



# NUNATSIAVUT

kavamanga Government

## REQUEST FOR PROPOSALS

NUNATSIAVUT GROWTH, LAND DEVELOPMENT AND HOUSING STRATEGY

**Issue Date:**

**September 19, 2023**

**Closing date and time:**

**October 13, 2023**

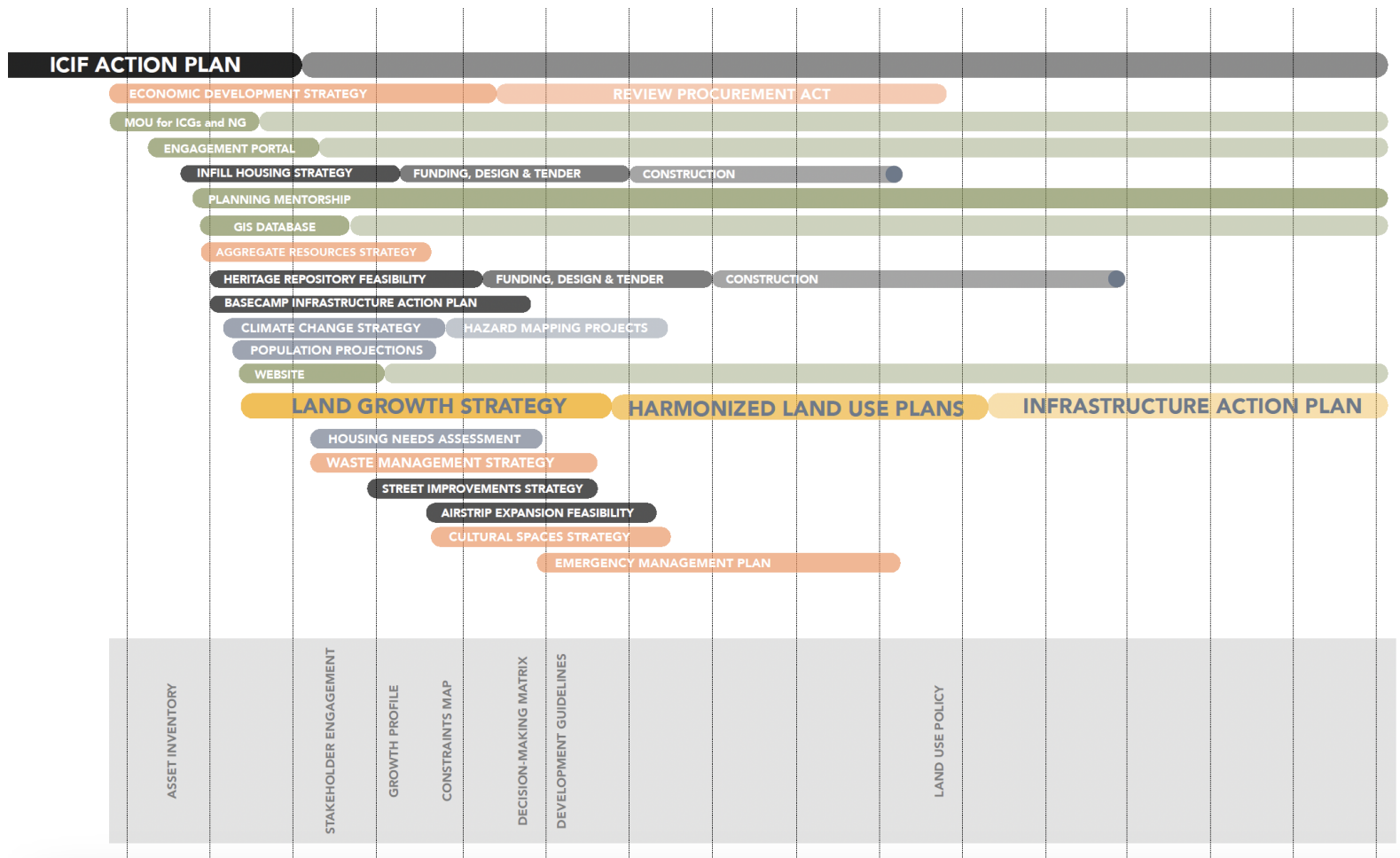
# Context

The Nunatsiavut Government (NG) was established in 2005 following the ratification of the *Labrador Inuit Land Claims Agreement* (LILCA). LILCA includes self-government provisions rendering the NG a regional Inuit government within the province of Newfoundland and Labrador. The NG has authority over many central governance areas including health, education, housing, culture and language, justice, and community matters.

## Project Overview and Scope of Work

### Project Context & Overview

NG is currently undertaking **Pingutitsinik Nunatsiavut: Create Nunatsiavut Infrastructure Strategy** which is a broad infrastructure strategy aimed at enhancing delivery of infrastructure. This strategy will guide decision-making and long-term investment to bridge the infrastructure gaps in Nunatsiavut. As part of this larger strategy, this project ('The Project') aims to provide direction on growth within each of the 5 Inuit communities in the region and will be one of the major initial deliverables within the overall infrastructure strategy. A diagrammatic project schedule is located below, showing how this project will be integrated within the various ongoing projects.



We are seeking proposals for the development of community growth areas and land concept plans for all 5 Inuit communities in Nunatsiavut, including Nain, Hopedale, Postville, Makkovik and Rigolet. **The objective of this project is to create sustainable and culturally sensitive development plans to meet the aspirations of all five of Nunatsiavut's Inuit communities in a coordinated manner.** The strategy should consider all types of development including housing, institutional, recreational, industrial, and commercial land use needs. It will result in both a land development strategy as well as a housing strategy which are coordinated and include the specific needs of each community through community engagement. This strategy should be development-focused, identifying the critical path to achieving development in the short, medium, and long-term, with an emphasis on practicality, phasing, and implementation. Some of the critical issues and opportunities which have led to initiating this study include:

- There are many investments in infrastructure which are currently being prioritized within Nunatsiavut including \$61M from the Indigenous Communities Infrastructure Fund (ICIF). These funds will only begin to address the gap between Nunatsiavut and the rest of Canada and NG wants to create a long-term plan for future investment in infrastructure in all areas.
- Through this ICIF funding and as shown in the diagrammatic schedule above, there are many concurrent infrastructure projects ongoing, and this project will require collaboration with other consultants and review of all infrastructure and land use types- from waste management to quarry development, all of which will need land allocations.
- Existing infrastructure gaps create limits to growth like water and sewer capacity which need to be addressed in a phased manner. This project will focus on new growth, however, identification of critical upgrades to existing infrastructure will be required within the growth strategy.
- An investment of \$105M in housing in Nunatsiavut should result in many new housing units to be developed in the communities in the next 10 years. Despite the increase in investment, there are no lots available, no additional developments designed or approved, and without a solution to appropriate land development, utilizing the funding in an effective manner presents difficulties. Specifically, the length of the development process and lack of available lands threatens the ability to rapidly invest this money into addressing the housing crisis in Nunatsiavut.
- Each Inuit Community Government (ICG) has a different set of land use plans, policies, by-laws and zoning which are not currently harmonized. The communities have agreed to work together and begin a harmonized approach to land use planning.
- Development has to date been limited within the Labrador Inuit Settlement Area and in most of the communities, growth demands may result in expansion onto Labrador Inuit Lands which will necessitate alternative land tenure options.

- There is currently no plan for industrial or commercial land growth which may impact the long-term economic development and supply chain in the region. Consideration of future growth for business is critical to delivery of services and development of sustainable infrastructure.

### Community Context and Unique Challenges

The table below captures the status of land development in each community. None of the communities have institutional, industrial, or commercial land development planned or ongoing. Each community is in a different state of planning for growth, has unique pressures, land constraints, and historical context and will require a tailored solution based on community input, technical considerations, and leadership vision.

The differences in our communities are an asset. While this project aims to create a coordinated and phased strategy for the region, it will be important that each community, AngajukKat (mayors), and Council have input into the specific strategy for their community and that the strategy can be broken down by community, while addressing overall regional needs. Some of the common impacts and critical issues of the land shortage in communities include:

- Lack of lands and housing is impacting community health, growth, ability for beneficiaries to live in claim area, service delivery, and ability to retain and attract staff.
- Firefighting capacity impacts the potential density of housing in all communities.
- Incompatible land uses are often located together (ie. Diesel generators in centre of town).
- Green Space, trails (including winter trails) and parks have not been adequately considered within recent or existing developments.
- Transportation requirements are changing within the communities due to increased vehicle ownership, resulting in fewer small vehicles and pedestrians.

The chart below summarizes the current population, growth, and status of land development in each community. Additional information can be provided upon project award.

	<b>Rigolet</b>	<b>Makkovik</b>	<b>Postville</b>	<b>Hopedale</b>	<b>Nain</b>
<b>Population (2021 census)</b>	327 +7.2% growth	365 -3.2% growth	188 +6.2% growth	596 +3.8% growth	1,204 +7% growth
<b>Private Dwelling Units (existing)</b>	134	154	83	208	380
<b>Development and Project Status</b>	There is a subdivision for 15 lots in which all engineering is complete. Surveys and mapping/ engineering has been completed.	Currently no planned growth areas have been selected. Lots have been designed at a smaller size (90' x 60') LIL Lands are close and growth areas might need to extend to LIL lands.	No current planned development.  Need to build 12-14 lots which would support development for 4-6 years.  6 lots were completed last year.	New 75 lot subdivision at concept design phase. Need to consider IA process as this is on LIL lands.  Current Study to examine alternative land approaches for infill sites.	There are funds allocated to a subdivision design which hasn't been initiated. Council has determined potential growth areas.  Current Study to examine alternative land approaches for infill sites.

## **Scope of Work**

The following scope of work outlines the expected steps to complete to proposed project outcomes. The project has been broken into phases. At each phase, the NG reserves the right to review the performance of the consulting team before initiating the next phase of the project. If after review of the performance of the consulting team the NG is not satisfied with the results the NG may, at its sole discretion, terminate the formal agreement between the Parties pursuant to the conditions of the agreement as determined between the NG and the successful Proponent.

## **Project Management**

This project will be managed by NG's Infrastructure Division collaboratively with each of the ICGs as well as the Director of Housing of the Nunatsiavut Housing Commission. Upon project initiation, a kick-off meeting will be held to discuss project deliverables, scope, budget, and schedule. Consulting teams shall be required to participate in a 30-minute bi-weekly meeting with NG staff and as well as to provide informal bi-weekly email correspondence detailing project progress action items and schedule updates. Monthly itemized invoices will be sent to the NG project manager.

## **Phase 1: Background Review & Preparation for Site Visit**

### **1.1 Kick-Off Meeting**

At project start-up, a kick-off meeting will be held with NG to further define the scope of work, support document transfer and identify critical outcomes and background information. This meeting will be completed by videoconference.

### **1.2 Context and Background Review**

Prior to the site visit, development of background material and preliminary mapping will support identification of focus areas for visit and provide context to the consulting teams. Tasks within this desktop background review will include:

- Data & Document collection and review including Land use planning regulations, supply chain information, climate change data, technical reports, GIS information, engineering reports, plans, strategies, etc.
- Consider outcomes from concurrent projects including the economic development strategy, aggregate resources strategy, and other ongoing work through interviews with those consulting teams, ongoing work, and review of reports.
- Initial interviews with Director of Housing, Director of Infrastructure and other key NG staff to discuss background information, and goals for the strategy.
- Development of growth profile for each community and review of land budget (identifying needs in each community) provided by NG as well as population projections, climate change projections, and information on housing needs.
- Identification of potential sites and lands completed in collaboration with NG and AngajukKât (Mayors) in all 5 Inuit communities for review during the site visit.
- Preliminary mapping of potential growth areas for each community.
- Pre-analysis and desktop review of potential growth areas and their constraints including ownership, topography, exposure, land use zoning, environmental, archaeological, and other constraints using existing information.
- Best Practice Review from other regions on similar growth plans, and strategies for land development.

## **Phase 2: Site Visit & Preliminary Engagement**

### **2.1 Engagement & Strategic Interviewing**

Community engagement is foundational to this work. NG has developed an online engagement portal which can be used throughout the project, but also expect a thorough and comprehensive public engagement program. Following the background information review, an engagement strategy will be developed to gather additional information and input from the community.

- Develop level engagement strategy to identify methods and contacts to broadly engage all beneficiaries, stakeholders, staff, and leaders. Engagement strategy should specifically address opportunities for youth and elder engagement at each phase.
- Develop project site on Engagement HQ, Nunatsiavut's engagement portal to complete updates to the community and develop web-based surveys for community input. Regular updates to the public will also be made through this site including posting draft reports, engagement outcomes, and online surveys at each project phase.
- Identify background information needs and complete Strategic Interviews including meetings with service providers and other critical stakeholders (Hydro, Inuit Businesses, Gov NL, etc.)
- Meetings with local leadership including AngajukKât, staff, and council in each community.
- Meeting with NG Staff, list of participants to be confirmed at kick-off meeting.
- Engagement with Housing Commission on the outcomes and needs for the housing strategy.
- Records of all engagement meetings including minutes and collected information will be provided by the consultant.

### **2.2 Information Collection: Community Visits**

The initial site visit will be critical to the project. The site visit tasks include:

- Travel to all 5 Inuit communities, with one overnight minimum in each community. All travel will be scoped and planned by the consultant, and NG project team members will attend. This initial site visit will take place during fall 2023.
- Visit will include tours of the community, including visits and documentation of potential sites.
- The consultant will conduct initial meetings with ICG's including AngajukKât and Councils to understand community needs and aspirations.

## **Phase 3: Land Constraints and Preliminary Growth Strategy**

### **3.1 Constraints Mapping & Preliminary Growth Areas Identification**

Following the review of background information, a desired growth profile, and identification of community priorities and land constraints will be confirmed through mapping and community engagement. This will be built off new analysis as well as existing mapping and background information that has been completed which will be provided in order to:

- Determine several options for growth areas for each community and advise on limitations and benefits of each area.
- Develop GIS database to create land constraints mapping for each community in GIS showing items such as: existing land use zoning, wetlands, contamination, climate change hazards, areas with too high of slope, archaeology, protected areas, or other constraints to identify potential

areas for development in each community. NG has begun work collecting all GIS information available to provide a basis for this mapping.

- Once the land constraints map has been reviewed by community and NG, the consultant will support file transfer to integrate the constraints map into publicly available ESRI GIS database.

### **3.2 Community engagement on constraints mapping & Alternative Scenarios**

As per the approved engagement strategy developed in Task 2.1, engage through online surveys and in-person events in each community to gather input and feedback.

## **Phase 4: Draft Growth Strategy and Housing Strategy**

**4.1 Draft Growth Strategy & Community Growth Area Selection** The consultant will develop a draft 20-year growth strategy for all 5 communities. The growth strategy should include the following considerations:

- Background Information and Best Practice Review;
- Summary of feedback, vision, and growth principles based on outcomes of community engagement;
- Growth profile summary and growth targets;
- Constraints mapping including descriptions of each factor;
- Review land requirements for capital projects, quarries, waste management sites, and other uses at a high level identified in concurrent projects and discuss requirements with other consultants completing work in the region. Identify areas for growth and accommodation of all land requirements outlined;
- Provide growth areas for commercial for-profit development in each community;
- Provide overview, by community, of potential growth areas;
- Develop decision-making matrix for assessing which growth area is better in each community based on priorities, risks, probably costs, land constraints and technical feasibility; and
- Selection the preferred growth option for each community using engagement input and decision criteria in collaboration with the ICGs and NG.

This report will be provided as a draft for review and comments will be provided to the consulting team. A table of contents will be reviewed with NG prior to development of the report.

### **4.2 Draft Housing Strategy**

While housing will be a theme throughout all the work in this assignment, a separate document which considers and summarizes all housing and residential development-related issues, opportunities, and best practices will be developed by the consultant. The document should be a stand-alone document that is integrated with the larger growth strategy and include items such as:

- Summary of background information on housing need (based on existing documentation);
- Overview of existing housing and gaps in existing housing stock (based on existing documentation);
- Summary of community input on housing provided through community engagement, surveys, and interviews;
- Best Practice review including opportunities for design, administration and construction of housing;

- Housing Strategy including number of units, housing typology and distribution required amongst communities based on population projections. This should include a variety of housing types and sizes to meet the needs of different demographic groups, income levels, and household sizes;
- Community land use requirements coordinated with overall growth strategy; and
- Estimated phasing and costs by community of housing and land development to meet the growth profile; and
- Summary of opportunities, recommendations, and barriers to implementation.

#### **4.3 Community Engagement**

As per the approved engagement strategy developed in Task 2.1, engage through online surveys and in-person events in each community to gather input and feedback on the draft growth strategy and housing strategy.

#### **4.4 Finalize Growth and Housing Strategy**

Following community engagement, the draft housing and growth strategies will be revised and finalized before proceeding to the next phase. The consultant will provide all working files and documents at this interim phase for incorporation into NG's GIS database.

### **Phase 5: Concept Design for Selected Residential or Mixed-Use Development Areas**

#### **5.1 Concept Design**

Following confirmation of the growth strategy, the consultant will be responsible for providing comprehensive concept plans for one development area in each of the 5 communities, selected by the AngajukKat and council. These concept plans will form the basis for immediate developments and will be utilized for further detailed design, engineering and development in the short term. These concepts should consider the following:

- Site programming and capacity for each land use type within the development (ie. number and type of units, or land uses that can be supported)
- Site analysis, suitability, and assessment;
- Policy Review including review of zoning, by-laws, provincial and NG policy;
- Conceptual site layout and design within the proposed development areas including CAD maps of the proposed layouts, including 3D massing models of the designs;
- Infrastructure and utilities planning (water, sewer) including overview of required upgrades to existing systems;
- Traffic and transportation planning and concept including improvements to existing network;
- Sustainability and green building strategies;
- Northern Design Standards;
- Climate change and stormwater management considerations; and
- Cost Estimates of proposed developments.

#### **5.2: Regional Design Guidelines**

As part of this exercise, the consultants will develop draft design guidelines that can be adopted by ICG's and the Nunatsiavut Government for all future developments. These should address design principles, land use and zoning, architectural design, site planning and layout, landscape and open space, infrastructure and utilities, environmental considerations, lighting, signage, waste management, snow



clearing, traffic, fire protection, access and mobility, community facilities and amenities, and phasing and implementation.

## **Phase 6: Implementation Strategy and Phasing**

### **6.1 Develop Implementation and Phasing Plan**

Outline the recommended phasing of the development, providing guidance on the sequence of construction, infrastructure provision, and community amenities. This should also address the coordination of different development stages, policy requirements, funding, and the involvement of various stakeholders.

- Implementation and Phasing Plan for each community breaking down the step-by step projects and estimated rough order of magnitude budgets each year for the first 5 years, with higher-level direction for 10 years. Backup for costing will be required in this submission as an appendix.
- Identify required changes to policy, such as revisions or updates to municipal (ICG) land use plans, development and zoning regulations which will be addressed within a harmonized land use planning exercise in a future project phase.
- Provide recommendations on development process and infrastructure delivery to enhance the quality of construction and reduce timelines.

### **6.2 Final Presentation and Community Engagement**

Following the development of the draft reports, the consultants will give a presentation of all of the concepts and findings in person in each of the 5 communities in accordance with the agreed upon engagement strategy. The report will be circulated to plan stakeholders including ICGs and comments will be provided to the consultant.

The consultant will revise and finalize the report based on this feedback.

### **6.3 Revise Report and Submit Final Documents**

Following the presentation, consultants will finalize the report and submit to NG all documents including all working files, community engagement results, and drawings.

### **6.4 Ongoing Consulting Support**

Following completion of the scope of work we may seek to retain continued input from members of the consulting team to support ongoing work on the remaining Infrastructure Strategy. This will include the review of documents, drawings and input into the Infrastructure Strategy. Teams should provide a table of hourly rates for team members within their proposal submission. These rates will stand for four years following project completion for work and input to the infrastructure planning team on an as-needed basis to contribute to Infrastructure Strategy and for review of documents as a subject matter expert in the planning team.

# Requirements of Submission

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Specific requirements outlined below do not constitute the final terms of an agreement or an engagement. A formal written agreement between the two parties will determine the ultimate terms.

## Proposal Submission (Format & Response Guidelines)

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To allow the NG the ability to conduct a thorough and timely evaluation, Proposals should be presented in a clear and concise manner. Failure to present information in the format that is requested may be to the proponent’s disadvantage.

It is suggested that the following format and sequence be followed to provide consistency in proponent response and to ensure each Proposal receives full consideration.

**1. Proposal Cover & Table of Contents**

**2. Executive Summary**

Responses shall include a summary of no more than one (1) page on the information presented in the Proposal and the proponent’s unique qualifications and services.

**3. Corporate Profiles & Relevant Qualifications of Project Delivery Team (past relevant experience)**

Provide an overview of the company including number of years in business and description as well as a short summary of team members and qualifications. Consultants and all team members must state their professional qualifications and certifications. Project teams will be led by a licensed senior planner with 10+ years of experience, supported by relevant disciplines (civil engineering, architecture, etc). Team resumes will be provided in Appendix B.

Project experience should include at minimum 5 examples of relevant projects. Project experience should include a project description, discussion of project challenges and approaches, project budget, photos of the projects, client references, list of key personnel and include links to any publicly available examples where possible.

**4. Project Approach and Workplan**

Outline key considerations for the project to help create a successful project that incorporates Inuit culture, needs of the planned residents, best practice, and any other

considerations that the proponent feels should be considered. This should include a summary of the tasks and approaches of the consulting team in accordance with the scope of work outlined above.

**Innovation:** We welcome teams sharing additional items or supporting work that would be additional services to enhance the work including training, further research, analysis, mapping, and other innovation. These should be outlined within the proposal as additional tasks with corresponding budgets and may be selected to be added to the project scope by NG upon project award.

## 5. Project Delivery Plan and Schedule

The proponent should clearly indicate and illustrate, as necessary, the schedule outlining important dates and milestones. This should detail each phase, specific tasks and critical milestones. This following is a list of proposed timelines for each project phase:

Phase 1: Complete by December 2023

Phase 2: Complete by March 2024

Phase 3: Complete by July 2024

Phase 4: Complete by October 2024

Phase 5: Complete by March 2025

Phase 6: Complete by July 2025

## 6. Detailed Project Budget – Fixed Fees and Expenses

All fees and expenses are to be included in the breakdown of fees. Proponents must provide a detailed fee breakdown by team member with hourly rates indicated. Proponents should budget for three trips to the land claim area with time spent in each of the 5 communities.

The total maximum upset budget is **\$450,000.00 +HST**.

## 7. Mandatory Attachments to be Submitted with Proposal:

**Appendix A:** Inuit Content Form

**Appendix B:** Team Resumes

# Evaluation Criteria for Proposals

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The NG will evaluate each Proposal received in response to this RFP on the principle of value for money by using the following criteria. Points awarded will be confidential and no details will be released to any of the proponents.

### a. 30% Corporate Experience:

- Experience and qualifications of the firm in undertaking similar projects including all aspects of the work scope.

- Relevant project experience with community planning in remote, Inuit, and northern settings.
  - Skills and qualifications of key personnel.
  - Demonstrated community engagement strategies.
- b. 25% Project Workplan and Approach**
- Clarity and feasibility of the project plan and timeline.
  - Understanding of the tasks, deliverables, and overall project approach.
  - Understanding of the unique needs and cultural sensitivities of the Northern Inuit community.
  - Innovation and Best Practice
- c. 10 % Project Schedule**, and Availability to Complete Work and Critical Milestones
- d. 20% Fees and Expenses** Cost Effectiveness and Value for Money
- e. 5% References**, including the contact information of former clients.
- f. 10% Inuit Culture Incorporation** and Plan to Incorporate Beneficiaries of the Labrador Inuit Land Claim Agreement & Inuit businesses into the Project, including the Inuit Content Scoresheet

The *Procurement Act* will be used to determine the preferred supplier and Inuit Content Factor of the submissions. **It is the responsibility of proponents to show, in their Proposal, a calculation of the Inuit Content Factor for the proponent and must include a completed copy of the Inuit Content Scoresheet as shown in the Appendix 2.**

The NG reserves the right to discuss any and/or all Proposals and to request additional information from the proponents.

The NG may not accept the lowest-cost or any Proposal and the NG reserves the right to cancel this RFP. Any Proposal that is accepted may be accepted in whole or in part.

## Instructions to Proponents

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Please note that this Request for Proposals (RFP) also consists of the following documents:

- Appendix 1: *Procurement Act*;
- Appendix 2: Inuit Content Factor Scoresheet.

### *Enquiries*

All enquiries regarding this Request for Proposals (RFP) must be made in writing by email and addressed to:

Attn: Colin Gilbride- Director of Infrastructure

Re: **NUNATSIAVUT GROWTH, LAND DEVELOPMENT AND HOUSING STRATEGY**  
Telephone: 709-923-2007  
Mail: P.O. Box 92, Makkovik, NL A0P 1J0  
Email: [colin.gilbride@nunatsiavut.com](mailto:colin.gilbride@nunatsiavut.com) (cc [infra.ngprocurement@nunatsiavut.com](mailto:infra.ngprocurement@nunatsiavut.com))

Such enquiries should be delivered on or before **October 6, 2023** so that questions and answers can be sent to all proponents as an addendum. Information given by word of mouth will not be valid or enforceable.

#### *Addenda*

If deemed necessary by the NG, responses to any questions and/or any additional information will be issued by the NG in the form of an addendum, which shall form part of this RFP.

Any addenda issued to this RFP will be posted through the Project MERX page. It is the responsibility of the proponent to ensure that it has received any addenda issued prior to the Proposal submission date. Upon submitting a Proposal, a proponent will be deemed to have received notice of all addenda that have been issued.

#### *Address for Submissions*

To be considered, electronic copies of Proposals should be submitted through the Project MERX solicitation advertisement and/or sent to Colin Gilbride – Director of Infrastructure at [colin.gilbride@nunatsiavut.com](mailto:colin.gilbride@nunatsiavut.com) (cc [infra.ngprocurement@nunatsiavut.com](mailto:infra.ngprocurement@nunatsiavut.com)) with the subject line **PROPOSAL SUBMITTAL: NUNATSIAVUT GROWTH, LAND DEVELOPMENT AND HOUSING STRATEGY**

#### *Submission Deadline*

Proposals must be received on or before 4:00 p.m. (ADT) on **October 13, 2023** (the “Closing Date”). **PROPOSALS RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.**

Proposals must be submitted in English or Inuktitut. Proposals will be opened at the NG offices in Makkovik.

#### *Acceptance of Proposal*

Proposals will be considered to be open for acceptance by the NG for at least ninety (90) days following the Closing Date and the proponent may not withdraw their Proposal during that time.

Once an award is made, the successful proponent will be held to its Proposal as of the Closing Date even if the proponent later alleges a mistake was made in the Proposal.

If a proponent discovers that it has made an error in its Proposal, the proponent may (1) forward a correction notice to the Nunatsiavut Government at the address identified in this RFP

or (2) withdraw its Proposal, but the correction or withdrawal must be received before the Closing Date.

Before an award is made, if it appears that there is an error in a Proposal, the Nunatsiavut Government may, in its sole discretion, communicate with the proponent to ascertain if the proponent wishes to honour the Proposal or withdraw the Proposal. If the proponent withdraws its Proposal, the Proposal will not be considered further.

The Nunatsiavut Government reserves the right to award this contract in part or in full, on the basis of Proposals received unless a proponent specifies that its Proposal is valid only for the complete order.

The Nunatsiavut Government may not accept the lowest or any Proposal.

## General Conditions

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### *Governing Law*

The laws of the Province of Newfoundland and Labrador and Nunatsiavut govern this RFP and any subsequent contract that may arise as a result of this RFP.

### *Cost of Proposal*

Preparation and submission of a Proposal in response to this RFP is voluntary and any costs associated with Proposal preparation, submission, meetings, negotiations or discussions with the NG must be borne by the proponent submitting the Proposal.

### *No Claim*

The NG will not be liable to any proponent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the proponent in preparing and submitting a Proposal, or participating in negotiations for a contract, or other activity related to or arising out of this RFP. Except as expressly and specifically permitted in this RFP, no proponent shall have any claim for any compensation of any kind whatsoever as a result of participating in this RFP and by submitting a Proposal each proponent shall be deemed to have agreed that it has no claim.

### *Proponent's Qualifications*

In submitting a Proposal, the proponent acknowledges and agrees that it has read, understood and agrees to all terms and conditions described in the RFP and that it has the necessary experience, skills and ability to effectively provide the services.

### *Withdrawal*

Proponents may withdraw their Proposal at any time prior subject to the Acceptance of Proposal requirements (90 days after closing).

### *No Binding Contract*

The NG may, after reviewing the Proposals received, enter into discussions with one or more of the proponents, without such discussion in any way creating a binding contract between the NG and any proponent. There will be no binding agreement between any proponent and the NG until a formal contract with negotiated terms has been signed by both the NG and a proponent.

### *Solicitation of NG Staff and Assembly Members*

Prior to the Closing Date, proponents should not establish contact with employees or agents of the NG (including the Nunatsiavut Assembly) regarding this RFP, other than the representative(s) identified without that representative's permission.

Failure to abide by this requirement could be grounds for rejection of the proponent's Proposal.

### *Confidentiality*

Any information acquired about the NG by a proponent during this process must not be disclosed unless authorized by the NG, and this obligation survives the termination of the RFP process.

### *Conflict of Interest*

By submitting a Proposal, the proponent declares that it has no pecuniary interest in the business of any third party that would cause a conflict of interest or be seen to cause a conflict of interest in carrying out the services.

### *Modification of Terms*

NG reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time prior to entering into a contract with the successful proponent.

### *Ownership of Proposals and Freedom of Information*

All documents submitted to the NG will become the property of the NG. They will be received and held in confidence by the NG. All outcomes of this project will be made publicly available on a public infrastructure planning webpage linked to the Nunatsiavut Government page. NG will be the owners of all materials, models, files, and documents developed during this project. Upon final completion, all information and project files (including GIS, CAD, excel files, and working files) will be packaged by the consultant and transferred to NG at project closeout.

### *Release of Information*

#### **At Proposal Opening:**

Only the names of the bidders will be released.

#### **After Proposal Opening:**

No further information will be released until after the contract is awarded.

#### **After contract is awarded:**

All proponents will be advised of the NG's final decision regarding their respective Proposals.

On request, the NG will provide an unsuccessful proponent with the reasons that its Proposal was not successful. No other information will be released.



## *Appendix 1-* Nunatsiavut Procurement Act

Will be attached to this document and can also be found on the Nunatsiavut Government website at: <https://www.nunatsiavut.com/government/government-legislation/>

By searching: ***IL 2011-04 Procurement Act***

## Appendix 2- Inuit Content Scoresheet

*Nunatsiavut Inuit Content Factor Calculation (section 17 Nunatsiavut Procurement Act)*

<p>a) A maximum of 20 points related to the percentage of Inuit ownership of the supplier calculated as <b>0.5 points per 1% of Inuit participation in excess of 50%</b> of the ownership and control of the supplier with 0 points being awarded to a supplier that is not at least 50% owned and controlled by Inuit or Inuit Businesses.</p>	/20
<p>b) A maximum of 10 points related to the physical location of the head office and operating offices of the supplier where <b>10 points is awarded to a supplier having both its head office and principal operating office in an Inuit Community</b> and <b>6 points is awarded to a company having an operating or a head office in an Inuit Community</b> and <b>4 points is awarded for a head office or operating office elsewhere in Labrador.</b></p>	/10
<p>c) A maximum of 10 points related to training for Inuit calculated as <b>0.1 point per 1% of all training money spent by the supplier on the training of Inuit.</b></p>	/10
<p>d) A maximum of 20 points related to the percentage of the supplier's employees who are Inuit calculated as <b>0.2 points per 1% of employees who are Inuit.</b></p>	/20
<p>e) A maximum of 10 points related to the proportion of wages paid to Inuit by the supplier calculated as <b>0.1 point per 1% of payroll paid to Inuit.</b></p>	/10
<p>f) a maximum of 10 points related to the percentage of goods and services purchased by the supplier from Inuit Businesses in relation to the procurement calculated as 0.1 point per 15 of the value of all purchases obtained from Inuit.</p>	/10
<p>g) A maximum of 10 points related to the commitment by the supplier to utilize Inuit Businesses as sub-contractors calculated as <b>0.1 point per 1% of the value of all sub-contracts awarded to Inuit Businesses.</b></p>	/10
<p><b>Total (out of possible 90)</b></p>	<b>/90</b>