



Marine Planning Partnership (MaPP) Initiative

Contract Announcement:

ASSESSMENT OF SITES FOR TOURISM POTENTIAL IN THE NORTH VANCOUVER ISLAND SUB-REGION

The MaPP initiative seeks to contract a consultant to conduct interviews about, and assess sites for three previously used log-handling sites and assess their potential for tourism development and commercial recreational use by First Nations, leading to the development of a report recommending potential opportunities and associated logistical requirements and potential funding opportunities per site.

Overview

The Marine Plan Partnership for the North Pacific Coast (MaPP) is a partnership between the Province of British Columbia, the Coastal First Nations-Great Bear Initiative, the Gitxaala Nation, the Kitselas Nation, the Kitsumkalum Nation, the Metlakatla Nation, the Haisla Nation, the Central Coast Indigenous Resource Alliance, the Council of Haida Nation and the Nanwakolas Council (the MaPP Partners). The partnership developed four sub-regional marine plans and a Regional Action Framework, and is now in the process of implementing these marine plans, completed in 2015.

The sub-regional plans include a marine plan for the North Vancouver Island Sub-region, developed by the Province of British Columbia and the Nanwakolas Council. Implementation of the North Vancouver Island sub-regional plan is being led by the North Vancouver Island Plan Technical Team, comprised of representatives from each of the Nanwakolas Council and the Province of British Columbia, and supported by a contract technical planner.

Makeway Charitable Society is supporting the MaPP partners by, among other activities, administering funds on behalf of various donors for implementation activities.

Contract Summary

Scope of Work

Proposals are requested from qualified individuals or companies to undertake a series of interviews about, and review imagery of three previously used log-handling sites located in Port Neville, Matsui Creek and Tallac Bay, and assess their potential for tourism development and commercial recreational use by First Nations, leading to development of a list of potential uses for each site and associated selection criteria. The consultant will prepare a report providing recommendations on tourism opportunities and commercial recreation development opportunities for each site, intended to guide long-term development activities, and including such considerations as development sequencing, costing, equipment and logistical needs, and funding opportunities.



Following completion of the work, a second phase of the project to conduct site visits may be added.

Deliverables:

1. Work plan based on agreed budget
2. Interview questions
3. List of priority activities/uses that could be developed for each site and provide justification/criteria for assessment
4. Draft development recommendations per site
5. Final report recommending commercial recreation development per site, including maps, photographs, sequencing, costings, equipment and logistical needs, and funding opportunities as appropriate

The Contractor should be available for weekly/monthly check in call on progress.

Contract Timeline and Milestones – (subject to change) The project ends on January 31, 2022

- **Week of August 16, 2021** – Issuance of Contract
- **Week of August 23, 2020** – Kick off meeting
- **Mid-September** onwards – interviews conducted and site imagery assessed
- **By October 30** – List of priority activities/uses and justification/criteria for each site
- **By November 30, 2021** – Draft development recommendations per site
- **By January 31, 2022** – Final report
- **Ongoing** – weekly check-in with science coordinator to review status and progress against deliverable

Contract Remuneration:

- Up to a contract maximum of \$15,000 plus GST; including all fees and travel costs for approved meetings, meeting expenses and site surveys in accordance with MaPP travel expense guidelines attached as Schedule A

MaPP input

MaPP will provide the consultant with:

- Reports and documentation produced for MaPP that may inform this project
- Interviewee contact list and introductions for up to 10 one-hour interviews with Nanwakolas Council Member Nation representatives, Guardians, provincial staff, and stakeholders, as needed

Qualifications, Experience and Skills

- Consultant or consulting team with demonstrated expertise in documenting aspirations and issues
- Experience interpreting aerial photos, drone footage, photos and video related to assessing suitability for remote commercial recreation operations
- Planning, costing, sequencing, and identifying funding opportunities for remote tourism development and commercial recreational use
- Familiarity with First Nations cultural tourism ventures
- Experience working with First Nations
- Experience working with multiple orders of government



Contracting Timeline (subject to change)

August 16, 2021 to January 31, 2022

To Apply

Please submit a 2-4 page project proposal that outlines how you meet the qualifications and includes an overview of the proposed approach and steps, a project budget and payment schedule along with a resume or Curriculum Vitae of each person working on the project that demonstrates the qualifications noted above. The budget should include, and daily and hourly rate for services, and projected travel costs.

Proposals are due no later than **5pm on July 30, 2021** or until suitable applicant is found to:

ASSESSMENT OF SITES FOR TOURISM POTENTIAL IN THE NORTH VANCOUVER ISLAND SUB-REGION

c/o Josie Byington, NVI Projects Coordinator

E-mail: jbyington@mappocean.org

Cc Fiona Kilburn, MaPP Financial Coordinator

Email: fkilburn@mappocean.org



Schedule A

MaPP Travel Expense Guidelines

Travel Expenses

Reasonable business travel expenses will be reimbursed provided they are incurred while performing the services described under your contract, away from your normal work location.

Guidelines

Upon approval, the actual cost of travel, meals, lodging and other expenses directly related to business travel will be reimbursed by MakeWay Charitable Society, as follows:

- Accommodation – a standard single/double room, in a safe environment, conveniently located and comfortably equipped. Where the contractor instead uses private noncommercial accommodation (friends/ family), the contractor may claim a host gift of up to \$50/night. Please provide the name and address of your host.
- Meals – per diem rates include GST/HST and gratuity. Please use the per diem worksheet attached to the MaPP Initiative Expense Claim Form to claim per diem amounts. If you are not travelling overnight you may claim mileage and lunch and dinner provided it is not provided at the meeting, but you may not claim incidentals.
- Air Travel – booked in economy class, via the most direct and economical means. Receipt and original boarding pass(es) must be submitted with claim.
- Transportation to/ from airport – taxi or public transportation to/ from the contractors home/office and airport, or airport parking. Original receipts must be submitted with claim. Please include the starting point and destination on the claim form (i.e. home to YVR)
- Ferry or train travel – including cost of reservation. Original receipts must be submitted with claim.
- Rental vehicle – economy size unless the work specifically requires a truck, van or other vehicle (prior approval required). Gas purchased (only when using a rental car) may be claimed with submission of original receipts.
- Local transportation at business destination – taxi, public transit tickets. Original receipts must be submitted with claim.
- Use of own vehicle – mileage may be claimed at the rate noted under Personal Vehicle Use below. Where mileage is claimed gasoline costs cannot be reimbursed. Use the mileage worksheet to claim this expense.
- Other expenses may require pre-approval.

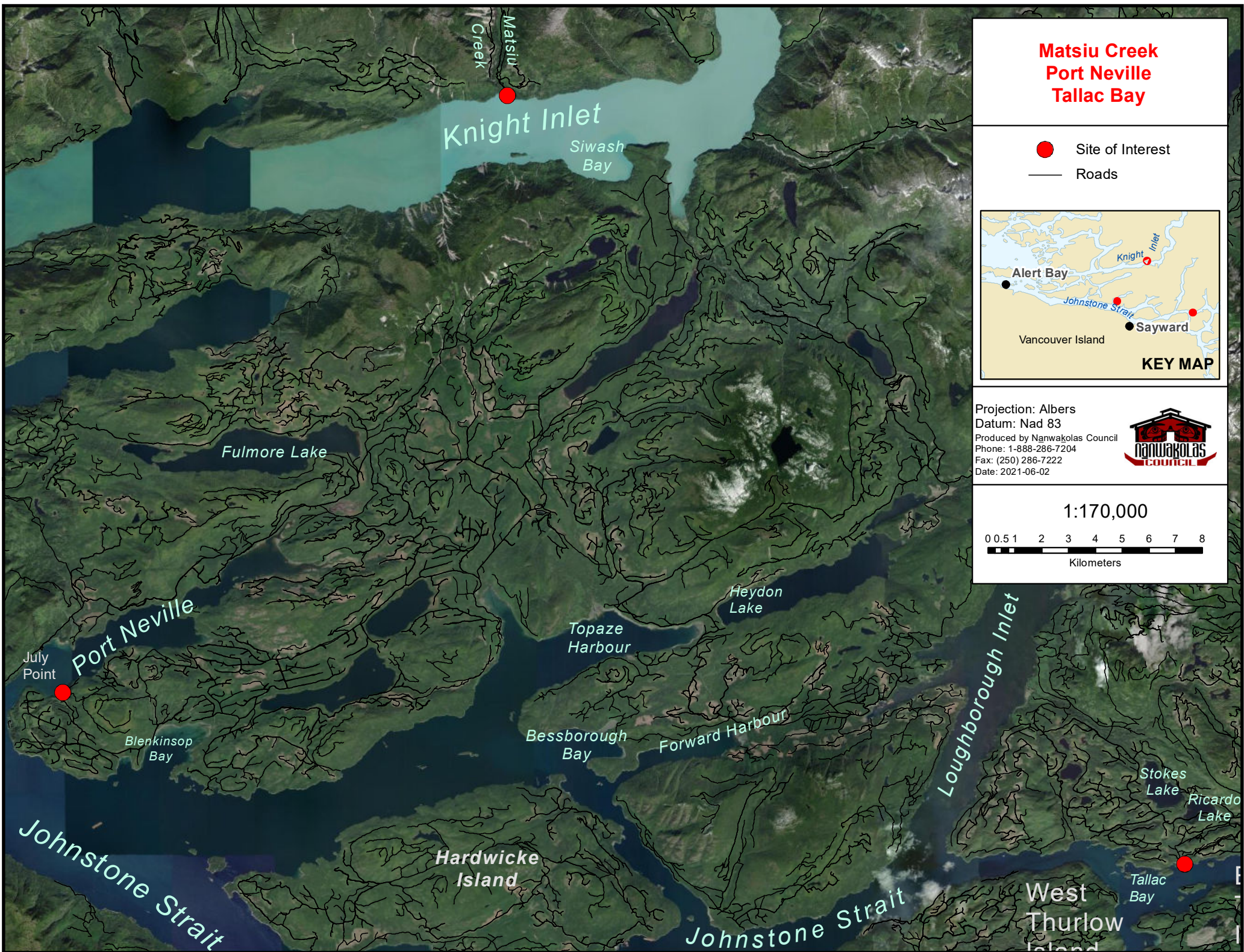
Personal Vehicle Use

If the contractor is required to use their personal vehicle for business travel, the contractor will be reimbursed up to the cost of an airline ticket at the current per kilometer mileage rate. Please use the separate Mileage Worksheet attached to the MaPP Initiative Expense Claim Form to claim mileage amounts.

Submission

1. Email completed expense claim forms with scanned copies of all receipts within 14 days of the end of the trip or monthly to:

Fiona Kilburn, MaPP Financial Coordinator – fkilburn@mappocean.org



**Matsiu Creek
Port Neville
Tallac Bay**

- Site of Interest
- Roads



Projection: Albers
Datum: Nad 83
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Date: 2021-06-02



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