

## **Rainy River Future Development Corporation (RRFDC)**

### **REQUEST FOR PROPOSALS**

#### **CONSULTING SERVICES**

##### **1. BACKGROUND ON THE MILL PROPERTY**

For nearly a century, the Town of Fort Frances and surrounding regions has been largely dependent economically on the pulp and paper mill in Fort Frances. In the 1980's the operation employed 1,500 people working directly at the mill or indirectly harvesting and hauling in the surrounding woodlands. The paper mill properties were also responsible for approximately \$2 million in municipal taxation.

The mill ceased operations in 2014 and the properties upon which it operated are currently in the process of redevelopment as part of economic revitalization efforts in Fort Frances and across the Rainy River District.

##### **2. BACKGROUND ON FORT FRANCES / AAZHOGAN RENEWAL PLANNING COMMITTEE**

2670568 Ontario Ltd. acquired the former Fort Frances mill properties in July 2019 and remain the owners of the property today. 2670568 and Rainy River First Nations (RRFN) have subsequently formed a joint venture with the intent to collaboratively redevelop the mill properties. Ziibi Anishinaabe Investments Inc. is the operating entity assigned by RRFN to act on their behalf for this redevelopment work. The joint venture operates as Aazhogan Renewal.

In June 2020, Aazhogan Renewal and the Town of Fort Frances agreed to work together to address anticipated planning and development requirements associated with the mill properties, most notably with amendments that may be required with the Town of Fort Frances Official Plan and the ambitions of Aazhogan Renewal. The Town of Fort Frances and Aazhogan Renewal agreed to work together through a newly formed Fort Frances / Aazhogan Renewal Planning Committee ("the Committee").

The Committee is an advisory committee with no official authorities. The Committee was established to undertake this Project.

The Committee is comprised of one representative from each of the following four organizations:

- 2670568 Ontario Ltd.
- Ziibi Anishinaabe Investments Inc.
- Town of Fort Frances
- Rainy River Future Development Corporation

RRFDC represents the economic development interests of the Rainy River District municipalities including Alberton, Dawson, LaVallee, Emo, Lake of the Woods, Chapple, and Rainy River.

### **3. THE SERVICES**

RRFNDC seeks to retain, through this Request for Proposals (RFP), a community planning consulting firm with experience in urban design, economic development and land use planning in Ontario to conduct a Project at the direction of the Committee in support of its mandate.

The consultant team will include professional planners, a landscape architect, economic analysis and engineering professionals.

The successful firm will be required to travel to the Town of Fort Frances to meet with Aazhogan Renewal and then the Committee to conduct consultations.

### **4. PROJECT PURPOSE**

The purpose of this Project is to develop recommendations for amending Town planning documents relevant to ongoing renewal efforts within the Town limits.

There are three main stages required to achieve this purpose are as follows:

- Supporting Aazhogan Renewal in identifying the highest and best uses related to ongoing renewal efforts at the former mill properties.
- Identifying key constraints to pursuing these highest and best uses, with an emphasis on zoning and other regulatory challenges.
- Developing recommendations for amending Town planning documents to provide maximum flexibility and impact for ongoing renewal efforts within the Town limits.

### **5. PROJECT ACTIVITIES**

There will be five main activities involved in the Project:

- Document Review and Situational Analysis, including but not limited to the following:
  - Background reports and conceptual designs previously completed for the property re-development.
  - Recent planning studies conducted in Fort Frances on key properties;
  - The current Fort Frances Official Plan;
  - Ownership profile for all Aazhogan Renewal lands and buildings in Fort Frances.
- Conduct in-person engagement sessions with representatives of Aazhogan Renewal to discuss highest and best use of the former mill properties.
- Conduct in-person engagement sessions with Committee members.
- Conduct in-person engagement sessions with Town of Fort Frances staff.
- Identify appropriate channels for public engagement, if any, related to this Project.

### **6. PROJECT DELIVERABLES**

The Consultant will be responsible for providing the following key deliverables:

- Develop a situational analysis for the Committee summarizing the relevant circumstances related to this Project.
- Provide recommendations to Aazhogan Renewal on the highest and best use-based outcomes for the property, inclusive of a conceptual master plan.
- Provide recommendations to the Committee for amending Town planning documents relevant to ongoing renewal efforts within the Town limits.
- Provide a final presentation to the Town of Fort Frances on key initiatives resulting from the engagement.

## **7. TIMING**

The Project must be completed by Dec. 31, 2021. As time is of the essence, proposals indicate proposed timeframes, which will be considered in the evaluation.

## **8. PRICE QUOTATION**

Provide a detailed budget estimate of total fees, including retainer fees, expenses and per diem rates. No additional fees will be paid to Consultant for administration or management of Consultant services.

## **9. PROJECT PROPOSAL**

The Proposal shall contain at least, but is not limited to, the following:

- a. An introduction explaining the methodological approach that will be used in delivering the services.
- b. Names, qualifications, and experience of staff and sub-contractors to be assigned to the project.
- c. Maximum total cost of program services broken down by coordinator and sub-contractors, with anticipated expenses, disbursements, payment schedule and conditions listed separately.
- d. Per Diem rates for key personnel involved in the assignment and an estimate of the number of days that such personnel would spend on the assignment and in the project area.
- e. The Consultant will maintain a project diary in which activities such as significant contacts, telephone calls, correspondence, instructions, meetings, discussions, negotiations, product development, time and expenses incurred in connection with the performance of the projects are recorded.
- f. At least two (2) references for projects of a similar scope.
- g. A draft Contract of Engagement.
- h. Certificate of Insurance (\$2,000,000)

## **10. MONITORING**

The RRFDC recognizes that only through continuous contact will the Consultant achieve optimum performance. The Consultant is therefore required to submit a brief monthly written activity summary report as outlined above.

## **11. CONTRACT**

The Consultant shall enter into a contract with the Rainy River Future Development Corporation (RRFDC). The contract shall indicate that services to be provided shall be performed to the satisfaction of the RRFDC and its funding partners, according to the Terms of Reference, and for the amount agreed upon by the parties.

The contract shall also indicate that no additional money shall be paid to the Consultant for any additional work for which prior authorization has not been given in writing.

## **12. CONTRACT CHANGES**

The contract may be revised during the program if agreed upon in writing by both parties. Any change would include an assessment of the impact of the proposed change on target dates and costs.

## **13. CONDITIONS**

This project is conditional upon approval of Ontario government funding satisfactory to RRFDC.

Mail hard copies of proposals to:

Geoff Gillon  
Rainy River Future Development Corporation  
601 Mowat Avenue  
Fort Frances, Ontario  
P9A 1A2

Or e-mail proposals to [geoff@rrfdc.on.ca](mailto:geoff@rrfdc.on.ca)

By 4:00 pm on June 30, 2021