



CEDC Commercial Real Estate Pool

Issued: October 29th, 2024

Closing Date: November 15th, 2024, 4:30pm EST

Thunder Bay Community Economic Development Commission
34 Cumberland St. N. Suite 701, Thunder Bay ON., P7C 5C4

PURPOSE

The Thunder Bay Community Economic Development Commission (CEDC) is seeking submissions of request to be a member of the CEDC Commercial Real Estate Pool.

Real estate agents are experts in their field and provide objective information to clients. The CEDC wants to engage in a fair and transparent process to develop a pool of agents to assist with business leads that are looking for real estate. The CEDC works with start-ups, existing companies looking to expand and domestic and international companies looking to locate to Thunder Bay and is seeking to engage a team of real estate professionals to assist with the search, potential purchase or lease of land and buildings in Thunder Bay.

The agents will be responsible for matching client requirements with potential locations in Thunder Bay and relaying this information to the CEDC. The CEDC will then connect the clients directly to the agents of the properties the clients are interested in for further discussion.

There will be three separate tranches to participate in:

1. Small to Medium sized Enterprises
2. Medium to Large Commercial Enterprises
3. Large Industrial Enterprises

Eligible applicants to each pool will be invited to a two-year term, with an option to renew. Participation in the pool is voluntary, not compensated and can be withdrawn at any time. CEDC retains the right to distribute leads to parties outside of the pool.

INTRODUCTION TO THUNDER BAY CEDC

The Thunder Bay Community Economic Development Commission (CEDC) is the city's lead economic development agency and champion for local growth. We use our local knowledge and expertise to promote Thunder Bay as the best small city in Canada to live, work, do business and visit.

We are led by an independent board and are driven by the needs of our community. Our business development team and sector specialists respond quickly to new opportunities to attract visitors, new talent, employment, business development and investment to Thunder Bay.

As the Thunder Bay Community Economic Development Commission implements its strategic action plan, we are focusing on the business support ecosystem and building a welcoming community for new and expanding businesses pillars, including the identification of available real estate for purchase or lease to welcome new business and assist businesses looking to start up or expand.

QUALIFICATIONS

To participate in the pool, the following qualifications must be met:

- Licensed Real Estate Broker or Salesperson located in the City of Thunder Bay
- Demonstrated commercial real estate experience and experience working with Thunder Bay based businesses, organizations, or municipalities.
- Willingness to work within the pool and CEDC to best serve clients
- Enter into a non-disclosure agreement with CEDC to protect lead confidentiality if required

SUBMISSION

Interested parties may submit a letter of interest to the CEDC. The letter should include the following:

- Confirmation of qualifications listed above
- Identification of which tranche(s) the applicant is interested in participating in
- List of commercial deals in the past 18 months relating to the applicable tranche to demonstrate experience.

The request for submission is a non-binding invitation to apply for participation in the pool. The Thunder Bay CEDC will not be liable for any expenses incurred, including the expenses associated with the cost of preparing responses to the request. The applicants shall bear their own costs associated with or incurred throughout this process.

ADMINISTRATION AND QUESTIONS

Pool oversight and administration will be provided by the CEDC.

The deadline for questions/inquiries will be November 8th, 2024 4:30pm EST – please direct questions to the contact below.

SUBMISSION PROCESS

The Submission is to be submitted via email to:

Mike Barten
Senior Business Development Officer
Mike.Barten@thunderbay.ca

Interested applicants must submit via email by November 15th, 2024, 4:30pm EST

SELECTION PROCESS

The Thunder Bay CEDC will review submissions and may choose to enter into agreements with one or more parties in its sole discretion. The Thunder Bay CEDC may also decide to cancel this process in its entirety for any reason.

