

**REQUEST FOR INFORMATION (RFI) AS TO THE AVAILABILITY OF OFFICE AND  
WAREHOUSE SPACE FOR LEASE IN THE CITIES OF OTTAWA AND GATINEAU**  
**File No. 5225-2-2014-4**

Responses to this RFI are for planning purposes only. This is not a tender process, nor a request for proposals, but only a general inquiry as to the availability of space to lease. Public Works and Government Services Canada (PWGSC) will not invite offers or lease any space as a result of this RFI. Based on the responses provided, other information not obtained through the RFI and the requirements of PWGSC, PWGSC may issue an Expression of Interest (EOI) for specific lease requirements, which may lead to an invitation to tender or it may enter into direct negotiation for possible leasing requirements or it may invite offers by way of public tender based on information it receives as a result of an EOI. For clarity, PWGSC is under no obligation to issue an EOI or otherwise lease space as a result of this RFI.

**(A) Space Components:**

PWGSC wishes to obtain information on the availability of office and warehouse space for lease, with lease commencement dates from:

- (i) 6 months to 2 years from now for contiguous space between 500 usable square metres and 5,000 usable square metres, for various lengths of lease terms; and
- (ii) 2 years to 5 years from now for contiguous space between 5,000 usable square metres and 40,000 usable square metres, for various lengths of lease terms.

The geographical boundaries space should encompass space located within the following areas in the cities of Ottawa and Gatineau:

**Ottawa**

North: Ottawa River.

South: Fallowfield Road, Highway 416, Barnsdale Road/Rideau Road, Ramsayville Road, Thunder Road.

East: Anderson Road, Piperville Road, Anderson Road, Innes Road/Blackburn Bypass, Trim Road.

West: Shirley Boulevard, March Valley Road, Terry Fox Drive, Eagleson Road.

**Gatineau**

South: Ottawa River.

West: Scott Street, Duquesne Street, Lac-Des-Fées Parkway/La Cité-des-Jeunes Boulevard.

North: Hautes Plaines Boulevard/Freeman Road, Saint-Joseph Boulevard, Avenue du Pont/la Vérendrye West Boulevard, Highway 50.

East: L'Aéroport Boulevard.

All office space should be able to meet PWGSC's *Standards for Leased Accommodation*; a copy may be obtained through the contact listed below.

The office space should be located in buildings in close proximity to main transportation routes in the cities of Ottawa and Gatineau and should be serviced by public transportation during normal business hours.

PWGSC may request a site visit to view the space. Reasonable notice shall be provided.

**(B) Response in writing**

Respondents are requested to reply in writing to the following address:

Public Works and Government Services Canada  
Real Property Branch  
NCA Real Estate Services  
Place des Explorateurs  
191 Promenade du Portage, 4<sup>th</sup> Floor  
Gatineau, Quebec

Or by facsimile to: 819-420-2583

Or by email to the contact listed below in Section F.

Please indicate File No. 5225-2-2014-4 on all correspondence.

**(C) Response required by**

Owners and owner's mandataries / agents are encouraged to provide responses to this RFI by October 3, 2014.

**(D) Information provided by the owner or an owner's mandatary / agent**

Information provided by the owner, or by the owner's mandatary / agent, should include the location of the building, current zoning, specific location of space within the building, area of space, details pertaining to public transportation in walking distance from the building entrance closest to the potential office space, taking into account the sidewalks and pedestrian paths, ancillary storage space and private/public parking facilities. Mandataries or agents submitting a response to this RFI should provide PWGSC with a letter from the owner authorizing them to do so. Please indicate File No. 5225-2-2014-4.

**(E) Security requirement**

For future lease projects that may arise through the issuance of an EOI, PWGSC requires building owners of the proposed spaces to hold a valid security clearance at the Reliability level, approved and granted by the Canadian Industrial Security Directorate (CISD) of PWGSC prior to award. All parties interested in future lease projects are advised to obtain this security clearance level in advance. Information regarding security clearance can be obtained on the website of the CISD/PWGSC at <http://ssi-iss.tpsgc-pwgsc.gc.ca>. Please contact the person listed in Section F to initiate the security clearance process.

**(F) For information**

For more information, please contact Billy LaCharity, Leasing Officer at 819-420-2580, or by e-mail at [billy.lacharity@pwgsc-tpsgc.gc.ca](mailto:billy.lacharity@pwgsc-tpsgc.gc.ca) and refer to File No. 5225-2-2014-4.