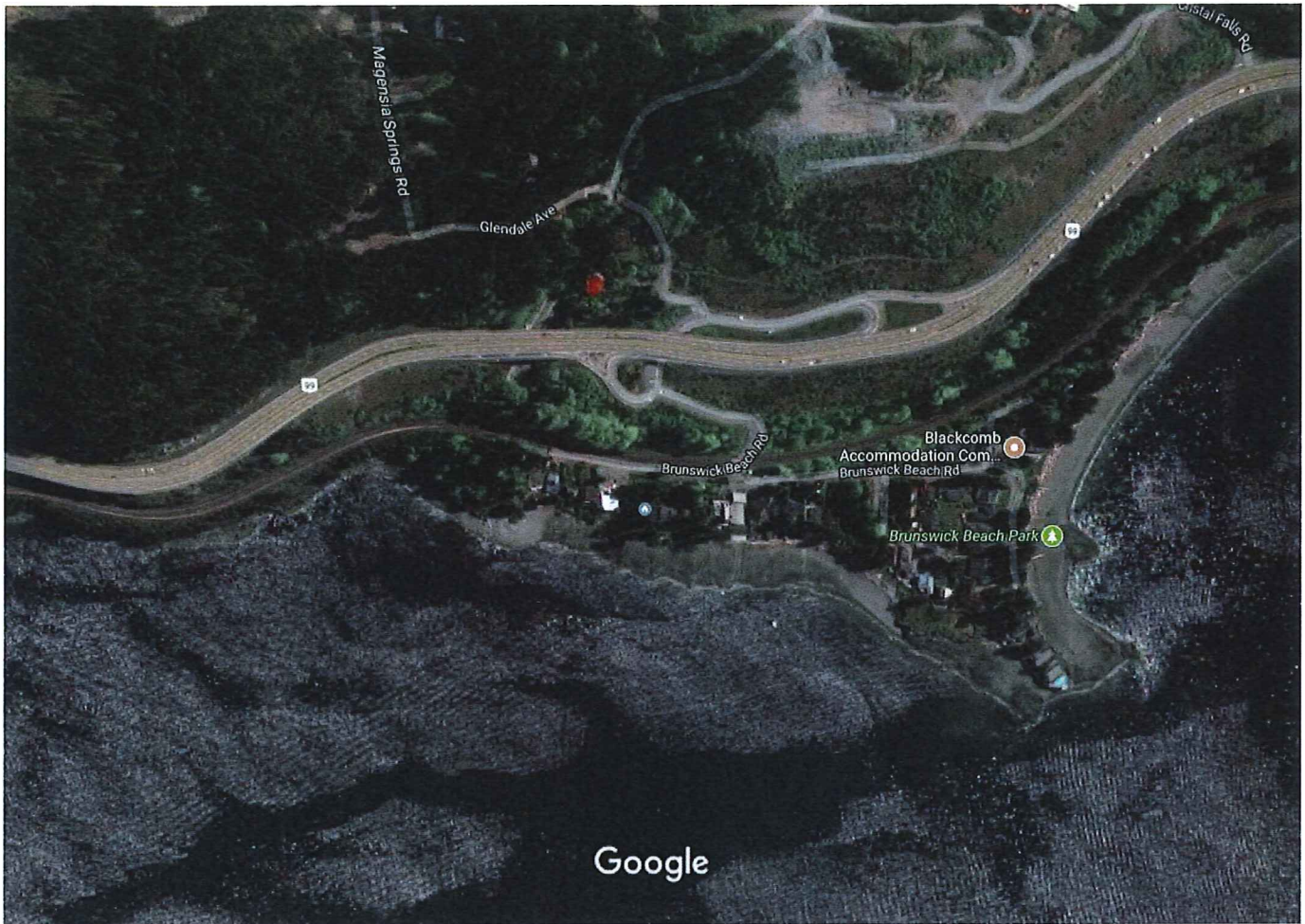
The signatory accepts no responsibility or liability for any damages that may be suffered by a third party as a result of any decisions made, or actions taken based on this document.



Certified Correct:
 Martin R. Jones, BCLS #762



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



Imagery ©2017 DigitalGlobe, Map data ©2017 Google 50 m