



Fort Nelson First Nation | Administration Department

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Call for Proposals – Comprehensive Community Plan

Fort Nelson First Nation is seeking proposals from qualified individuals or firms to update FNFN’s Comprehensive Community Plan “Reaching For Our Vision”.

Background: FNFN’s Comprehensive Community Plan entitled “Reaching For Our Vision” was developed in 2000 and updated in 2014. Regularly updating this document is important to ensure that it continues to reflect our community vision and priorities, providing our Leadership and Administration with a clear direction forward. “Reaching For Our Vision” is community-driven document which identifies our common priorities and concerns and the preparation of the document provides the opportunity to work together to find meaningful solutions to the challenges facing our community. Our decision-makers must constantly look for balance between protecting our Treaty Rights and our land with the need for economic development opportunities and this document provides meaningful guidance to ensure administrative and political decisions align with the priorities of our members.

Scope of Services: The successful bidder will work closely with FNFN’s Executive Director of Administration to develop the details of the comprehensive community planning process, including timeline, logistics, and deliverables. This project will also involve working closely with FNFN’s project coordinator to carry out various forms of community consultation which may include group activities, one-on-one interviews, surveys, and community forums, as well as gathering of statistical data and collection of images to include in the final product. The successful bidder will analyze and compile the data to produce an artfully prepared update to “Reaching For Our Vision”, that reflects our culture and our community. Presentation of the revised “Reaching For Our Vision” document to Council, Administration and the community will follow. Quantitative and qualitative performance indicators will be developed to assess progress towards the achievement of goals.

Deliverables: Deliverables shall include an updated Comprehensive Community Plan.

Project Timeline: Project proposals must have a timeline for substantial completion by March 2020.

Contact: All inquiries and proposals are to be submitted via email to Liz Logan, FNFN Executive Director of Administration at liz.logan@fnnation.ca.

Submission Deadline: September 27, 2019

Selection Timeline: The successful bidder will be selected within two weeks of the deadline to facilitate a timely commencement of the project.

Evaluation Criteria: Proposals will be evaluated according to the bidder’s proposed approach to conducting the comprehensive community planning process, experience with similar projects, cultural relevance and cost effectiveness.

“For as long as the sun shines, the grass grows and the rivers flow.”

Budget: Total project costs, including consulting time, materials, travel expenses, and other anticipated costs must not exceed \$38,350. Please note we are open to creative approaches to carrying out comprehensive community planning alongside FNFN's Strategic Planning Initiative with a combined total budget not to exceed \$82,350.