

**INVITATION TO SUBMIT AN EXPRESSION OF INTEREST (EOI)
AS TO THE AVAILABILITY OF SPACE FOR LEASE
IN THE NATIONAL CAPITAL AREA
FILE NUMBER 5225-2-2019-7**

Public Works and Government Services Canada (PWGSC) is asking interested parties to provide information for a potential lease of space for international distribution centre operations. The space should meet the following criteria:

Section A: Lease Components

1. a lease term of fifteen (15) years, commencing on or about April 1, 2021, plus option to extend the lease for one (1) additional period of five (5) years;
2. 660 usable square metres (um²) of contiguous office and 2,715 usable square metres (um²) of warehouse space, one (1) adjacent compound area for seven (7) fleet vehicles;
3. two (2) accessible parking spaces and ten (10) parking spaces adjacent to the main entrance;
4. the proposed space must be available approximately twelve (12) months prior to the above-noted lease commencement date so all space may be prepared for occupancy;
5. the proposed space must be located in the National Capital Area and within the following boundaries (the geographical boundaries include sites on either side of the roads):

Ontario:

North: Ottawa River

East: Sir George Etienne Cartier Parkway, Bearbrook Road, Innes Road, Anderson Road, Highway 417

South: Hunt Club Road, Riverside Drive, Limebank Road, Balmoral Drive, Fallowfield Road

West: Moodie Drive

Click [here](#) for a visual display of the above boundaries. Please note that this information is for presentation only and that the Boundaries above have precedence.

Quebec:

North: Baillie Road, de la Montagne Road, Notch Road, Kingsmere Road, Old Chelsea Road, 105 Route, Alonzo Bridge, Saint-Louis Road, Montée de la Source, Taché Road, Avenue Gatineau, Bellechasse Road, Montée Paiement, St-Thomas Road, Lorrain Boulevard, Dufresne Road, Montée Dalton, Industriel Road

East: Aéroport Boulevard,

South: Ottawa River

West: Ottawa River, Terry-Fox Road

Click [here](#) for a visual display of the above boundaries. Please note that this information is for presentation only and that the Boundaries above have precedence;

6. the proposed space shall satisfy or be capable of satisfying the following criteria:
 1. The space shall be on the ground floor;
 2. Minimum ceiling height of 7.32 M (24 feet);
 3. Floor loading requirement of 7.25 KN/m² (151.42 lbs./sq.ft);
 4. Exclusive use of four (4) loading docks of 4.2 metres wide (14 feet) each;
 - a. Access with capacity of up to three (3) trucks/vans of 16.15 metres (53-foot) trailers simultaneously;
 - b. Inside/outside docks with door sealing system for weather protection;
 - c. Automatic dock levelers;

5. Should there be a variation in the floor height at the loading dock area, a fork lift ramp of approximately 4.5 metres (15 feet) wide access is required.
7. on or before the lease commencement date, the proposed space will have to comply with all requirements contained in PWGSC's *Standards for Leased Accommodation*, a copy of which may be obtained from the contact listed in Section F;
8. PWGSC may wish to visit or inspect the proposed space upon reasonable notice and a threat and risk assessment may be undertaken in order to assess potential threats to the security of the proposed space and to the public.

Section B: Responses

Interested parties are requested to submit their response and any other such documentation required by PWGSC to this EOI in writing to the following address:

Public Works and Government Services Canada
191 Promenade du Portage, 4th Floor
Gatineau, Quebec
K1A 0S5

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

Please indicate File No. **5225-2-2019-7** on all correspondence.

Section C: Responses Requested by

As this may be the only invitation to submit an Expression of Interest for this potential lease project, owners or their agents/mandataries should provide their response by July 11, 2019. Any response received after this date may not be considered.

Section D: Information Provided by Interested Parties or Agents of Interested Parties

Information provided by interested parties or agents of interested parties should include the file number, the location and municipal address of the building, current zoning, specific location of space within the building, measured area of space, architectural drawings identifying the proposed space with washrooms, exits and other design elements, private/public parking facilities, and details addressing the criteria listed above in Section A. Agents/mandataries submitting a response to this EOI must provide PWGSC with a letter authorizing them to do so.

Section E: Security Requirement

If this EOI results in a future tender process, the building owners of the proposed spaces will have to hold a valid security clearance at the **Secret** level, approved and granted by the Canadian Industrial Security Directorate (CISD) of PWGSC prior to award. All parties interested in this potential lease project 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.

Section F: Additional Information

For more information, please contact Emmanuel Lalonde, Leasing Officer by phone at 819-271-7972 or by email to: emmanuel.lalonde@pwgsc-tpsgc.gc.ca.

Section G: List of Available Space

This EOI is issued in order to invite interested parties to demonstrate their interest in providing the requirements described herein. This information may be included in a list of available space and used for potential future solicitations.

Section H: Not a Solicitation Process

This is not a tender process, nor a request for proposal, but only an inquiry as to the availability of space to lease. PWGSC will not necessarily invite offers, or lease any space, and may not post any future ads related to this request. The information provided through this EOI may be included in a source list of available space and PWGSC may issue an invitation to tender for other leasing requirements based on this information, or based on any other information which may come to its attention prior to an issuance of an invitation to tender; or it may invite offers by way of public tender. PWGSC 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.

In the event of any conflict between the provisions of this Section H and any other provision of this EOI, the provisions of this Section H shall prevail.

