

**INVITATION TO SUBMIT AN EXPRESSION OF INTEREST (EOI)
AS TO THE AVAILABILITY TO DESIGN AND BUILD TURN-KEY LEASED OFFICE TRAILERS, BUILT TO RCMP
SPECIFICATION STANDARDS, DELIVERED AND INSTALLED TO
2611 NORRIS ROAD, KELOWNA, BRITISH COLUMBIA
FILE NUMBER M2989-20-L002**

Royal Canadian Mounted Police (RCMP) is asking interested parties to provide information for potential site preparation, design, and construction of a turn-key lease modular office that meets the following criteria:

Section A: Lease Components

- **Design** – Contractor will have an architect produce architectural drawings that include structural, mechanical, electrical, and civil requirements, based on an initial floor plan provided by the RCMP. Design must ensure that all RCMP fit-up standards, National Building Code, and National Fire Codes are incorporated. RCMP standards and initial floor plan will be provided at a later date.
- **Build / Deliver** – Once the design is approved by the RCMP, the Contractor will construct the trailers off site. Completed trailers will be delivered and installed at 2611 Norris Road, Kelowna, BC. Contractor will be required to connect utility services, electrical, water, sewage, etc.
- **Site Prep** – Prepare site for the placement of the trailers. Based on previous site projects, we are recommended site prep includes excavation, structural fill, and an estimated 5000 sqft +/- (depending on final trailer design) concrete slab to place the trailers on.
- **Lease** - A lease term of approximately ten (10) years, commencing on Contract award for five (5) years, plus an option to extend the lease for one (1) additional period five (5) years;
- **Size** - Approximately 465 rentable square metres (rm²) (5,005 Square Feet (Ft²)) of contiguous office space
- on or before the lease commencement date, the proposed space will have to comply with all requirements contained in RCMP's *Standards for Leased Accommodation*, a copy of which will be provided at a later date.

Section B: Responses

Interested parties are requested to submit their response to this EOI in writing to the following address:

RCMP Real Property Leasing
Property and Project Management
#909 – 14200 Green Timbers Way
Surrey, BC V3T 6P3

or by facsimile to 778-290-6110

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

Please indicate File No. **M2989-20-L002** 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 should provide their response by 14:00 June 19 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, measured area of space, and details addressing the criteria listed above in Section A. Agents submitting a response to this EOI must provide RCMP with a letter authorizing them to do so.

Section E: Security Requirement

If this EOI results in a lease acquisition process, the building owners of the proposed spaces must submit and be approved through a security screening process conducted by the RCMP. The security screening can be undertaken at anytime and security clearances must be granted prior to award of any lease contract. The successful lessor and all contractors employed to complete this project will also be required to hold a valid security clearance.

Section F: Additional Information

For more information, please contact Summer Wong at 236-330-4281 or by email to: EDIV_LEASING@rcmp-grc.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

Note that this is not a tender process, nor a request for proposal, but only an inquiry as to the availability of space to lease. RCMP 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 RCMP 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. RCMP 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.