

Request for Proposals Concept Plan for the Martensville Industrial Growth Area (MIGA)



The City of Martensville desires to secure the professional services of a qualified team and invites proposals to undertake a conceptual land use design plan for approximately 500 acres of land, referred to as the Martensville Industrial Growth Area, as identified in the 2021 Official Community Plan. This concept plan will set out a guiding path for long-term growth, development, and diversification for the City.

Submissions must be received no later than July 22nd, 5:00 PM local time (Martensville, Saskatchewan), 2022. Proposals submitted after the deadline will not be considered. Proposals may be submitted by mail or email.

The City of Martensville reserves the right to accept or reject any or all submissions.

Contact:

Dillon Shewchuk
Community Economic Development Manager
City of Martensville
dshewchuk@martensville.ca

Purpose

The purpose of this Request for Proposals is to secure the professional services of a qualified consultant and/or design team (the 'consultant' or 'proponent') to undertake a conceptual land use design plan for an approximate 500-acre area identified as the Martensville Industrial Growth Area (MIGA)

Background

Martensville is located approximately 10 km north of Saskatoon on Highway 12. The City of Martensville has a population of just over 10,500 per the 2021 Census. The Community has been synonymous with population growth within Western Canada and the Province. This rapid growth over Martensville's history but especially over the past 15 years has seen the population grow from under 5,000 residents in 2006 to over 10,500 today. This has contributed to growth in the commercial sector, though there is a desire to see additional business opportunities and ventures. The majority of business growth in Martensville has been in the retail and service sector. Though there is an industrial base in Martensville, there is a desire to improve upon the competitive position of the City of Martensville for industrial ventures. Part of this is improved preparation through a concept plan to move toward shovel-ready industrial land.

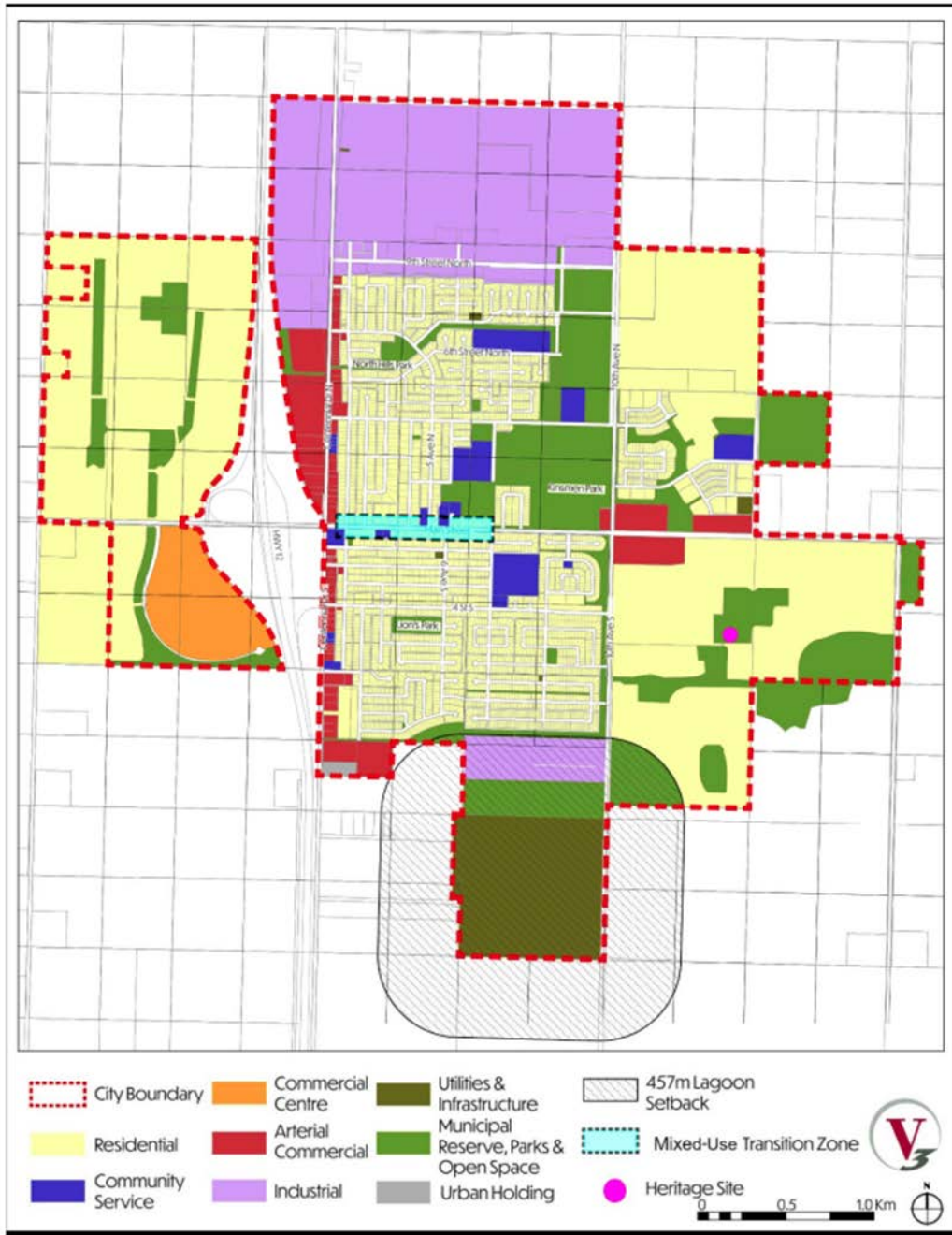
Subject Site

The Subject Area is located in the northern part of the City adjacent east of Highway 12.

The land is comprised of industrial zoned land and additional lands designated as future industrial land in the 2021 Official Community Plan. The subject area includes the north industrial area located along 9th Street North which is comprised of approximately 50 lots, of varying sizes held by several private landholders with many of the lots with industrial activity on those. The subject area also includes an area marketed as the Northlands Business Park. This area is located along the north segment of Centennial Drive and has Traveland RV as a major parcel holder, several owners and business ventures on 0.75 acre lots along 9th Street. To the north, there are a number of the quarter and large acreage parcels held by various owners. It is important to note that the City of Martensville does not own any major parcels of land in the MIGA area.

The land has a mix of zoned 'M' land as well as lands identified as 'future industrial' in the [Martensville Official Community Plan](#).

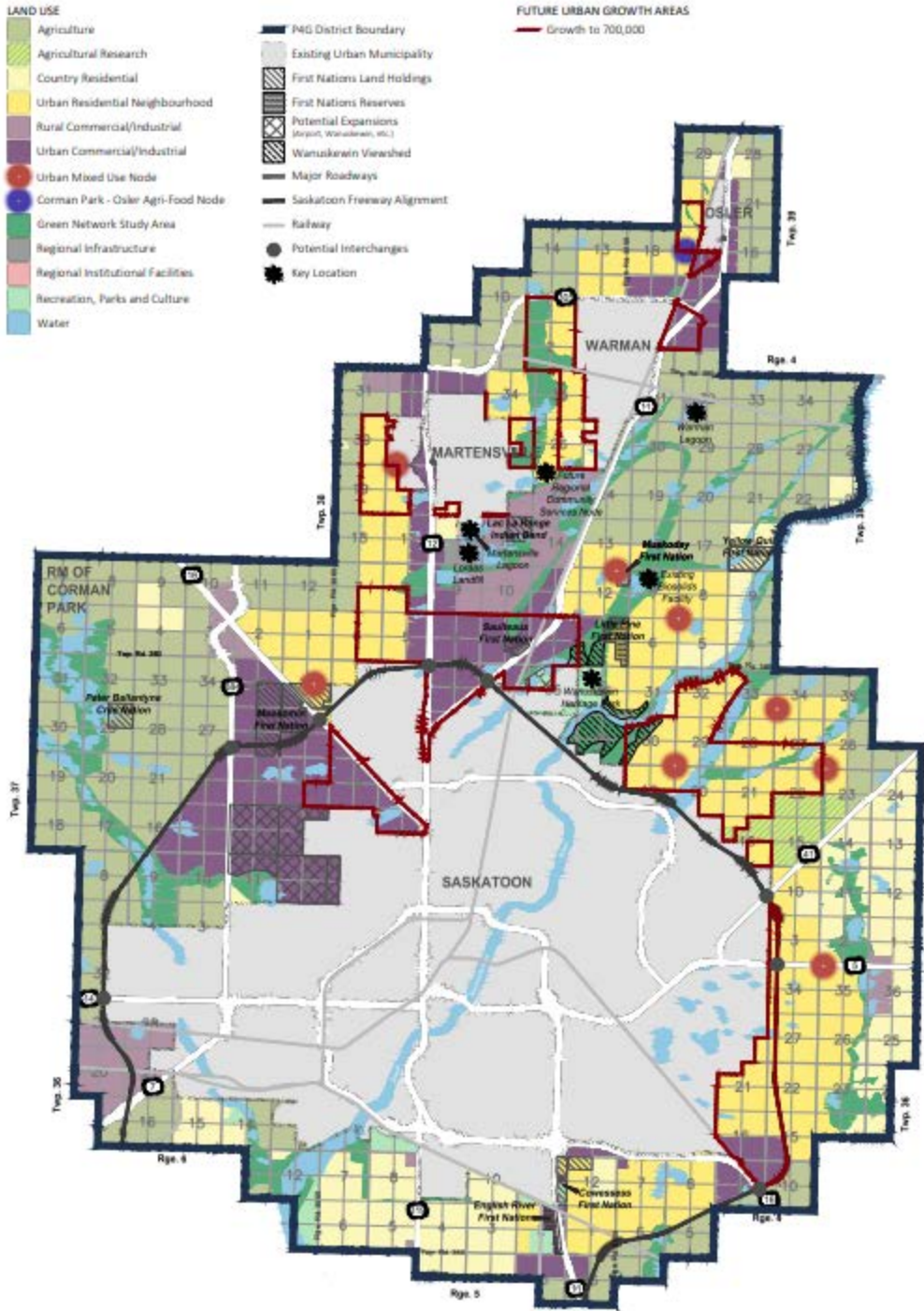
Adjacent areas include residential zoned areas and commercially zoned areas. The subject lands are intersected by Centennial Drive North as well as 9th Street North. Highway 12 runs on the western boundary of the subject lands. The subject lands are within the City of Martensville corporate boundaries, bordering the RM of Corman Park. Lands adjacent to the subject area have been identified as future urban commercial/industrial as part of the [Saskatoon North Partnership for Growth District Official Community Plan](#).



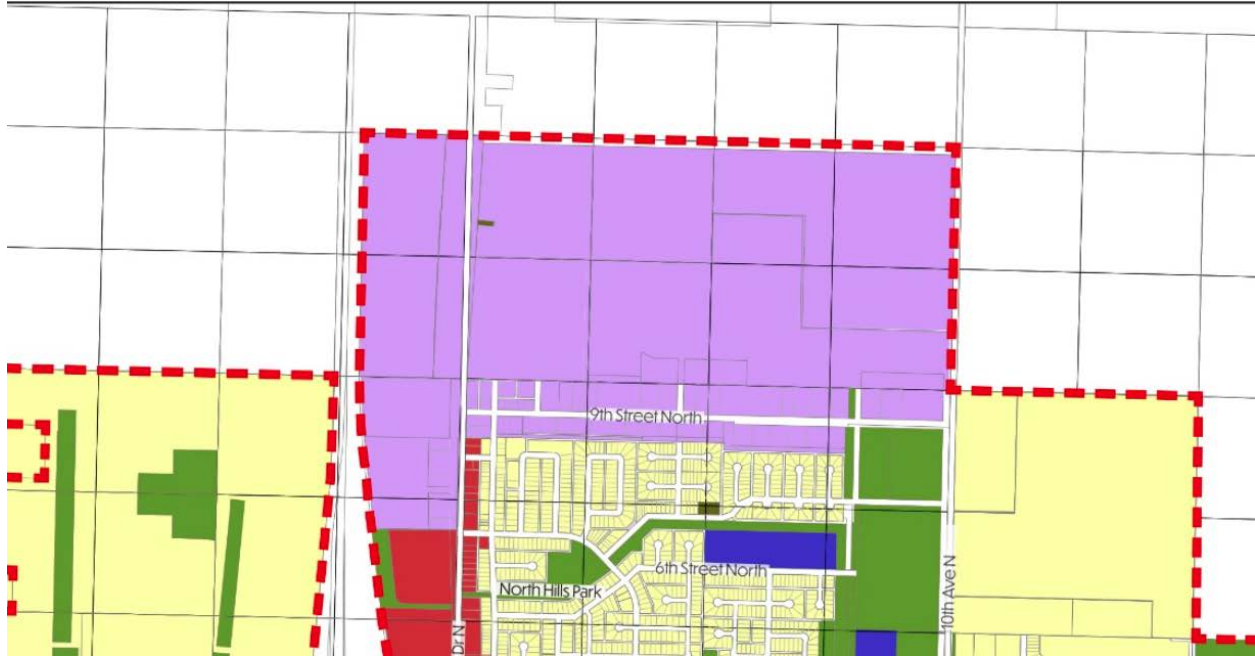
▲ FIGURE 2: FUTURE LAND USE MAP

SASKATOON NORTH PARTNERSHIP FOR GROWTH

SCHEDULE B: DISTRICT LAND USE



NOTE: The information contained on this map is for reference only and should not be used for legal purposes. It is intended for use in planning only. The map may not be accurate when the provincial land registry is the source of the information.



From the Official Community Plan

Excerpts from the City of Martinsville Zoning Bylaw

Interpretations, pg. 8

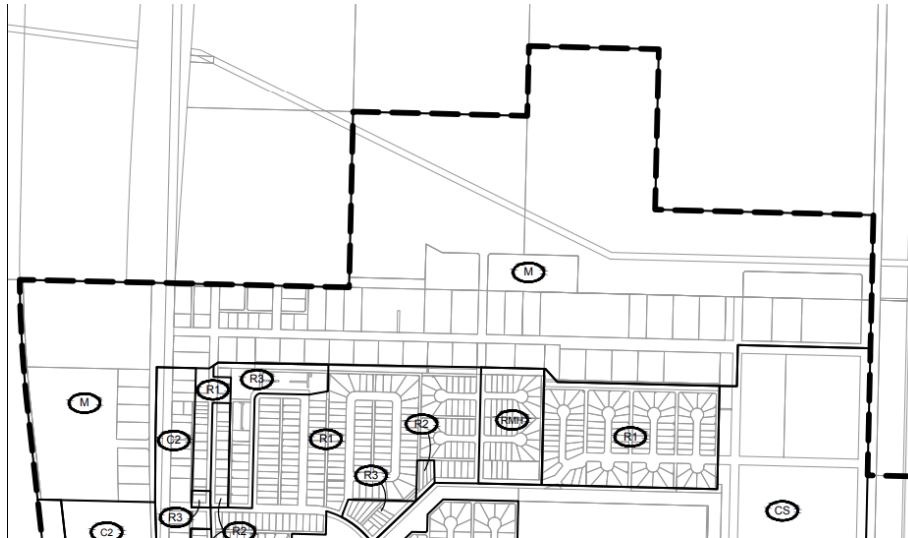
Industrial, General Use: any of the following uses:

- (a) the processing of raw or finished materials;*
- (b) the manufacturing or assembly of goods, products or equipment;*
- (c) the cleaning, servicing, repairing or testing of materials, goods and equipment normally associated with industrial or commercial businesses or cleaning, servicing and repair operations of goods and equipment associated with personal or household use, where such operations have impacts that would make them incompatible with non-industrial development;*
- (d) the storage or transshipment of materials, goods and equipment, including warehouses.*
- (e) The training of personnel in general industrial operations;*
- (f) Indoor display, office, technical or administrative support areas or any sales operation accessory to the general industrial use.*

Section 6.11 M- District pg.106

6.11.1 Purpose

The purpose of the M – Industrial District is to provide for development in the form of a range of industrial and other compatible uses



Objectives

The City of Martensville and area stakeholders deem this approximate 500-acre area that is vastly comprised of private ownership. The City of Martensville wishes to provide leadership in the development of a concept plan for this area that will provide greater certainty and understanding for the prospect of development. This area consists of commercial-oriented ventures, light industrial entities and utilized parcels and large areas of undeveloped land.

The City is looking for a comprehensive concept land use design plan that would outline zones, possible lot configurations, road connectivity, and effective drainage, utility and infrastructure components.

This concept design plan will be used as a guide to provide a planning framework for a consistent direction concerning industrial growth and improve the climate, capacity and competitive position in this area of the province for increased industrial investment and activity.

Specific objectives of the Project are as follows:

- A trends analysis to assess what the most likely needs are for the community's future and vision;
- Visual and land use design to create a logical, intuitive and compelling extension to the city;

- The use of both visionary and forecasted design trends to create a progressive and innovative

design plan that will remain relevant through the projected build-out horizon of 25-plus years.

- The use of economically and environmentally sustainable design principles for the concept plan

- Understand and comment on current infrastructure capacity in the study area, best use of all City infrastructure and services

- Seamless and non-conflicting transitions between types of uses;

- A general plan outlining the location of streets, anticipated routes and tie-ins to existing road networks

- Account for utility networks and facility development

necessary to support the land uses and the growing community, including possible key locations for

development within the subject area;

- A general infrastructure plan outlining anticipated location and needs for water, wastewater, drainage and retention ponds and city-wide impacts;

- Assess any applicable federal or provincial interest and land use policies that may be relevant

- Consultation with land owners and municipal councils

Scope of Work

Candidates are to take a professional and strategic approach to the proposed project to meet the objectives identified in this Request for Proposals. The candidates are expected to become familiar with the City of Martensville, the regional context and account for existing plans, bylaws and policies that may influence outcomes and recommendations.

At the same time, while context and data collection are important, it should serve to form a basis of a new and original plan for the Martensville Industrial Growth Area and not be the focus of this project. Data should help form observations, and recommendations, and identify opportunities around the creation of a concept plan for the MIGA area.

Resources for data collection can include but not be limited to:

- Official Community Plan 2021
- Martensville Future Plan 2040
- City of Martensville Zoning Bylaw
- P4G District Official Community Plan
- SREDA- Project Ribbon
- SREDA Project Ribbon II
- Any relevant and reliable census, demographic, or market data

The planning horizon for this project should align with findings in other area plans including the Official Community Plan, Martinsville Future Plan 2040, and P4G District Official Community Plan.

Regular updates with City Administration around the project should be included in the project to discuss and affirm initial findings, and discuss strategies on a moving forward basis.

Consultation with land owners of the MIGA area is important in deriving findings and developing the concept plan.

Project Roles

The City of Martinsville will be responsible for:

- Establishing a schedule of payments on terms agreeable to both parties.
- Providing direction, clarification and internal support for the project
- Provide any community contacts that are pertinent to the project
- Directing the consultant toward the appropriate reports as background and resources for the project
- Establishing a point of contact, with City personnel, additional administration or Council representatives
- Assisting promote anything concerning engagement on this project as required.

The Consultant will be responsible for:

- An understanding of the community, study area geography, demographics, services and vision toward future industrial activity, job creation, non-residential tax base and an awareness of trends in the area, province and nationally in industrial development and opportunities, specifically those that would be a fit for the study area.
- Identify Project Managers or Leads that will be the primary contact(s) for the project
- Work with City Project Leads or other administration, or committees on this project. Be prepared to meet at regular intervals around progress, updates and upcoming tasks. This can be done virtually.
- Consult and work with land owners as identified in the Martinsville Industrial Growth Area
- Provide regular invoices around the project, with an agreed-upon schedule with the City of Martinsville
- Provide an estimated schedule of project benchmarks.
- Delivery and discussion with City Representatives of a draft plan with the intent of affirming findings, identifying points for expansion or clarity and a general review.
- Preparation, Delivery and Presentation of a Final Plan to the Project contacts and Martinsville City Council.

Budget

The consultant is to provide an all-inclusive fee for professional services and costs to complete the work as outlined in the 'Scope of Work' and this RFP. Extra expenses that may be in the best interests of the project must be clearly agreed upon and known before being initiated. Payment terms will be determined in conjunction with the City of Martensville representative.

This project is funded through the City of Martensville and the SREDA Rural Revitalization Grant

Deliverables

The Consultant will be required to undertake, address and include the following items:

- Organize and conduct meetings and input sessions as required with the City as required, as well as stakeholders as the process proceeds or issues develop.
- Attend and facilitate meetings with City representatives as required
- Provide a timeline of key milestones or reporting relating to this project
- Project budget
- Preparation and presentation of materials as required as the project proceeds forward.
- Provide one draft concept plan based on input and feedback received from the progress and review meetings.
- In consultation with the City of Martensville representatives, evaluation of the draft plan and progress it to one final Concept Plan that will meet all objectives and deliverables as outlined in this request for proposals
- Proposals should include:
 - o Company profile, with the company name, contact addresses, name of key contacts, contact information, email and brief business history
 - o Provide two client references
 - o A brief statement indicating what is the consultant's understanding of the community, this project, methodology and the value they will bring to the project.
 - o Names and a brief bio of the Consultant's project team
 - o Past relevant projects or experience
- The Concept plan will contain detailed strategy and maps for the location and layout of:
 - o Land Use
 - o Transportation, includes study area road networks as well as connectivity to existing roads and highways in proximity to the study area.
 - o Servicing includes servicing scenarios around the provision of water, wastewater power, gas and telecommunications
 - o Environmental Factors impacting the study area
 - o Costing around bringing raw land to 'shovel ready' within the study area. This may be expressed in a cost/acre. This also may be broken down (if applicable) if significant differences exist from one area to another.

- At least one feasible design option, fitting and consistent with other local and regional works including the Official Community Plan, P4G Official Community Plan, and Local Zoning.
- Proposed phasing
- Final Recommendations and proposed implementation

Eligible Candidates and Submission Requirements

The City invites proposals from proponents that have the financial and resource capacity, record of quality work and technical expertise to deliver a high-quality plan.

Proposals may be submitted securely via electronic means, either via email or cloud service, with the subject or filename marked as 'Martensville Industrial Growth Area- Request for Proposals'.

Proposals must be directed to:

Dillon Shewchuk
Community Economic Development Manager
City of Martensville
dshewchuk@martensville.ca

Submissions must be received by 5 PM (CST), July 22nd. Early submissions are encouraged, submissions submitted after 5 PM, on July 22nd will not be considered.

Evaluation

The Proposals will be evaluated based on the criteria below. The project will be awarded to the proponent that provides the best overall scoring value based on the criteria:

Level of Understanding of the Project -20%

Methodology- 15%

Qualifications and relevant Experience of the Consultant/project team- 20%

Completeness of the Proposal 10%

Time Required for the Project 15%

Total Cost of the Project 20%

Proponents should be aware of the following conditions when submitting proposals:

- All qualified proposals will be reviewed. Additional information may be requested if necessary
- The City retains the right to evaluate proposals based on other considerations that may emerge through the proposal process proceeds
- All submissions shall become the property of the City
- Interviews are not anticipated but may be requested

Rights and Options

Proponents expressly understand and agree that no contract is implied or formed with the submission of a proposal under this RFP and no legal obligations between the proponent or City are predetermined

The City has no obligation to enter into service via negotiation or contract with any proponent as a result of the Request for Proposal.

Proposal cost is a factor, but the lowest proposed price will not necessarily determine with whom the City will enter into a contract of services. The City reserves the right to accept a proposal other than the lowest cost proposal without stating reasons. By the act of submitting its proposal, the respondent waives any right to contest in any legal proceeding or action the right of the City to award the work to whomever it chooses in its sole and unfettered discretion, and for whatever reasons the City deems appropriate.

The City may, before or after the award of the project, negotiate changes to the scope of work if it will create additional benefits or address oversights in the initial scope of work. Additional fees as a result of changes will be negotiated between the City and the Consultant before work on the additional scope of work commences.

The City reserves the right to withdraw this RFP at any time before signing a contract for professional consulting services for this project. No obligation expressed or implied exists on the part of the City of Martensville to pay any cost incurred in the preparation or submission of a proposal.

The city may at any time before the submission deadline, issue an addendum, correcting errors, discrepancies or omissions in the Request for Proposal, these addenda will be available at Martensville.ca under our Public Notices. Bidders will be alerted to any addenda.

Proponents must rely entirely upon their own investigation and due diligence to satisfy themselves as to the suitability of the project and their needs.

Confidentiality

Information provided to a Proponent by the City, or by a Proponent to the City, or acquired by any party by way of further enquiries or thorough investigation, is strictly confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the City, or of the Proponent.

Cost

The cost for preparing or submitting a development proposal is entirely the responsibility of the Proponent and shall not be chargeable to the City of Martensville. Additional fees as a result of changes will be negotiated between the City and the Consultant before work on the additional scope of work commences.

Timeline

June 30th Communication and Distribution of the Request for Proposals (RFP)

July 22nd Request for Proposals (RFP) Closes

RFPs will not be open publicly.

Primary Contact for the RFP and Project Representative:

Dillon Shewchuk

Community Economic Development Manager

City of Martensville

dshewchuk@martensville.ca

Phone 306-931-2166