



REQUEST for PROPOSAL

Consulting Services

January 23, 2020

Preamble:

The Rainy River Future Development Corporation (RRFDC) is a Community Futures Development Corporation (CFDC) funded by Industry Canada/FedNor. The RRFDC is seeking the services of an independent contractor to undertake a feasibility study for a modular home facility in the Rainy River District.

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 of service;
- those who, in the sole view of the RRFDC, can be effective at the tasks required;
- those who, while under contract for RRFDC, will most effectively and professionally represent the RRFDC and indirectly FedNor and Industry Canada 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) may be required to deliver. It is not expected that a successful contractor be able to work in all areas.

A) Research and document the current house manufacturing infrastructure in the Rainy River District. Determine the state of related infrastructure and engage manufacturers in order to have action efforts.

B) Conduct a regional visit to identify infrastructure within the District, primarily the Town of Rainy River and adjacent to the participating communities.

C) Conduct a market analysis of the manufactured home industry in the region using publicly available resources and data. Highlight Indigenous and First Nations housing needs in Northwestern Ontario.

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

Timing:

The RRFDC would like services to commence March 1, 2020 with completion expected by May 1st, 2020.

Terms of the Service and Subsequent Contract:

The Independent Contractor(s) will enter into an agreement with the RRFDC.

The contractor will submit to the RRFDC:

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 RRFDC and the contractor(s), the invoicing will be monthly.

The contractor(s) will take direction from and report to the Executive Director of the RRFDC under the terms of this contract.

Contact Information: RRFDC office 274-3276 or email info@rrfdc.on.ca .

Submissions are to be in the RRFDC office no later than Wednesday, February 19th, 2020 at 4:00 pm Central Standard Time.

**Rainy River Future Development Corporation
601 Mowat Ave
Fort Frances, Ontario P9A 1Z2**