

Request for Information: Leased Warehouse and Office Space in Greater Moncton, Dieppe and Riverview Area

The Government of Canada (GC) is seeking information on the availability of a combination of warehouse and office space in the greater Moncton, Dieppe and Riverview areas, meeting the following criteria:

PREREQUISITE:

Information provided by the owner or an owner's agent shall include the location of the building, proof of ownership, current zoning, specific location of space within the building, area of space and details pertaining to private/public parking facilities. Agents submitting a response to this Request for Information (RFI) **must** provide the GC with a letter from the owner authorizing them to do so.

NOTE: Sub-leased space will not be accepted and/or reviewed.

This is not a tender process, nor a request for proposals, but only an inquiry as to the availability of space to lease. The GC will not necessarily invite offers or lease any space. The GC may issue an Invitation to Offer for this possible leasing requirement or other leasing requirements based on information it receives as a result of this advertisement or based on any other information that may come to its attention prior to the closing date of the RFI; or it may invite offers by way of public tender. The GC reserves the right to proceed with an Invitation to Offer to Lease by inviting only parties deemed to most effectively meet specific operational, security and public safety requirements identified in the (RFI) process. The issuance of this RFI does not create an obligation for the GC and does not bind the GC legally or otherwise, to enter into any agreement or to accept or reject any suggestions.

No payment will be made by the GC for costs incurred in the preparation and submission of your response. The GC retains the right to negotiate with suppliers on any procurement.

Documents may be submitted in either official language of Canada.

LOCATION:

The location must be within the greater Moncton, Dieppe, and Riverview area, and within 10 km of the City of Moncton Municipal building located at 655 Main Street, Moncton, NB.

LEASE TERM:

Potential Term of five (5) years with two (2) additional one (1) year options to extend with the potential start date of December 1st, 2023. Proposed space must be available at least one (1) month prior to the lease commencement date.

Must be willing to use GC standard Lease.

REQUIREMENTS:

Space: 5,000-7,500 sq/ft of heated warehouse and office space.

The space should include:

- One (1) enclosed office;
- One (1) meeting room with combined kitchenette;
- Office space for a minimum of 4 to 6 workstations;
- One (1) business centre;
- Secure storage room;
- Secure server / LAN room;

- Combination of open and demised warehouse space;
- Area for on-site gym;
- Combination of two (2) washrooms; one is to be equipped with shower facilities.

Parking: Garage bay for two (2) large operational vehicles; ideally with functioning CO system.

Minimum of six (6) exterior parking spaces.

Access: 24/7 direct access, with a minimum of one ground level 10-foot overhead garage bay door to allow drive-in access.

Building Safety:

- Fire Alarm System must already be installed, and meet current codes and/or GC fit-up standards;
- Sprinkler system must already be installed, meet current codes and/or GC fit-up standards, and be able to accommodate in-rack sprinklers;
- Premises must meet all pertinent National Building and Fire codes as well as all Provincial and/or Municipal Codes and/or Regulations relating to the building and/or property;
- Premises must meet all current environmental standards and is not and has never been contaminated, nor can the building contain asbestos.

Fit-up: Ability to provide turn-key fit-up. Scope of Work is dependent on the site, but may include such items as design, electrified parking, demising walls, washrooms, floor drains, LAN room and cable runs, etc., or additional requirements as may be identified by the GC based on submissions to meet GC operational and security standards.

Preference may be given to properties that meet all requirements. If existing space does not meet all requirements, but can be easily achieved, please identify the deficiencies.

SECURITY REQUIREMENTS:

If awarded, there may be a security requirement, which may entail the following:

a) Personnel Security Screening: Upon request by the GC, the Owner and any personnel working under the potential lease may be required to provide a valid Security Clearance and/or Criminal Record Check;

and/or

b) The Owner and their personnel must be willing to provide all necessary information to the GC in order to obtain the required security clearance. The security clearance process will be conducted by members of the GC Departmental Security Section and may be required prior to notification of award of any lease and/or at any time after the closing date of a successful offer submission, if deemed necessary.

Failure to obtain and maintain a successful Security Clearance or comply with any of the security requirements will be considered non-compliant and/or the lease null and void and will be given no further consideration.

RESPONSES:

A more detailed response may be requested at a later date.

Required information:

1. Address of building
2. Space size available – please indicate one or multiple floors (Provide floor plan if available)
3. Interior and exterior photos
4. Number of parking spaces
5. Heat source
6. Date of availability
7. Proof of ownership
8. Contact name, telephone/cellular/facsimile number(s)

To reply to this RFI, please provide your response as follows:

By email to: AR_Leasing@rcmp-grc.gc.ca

By Courier to:

Government of Canada
Attention: Leasing Unit #Mailbox H-060
80 Garland Ave
Dartmouth, Nova Scotia
B3B 0J8

Responses Requested by:

It is the responsibility of the Respondent to ensure that its response in writing is received not later than October 9, 2023 at 2:00 p.m. AST.