

Request for Proposals- Dehcho Land Use Planning Revisions

The Dehcho Land Use Planning Committee is currently seeking consultants/ firms to provide Land Use Planning services on an 'as and when' needed basis.

Background and Overview

The Dehcho Land Use Planning Committee, ("the Committee"), was formally established in February 2002 under the authority of the Dehcho First Nations Interim Measures Agreement (IMA). The purpose of the Committee is to develop a land use plan for the Dehcho territory for lands outside the existing municipal boundaries and the Nahanni National Park Reserve. In February 2003, the Committee formally adopted the Draft Guidelines for the Development of a Deh Cho Land Use Plan (Appendix 2 in the IMA) as its Terms of Reference (TOR). On April 27, 2007 a Terms of Reference and Workplan to guide the Dehcho Land Use Plan Revisions was signed by the Chief Negotiators of all three parties. The TOR call for the Committee to continue to develop a Dehcho Land Use Plan consistent with these TOR and the Dehcho First Nations Interim Measures Agreement (IMA).

As per the section "Completion of Interim Dehcho Land Use Plan" in the "Dehcho Land Use Plan Revisions - Terms of Reference" signed by the Main Table April 27, 2007 the guiding points for the Committee for this year are:

- 1. The Committee will, based on the work plan approved by the Main Table and taking into account any direction provided by the Main Table, revise the Final Draft Dehcho Land use Plan in order that a revised Interim Dehcho Land Use Plan can be approved and favourably considered as soon as possible, and implemented on date acceptable to all Parties*
- 2. The Committee will present options for a revised Interim Dehcho Land Use Plan to the Main Table and the Parties may, jointly or separately, undertake consultations in respect of those options*
- 3. Taking into account any direction from the Main Table, the Committee will develop a revised Interim Dehcho Land Use Plan and submit it to the Main Table for consideration*
- 4. Upon favourable consideration by the Chief Negotiators they will initial the revised Interim Dehcho Land Use Plan, and as soon as possible after initialing, recommend the Interim Dehcho Land Use Plan for approval and favourable consideration by the Parties*
- 5. After the Interim Dehcho Land Use Plan is approved by the Parties, it will be implemented at a date to be agreed upon by the Parties*

Current Environment

The Dehcho Land Use Planning Committee is currently revising the Draft Land Use Plan of June 2, 2006. The Committee is comprised of three Parties including the Dehcho First Nations, Government of Canada, and Government of the Northwest Territories. At this stage, the Committee is carrying out a series of Workshops/Technical Sessions dealing with Conformity Requirements and Zoning. The Committee held two workshops on Conformity Requirements. A third upcoming Workshop/Technical Session in December will focus on the reviewed Conformity Requirements and begin an introduction to zoning.

Scope of Work and Project Description

The Contractor will provide the following services to the Dehcho Land Use Planning Committee:

1. Establish and implement procedures for the development/ revision of a land use plan
 - a. Developing and Implementing a communication strategy that includes organizing community meetings, and producing multi-media materials
 - b. Liaising with regional, territorial, and federal bodies responsible for land use planning and natural resource management
2. Preparing for Implementation of an Interim Dehcho Land Use Plan
 - a. Attending Committee Workshops, taking notes, and distributing notes to Committee Members
 - b. Assisting the Committee in re-drafting Conformity Requirements, Recommendations, and Actions
 - c. Re-draft text of the Final Draft Land Use Plan to incorporate revised Conformity Requirements, Recommendations, Actions, once an Agreement-in-Principle has been achieved by the Committee
 - d. Assist the Committee in revising the zoning of the Land Use Plan
 - e. Preparing issue papers, briefs, reports, and other informative materials for the Committee
 - f. Presenting planning updates and supporting planning workshops
3. Assisting the Chair/CEO in any other planning or office related duties
 - a. Preparing work plans and budgets
 - b. Establishing and managing research contracts
 - c. Advising the GIS Analyst on appropriate criteria for analysis based on research and consultations
 - d. Coordinate with the GIS Analyst in revising zoning maps in the Land Use Plan

In addition to the above, the Dehcho Land Use Planning Committee would be interested to know of any GIS capabilities/support that the service provider can bring to the project.

The contractor will report to and liaise regularly with the Chair/CEO of the Dehcho Land Use Planning Committee as specified in the consulting services agreement, providing periodic progress reports.

On contract award, the contractor will work cooperatively with the Chair/CEO to identify and finalize a work plan including timelines, which will form the basis of the consulting services agreement.

TIMELINE

November 22, 2007	RFP Posted and Advertised
Monday, December 3, 2007, 5:00 PM MST	Deadline for Submission
December 4, 2007	Evaluation of RFP
December 6, 2007	Contract Award

SELECTION CRITERIA

Multiple factors will be considered in selection of the successful proposal. Bids must include and set out all fees related to the project including potential travel and other fees and disbursements to complete the project.

PLEASE SUBMIT YOUR PROPOSAL TO THE ATTENTION OF:

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