



Corporation of the City of Port Coquitlam

Request for Expressions of Interest (RFEI)

No. 2018-03

Request for Expressions of Interest (RFEI) RFEI 2018-03 – Land and Development Facilitator

Issue Date: **Monday, January 8, 2018**

The Corporation of the City of Port Coquitlam (City) is requesting expressions of interest from interested parties for the supply of Land and Development Facilitator Services. This RFEI is intended to determine whether or not there is sufficient market interest to proceed to a competitive bidding process. In the event there is sufficient interest in this requirement, the City may, but is not obligated to, initiate a competitive bidding opportunity.

The City of Port Coquitlam is seeking professional expertise to strengthen the development of its historic downtown as the vibrant heart of the community. We wish to see the development of new buildings and the opening of new businesses in keeping with this vision and, as the largest land owner in the downtown, consider ourselves to be well positioned to leverage our strategic land holdings for this purpose.

We are looking for an individual to play a key role in bringing our vision for the downtown to reality by connecting prospective partners together and assisting the City in its land-related decisions. Our ideal candidate will be a pragmatic visionary with a passion for building communities and a proven track record of brokering or developing commercial or mixed-use projects. You will have an interdisciplinary background in economic development, commercial real estate, contract/land law, land services, municipal development, marketing and sales that will provide the diversity needed to succeed in this role. Although not essential, an understanding of Port Coquitlam will be an asset; an understanding of how local government can facilitate development is essential.

In this consulting role, you will be expected to work remotely on a flexible schedule that ensures your availability to meet with land owners, seek out developers and businesses and work with City staff, to achieve our desired outcomes. While not expected to require a full time commitment, we will be looking for someone who can commit to achieving desired results within a two-year time frame.

Port Coquitlam is a hidden gem. The City boasts an enviable central location, with excellent access thanks to the new Port Mann Bridge, Pitt River Bridge and Coast Meridian Overpass. It's very easy to get around by transit, on foot or by bike on networks that lead to the downtown. The City is building a major new community recreation complex right on the edge of the downtown core that will offer something for everyone.

With the exciting consulting role described above, we are looking to attract new development and entice new businesses to be part of a thriving, dynamic downtown offering a balanced mix of commercial premises, offices, and residences and complementing a foundation of civic institutions and recreation amenities. If you are an independent, strategic thinker as well as a natural communicator with experience directly related to this assignment, we encourage you to provide an expression of interest.

Interested parties are invited to respond to this RFEI by submitting a letter to the City that includes a brief statement of the nature of their interest in the City's requirement. Responses should only include a statement of interest, and should not include any other information or qualifications. There will be no evaluation, ranking, or selection of vendors as a result of this RFEI; it will not be used to pre-qualify or screen vendors for a subsequent competitive bidding process, if any.

If subsequent competitive bidding opportunities are issued, the City is under no obligation to advise any vendor responding to this RFEI. Vendors should monitor the BC Bid website (www.bcbid.ca) for such opportunities, which will be open to all vendors, whether or not a response to this RFEI was submitted.

Responses should be submitted before 2:00 PM, Tuesday, January 30, 2018 to the following location and should quote RFEI Number 2018-03.

Submission Locations:

Responses should be submitted using one of the two submission methods below:

- 1) Email: If the Proponent chooses to submit by email, the Proponent should email the Proposal at: purchasing@portcoquitlam.ca

PDF emailed Proposals are preferred. The maximum file size the City can receive is 10 megabytes (MB),

Proponents submitting Responses via email are accepting the associated risks, including but not limited to the risk that a submission arrives late or does not arrive at all.

OR,

- 2) Hard physical printed copy: The Proponent should submit their Response to the City by hard (physical printed) copy at:

**Corporation of the City of Port Coquitlam,
Public Works, Purchasing Division
1737 Broadway Street (Cameron Avenue entrance),
Port Coquitlam, BC, V3C 2M9**

For additional information on this request for expression of interest please contact:

Don Striha, SCMP

Email: purchasing@portcoquitlam.ca