



Business Development Opportunity

**Halifax Waterfront
Retail Operations**

DNS(BDO)-2223-0001

Posting Date: May 13, 2022

Closing Date: May 30, 2022, 2 pm AST

Submissions to:

procurement@developns.ca

Opportunity

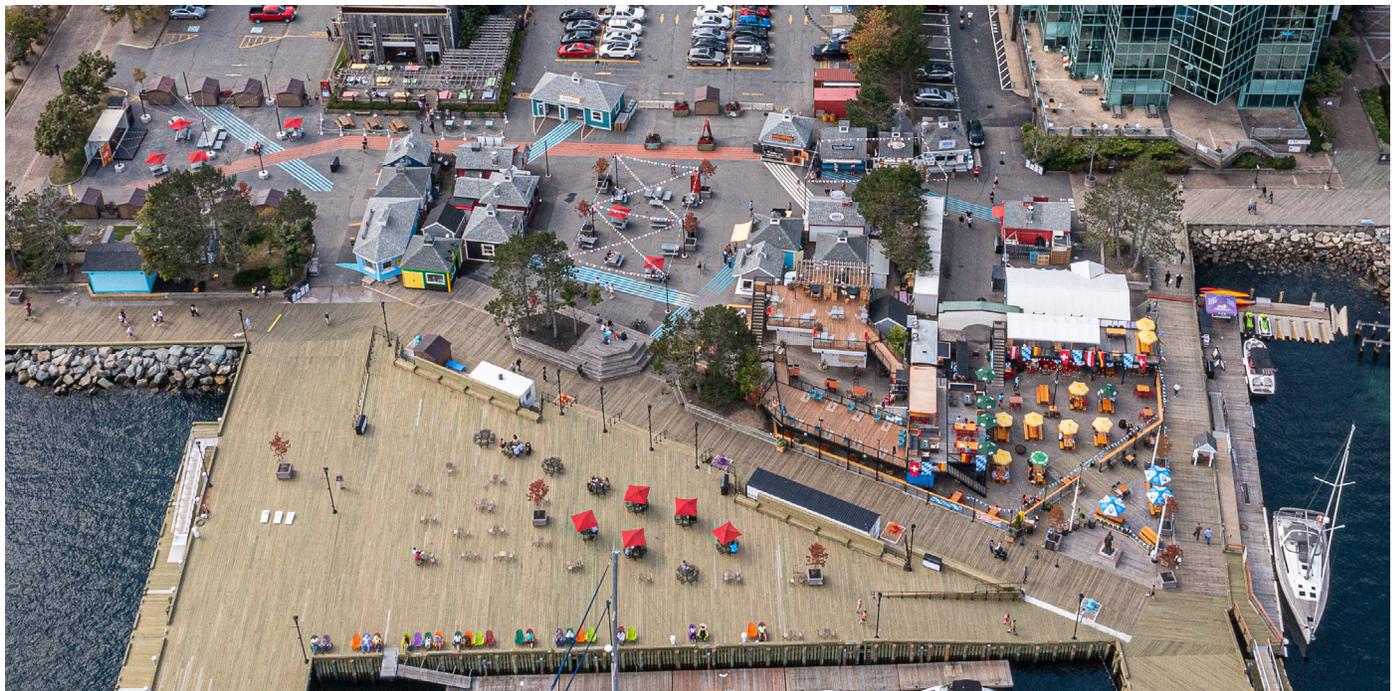
Develop Nova Scotia is seeking potential operators for two separate seasonal retail opportunities within the Salt Yard on the Halifax waterfront. These unique opportunities, which are further described below, provide operators with the ability to showcase their product/service in the Salt Yard small business district—home to an array of seasonal and year-round waterfront businesses on the Halifax waterfront.

Proposals for this Business Development Opportunity (BDO) are to be emailed to procurement@developns.ca no later than 2 pm AST on May 30, 2022. Email subject lines are to read “DNS(BDO)-2223-0001.” Late submissions will not be accepted.

An optional site visit will be conducted on May 20, 2022 starting at 9 am AST. The meeting point will be at Sackville Landing, on the boardwalk beside “The Wave” sculpture and the provincial Visitor Information Centre building (1655 Lower Water Street).



This Business Development Opportunity is seeking up to 2 experienced operators to contribute to making the Salt Yard on the Halifax waterfront a vibrant destination with local flair.



About Develop Nova Scotia

Develop Nova Scotia is the Province's Crown Corporation, responsible for leading sustainable development of high-potential property and infrastructure across our province to drive economic and population growth.

Our mission is to support the creation of sustainable places across Nova Scotia that attract people and inspire investment. We focus on planning, development, and management of land and infrastructure by, for, and with people. When focused on working and

building with community, we develop strong places that are authentic, inclusive, and environmentally sustainable.

Learn more about what we do and how we do it at developns.ca.

Background

Salt Yard opened in 2017 and this seasonal small business district on the Halifax waterfront has become one of the most popular areas in Halifax. Salt Yard is now home to over 25 small businesses and is a popular venue for public events and activations. Each year, Salt Yard continues to evolve and expand both in physical area and in length of season, thanks to events like the Evergreen Festival. Develop Nova Scotia is seeking potential operators for two new retail locations within Salt Yard to help further this natural growth.



Develop Nova Scotia's stewardship of the Halifax waterfront is committed to providing platforms for local business to thrive and actively contribute to building community.



Detailed Description of the Opportunity and the Sites

The two retail opportunities are unique from one another. The first opportunity (Site A) is for an existing kiosk that is provided by Develop Nova Scotia, and the second (Site B) is a location for a tenant-supplied 20ft modified shipping container. Each opportunity is separately described below:

- **Site A (kiosk)** – the kiosk available for this BDO is an existing 16'x16' wood-frame kiosk. The kiosk has a roll-up overhead door, a standard entrance door on the front (north-facing side), and a window on the back (south-facing side). The interior features existing wood-paneling, some existing merchandising shelves, and an existing retail desk left from the previous operator. The kiosk will be serviced with a single-phase 30-amp electrical service and has an existing electrical distribution panel and further electrical wiring inside the kiosk. The kiosk is not serviced for food and beverage. The location is further described in Schedule B1 – Site A.
- **Site B (20ft container)** – the location identified for the placement of a 20' modified shipping container is adjacent to Foundation Place boardwalk—between Salt Yard and the new Foundation Place boardwalk extension. The site is serviced by a single-phase 30-amp electrical service, terminated in an exterior-rated junction box. The successful operator is responsible for supplying the modified shipping container and for all costs related to delivery and electrical connection of the container to the provided service. The location is further described in Schedule B2 – Site B.

The minimum term of the license agreement for these opportunities is three (3) years, however, Develop Nova Scotia reserves the right to offer each successful operator a renewal term of two (2) additional years at Develop Nova Scotia's sole discretion, creating total overall term length of up to five (5) years.



Desired Outcomes

Develop Nova Scotia's objective through this BDO is to partner with the successful operators of each site to expand Salt Yard's retail offering, complement the existing seasonal and year-round businesses on the waterfront, and showcase the best of Nova Scotia through authentic products and/or services.

Proposals that do not meet Develop Nova Scotia's outcome/deliverable requirements and/or expectations will not be considered.

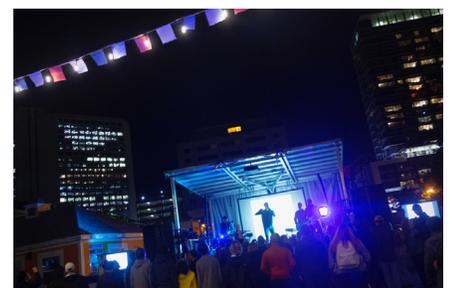
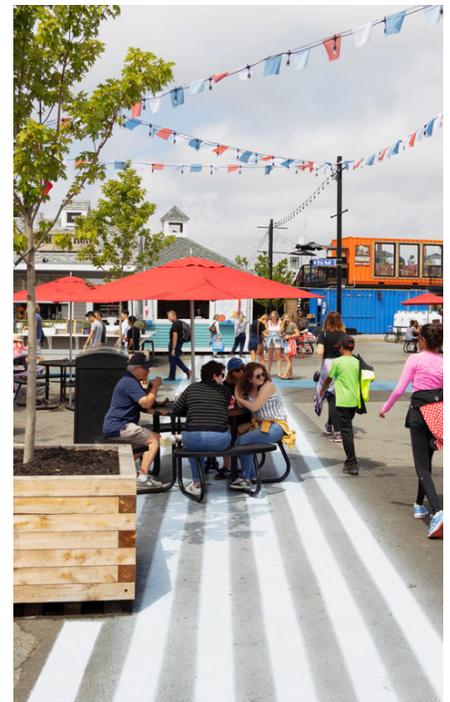
Should none of the proposals received satisfy Develop Nova Scotia's outcome/deliverable requirements, or for any other reason, Develop Nova Scotia reserves the right to terminate this BDO without award.



Operator Requirements for Available Sites

Site A (Kiosk)

- Operate a quality retail operation that provides people with a quality retail experience focused on Nova Scotia-made products and/or experiences.
- The proposed operation should offer a unique product and/or service to the waterfront, featuring a diversity of price points and ensuring an accessible and welcoming experience for everyone.
- Provide an excellent experience for the customer with regard to product and/or service quality, staff service, perceived value, consistent and reliable hours of operation, and overall customer experience.
- Complement other permanent and seasonal commercial businesses on the Halifax waterfront.
- Generate economic activity by creating sources of employment and income.
- Encourage the production and sale of Nova Scotia-made products and services, focusing on local sources whenever available.
- Partner with businesses that are socially responsible, economically, and environmentally sustainable.



Site B (Container)

- Operate a quality retail operation that provides patrons with a quality retail experience that focuses on Nova Scotia-made products and/or experiences.
- The proposed operation should offer a unique product and/or service to the waterfront, featuring a diversity of price points and ensuring an accessible and welcoming experience for everyone.
- Provide an excellent experience for the customer with regard to product and/or service quality, staff service, perceived value, consistent and reliable hours of operation, and overall customer experience.
- Complement other permanent and seasonal commercial businesses on the Halifax waterfront.
- Generate economic activity by creating sources of employment and income.
- Encourage the production and sale of Nova Scotia-made products and services, focusing on local sources whenever available.
- Partner with businesses that are socially responsible, economically, and environmentally sustainable.



Process Outline and Selection Criteria

Potential operators are to submit a proposal no more than 10 pages in length (cover page and table of contents do not count toward page count) for each Site they propose to operate. Proposals will be evaluated on the following criteria:

Strategic Alignment (25% of overall score) – The operators Develop Nova Scotia will partner with will demonstrate understanding of what is important to Develop Nova Scotia on the Halifax waterfront and will detail how they will accomplish the operator requirements for each site detailed above. Proposals should address how the operator’s values and goals align with ours—a great starting point is Develop Nova Scotia’s [2021/2022 Business Plan](#).

Business Concept (25% of overall score) – If you build it, will they come? Proposals must define what you propose to do within the Site(s), how you propose to do it (safely of course), which Site the proposal is for, estimated costs of required investment in the Site, and why the Halifax waterfront is the perfect place for your partnership.

Potential operators should include proposed hours of operation, activities that would occur within the Site, the theme of the operation, layout of the Site(s), whether you’re on board to support year-round waterfront visitation and how you’ll do that, and any other information relevant to the proposed operation. Keep in mind, sometimes a picture or illustration can be worth a thousand words.

Potential operators should include sample product items and/or photos where possible to aid in the description of their proposed business concept.

Business Experience (20% of overall score) – Potential operators are to describe how their business experience is relevant to their proposed business concept, how their efforts promote greater social responsibility and environmental stewardship, and how their successes have had a positive impact on their community.

Potential operators should include a description of operational capacity and capacity to proceed with the proposed operation, including but not limited to existing staff, infrastructure, and resources available to the potential operators.

Potential operators should also include a description of the experience and expertise of the proposed management team that is relevant to and will be directly involved in the proposed operation.



Added Value (10% of overall score)

Accessibility. Potential operators should include in their proposal a description of how their proposed operation will prevent and remove barriers to accessibility within their site/operation.

- a. Disability. Includes a physical, mental, intellectual, learning or sensory impairment, including an episodic disability that, in interaction with a barrier, hinders an individual's full and effective participation in society.
- b. Barrier. Anything that hinders or challenges the full and effective participation in society of persons with disabilities, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy, or a practice.

Sustainability. Develop Nova Scotia seeks to work with suppliers and businesses who have the knowledge and capacity to support and apply the principles of sustainability to their own operations.

Potential operators should describe how the service that they are providing will be provided in a sustainable manner (e.g. considering greenhouse gas reduction, waste diversion and reduction, worker health and safety, and local economic development).

Social Responsibility. Social responsibility comes in many forms. Both large and small businesses, regardless of industry, can make a big difference within their community and potential operators should explain how they work to have a positive impact. This could include, but is not limited to, your respect of diversity, equity, inclusion, reconciliation, charitable partnerships, and community and virtual volunteering.

Creativity and Innovation. Potential operators should include the ways in which their operation is truly creative, innovative, and unique. This could include, but is not limited to aesthetics, layout, innovative and/or sustainable technologies, customer safety/experience, entertainment, etc.

Financial Proposal (20% of overall score) - Submissions should include a base monthly license fee and a proposed percentage of gross sales license fee. Base monthly license fees are traditionally due May through October, with May and October being billed at 50% of the regular monthly rate. While base monthly license fees are not normally payable November through April, operators intending to support Develop Nova Scotia's year-round visitation goals are encouraged to propose financial models that deliver best value to our potential partnership.

Potential operators must provide a revenue forecast for the first three (3) years of the term.





Please note, there is a minimum base monthly license fee of \$2,000 + HST per month (reduced to \$1,000 + HST in May and October for Site A (Kiosk). There is a minimum base monthly license fee of \$800 + HST per month (reduced to \$400 + HST in May and October for Site B (Container). Potential operators can choose to offer a higher base monthly license fee, but base monthly license fees less than the minimum will not be accepted.

Potential operators should provide a description of their financial capacity to carry out the business proposed, including available equity, lines of credit, business loans, etc.... This can include such documentation as signed letters from banking institutions.

As stated above, all tenant improvements and further fit-up, equipment, infrastructure, etc.... are the sole financial responsibility of the successful operators.

Appendix B - Submission Form, signed by an authorized organizational representative, are to be included with all proposals.

Terms and Conditions

All Develop Nova Scotia [BDO terms and conditions](#) apply to this call for proposals.

Form of Agreement

The form of license agreement that will be used to detail the relationship between Develop Nova Scotia and the selected operator(s) is available [here](#), which is subject to change at Develop Nova Scotia's sole discretion.

Questions

Questions related to this call for proposals should be directed to:

John MacKenzie
Develop Nova Scotia Property Manager

john.mackenzie@developns.ca