



City of Toronto

Request for Expressions of Interest (“REOI”)

46R, 56, 62, 76, and 90 Dunelm Street,
284X Scarborough Golf Club Road, and
30X and 52X Dale Avenue
(collectively the “Dunelm Properties”)

Submission Deadline:
February 28, 2025

A. Introduction to The Request For Expression Of Interest

This Request for Expression of Interest (“REOI”) is issued by the Corporate Real Estate Management Division of the City of Toronto (the “City”) with support and participation from CreateTO. The REOI is for qualified not-for-profit organizations (“NPOs”) or registered charities, or groups of NPOs and/or registered charities (the “Respondent”) interested in entering into a nominal rent lease, license or other agreement with the City (the “Lease”) for vacant properties at 46R, 56, 62, 76, and 90 Dunelm Street, 284X Scarborough Golf Club Road, and 30X and 52X Dale Avenue (collectively referred to herein as the “Dunelm Properties”).

The City and CreateTO are seeking to repurpose the Dunelm Properties to maximize the social outcomes. The purpose of this REOI is to understand the potential of Respondents with a mutually acceptable governance and funding model, to enter into a sale or Lease, for any, or all of the Dunelm Properties at nominal rent, and develop the properties to provide relevant community services.

The Dunelm Properties are available as individual or multiple properties, as programmatic needs require. Background information is provided below to help inform interested Respondents in preparing a response.

B. Background on This Opportunity

The Dunelm Properties are vacant lands owned by the City. The Dunelm Properties were declared surplus in 2011. The City’s development agency, CreateTO evaluated the properties and determined that they do not meet the requirements of the City’s Housing Now initiatives.

The City is seeking Respondents with satisfactory service, governance, and operational models that support their proposed use of the Dunelm Properties and the demonstrate benefits to the community.

The Respondents will have to demonstrate they are capable of the capital commitment required to design, build, finish, furnish and operate any facility to an operational level that suits their organization(s) as well as provide an ongoing operational fiscal plan.

Table 1 and Image 1 below lists and identifies the relevant property details of the Dunelm Properties.

Table 1: Property Information of the Dunelm Properties

No.	Address	Size (square feet)	Land Use	Zoning
1	46R Dunelm Street	37,473	Neighbourhoods	Residential Detached
2	56 Dunelm Street	56,081	Neighbourhoods	Residential Detached
3	62 Dunelm Street	42,709	Neighbourhoods	Residential Detached
4	76 Dunelm Street	83,855	Neighbourhoods	Residential Detached
5	90 Dunelm Street	34,594	Neighbourhoods	Residential Detached
6	284X Scarborough Golf Club Rd	56,693sf	Neighbourhoods	Residential Detached
7	30X Dale Ave	14,261sf	Neighbourhoods	Residential Detached
8	52X Dale Ave	30,746sf	Neighbourhoods	Residential Detached

Image 1: Location Map of Dunelm Properties



The Dunelm Properties' Geowarehouse property reports are available upon request. Please contact Jennifer Domotor at Jennifer.Domotor@toronto.ca to receive a copy.

C. Space Use Service Priorities

The Respondents must demonstrate that they have a history of effective service delivery and are familiar with the unique demographic needs of their client base.

It is desirable for Respondents to include services that support some or all of the following:

- **Health Service:** such as diagnostic services, disease control and prevention, health inspections, health-related support groups, general/ specialized health care service.
- **Housing Assistance:** such as crisis, emergency, domestic violence, elder abuse, sexual assault, youth, homeless drop-in; tenant readiness education programs; housing expense assistance; or hospice.
- **Community Supports:** such as service navigation, material goods; discount buying programs; furniture; office equipment and supplies; adult, baby, school, maternity, and children's clothing; diapers; shoes; winter clothing; food preparation facilities; computer repair.
- **Food Security:** such as emergency food; food banks; formula/baby food; crop disaster aid programs; community gardening; low-cost meals; home delivered meals; school breakfasts/lunches.
- **Income Support:** such as money management programs, public assistance programs, childcare expense assistance, health insurance, temporary financial assistance, and employment programs for stable, long-term, advancement-oriented jobs.
- **Family Services:** such as individual and family support services, childcare services, mentoring programs, home repair programs, parenting education, and support groups—with a specific focus on youth and older adult populations.
- **Mental Health and Addiction Services:** such as mental health and dependencies support groups, counselling and therapy, mental health care facilities, crisis intervention hotlines, mental health evaluation and treatment.
- **Legal and Public Safety:** such as legal education and information, crime victim support, crime prevention services, and diversion programs.
- **Settlement and Immigration Services:** such as citizenship programs, programs for immigrants and refugees, and language interpreter programs—tailored to existing (and projected) cultural demographics.

Providing a well-rounded and inclusive facility or program is a key component to building strong neighbourhoods. Respondents should demonstrate how their proposals respond to City/Divisional priorities such as:

- Indigenous Reconciliation Action Plan
- Toronto Action Plan to Confront Anti- Black Racism Strategy
- Poverty Reduction Strategy
- Newcomer Strategy
- Toronto Youth Equity Strategy
- Seniors' Strategy
- SafeTO, Toronto's Community Safety and Wellbeing Plan
- Toronto Resilience Strategy
- Toronto Strong Neighbourhoods Strategy

D. Respondent Requirements

Respondents must:

- A. Be a registered charity or incorporated as an NPO, or a for-profit social enterprise but may not otherwise be a for-profit corporation.
- B. Provide services to Toronto residents, such as:
 - 1. Meet multiple community needs;
 - 2. Propose an integration of services that support local community members;
 - 3. Commit to providing a service for booking spaces and facilities to be available for the broader public, community, and service providers;
 - 4. Are consistent with the strategic directions or objectives of the City Council and/or a City Division; and
 - 5. These will be the only services and functions provided in the Community Space and will be available to the public.
- C. Demonstrate that it is in good financial standing and is not in default under any existing lease, service agreement, or other agreement with the City, and has limited risk of insolvency or bankruptcy.
- D. Satisfy the City by reasonably demonstrating the ability to amass the capital funds necessary for the design, construction, fit-up, furnishing and servicing of the facility.
- E. Satisfy all requirements outlined in the Request for Expressions of Interest (REOI) and comply with all applicable laws and policies of the City.

Collaborative responses by Respondents are encouraged. Collaborative responses should provide a proposed partnership agreement and strategic plan with a description of a proposed governance model.

E. REOI Response Documents

- 1. An REOI response package that addresses the information and provides the supporting documents described in Appendix A
- 2. Signed Acknowledgement in Appendix B

F. Stage 1: Eligibility Review Process

Review Panel

All REOI responses will be reviewed by the City and CreateTO. As appropriate, other City Divisions may also be on the panel.

Review Scores

Responses will be marked out of 100 points using the criteria below. A mark of 80 points is required to pass the eligibility review.

1. Organizational Strength (20 points)

Respondents are reviewed on the effectiveness of the organization's governance, and strategic direction. Respondents must be governed by a Board that is actively recruited and has functional expertise in key areas to ensure the organization can deliver its program and service objectives. If applicable, Respondents should demonstrate how their organization(s) proposes to work with other service providers for the co-location and integration of services and/or facilities to the public.

2. Financial Resiliency (30 points)

The Lease(s) will have a 25 year term, with an option for an additional 25 years. Respondents are expected to be financially sustainable in their space for the entire term. The review panel will review Respondents financial sustainability based on the information provided in the required financial documents. The focus will be on revenue mix, cash position, operating reserve, asset/liability mix, and debt-reduction strategies. A review of any endowments, and relationships with any parent organizations will also be conducted. Information on how Respondents' Boards assure good financial governance is also required. If a proponent is requesting the sale of land, those requests be evaluated on merit.

3. Alignment to City Objectives and Community Needs (10 points)

Respondents will be reviewed on their capacity to deliver programs and services that are relevant to the demonstrated community needs and aligned with the City's strategic objectives. The review panel will also assess Respondents' abilities to demonstrate how they engage/partner with other organizations present in the community and ensure that their programs and services are accessible to participants.

4. Project Intent and Feasibility (40 points)

The review panel will assess the alignment of Respondents' proposed use of the vacant lots. The City will review how Respondents plan to design, build, fit up, furnish, program, and operate the facility. They City will review how Respondents' financial plan demonstrate their capacity to manage all projected occupancy costs.

G. Stage 2: Request For Proposals

This REOI is being issued so that the City can test the market for respondents that are able to fund and maintain community-focused uses for the Dunelm Properties. Following a review of the responses, the City will issue a Request for Proposals ("RFP") for the specific sites identified.

Respondents that have passed the Stage 1: Eligibility Review Process will be contacted directly, but not exclusively, and will be invited to submit a proposal to the Stage 2: RFP.

H. Key Dates

The following schedule is subject to change at the sole discretion of the City, and appropriate written notice of any changes will be provided where feasible.

Date	Action
January 6, 2025	Request for Expression of Interest Issued
February 28, 2025	Responses Deadline
March to April 2025	Review of Responses
June 2025	Issue RFP for selected properties.

I. Questions

Please contact Scott Barrett, Interim Director, Property Management and Key Assets with questions regarding this REOI at scott.barrett@toronto.ca, subject: "Dunelm REOI Response."

Appendix A: REOI Response Package Contents

Purpose Statement

Respondent responses should provide project and program details in key areas, including properties of interests, benefits to the community, and insights into financial, development, and operational capacities. Respondents should also provide examples of past relevant work of a similar scale and nature.

Responses will be reviewed by the review panel staff and may or may not result in further discussion.

Responses may be provided in the form of a comprehensive letter and/or concept from the Respondent. Please ensure all items listed in this Appendix A are addressed in the response.

1. Respondent Information

Please include all contact information for the organization leading the REOI response, including at minimum:

- Organization Name
- Contact Person
- Title/Role
- Email
- Phone number
- Address
- Website (if applicable)

2. Property or Properties of Interest

Identify all the properties you are interested in and provide reasons for your selection (see Table 1 on page 2 for a high-level identification of the property parcels):

- 46R Dunelm Street
- 56 Dunelm Street
- 62 Dunelm Street
- 76 Dunelm Street
- 90 Dunelm Street
- 284X Scarborough Golf Club Rd
- 30X Dale Avenue
- 52X Dale Avenue

3. Target Community and Concept

How will the community benefit from this concept? (Check all that apply and provide a rationale for your selection in your response):

- Low-income households
- Seniors
- Families
- Individuals with disabilities
- Indigenous communities
- Individuals in need of palliative care (hospice)
- Others, as applicable

4. Additional Response Requirements

The response package, at minimum, should also include the following information:

- **Executive Summary:** Describe how the proposed development will serve the selected community. Include information on the build form, number of units, and support services (if applicable).
- **History and Mission:** Describe the organization's history and mission in a clear and succinct way, such that the review panel can readily ascertain the founding, age, size (part time and full time staff, board members, etc.), purpose and goals of the responded organization.
- **Community Impact:** Explain the expected impact on the target community, including how it aligns with the City's goals for affordable housing, hospice care, or other community services.
- **Financial Capacity:** Provide details on your organization's ability to fund and sustain the proposed development, including:
 - **Budget Forecasting:** Explain the expected impact on the target community, including how it aligns with the City's goals for affordable housing, hospice care, or other community services.
 - **Funding Strategy:** Identify the financing strategy for the project. Attach letters of support or commitment from financial institutions or partners if available.
 - **Sustainability Plan:** How will the project remain financially viable long-term?
- **Development Capacity:** List relevant development experience, key team members, partnerships, and examples of similar completed projects.
- **Operational Capacity:** Provide examples of your organization's ability to manage and operate completed developments.
 - **Past Projects and Operations:** Provide examples of completed projects that your organization currently manages or operates, particularly those serving similar communities.
 - **Ongoing Operations:** Provide examples of completed projects that your organization currently manages or operates, particularly those serving similar communities.
- **Supporting Documentation:** Attach any relevant operational documents or case studies demonstrating financial capacity, successful project management and service delivery.

5. Response Checklist

Ensure all the requirements of sections 1 to 4 are addressed in your package. Please submit:

- Letter and/or concept response;
- Preliminary concepts, site plans, designs (as applicable); and
- Signed copy of declaration in Appendix B.

Appendix B: Respondent Declaration

Respondents submitting a response to this Request for Expressions of Interest for the Dunelm Properties do so fully accepting the following provisions:

- 1) This is an REOI only; it is not a procurement, and no legal obligations to enter into an agreement will arise here under any circumstances.
- 2) The City reserves the right to amend the scope of this REOI, and to carry out discussions with one or more Respondents at any time, or from time to time.
- 3) The City may proceed as it determines in its sole discretion, including to discontinue or invalidate this REOI and including to re-issue or proceed with another REOI or other process and the City will not be responsible for any losses or costs incurred by any Respondent as a result thereof.
- 4) The City has the right not to respond to any report or request made by a Respondent and not to distribute copies of any reports or requests received from a Respondent and responses thereto, to the other Respondents. Where the City, at its discretion, considers that such report or request necessitates a change to this REOI, the City will prepare and issue an appropriate addendum to this REOI. The City reserves the right to terminate this REOI at any time for any reason.
- 5) The Respondent must disclose to the City, whether any actual or potential conflict of interest exists that might compromise this REOI process and if such a conflict of interest does exist, the City may, at its discretion, refuse to review the response in question.
- 6) Each Respondent shall bear all costs, expenses and financial obligations associated with or incurred by the Respondent to: (i) prepare and present its response or to otherwise participate in the REOI process.
- 7) Notwithstanding anything in the REOI and any express or implied duties or obligations of the City to the contrary, the City and each of its agencies, boards, commissions, elected officials, officers, employees, servants, agents, volunteers, suppliers, advisers and contracted personnel will have no liability to any Respondent for any damages, costs, liabilities, losses or expenses including direct, indirect, special or punitive damages, or for loss of profits, loss of opportunity or loss of reputation arising out of or otherwise relating to this REOI.
- 8) By submitting a response to this REOI, each Respondent irrevocably and unconditionally waives any claims for damages, costs, liabilities, losses and expenses, and shall not seek any order for injunctive relief or specific performance, against the City, its agencies, boards, commissions, elected officials, officers, employees, servants, agents, volunteers, advisers and contracted personnel.
- 9) The REOI and all correspondence, data, plans, materials, drawings, specifications, reports, estimates, summaries, photographs, models and all other information and

documentation in any form provided or made available to the Respondent, or on behalf of, the City in connection with, or arising out of this REOI (collectively, the "City Materials") and all intellectual property rights therein:

- a.
- b. are and shall remain the sole and absolute property of the City;
- c. must be treated by Respondents as confidential and Respondents must maintain such confidentiality;
- d. must not be disclosed without prior written authorization from the City;
- e. must not be used for any purpose other than for replying to this REOI; and
- f. immediately upon the request of the City, must be returned by the Respondent to the City and all electronic copies must be destroyed.

10) The City and its advisers make no representation or warranty as to the accuracy or completeness of the City Materials, and disclaim all express and implied representations, warranties, and conditions in connection with the City Materials. Use of or reliance by Respondents on the City Materials shall be at the Respondent's sole risk and without recourse against the City.

11) The documentation comprising any response, along with all correspondence, data, plans, materials, drawings, specifications, reports, estimates, summaries, photographs, models and all other information and documentation in any form provided or made available to the City by, or on behalf of, any Respondent in connection with, or arising out of this REOI (collectively, the "Response Materials") and all intellectual property rights therein, once received by the City:

- a. shall become the sole and absolute property of the City; and
- b. shall become subject to Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56 ("MFIPPA"), and the City may be required to disclose the Response Materials to members of the public, pursuant to MFIPPA.

12) Each Respondent:

- a. represents and warrants that the information contained in its Response Materials does not infringe any intellectual property right of any third party;
- b. hereby assigns and transfer to the City, and shall cause all its personnel and other third parties to assign and transfer to the City, all right, title and interest in the Response Materials, including intellectual property rights therein;
- c. shall cause all its personnel and other third parties to waive, for the benefit of the City, their respective moral rights (and any similar rights to the extent that such rights exist) in and to the Response Materials; and
- d. shall indemnify, defend and hold harmless the City and its agencies, boards, commissions, elected officials, officers, employees, servants, agents, volunteers, advisers and contracted personnel, if any, against all claims, actions, suits and proceedings brought against, or losses, costs, expenses, damages suffered, sustained, or incurred by them which may be directly or indirectly attributable to, or arising or alleged to arise out of the infringement or alleged infringement of any patent, copyright, trademark, or other intellectual property right of a third party in connection with the Response Materials.

- 13) Respondents are also advised that MFIPPA does provide protection for confidential and proprietary business information. For the purposes of the City's compliance with MFIPPA, Respondents are advised to identify in their Response Materials any scientific, technical, commercial, proprietary, or similar confidential information, the disclosure of which could cause them injury.
- 14) Each Respondent's name may be made public. Response Materials will, as necessary, be made available:
- a. on a confidential basis, to advisers retained by the City to advise or assist with the REOI process;
 - b. to members of Council in accordance with the City's procedures; and
 - c. to members of the public pursuant to MFIPPA.
- 15) The City will not return the response or any other Response Materials.
- 16) The terms and conditions of the REOI are to be governed by and construed in accordance with the City's Policies and Legislation, the laws of the province of Ontario and the federal laws of Canada applicable therein.

Signatory Page

I have read and understood the above terms and conditions and to the best of my knowledge, the information in this Response is accurate and complete.

Signature of Chair of Board or Designate

Date Signed

Name and Title (print)