

Request for Proposals

Feasibility Study & Planning
for an
All-Season Road



**KASABONIKA LAKE FIRST NATION
P.O. BOX 124
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www.kasabonikalakefirstnation.com

INTRODUCTION:

KASABONIKA LAKE FIRST NATION (KLFN) is requesting professional Consultant Engineering proposals for a Feasibility Study analyzing the impacts and feasibility of an All-Season Road between Kasabonika Lake First Nation (Kasabonika, ON) and Nibinamik First Nation (aka Summer Beaver, ON). An All-Season Road will improve the flow of goods, such as petroleum products and construction materials, create new trade and service opportunities, improve community connectivity and make travel safer for community members, as well as to increase access to Kasabonika Lake First Nation for future development opportunities that arise from the development of the *RING OF FIRE* geological discoveries located approximately 100 kilometers to the southeast.

All work will be in accordance with the following general requirements and attached Scope of Work.

Submissions should include, but not necessarily be limited to the following:

1. A detailed work plan of the approach and timing for completion of the Feasibility Study. This may include any innovative ideas that the respondent may have with respect to structuring the work to achieve the desired outcomes in an efficient manner. Any optional components should be clearly identified.
2. A detailed estimate of the cost for completion of the Feasibility Study as well as for each phase and optional components of the project. A schedule of fees charged by the respondent including job rates for each member of the consulting team who will be working on the project must be included. Maximum costs for travel and incidentals must be clearly specified and will form part of the total maximum cost quoted for the project.
3. Detailed information on the names, qualifications, and experience of consultants to be assigned to each phase of this project and an estimate of the amount of time each consultant will devote to each phase of the project.
4. For each component of the project, an itemization of the work that FN staff will be required to perform in order to support the work of the consultant and allowances for direct services that may be required by the consultant at the local level.
5. A brief description of your firm, legal name, location, clients, history, projects, and staff.

6. A payment schedule based on progress payments with an acknowledgement that fees for travel or incidentals will be billed based on actual costs as documented by the submission of actual receipts.
7. Information on your firm's experience in similar projects, including 3 client references, preferably for similar types of projects.
8. Any other supporting information you may wish to include with your submission.
9. The consultant(s) will be required to maintain strict confidentiality provisions and secrecy of information, documentation, and all other materials.

PROJECT SCOPE OF WORK DETAILS:

Feasibility study of a proposed 125-kilometer All-Season Road that would connect the communities of Kasabonika Lake First Nation and Nibinamik First Nation. The proposed road would be constructed in remote, previously undeveloped areas of Northern Ontario.

Project Outline:

The following major tasks are envisioned before the project could proceed to environmental assessment and construction:

- Research road studies and relevant community studies;
- Provide most feasible alignment;
- Community engagement;
- Provide socio-economic impacts to communities;
- Identify water crossings and other permitting requirements;

GENERAL BACKGROUND of KASABONIKA LAKE FIRST NATION:

KLFN is a remote, fly-in access First Nation Oji-Cree community of approximately 950 members situated on an island on Kasabonika Lake of the Asheweig River watershed of Northwestern Ontario located 460 kms north east of Sioux Lookout, Ontario at longitude 88-1/2 degrees latitude 53-1/2.

- A community profile is available at www.kasabonikafirstnation.com and at www.asheweigriver.com.

A 1,100m gravel air strip is operated and maintained by MTO and accommodates daily scheduled passenger service between Sioux Lookout and Thunder Bay by Wasaya Air.

A winter road is constructed annually in the late winter months for access by members using personal vehicles and for the mobilization of large volumes of fuels and bulk goods. The duration of the winter road is typically 4-6 weeks from February to March - subject to weather.

Kasabonika Lake First Nation is a progressive remote First Nation community that continually strives to improve life for its' 1200 members by taking charge of seeking solutions that address challenges and remoteness factors they face by way of location, poverty, distance to markets, limited capital equity, socioeconomic conditions, and other such determinants of success.

Mineral Exploration: Mineral Exploration firms have been active in Kasabonika traditional lands around the eastern side towards the border with Webequie First Nation traditional lands.

In addition, the community began their own Kasabonika Minerals Corporation (a wholly-owned subsidiary of Kasabonika Community Development Corporation) too hold staked mineral claims registered to Kasabonika with Ontario. Kasabonika has an active Minerals Program which encompasses staking claims, flying airborne AEM survey, conducting ground geophysics and geochemistry, and sampling/assaying. A Staking & Drilling Program conducted by De Beers Canada Inc began their journey into Mineral Exploration in the early 2000s.

Tourism & Hospitality: Kasabonika launched the Asheweig River Camps business with 1 Outpost Camp at Straight Lake in 2005, and which ran with guests from the American Mid-west until 2008 facilitated by a partnership between the Northern Ontario Native Tourism Association and Wasaya Air. NONTA is now defunct and the Camp business lies dormant.

Energy & Electrification: Having previously been on electrical load restrictions since 2008 which stunted infrastructure growth, Kasabonika has completed their Diesel Upgrade project in 2015 with Hydro One Remote Communities Inc.

Kasabonika collaborated with the University of Waterloo on a research & development project to consider a hybrid system that incorporates Wind, Solar, with the Diesel Generators and storage solutions but no action arose.

Previous site examinations for small waterpower generation revealed that the closer sites to the community were non-feasible while the only technically feasible site was located approximately 25 miles away which rendered that project non-economic due to transmission distances.

CORPORATE STRUCTURES:

- ***Wechimachida Construction Services LP***: set up in 2016 to Joint Venture with Penn-Co Construction Canada to undertake the construction and renovation of the Nursing Station Facility in 2017.

- ***Kasabonika Lake First Nation Resources LP/Kasabonika Resources Corporation (GP)***: set up in 2011 to consider mineral exploration joint ventures/partnerships with external companies to attract investment into the area and create jobs. There are 2 Exploration Agreements in place with including the issuance of shares and warrants to the LP from industry.

- ***Kasabonika Minerals Corporation***: set up around 2008 as a holding company for staked mineral claims of Kasabonika to pursue options agreements and joint ventures through ownership in mineral rights. This corporation is wholly owned by the Kasabonika Community Development Corporation (a not-for-profit).

- ***PetroKas Ltd.***: set up in the 1990s to own and operate Bulk Fuel Tank Farm and local retail sales of gasoline, AvGas, diesel fuel, and lubricants to the community members, the First Nation, and to Hydro One Remotes diesel plant. The fuel operations are managed through the Kasabonika Community Development Corporation. A full-service garage once operated but is now defunct - only gas sales and lubricants are operated in the facility now.

- ***Kasabonika Community Development Corporation***: set up around 1986 to pursue economic development and business development initiatives for the people of Kasabonika. It operates with an advisory Board appointed by Chief & Council with a Manager/Administrator. The core funds for KCDC have come from the economic development allocation from AANDC/INAC each year and are expected to leverage other investments and administration fees:

1. Asheweig River Camps: managed and operated through KCDC with 1 Outpost Camp at Straight Lake under Land Use Permit held by the First Nation. Non-operational since 2008.
2. Northern Store Building: leased by the North West Company to operate a Northern Store for 10 years. The former Maki Store Building burnt in April 2010, so NWCo has operated out of the Community Centre under a temporary lease. KCDC collects the lease revenues.
3. Northern Store Duplex: just completed construction of a 2-unit 1,200 sq.ft (each) residential 3-bedroom duplex for lease to the North West Company as manager's residences. KCDC collects the lease revenues.

4. Tikinagan Office Building: construction is complete and leased by Tikinagan Child & Family Services. KCDC will collect the lease revenues from the new facility.
5. Old Hotel: now used as a detox and treatment center.
6. New Hotel: a 4-Plex (2-bedroom apartments) has been operating for about 5 years as a longer-term accommodations facility through the First Nation Administration and O&M departments. This operation needs review and could become more business-oriented as it does not accept credit cards or debit cards. Management may also be struck through the corporate structures and moved away from the Band programs. Currently, NAPS occupies 1 unit; the Financial Controller and Projects Manager occupy 1 unit; Tikinagan leases 1 unit; while the final unit is rented to construction companies, visitors, or Tikinagan.
7. Maki Store: Kasabonika ran its' own Community Store up to about 1990 at which time it went under due to a host of challenges that could not be met: credit & collections, cash flow, inventory control, cost structure, etc. At that time, the North West Company was invited in to operate a Northern Store.
8. Small Business Center: began operations in 2015 with a 10-bedroom Business Motel, a 14-bed Contractor's Bunkhouse & private Dining Hall, and a Community Restaurant. This facility was created by renovating and upgrading the former Community Center that was underutilized at a time when electrical load restrictions were in place but the facilities were needed in order to house Contractor crews to undertake major projects: Diesel Upgrade (completed in 2015), New Sewage Lagoon (completed in 2016), and now Nursing Station Expansion & Renovation (2017-18 Construction Phase).

KLFN also receives program support and services through a tribal council affiliation with Shibogama First Nations Council: www.shibogama.on.ca.

PLANS & STUDIES:

1. RetScreen PV Feasibility Assessment/Energy Analysis, Enermodal, June 2012
2. Report on Small Waterpower Development, David Boileau, Sept. 2008
3. Small Hydro Project at Site C, RetScreen Study, GPCo, Dec. 2007
4. Small Hydro Project at Site E, RetScreen Study, GPCo, Dec. 2007
5. 2006 Energy Baseline Study, Pembina Institute, March 2007
6. Kasabonika KWH Sold Data 2006, HORCI, Feb. 2007
7. Wind Power Project, RetScreen Study, GPCo, May 2006

8. Small Hydro Project, Retscreen Study, GPCo, May 2006
9. Report on Employment, Education & Training Readiness, J. Cosgrove, April 2006
10. Shibogama Lake Outpost Camp Business Plan, M. Diabo, Feb. 2005
11. KLFN Exploration Company Business Plan, R. Trudeau, Sept. 2004
12. Asheweig River Camps Business Plan, M. Diabo, June 2004
13. PetroKas Business Plan, R. Trudeau, Jan. 2004
14. Proposal to Build KCDC Capacity, Oct. 2003
15. Kasabonika Community Tourism Corporation Business Plan, Aug. 2003
16. Kasabonika Lake First Nation CED Plan, R. Trudeau, Nov. 2002
17. KLFN North West Co Lease Review, R. Trudeau, March 2002
18. Community Capital Planning Study Update, Keewatin Aski, January 2002
19. KCDC Mineral Support Business Plan 2002 to 2004, Jan. 2002
20. KLFN Exploration & Mining Activity Program, Oct. 2001
21. KCDC Organizational Framework and Corporate Dev. Strategy
22. Kasabonika Hydro Report (excerpt), Ontario Hydro, 1979.

FEASIBILITY STUDY Project Key Responsibilities:

- Working under the direction of, and reporting directly to, a First Nation Project Team led by the Kasabonika Lake First Nation but also includes representative from Nibinamik First Nation and Wawakapewin First Nation;
- Providing strong planning leadership based on demonstrated experience ;
- Leading and facilitating planning sessions, meetings, and groups to provide their input into the project;
- Conduct review of relevant key business documents, agreements, and plans; which may include relevant studies and reports from Nibinamik First Nation and Wawakapewin First Nation directly tied to All-Season Roads;
- Conduct consultations of community membership in Kasabonika in an open community in-person format and by way of other media for Nibinamik First nation and Wawakapewin First Nation;
- Preparing draft versions of the project reports, maps, diagrams, minutes, and other relevant evidentiary documentation;
- Presenting and reviewing all reports and key documentation the First nation Project Team;
- Preparing the final version of the project reports, maps, diagrams, minutes, and other relevant evidentiary documentation;
- Presenting the final versions of reports and documentation including recommendations for next steps of the project based on consultations and key findings of technical analyses.

In meeting its responsibilities, the Consultant will:

- Demonstrate abilities in stimulating innovative and visionary thinking, and translate this into concrete planning;
- Ensure input and engagement of First Nation Project Team members, Chiefs & Councils involved, Key First Nation staff, Community Members, Elders, Youth, and Women.
- Follow direction and guidance from the Project Manager/Consultant contracted by the Kasabonika Lake First Nation: **CE Strategies – Brent Forsyth, Senior Partner.**
- Provide adequate records, copies, and all other project documentation needed to conduct project business and in both hard copy and digital format for the Owner – Kasabonika Lake First Nation.

Project Timelines:

The Consultant is expected to adhere to the key timelines outlined here in order for the project to remain compliant with project terms and conditions of funding agencies. Proposals must outline a schedule that fits within these timeframes and identifies key milestones and dates.

- **RFP responses received and contract awarded by August 18 2017.**
- **Study commencement and completion between August 16, 2017 and October 15, 2017.**
- **Final Report dated and issued NO LATER THAN October 30, 2017.**

Project Reporting Structure:

The Consultant will work in close consultation with a First Nation Project Team composed of representation of the following groups:

- KASABONIKA LAKE FIRST NATION;
- NIBINAMIK FIRST NATION;
- WAWAKAPEWIN FIRST NATION
- PROJECT MANAGER/CONSULTANT: CE STRATEGIES.

Key Deliverables:

1. Draft Feasibility Study Report and presentation (maps, diagrams, minutes, other);
2. Final Feasibility Study Report and presentation;
3. Community Consultations;

4. Permitting Requirements

Report Deliverables

Draft and Final reports and presentations require a minimum of ten (10) copies for distribution in digital format and hard copy to KLFN and to reproduce as necessary and copyright. All documents, reports, PowerPoint presentations or other materials will receive approval from KLFN representatives prior to publication as final.

Reports will be 8.5 x 11 inches in format and provided in hard and electronic copies (Microsoft Word and Excel and Adobe Acrobat file formats). All relevant drawings and sketches will be reduced to 8.5 x 11 inches and bound as part of the final report. Maps and drawings that would lose detail in reduction will be folded and placed in pockets and bound within the report. The report and all information gathered by the Consultant will be the property of KLFN and will not be used without its prior written authorization. All original photographs, maps and reports will be turned over to KLFN.

This entire project will be subject to a Confidentiality Agreement between the Consultant and KLFN.

Consultant must indicate the number of weeks from commencement of project for each task/activity as outlined above. In addition, preferred method of meeting required (teleconference, videoconference, or in-person) must be indicated and included in cost estimates.

Consulting Responsibilities

The general responsibilities of the Consultant will be:

- a) To provide complete and comprehensive professional services in the specialty fields required for the execution of the work.
- b) To carry out the work in accordance with the accepted schedule and budget, as presented in the Consultant's proposal.

Proposal Submission Requirements:

The Consultant will provide the following basic information in their submission:

Consultant Qualifications

Qualifications of the Consultant to undertake the Project based on experience on similar projects. The Consultant will include a list of clients and a brief description of the work undertaken for each client that would be relevant to this Project.

Methodology

The Consultant will provide a detailed outline of the proposed methodology for conducting the study in the submission.

Provision of Staff

The names, contact information and resumes of all persons to be employed for the execution of the Project will be included in the Consultant's proposal. A description of the work to be undertaken by each individual will also be included. The member of the firm designated as the main person responsible for the Study will be an important element in the evaluation of the proposal by KLFN. The Consultant will notify KLFN immediately of any change in staff involved in the project prior to the change taking place.

Time Limit and Work Schedule

Included in the Consultant's proposal will be a detailed time and activity schedule based on the requirements outlined in this Request for Proposals.

Budget

The Consultant will include a cost estimate based on specifications including all consulting fees, disbursements, and expenses such as travel and incidentals necessary to complete this project and meet the requirements as set out in the RFP. The Consultant will include hourly and/or daily rates and per diems for all assigned staff and any relevant policy regarding overtime work undertaken by the Consultant, if applicable.

The Consultant will include a proposed payment schedule and terms including the period for which the price is valid (not less than 120 days from the closing date of the RFP). The payment schedule will include a holdback of not less than 10% of the total project cost to be paid to the Consultant upon approval of the final report.

Media Relations

A Consultant may not at any time directly or indirectly communicate with the media in relation to this RFP or any contract awarded pursuant to this RFP.

Confidentiality

All information provided by or obtained from KLFN in any form in connection with this RFP either before or after the issuance of this RFP is the sole property of KLFN and must be treated as confidential and is not be used for any other purpose other than replying to this RFP and the performance of any subsequent Contract. A Confidentiality Agreement will be required as a condition of contract award.

Conflict of Interest

In addition to the information and representations made by each proponent in their proposals, each proponent must immediately declare whether it has an actual or potential Conflict of Interest and must not engage in any Conflict of Interest communications.

Reserved Rights of Kasabonika Lake First Nation

KLFN reserves the right to:

- a) verify with any proponent or with a third party any information set out in a proposal,
- b) check references other than those provided by any proponent,
- c) disqualify any proponent whose proposal contains misrepresentations or any other inaccurate or misleading information,
- d) disqualify any proponent or the proposal of any proponent who has engaged in conduct prohibited by this RFP,
- e) cancel the RFP process at any stage,
- f) cancel this RFP process at any stage and issue a new RFP for the same or similar deliverables.
- g) KLFN shall not be liable for any expenses, costs, losses, or any direct or indirect damages incurred or suffered by any proponent or any third party resulting from KLFN exercising any of its reserved rights or implied rights under this RFP. The proponent shall bear all costs associated with or incurred in the preparation and presentation of its proposal,
- h) All bidders accept that information and materials supplied by KLFN during this RFP shall remain the property of KLFN and are to be held in strictest confidence and returned to KLFN upon submission of a bid.

FN Project Team Proposal Evaluation:

The following criteria will form the basis of the evaluation of proposals submitted:

- a) Proposal quality and compliance with the Request for Proposals;
- b) Quality and experience of the proposed team assigned to the project;
- c) Qualifications and experience based on similar work;
- d) Proposed schedule and date of completion;
- e) Proposed methodology, including the degree to which the process is streamlined to minimize disruption or adverse impacts to daily operations in the business units;
- f) Proposed fees, disbursements and cost control;
- g) Total proposed budget.

KLFN will use all of the above criteria to select the successful Consultant, meaning that the lowest bid will not necessarily be the first or most important consideration.

Submission of Responses to RFP:

Clarifications and requests for additional information must be addressed by email to ***Brent Forsyth, Senior Partner, CE Strategies.***

The proposal submission must be received by e-mail no later than **14 Aug 2017 at 5:00 pm (EST) as follows:**

ADDRESSED TO:

Chief & Council

Kasabonika Lake First Nation
P.O. Box 124
Kasabonika, ON. P0V 1Y0.

DELIVERED TO:

Attention: **Brent Forsyth, Senior Partner**
CE Strategies
8A Cumberland St. N., Unit 203
Thunder Bay, ON. P7A 4K8
Tel: **(807) 707-2245**
Fax: (807) 285-0275
E-Mail: **brent@cestrategies.ca**

Please confirm receipt of your submission after sending it.