

Request for Expressions of Interest



The Link Arts Centre

at the former World Trade and Convention Centre
1800 Argyle Street, Halifax, NS

An Open Call To:

Non-profit Cultural Organizations and Associations
For-profit Organizations in the Creative Industries
Performing Arts Organizations
Music Promoters
Event Planners
Creative Entrepreneurs

Issue Date: October 10, 2018
Submission Deadline: December 3, 2018

TABLE OF CONTENTS

A. INTRODUCTION	3
B. THE OPPORTUNITY	4
C. ABOUT CULTURE LINK and the LINK PERFORMING ARTS SOCIETY	6
D. SUBMISSION REQUIREMENTS and REOI EVALUATION PROCESS	8
E. LIMITATIONS	10

A. INTRODUCTION

The Link Arts Centre

The Link Arts Centre (“THE LINK”) is an exciting initiative to cost-effectively deliver 84,000 square feet of creative space in the heart of downtown Halifax through the repurposing of the former World Trade & Convention Centre (“WTCC”). THE LINK is a performance and media production centre and creative industries incubator (“Creative Hub”). As a site designed to handle large events, there is significant infrastructure in place to support this new use for the building.

The plans include:

- **1,700-person capacity multi-disciplinary performance hall** that can be subdivided into smaller venues
- **Media Production/ VR studio** with production offices and support space
- Two **dance studios**
- **160-seat cinema** and presentation space
- Multi-disciplinary **rehearsal spaces**
- **Storefront box office and co-working café** on Argyle St
- **Creative Innovation Centre**, with shared facilities and dedicated office space for cultural non-profits and for-profit start-ups in the creative sector

Culture Link CIC, a Nova Scotia community interest company, on behalf of the **Link Performing Arts Society**, is seeking Expressions of Interest from:

- Non-profit Cultural Organizations and Associations
- For-profit Organizations in the Creative Industries
- Music Promoters
- Event Planners
- Creative Entrepreneurs

Culture Link is seeking Expressions Of Interest from Clients and Long-Term Tenants that are interested in renting performance and support space and/or leasing long-term office space in the facility.

B. THE OPPORTUNITY

THE LINK is a once-in-a-generation opportunity to repurpose the former World Trade and Convention Centre (WTCC) into a performance and media production centre and creative industries incubator (“Creative Hub”) that will serve multiple needs expressed by Nova Scotia’s creative community. THE LINK will be the first major Creative Hub launched in Halifax. With several key for-profit and non-profit anchor tenants interested in the proposed facilities and with all parts of the facility serving multiple roles and multiple creative disciplines, THE LINK is positioned to achieve long-term sustainability while playing a significant role in fostering the next generation of Nova Scotia’s artists, storytellers and creative entrepreneurs.

With the goal of being fully operational by February 2020, The Link Arts Centre will provide opportunities for artists, creative entrepreneurs, and audiences to be inspired by new works presented in an optimized environment. This legacy initiative will ensure that creativity and culture will be centre stage in the daily life of thousands of Nova Scotians for many years to come.

The Space

The space allocations for the redevelopment project are as follows, although these are subject to change as the project moves through various design phases. Currently, it is envisioned that THE LINK will occupy three floors of the former WTCC. Listings are exclusive of common areas such as hallways and restrooms. All numbers reflect square footage, and are subject to change.

Level 0

Production Studio	4628
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Level 1

Creative Innovation Centre:

Co-working Cafe	2166
Storefront Box Office	743
Studio Support Rm 1	1923
Studio Support Rm 2	1706
Studio Support Rm 3	1100
Dressing Rooms (x 6)	900
Producers Offices	840
Edit Suites (x 3)	846
Production Offices (x 7)	1159
Wardrobe/Hair/Make-up	294
Writers Room	588
Audio Control Room	120
Video Control Room	332
Common Areas (x 2)	1159

Level 2

Creative Innovation Centre:

2nd Floor	4909
Rehearsal Studio 1	874
Theatre Support Space 1	1666
Theatre Support Space 2	708
Theatre Support Space 3	434
Theatre Support Space 4	1367
Theatre Support Space 5	1328
Storage Room 1	390
Storage Room 2	407
Production Offices	710
Bar	1145
Performance Space	12,731
Cinema	2624
Lobby/Reception	351

Level 3

Creative Innovation Centre:

3rd Floor	6307
Dance Studio 1	2466
Dance Studio 2	1490
Cinema Offices	530
Production Offices 1	545
Production Offices 2	664

Conceptual Floor Plans

Conceptual Floor Plans are located at the end of this REOI.

C. ABOUT CULTURE LINK CIC and the LINK PERFORMING ARTS SOCIETY

Who We Are

Launched in 2017, **Culture Link CIC** (“Culture Link”), a Community Interest Company, and the **Link Performing Arts Society** (“LPAS”), a registered non-profit, are symbiotic organizations that are dedicated to fostering an exceptional creative industries entrepreneurial ecosystem in Atlantic Canada.

Culture Link and LPAS are positioned to play a key role in the future growth and innovation of the Nova Scotian arts and culture sector, specifically through a visionary and sustainable arts-focused application of space, resources and facilities for artists, creative entrepreneurs and cultural organizations. This will be achieved specifically through the creation and development of *The Link* in the former WTCC, the organizations’ flagship project, as well as the development of other potential collaborative creative industry and performance spaces in Atlantic Canada and beyond.

Team & Partners

Culture Link completed a Feasibility Study in April 2018 on repurposing the former World Trade Centre into The Link Arts Centre. Key partners in the creation of The Link Feasibility Study include **Armco Capital**, the owner of the building; the **Nova Scotia Department of Communities, Culture and Heritage**; the **Department of Canadian Heritage**; and the **City of Halifax**. Further, **Artscape**, the world-renowned Toronto-based cultural urban development organization and **Common Good Solutions**, a leading provider of social enterprise consultancy services, have been engaged as official consultants.

The Culture Link core project team brings extensive cultural sector experience to the table. **Marc Almon** is an accomplished film and television producer with expertise in creative industry leadership and government relations. **Rob Power** is a CMA, CPA, with nearly 20 years experience in executive leadership positions in the film and television industry and soundstage management. **Sarah Riley** is an award-winning marketing / branding professional and digital media strategist. **Devin Casario** brings 15 years of arts and culture administration experience and has been engaged to assist in the feasibility study process and overall project development.

The **LPAS Board of Directors** features key figures and supporters of the creative industries:

Scott Long	Executive Director of Music Nova Scotia
Cliff Le Jeune	Executive Director of Dance Nova Scotia
Martha Cooley	Executive Director of Atlantic Filmmakers Cooperative
Tara Taylor	Founder, Emerging Lens Black Film Festival Chair, Charles Taylor Theatre & Media Arts Association
Sandy Schembri	VP Strategic Initiatives, Truro Herbal Company Former Policy Advisor to Honourable Scott Brison Senior Special Assistant to Honourable Amarjeet Sohi

Timeline

Timeline to be refined in consultation with Armco Capital, tenants and funders:

April 2018	Completion of 2018 Link Arts Centre Feasibility Study
October 2018	Request for Expressions of Interest Issued
November 2018	Receive Final Commitments from Funders Lease between LPAS and Armco Capital Signed Negotiations with Tenants Begin
December 2018	Finalize Facility Design Project Tender Released
February 2019	Renovations Begin
September 2019	Complete Renovation and Technical Install of Level 0 Studio
January 2020	Complete Renovations Levels 1/2/3 Tenants Move In
February 2020	Grand Opening of <i>The Link</i>

D. SUBMISSION REQUIREMENTS and REOI EVALUATION PROCESS

For Organizations

1. Organization History (1 page maximum):

- Mission statement
- A brief history of the organization including years of operation
- Describe the organization's current programs and services
- Provide information on any awards, successes and relevant impact statistics
- What is the size of your current location and how much is the rent?

2. Statement of Interest and Experience (2 pages maximum):

- Why is the organization interested in the project?
- How is the organization service(s) or practice(s) relevant to the project?

3. Financials

If a non-profit organization, please provide your organization's most recent audited financial statements

For Individuals

A 3 to 5 page maximum submission that sets out:

- A description of why the project is of interest to the individual
- A professional CV

Evaluation Criteria

The following Evaluation Criteria will be used by the Advisory Committee to review and assess Expressions of Interest:

VISION

Does the proposal offer a compelling organizational vision that complements the mission of THE LINK?

CAPACITY

Does the Respondent demonstrate the necessary level of leadership, effective project management and financial capacity to deliver the proposal?

SUSTAINABILITY

Is the Respondent able to demonstrate its financial stability and sustainability?

Does the proposal respond to the social and cultural diversity of the community and the wider city in relation to its operations, program proposals and approaches to community development and outreach?

(Where appropriate) Does the proposal make a positive contribution to environmental sustainability?

IMPACT

Will the proposal will make a substantial contribution towards:

- Providing and/or facilitating excellence in cultural/artistic expression
- Providing a gathering / connecting place
- Celebrating and learning about community
- Contributing to a socially inclusive Link Arts Centre
- Nurturing exchange and dialogue among individuals exploring creativity

Respondents should ensure that their **Letter of Intent** addresses each of the Evaluation Criteria in relation to their proposed role in the development. For example, a proposal from a community-based cultural organization to contribute toward the Centre's programming would not be expected to respond with the level of detail that would be expected from a proposal to become a Development Partner or a Major Tenant.

REOI Submission Deadline

Please submit Expressions of Interest to devin@theculturelink.org with Organization's Name and "Expression of Interest" in Subject Heading by **Saturday, December 3, 2018 at 5:00pm.**

If you have any questions or would like to meet with the Culture Link team in advance of submitting an Expression of Interest please contact Devin Casario at devin@theculturelink.org

Following evaluation of REOI submissions, Culture Link will notify Respondents of the next steps, which may include an invited or open-call Request for Proposals process.

Limitations

Submissions under this REOI process does not confer obligations by Culture Link, the Link Performing Arts Society or Armco Capital to the Respondents in relation to subsequent processes related to the Centre. See Section E LIMITATIONS for more detail.

E. LIMITATIONS

Any Respondent making a submission in response to this REOI does so fully accepting the following provisions:

This REOI is a request for information only, it is not a procurement document. The information contained in this REOI is intended for information purposes only to assist interested parties in assessing whether or not to respond to such request. No representation or warranty express or implied, is made by Culture Link and the Link Performing Arts Society (LPAS) or any of its agents, as to the accuracy or completeness of such information. Neither Culture Link and LPAS or nor its agents will be responsible for, and hereby expressly disclaim, any and all liability for any errors, omissions or inaccuracies in connection therewith. In its response to this REOI, the Respondent must disclose to the Client, any potential conflict of interest that might compromise this process. If such a conflict of interest does exist, Culture Link and LPAS may, at its discretion, refuse to consider the response in question.

The Respondent must also disclose whether it is aware of whether any Culture Link or LPAS employee or board member has a financial interest in the Respondent and the nature of that interest. If such an interest exists or arises at any point leading to the selection of the successful Respondent, Culture Link and LPAS may, at its discretion, refuse to consider the response, or elect to not proceed with the Respondent any further in this process unless and until the matter is resolved to sole satisfaction of Culture Link and LPAS. All information provided by or obtained at any time from Culture Link and LPAS or its agents in any form in connection with this REOI that is not publicly available (i) must be treated in a highly confidential manner; (ii) is not to be used for any other purpose other than responding to this REOI; (iii) must not be disclosed to any other person without the prior written authorization of Culture Link and LPAS; and (iv) shall be returned to Culture Link and LPAS immediately upon the request of Culture Link and LPAS.

This exercise is neither a request for proposals nor a request for tenders. This is a request for information only and no legal obligations will arise hereunder in any circumstances. Culture Link and LPAS reserves the right to amend the scope of this REOI, and to carry out discussions with one or more prospective Respondents at any time, or from time to time, for the purpose of attempting to finalize an acceptable agreement, at all times without recourse against Culture Link and LPAS and its agents, should no such agreement be concluded.

Culture Link and LPAS may proceed as it determines in its sole discretion, including to discontinue or invalidate this REOI and including to re-issue or proceed with a further REOI and Culture Link and LPAS will not be responsible for any losses or costs incurred by any Respondent as a result thereof. Culture Link and LPAS 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 Culture Link and LPAS, in its discretion, considers that such report or request necessitates a change to this REOI, Culture Link and LPAS will prepare and issue an appropriate addendum to this REOI. Culture Link and LPAS reserves the right to terminate this REOI at any time for any reason.



hA
harveyARCHITECTURE

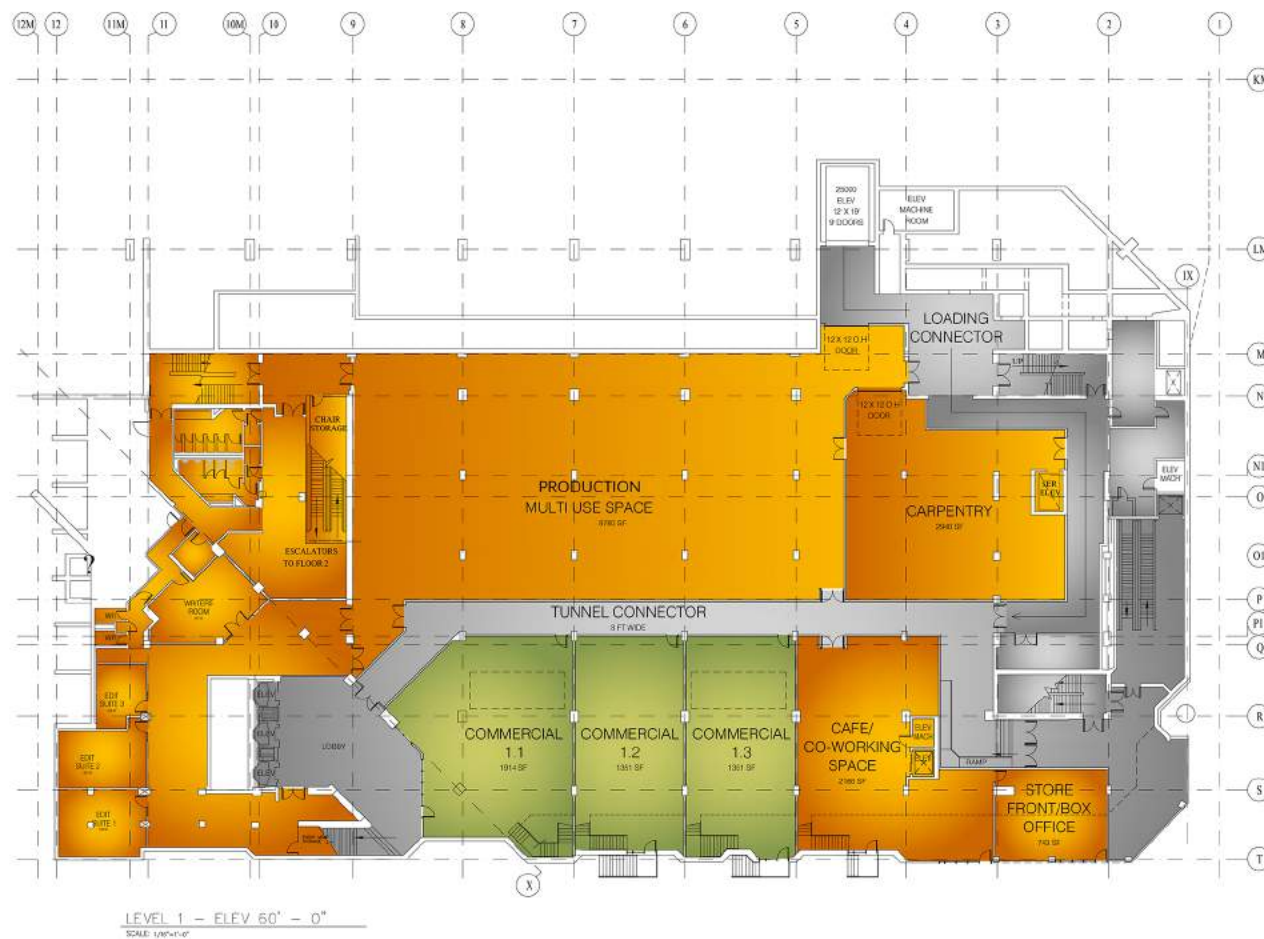
7013 Bayview Rd. Suite 3004
Mississauga, ON L4N 1G2
Email: info@harch.ca
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LEVEL 2
RENOVATION PLAN

Project Number	17057
Date	2016.12.0
Drawn By	SMA
Checked By	MAH

A-102

Scale 1/16" = 1'-0"



6.	REVISION	2018.08.
5.	REVISION	2018.05.
4.	REVISION	2017.11.
3.	REVISION	2017.10.3
2.	REVISION	2017.09.2
1.	FOR REVIEW	2017.09.2
No.	Description	Date