



REQUEST for PROPOSAL

Consulting Services

October 30th, 2020

Preamble:

The Town of Rainy River, together with Township of Lake of the Woods and Dawson Township comprises of the West End Rainy River Economic Development Committee. A regional Green House project was identified as part of the West End Rainy River strategic vision. The Town of Rainy River, as project lead, will be seeking the services of an independent contractor to undertake a feasibility study for a Green House facility.

General Requirements:

This Request for Proposal (RFP) and any subsequent contract will be awarded to the following type of individual, firm or joint submission by individuals or firms:

- those who hold themselves out to the public providing similar services;
- those who have the background, education, experience and/or community contacts deemed appropriate for this type or service;
- those who, in the sole view of the Town of Rainy River, can be effective at the tasks required;
- those who, while under contract for Town of Rainy River, will most effectively and professionally represent the Town of Rainy River and its partners in program delivery;
- those who have the capacity/experience/skills in dealing with the public, other non-profit agencies, organizations and/or private sector businesses in the delivery of community economic development services;
- those who share in a demonstrated belief in the future of the Rainy River District as a positive community in which to work, live and play.

Deliverables:

The following is a general outline of the tasks that the contractor(s) is required to deliver. It is expected that a successful contractor be able to work in all areas.

- A) Research and document the current infrastructure available in the West Rainy River District for a Green House facility upon a regional visit. Determine the state of related infrastructure.
- B) Conduct a market analysis of the Green House industry in the region using publicly available resources and data.
- C) Provide economic impacts of having a Green House for the region. Highlight the investor possibilities (benefits) and energy (preferably Green Energy) solutions.

D) Provide an overview of relevant regulatory matters that might have an impact on the project.

Timing:

Town of Rainy River would like services to commence on, January 18th 2021 with completion expected by, April 30th 2021.

Terms of the Service and Subsequent Contract:

The independent Contractor(s) will enter into an agreement with the Town of Rainy River.

The Contractor will submit to the Town of Rainy River:

A summation of skills and accreditations.

A record of recent projects with references.

Expected per diem rates. Per Diem rates must be divisible.

Expected availability – The contractor(s) will be required to make themselves or their designate(s) available on the occasional evening and weekend for regular and special events.

For the purposes of budgeting and cash flow of both Town of Rainy River and the contractor(s), the invoicing will be monthly.

Submission Deadline

Proposals are to be submitted no later than 4.00 pm CST on, Friday December 11th 2020 to the following:

The Corporation of the Town of Rainy River
Green House Feasibility Study
c/o Veldron Vogan, Chief Administrative Officer
P.O. Box 488, 201 Atwood Avenue, Rainy River, Ontario P0W 1L0
Phone: (807)852-3978 Email: rainyriver@tbaytel.net

The Town of Rainy River will accept emailed proposals only. The proposals will be reviewed on the week of December 14th 2020.

Questions and Clarifications

All questions, concerns, and clarifications should be directed to Veldron Vogan via email at rainyriver@tbaytel.net.

Award

The Town of Rainy River reserves the right to accept or reject any or all proposals at its discretion and to use its sole discretion in evaluating the proposals, including the application of any criteria as it may deem appropriate, in determining which proposal is acceptable. Every proposal prepared in response to this Tender shall be prepared at the cost and expense of the respondent.