

**DOWNTOWN STRATEGY – Phase 2 office conversion ideas**

# Introduction

In the summer of 2021, The City of Calgary launched Phase 1 of the Downtown Office Conversion program that was focused solely on office to residential conversions. City Council provided an investment of $100 million to fund Phase 1 of the incentive program. Approximately $73 million in incentive funding has either resulted in announced projects or are in the final stages of the approval and contract negotiation process. Phase 1 of the program has recently reopened to receive additional office to residential conversion applications to utilize the remaining balance of the $100 million initial investment.

Phase 2 of the incentive program will be expanded to include not only office to residential conversions but also other adaptive uses of vacant office space. As the Downtown Strategy team commences preparation of a Terms of Reference that outlines additional acceptable uses for Phase 2 of the program, we thought it prudent to invite Expressions of Interest (EOI) from Property Owners and/or Developers to share ideas with respect to innovative adaptive uses that could be included in Phase 2 of the Program. The submission of an EOI does not obligate The City to any commitments with respect to future approvals of projects under the conversion incentive program. This information will be used to guide the development of Phase 2 eligible uses and provide more focus for analysis of potential quantum of grant dollars to be provided. It is requested that high level total costing (dollars per square foot) be provided to assist with the review of potential grant funding available.

In the event of oversubscribed applications for Phase 2 (i.e. applications for grant dollars in excess of funding available) that meet all the criteria stipulated in a Phase 2 terms of reference, priority consideration may be given to those applications that participated in submission of an EOI as long as they have met all the criteria.

# Guidelines

The following guidelines for EOI submission ideas could include but are not limited to:

* Mandatory elimination/removal of office space – minimum 40,000 square feet of office space
* The property is located within the Program Priority Area of the Greater Downtown Plan ([see map](https://www.calgary.ca/content/dam/www/pda/pd/publishingimages/downtown-strategy/Downtown-Office---Residential-Program-Map-July-2021_option%20b.jpg))
* Promote downtown vibrancy and deliver benefit to the downtown community
* Accessible community-oriented goods and/or services
* Social and gathering opportunities; Public event space (indoor/outdoor)
* Features environmentally sustainable practices and/or considerations

# Contact Information

|  |  |
| --- | --- |
| **Organization Name** | [Fillable field] |
| **Contact Name** | [Fillable field] |
| **Contact Title** | [Fillable field] |
| **Contact Phone Number** | [Fillable field] |
| **Contact E-mail Address** | [Fillable field] |

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# Property Information

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| --- | --- |
| **Property Owner(s)** | [Fillable field] |
| **Address** | [Fillable field] |
| **Square Footage** | [Fillable field] |

# Project Information

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| --- | --- |
| **Project Concept** | [Fillable field] |
| **Project Description** | [Fillable field] |
| **Desired Project Outcomes** | [Fillable field] |

\*If more space is required and if additional materials are available, please attach to submission

The personal information collected by this form is obtained under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act

(Alberta). The information will be used only for the purpose of the Downtown Calgary Development Incentive Program, Downtown Strategy, City of

Calgary. If you have any questions regarding the collection and use of this information, please contact Downtown Strategy at 403-200-2895.

**Expression of Interest for Phase 2 of the Downtown Calgary Development Incentive Program**

The information you provide will not be considered a formal proposal nor will it guarantee priority consideration for funding. The purpose of this Expression of Interest is to provide information to The City of Calgary regarding proposed ideas to address downtown office vacancy. The completion and submission of the Expression of Interest in no way obligates you to embark on the idea and is not in any way binding upon The City of Calgary. The Expression of Interest is for information purposes only.

## Submit your Expression of Interest by e-mail to [downtownstrategy@calgary.ca](mailto:downtownstrategy@calgary.ca)

Expressions of Interest will not be reviewed until after the **deadline date of August 19, 2022**. After the deadline date, Expressions of Interest will be reviewed as received. We will review your Expression of Interest and contact you to confirm whether or not The City of Calgary will explore your proposed idea further. The City of Calgary reserves the right to contact for consideration only those parties that the City of Calgary so determines in its sole discretion.

***Please respond to this Expression of Interest by August 19, 2022***

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