



Request for Proposals

Purchase & Development of Municipally Owned Commercial Lands

Hamlet of Robb

Lot 1, Block 10, Plan 0125720

Lot 2, Block 10, Plan 0125720

**Yellowhead County
Main Office
2716 - 1 Ave
Edson AB T7E 1N9**

**Proposal Submission Deadline:
May 1, 2019. 4:30 pm**

Introduction



Invitation

Yellowhead County is seeking a brief proposal for the development of two partially serviced parcels in the Hamlet of Robb. Sale of the two parcels is through a Request for Proposal process. Both parcels are located near the corner of Highway 47 and 53 Avenue. Each parcel will be sold independently.

RFP issued: February 28, 2019

Closing date & time: May 1, 2019 at 4:30 pm

Anticipated reward date: May 31, 2019

To ensure the lands are developed in a fashion that will complement the community, the lands are for sale to the public through a Request for Proposal process. If an acceptable proposal is submitted, the lands may be sold to that developer.

Background

Yellowhead County is offering for sale two County owned commercial properties in the Hamlet of Robb.

In January 2017, Yellowhead County Administration received a final report from AMEC Foster Wheeler indicating that the two lots were remediated to an Alberta Tier 1 Soil and Groundwater Guideline. Alberta Environment and Parks has also stated that the sites have been remediated to the Tier 1 Guideline. Both properties were previously contaminated through a combination of household garbage as well as numerous automobile parts that were brought onto the vacant property by unknown individuals over the years. With the remediation completed, the County now has the ability to market these lots for sale.

Each lot has been serviced by a municipal sanitary line., No municipal water exists in the Hamlet of Robb, therefore water for the two lots will need to be supplied by private wells.

Yellowhead County

Yellowhead County is an economically strong region with immense opportunities in petroleum, mining, forestry, agriculture and tourism. Encompassing an area of 22,057.56 square km (six million acres) that surround the Towns of Edson and Hinton, Yellowhead County is considered one of central Alberta's key economic and tourist destinations en route to the Alberta Rockies.

There are approximately 10,092 residents who call Yellowhead County home; those living in the hamlets of Evansburg, Wildwood, Robb, Marlboro, Cadomin, Peers, Brule and Niton Junction; and those who live in the rural areas of the County. Economic development has been, and will continue to be, tremendously successful for those entrepreneurs willing to search out our extensive opportunities.

Yellowhead County is becoming a seasonal vacation destination with many urban dwellers purchasing their vacation homes to take advantage of river and mountain vistas.



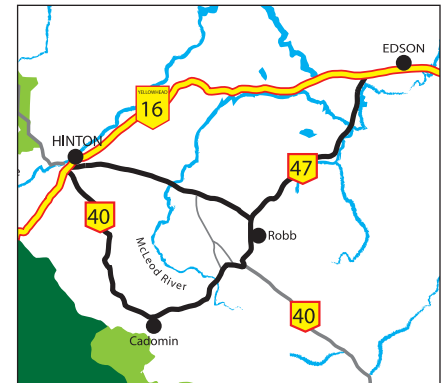
Hamlet of Robb

Robb (population: 170) is located 60 km southwest of Edson in the "Coal Branch" along the Embarras River. Robb is one of two remaining communities in the Coal Branch and is associated with forestry and coal mining.

With the re-emergence of a demand for coal, several mines reopened in the 1970s and prospects for increased development were good. Over time, Robb has become home to those who remain working in the Coal Branch and those who wish to enjoy the rustic environment of the hamlet, either seasonally or throughout the year.

As another old mining town in the Coal Branch, many of the old mine buildings from the town of Robb and other communities along the coal branch, are still located in Robb. This beautiful little hamlet is settled comfortably among the hills and trees with a strong sense of community support and pride from its residents.

There is a hotel and Bed and Breakfast. The hotel has some full service RV hook-ups. There is plenty of basic camping in the surrounding area.



Parcel Details

Legal Description:
Lot 1, Block 10,
Plan 0125720

Lot size:
5.91 acres / 2.39 ha

Sale price:
\$65,000.00

Land use:
Hamlet Commercial (HC)

General topology:
Slopes down to the north



Legal Description:
Lot 2, Block 10,
Plan 0125720

Lot size:
5.96 acres / 2.41 ha

Sale price:
\$65,600.00

Land use:
Hamlet Commercial (HC)

General topology:
Slopes down to the north





Land Use / Zoning

The location is strategically placed at the main entrance into Robb along Highway 47. Both parcels are designated Hamlet Commercial District (HC).

The general purpose of the Hamlet Commercial District is to accommodate a wide variety of retail and service commercial uses which will service the needs of residents in and around the hamlet.

All proposed Hamlet Commercial uses and design concepts will be considered. All uses and design concepts must meet local land use (zoning) requirements for this type of use.

Listed Uses

Permitted uses in the Hamlet Commercial District include:

- | | | |
|---|--|--------------------------|
| • Automotive and Minor
Recreational Vehicle
Sales and Service | • Eating and Drinking
Establishment | • Retail Establishment |
| • Business Commercial | • Hotel | • Vehicular Oriented Use |
| • Convenience Store | • Office | • Veterinary Clinic |
| | • Personal Service Shop | |

Discretionary uses in the Hamlet Commercial District include:

- | | | |
|------------------------------------|-------------------------------|-------------------|
| • Auctioneering Establish-
ment | • Auto Body and Paint
Shop | • Service Station |
| • Gas Bar | • Liquor Store | |

Development Regulations & Restrictions

Outside storage and display is restricted in the Hamlet Commercial District. Outside storage of goods, products, materials, or equipment must be screened from public thoroughfares.

All interested parties should consult Land Use Bylaw 16.13 for a full list of uses and regulations.

Land Value

The minimum purchase price for Lot 1, Block 10, Plan 0125720 is \$65,000. The minimum purchase price for Lot 2, Block 10, Plan 0125720 is \$65,600.

The sale prices have been established based on a March 2017 appraisal conducted by Slavik McCartney Appraisals Inc. All submitted proposals must meet the minimum purchase price, but may also be higher. A higher potential sale price will not guarantee a sale. Yellowhead County will determine what proposal constitutes the best value and include an evaluation of the economic development potential of the site.



Image on page 4:
Aerial image with 1m
contour lines

Top image:
Lot 2 - facing east

Middle image:
Lot 2 - facing north

Bottom image:
Lot 1 - facing northwest

Submission Criteria

Format

At this time, Yellowhead County wishes to receive concise, specific, and complete proposals for the private development of the two previously described parcels. Private developers and business owners are encouraged to submit a proposal which will include a:

Covering Letter

The developer must submit a covering letter no more than one (1) page in length identifying their interest, which parcel is sought (Lot 1 or Lot 2), and signed by a corporate official who has the authority to enter into an agreement with the Municipality.

Development Details

Business details must be provided outlining the proposed use on the site including:

- an overview of the proposed use/company;
- a contact associated with the proposed use/business;
- the corporate structure including number of employees and if they are proposed to be full-time, part-time, temporary, or permanent;
- a detailed description of the proposed physical development including proposed building design, exterior building materials, signage, and landscaping;
- a plot plan showing the location(s) of any building(s), structure(s), parking area(s), etc.;
- a time frame for construction completion and milestones, as applicable;
- activities that are requested to be completed by the County, or any assistance requested from the County; and
- any issues which may be perceived as conflicts of interest and how, if a conflict arose during the Contract term, the situation would be resolved.

Legibility and clarity of the proposed uses, concepts ,and designs are critical.

Developer Details

The developer completing the work must submit a brief corporate profile including:

- an overview of the company;
- an address, phone number, and other contact details;
- the corporate structure; and
- a concise company history.

Developers should also clearly identify each primary team member of the project team and describe the involvement that they will have during the project. Each team member should provide a maximum two page resume (one page double-sided).



Did you know? The County has a Land Management Policy

Yellowhead County is committed to managing County owned lands in a manner that is in the best interests of its citizens. County Policy No. 6100.02 clarifies the responsibilities and expectations of the County with respect to management, retention, and disposal of County lands.

Process for Disposal

All lands will initially be offered for sale to the public. In order to encourage a particular land use or development to proceed in the County, Council may consider offering lands for sale by Request for Proposal.

Minimum Asking Price

Council shall establish the minimum asking price for all land sales.

Incidental Costs

All incidental costs related to the sale and transfer of land, including land titles, survey and legal fees, etc., will be borne by the purchaser.

Submission

The developer must provide three (3) original bound copies of the Request for Proposal and one electronic PDF copy on a USB flash drive.

Faxed or emailed proposals will not be accepted or considered. Any proposals received via fax or email will be discarded.

Addressing

Proposals must be sealed and enclosed in envelopes or boxes marked with: "Request for Proposal - Robb Property"

Proposals must be addressed to:
Yellowhead County
Attn: Kari Florizone, Planner
2716 1st Avenue
Edson AB T7E 1N9

Receipt

Proposals must be received at the front desk of Yellowhead County's Edson Office prior to the closing date and time noted on page 1. Proposals received after closing will not be considered.

Preferred Qualifications

Local Knowledge

The developer should be familiar with Yellowhead County, the Hamlet of Robb, and the Coal Branch region. Preferably, the developer will live or work, or have lived or worked, in the region.

The successful proposal will clearly indicate a knowledge of the local area and describe how the proposed development will benefit the Hamlet of Robb in particular, and Yellowhead County in general.

Relevant Experience

It is preferable that the developer have experience in developing a parcel of land. This includes working with:

- Yellowhead County's Planning, Engineering, Public Works, and Emergency Services groups to ensure all permits are issued and work is performed in accordance with municipal bylaws, policies, and plans;
- The Inspections Group for all required Safety Codes Permits including building, plumbing, electrical, and gas;
- Alberta Environment and Parks, since a private well is required; and
- Alberta Transportation since a Roadside Development Permit will be required.

Preference may be given to developers who have completed projects previously within Yellowhead County or the Province of Alberta.

Who May Respond

Respondents to this Request for Proposals must be the proposed land and commercial building owner or the owner's authorized representative having the authority to act on behalf of the owner (e.g. a consultant).

Preferred Project Proposal

Evaluation of Proposals

Proposals will be evaluated on the basis of the overall best value to the Hamlet of Robb, and to Yellowhead County. A formal evaluation matrix will not be utilized. In accordance with County Policy 6100.02, any offers may be accepted by the Chief Administrative Officer, subject to the offer meeting or exceeding the minimum asking price plus incidental costs. The Chief Administrative Officer may take to Council any offers which do not appear to meet policy, but require further review or have merit to consider in the interest of the County as a whole.

Yellowhead County may elect to shortlist some of the proposals and may require developers to provide additional information or details, including making a presentation, attending an interview.

Local Benefit

The successful proposal will clearly indicate how the proposed use will benefit the Hamlet of Robb, the Coal Branch Region, and Yellowhead County. An emphasis on the local economic development, a knowledge of the local area and describe how the proposed development will benefit the Hamlet of Robb in particular, and Yellowhead County in general.

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Preference may be given to developers who have completed projects previously within Yellowhead County or the Province of Alberta.

Award & Purchase Agreement

Yellowhead County, through the Chief Administrative Officer, Jack Ramme, will notify the successful developer in writing that it has been awarded the sale.

The Proposal, the RFP, and any supporting documents will contribute to the Purchase Agreement between the developer and the County. It is not, however, the intent of this Request for Proposals to completely describe all aspects of the purchase and development of the two parcels being offered for sale. This Request for Proposals serves as a guide to solicit proposals from potential developers.

If a Purchase Agreement cannot be negotiated within thirty (30) days of notification of award, the County may, at its discretion, terminate negotiations with the selected proponent and negotiate a contract with another proponent, or cancel the Request for Proposals process and not enter into any contract.

The purchaser is responsible for all costs associated with:

- the Transfer of Land;
- servicing; and
- permitting, including but not limited to development permits and safety codes permits.

All proposals will be and remain irrevocable unless withdrawn prior to the closing date and time.

Conditions

To ensure that the developer proceeds with developing the lands in a timely manner, a completion date may be included in the purchase agreement. If the developer does not comply with the completion time line, the lands would be reverted back to Yellowhead County.

Privilege & Confidentiality

Yellowhead County reserves the right to:

- suspend or cancel this Request for Proposals at any time for any reason without penalty;
- reject any and all proposals or accept any proposal or part thereof;
- waive any informalities, formalities, or technicalities; and
- request additional information from proponents after the closing time and date.

The information received in response to this Request for Proposals is considered confidential and will only be publicly released with written prior consent of Yellowhead County and the proponent.

Waiver

The Request for Proposals does not commit Yellowhead County to award a sale or contract or to pay any costs incurred in the preparations of a proposal or attendance at a meeting with County Administration.

Yellowhead County assumes no responsibility or liability for the costs incurred by parties preparing or submitting a proposal. The entire cost of preparing and submitting a proposal, or any work in connection therein, will borne by the proponent.

Contact

Refer inquiries to Mrs. Kari Florizone, Planner, by phone at 780-723-4800 or 1-800-665-6030; or by email at kflorizone@yellowheadcounty.ab.ca.

Yellowhead County reserves the right to decline a response to a question if, in the County's opinion, it is information that cannot be provided due to issues of confidentiality.