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Kingsclear First Nation
Request for Proposals RFP 2018-2019-01

Issue Date: March 1, 2018
Proposal Due Date: April 1, 2018

Kingsclear First Nation Economic Development

Purpose:

The overall objective of the Taylor Petroleum feasibility study, business case and infrastructure assessment is to establish a comprehensive argument, complete with qualitative and quantitative information critical to a decision process in the timing of the future development opportunities for the proposal development of Taylor Petroleum.

Kingsclear First Nation is executing this project to provide recommendations for the potential development of the Taylor Petroleum, a 1.6 acres parcel of land.

As Fredericton Municipality and New Brunswick economy continues to grow, we believe that Kingsclear First Nation and the Taylor Petroleum is strategically located and will benefit. Kingsclear First Nation must be ready to present a strong case for development. To ensure we are able to serve and market both existing businesses, and potential organizations wishing to partner with Kingsclear First Nation. There is a need to ensure valid information regarding markets, trends, infrastructure, taxes, employment statistics, etc. is available to Kingsclear First Nation.

Background:

On February 28, 2017, Kingsclear First Nation signed a Fuel Supply and Financial Agreement with Taylor Petroleum. Kingsclear First Nation has the first right of refusal to potentially purchase of land, a 1.6 acres and identified by PID #75444224 to develop a new retail gas location off of TransCanada 2.

Kingsclear First Nation is gearing up to start the process on developing their Economic Development Plan with community member input. One of the projects to present to community is a potential expansion of a new retail gas station along the new highway.

Currently, the parcel of land has not had any studies to benefit Kingsclear First Nation case on potential development.

Scope of Work:

The feasibility study, business case and an infrastructure assessment will need to be conducted to develop a case for the Taylor Petroleum land. This will help identify the barriers that must be addressed in order to successfully carryout the development. At the inclusion of this consultancy Kingsclear First Nation, it's Chief and Council, and its administration will have clear set of perimeters to help them achieve a competitive advantage for the future.

The significance of the project and its value will be determined by reviewing the anticipated impact of the project on the community as a whole. The impact assessment should include physical, economic, and attitudinal changes anticipated. Please comment on the number of jobs to be created and economic spin-offs, etc.

Moving forward, Kingsclear First Nation needs to be creative and well informed when pursuing development opportunities. These works will identify competitive factors that Kingsclear First Nation can use to create substantial future economic benefits for the Kingsclear First Nation community.

Process:

The following list below is the core objectives of the project for the feasibility study section:

- Provide a set of tools to assist in developing strategies for the development of the Taylor Petroleum Land, thereby determining market conditions based on qualitative and quantitative information including available community resources, capabilities and strategies to determine the positive and negative discussions around development
- Assesses policies, such as the appropriate public/private sector mix, fiscal incentives (tax credits, subsidies, etc), legal or other arrangements currently in place to support current or new business development
- Identify key business trends, topics and issues related to this region to support current or new business development to factor in on potential affects of business location decisions
- Determine a viable financial impact to Kingsclear First Nation of considering the timing of the development on the Taylor Petroleum land for potential commercial land development. Include the costs and benefits to development
- Provide a framework to assist in decisions on the timing
- Produce a site plan for proposed development

The overall scope of work with respects to the infrastructure assessment:

- Assess and provide a report on current infrastructure and capacity ability
- Develop and propose a new infrastructure design, keeping in mind the current infrastructure, industry standards and trends, and potential business requirements.

Project Activities:

1. Meet with Kingsclear First Nation Chief and Council, Indigenous and Northern Affairs Canada (INAC), the Province of New Brunswick and Fredericton Municipality, and community leaders/
2. Research, identify and catalogue current business resource links
3. Establish strategies and their marketing implications through a risk analysis of proposed business model
4. Conduct an opportunity analysis
5. Conduct industry/retail gas station analysis to determine potential market attractiveness and potential competitive advantage
6. Measure market opportunities, via forecasting and market research
7. Develop a site plan/artistic rendering
8. Recommendation regarding immediate commercial development opportunities

9. Work plan outlining the recommended next steps

Deliverables:

This project will have a series of deliverables. The following are considered the minimum deliverables:

- Work Plan
- Progress Reports
- Meeting with Kingsclear First Nation Chief and Council
- Draft and Final Report
- Master copy of findings
- Site Plan/artistic renderings
- Publication Reports

Proposal Requirements:

Proposals submitted for consideration of this work must include:

1. Key activities and methods that will support the deliverables
2. Detailed budget and proposal payment scheduled
3. Work Plan, milestones, and associated timeframes
4. Consultant(s) qualifications and roles of each consultant along with associated fees
5. Work experience attached

General Requirements:

- The Consultant(s) shall be responsible for the quality of work performed, the associated costs and the scheduling and performance of sub-contractors
- The Consultant(s) shall expect the need and timing for additional meetings by Kingsclear First Nation. Furthermore, the consultant will be expected to be in regular communication with Kingsclear First Nation throughout the duration of the project.
- No change in the final terms of reference or in the personnel specified in the consultant's accepted proposal will be permitted without prior written authorization by the Planning Committee

Project Timelines:

The anticipated timeline for the project is as follows:

- Call for proposals issued:
- Proposals received:
- Anticipated award of contract:
- Project Start Date:
- Project End Date:

Submission of Proposals:

Proposals shall be submitted via email in Portable Document Format (PDF) and sent to:

Nathan Sack
Director of Operations

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Kingsclear First Nation, NB
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nathansack@kingsclear.ca

Please note that this Request For Proposals is being released in anticipation of approved funding. No award will be made until such time as funding is approved, likely in May 2018. All proposals must remain valid until such time of funding approval.

Kingsclear First Nation will not necessarily accept the most economical or any of the quotes received and its reserved the right to accept or reject any or all quotes received, and can extend, amend, modify or withdraw without notice, at the sole discretion of the Band. Kingsclear First Nation is not responsible for any and all expenses associated with proposal and quote development.