

**INVITATION TO SUBMIT AN EXPRESSION OF INTEREST (EOI)  
AS TO THE AVAILABILITY OF SPACE FOR LEASE  
IN THE NATIONAL CAPITAL AREA  
FILE NUMBER 5225-2-2020-2**

Public Works and Government Services Canada (PWGSC) on behalf of the Department of Defense (DND) is asking interested parties to provide information for a potential lease of space for a vehicle maintenance and warehousing facility. The space should meet the following criteria:

**Section A: Lease Components**

1. a lease term of ten (10) years, commencing on or about April 1, 2021, plus option to extend the lease for one (1) additional period of five (5) years;
2. 800 usable square metres (um<sup>2</sup>) of office space and 2,700 usable square metres (um<sup>2</sup>) of contiguous warehouse space, one (1) adjacent compound area of 10,500 usable square metres (um<sup>2</sup>);
3. the proposed space must be available approximately nine (9) months prior to the above-noted lease commencement date so all space may be prepared for occupancy;
4. 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):

Ottawa:

North: March Road, Dunrobin Road, Cameron Harvey Drive, Ottawa River  
East: Blair Road, Innes Road, Highway 417  
South: Hunt Club Road, Prince of Wales Drive, Fallowfield Road  
West: Huntley Road, Stitsville Main Street, Carp 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.

5. the proposed space shall satisfy or be capable of satisfying the following criteria:
  1. The warehouse space shall be adjacent to the office space and on the ground floor;
  2. An elevator is required should the office space or a portion of the office space not be located on the ground floor;
  3. For the warehouse space, a minimum ceiling height of 6.10 metres (20 feet);
  4. Exclusive use of one (1) loading dock;
  5. Two (2) 4.42 metres (14.5 feet) high by 4.27 metres (14 feet) wide garage doors at ground level with access to the compound area;
  6. The proposed location may not be considered if deemed incompatible with the different design options of the user.
6. 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;
7. 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, 4<sup>th</sup> Floor  
Gatineau, Quebec  
K1A 0S5

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

Please indicate File No. **5225-2-2020-2** 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 February 25, 2020. 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 **Reliability** 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](mailto: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.