

**INVITATION TO SUBMIT AN EXPRESSION OF INTEREST (EOI)  
AS TO THE AVAILABILITY OF SPACE FOR LEASE  
IN THE CITY OF EDMONTON  
FILE NUMBER 81001904**

Public Works and Government Services Canada (PWGSC) is asking interested parties to provide information for a potential lease of space that meets the following criteria:

**Section A: Lease Components**

- a lease term of approximately 10 years, commencing on or about June 1, 2023, plus an option to extend the lease for one (1) additional period of three (3) years; due to uncertainties surrounding the impacts of measures imposed by governments to combat COVID-19, the lease commencement date may be delayed by up to four (4) months;
- approximately 1,481 usable square metres (um<sup>2</sup>) of contiguous office space, 61 um<sup>2</sup> of garage space and 40 parking spaces;
- the proposed space must be available approximately 39 weeks prior to the above-noted lease commencement date so all space(s) may be prepared for occupancy;
- the proposed space should satisfy or be capable of satisfying the following criteria:
  1. must be within office or commercial type buildings; buildings situated within heavy or medium industrial zoning and those with heavy to medium industrial space will not be considered; buildings in light industrial areas will be considered;
  2. must be located on the main floor. Preference may be given to spaces with any or all of the following: on a main road, with direct pedestrian access from the street;
  3. the office space shall:
    - have a floor drain or the capacity to install one;
    - have a back door or secondary entrance or the capacity to install one;
    - have cleaning services available after business hours;
  4. the garage space shall:
    - have a minimum of 1 overhead door with grade access having a minimum size of 3.05m x 2.44m (10' x 8');
    - be paved, heated, and have a supply of electricity;
    - have a floor drain;
    - have a man door for pedestrian access;
    - have vehicle access to the overhead door for extended cab and crew cab pickup trucks;
  5. must be within a one (1) block radius of public parking for approximately 15 vehicles;
  6. a public transit stop must be within 500 metres of the building main entrance, and the frequency of service must not be greater than 30 minute intervals between the hours of 0700 hours and 1800 hours, Monday to Friday inclusive; there must be an accessible walking route between the public transit stop and the building;

7. the physical characteristics of the lands and the building and the area and environment surrounding it, including neighbouring land uses, shall be compatible with the Lessee's intended use of the accommodation;
  8. have acceptable space for the installation of a bicycle rack;
- the proposed space must be located in the city of Edmonton and within the following boundaries (the geographical boundaries include sites on either side of the roads):
    - North: North Saskatchewan River
    - South: 41 Avenue SW
    - East: Anthony Henday Drive (Highway 216)
    - West: Anthony Henday Drive (Highway 216)
  - 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;

Note: 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 to this EOI in writing to the following address:

Public Works and Government Services Canada  
Canada Place – 10<sup>th</sup> Floor  
Suite 1000, 9700 Jasper Avenue  
Edmonton, AB, T5J 4C3

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

Please indicate File No. 81001904 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/agents/mandatories should provide their response by April 9, 2021. 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 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 Contract Security Program (CSP) 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 CSP/ 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 Andrea Musgrave, Senior Leasing Officer, by phone at 780-862-8744 or by email to: [Andrea.Musgrave@pwgsc-tpsgc.gc.ca](mailto:Andrea.Musgrave@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**

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. 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.