



Taykwa Tagamou Nation

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Request for Proposals (RFP)

Master Development Plan (Land Use and Community Development Framework)

Issued by: Taykwa Tagamou Nation

RFP Issue Date: **Friday, May 29, 2026**

Proposal Submission Deadline: **Friday, June 19, 2026**

Requested Submission Method: Electronic

1. Background and Context

Taykwa Tagamou Nation (TTN) is advancing a Nation-led, long-term approach to community development, beautification, capital planning, and infrastructure investment to optimize land use.

TTN is currently undertaking a **Global Needs Assessment (Phase 1)** to consolidate and prioritize its housing, infrastructure, community facility, and service needs over a 10–20 year planning horizon. This work establishes a clear understanding of:

- TTN community-approved priorities and needs
- The relative priority of those needs
- Key dependencies and enabling requirements
- Preliminary cost considerations

Phase 1 defines what is needed and in what order, but it does not provide a framework for coordinated development on the ground.

TTN is now advancing **Phase 2: the development of a Comprehensive Master Development Plan**.

Phase 2 builds directly on the Global Needs Assessment and as guided by community input, converts it into a practical, Council-endorsed development blueprint that guides:

- Where development should occur
- How projects should be sequenced
- How infrastructure enables development
- How capital projects align over time

The Master Development Plan will bring together land use planning, infrastructure sequencing, project delivery considerations, beautification design, and funding strategy into an integrated framework to support long-term governance and decision-making.

This assignment will be undertaken in coordination with the finalization of the Global Needs Assessment, ensuring alignment and avoiding duplication of work. The results of the Global Needs Assessment will be shared with the successful proponent of this RFP.

While this assignment does not include detailed engineering or servicing design, the successful proponent will be expected to coordinate with related technical work, including the separate Owner's Engineer assignment, and to develop a practical, implementation-oriented Plan that supports community input, Council endorsement, future decision-making, and ongoing updates over time.

2. Purpose and Objectives

The purpose of this assignment is to develop a **Comprehensive Master Development Plan** that serves as TTN's long-term framework for coordinated land use, beautification, community development, capital investment, and community-supported decision-making.

Key objectives include:

- Collaborate with TTN to translate Phase 1 findings into an implementation-ready plan
- Establish a clear land use and development framework
- Align housing, infrastructure, community facilities, and land use decisions
- Sequence development so enabling infrastructure precedes dependent projects
- Provide a governance and decision-support tool for Chief and Council
- Support strategic and coordinated access to funding streams
- Establish a clear pathway to community and Council endorsement of the final Plan
- Provide implementation, monitoring, and update mechanisms so the Plan can function as a living document over time

The Plan is intended to function as a living document that can guide decision-making over time, supported by clear implementation responsibilities, monitoring indicators, and a framework for future updates as priorities evolve.

3. Scope of Work

The Proponent will deliver an integrated planning process that translates identified needs into a coordinated and implementable development framework.

Task 1 – Integration of Phase 1 Findings

- Review and synthesize Global Needs Assessment outputs
- Validate priorities, sequencing, and assumptions with TTN leadership
- Confirm alignment with Council direction
- Demonstrate clear traceability between Global Needs Assessment priorities, land use decisions, phasing recommendations, and implementation actions

Task 2 – Land Use Planning and Site Allocation

- Translate identified needs into spatial land use decisions

- Identify locations for priority facilities, housing growth, and future expansion
- Define infrastructure corridors including roads, servicing, and power
- Consider environmental, cultural, and operational constraints
- Develop a planning-level land use framework that identifies land use categories, growth areas, protected areas, and areas requiring further study
- Identify any land governance, policy, or administrative tools required to support implementation of the recommended land use framework

Task 3 – Infrastructure Sequencing and Enabling Works (Planning-Level)

- Establish a clear infrastructure-first approach to development
- Identify high-level requirements for water, wastewater, roads, drainage, and power
- Define enabling works required to support development
- Identify opportunities to bundle projects to improve efficiency
- Coordinate with the separate Owner’s Engineer assignment at defined milestones to confirm that land use, phasing, and infrastructure recommendations are aligned with planning-level servicing feasibility and infrastructure design assumptions

Task 4 – Delivery Strategy for Priority Projects

- Define delivery approaches for key facilities, including child and family wellbeing infrastructure
- Consider constructability, risk, and alignment with funding requirements
- Identify appropriate procurement and delivery pathways
- Include planning-level readiness considerations, key dependencies, and major implementation risks for priority projects

Task 5 – Comprehensive Funding Strategy

- Develop a project-by-project funding strategy
- Identify relevant federal, provincial, and sector-specific funding opportunities
- Align funding pathways with project sequencing and readiness
- Provide a high-level capital planning outlook that supports phased investment decisions over the planning horizon

Task 6 – Community Engagement

- Undertake engagement with Chief and Council, Elders, community members, and staff
- Present draft concepts and gather feedback
- Ensure community priorities and perspectives are reflected in the Plan
- Propose a meaningful engagement approach that reaches key community voices, including Elders, youth, families, and staff, and supports both plan development and validation of draft directions
- Document what was heard through engagement and demonstrate how feedback was incorporated into the draft and final Plan

Task 7 – Phasing and Implementation Framework

- Develop a phased implementation plan aligned with priorities, infrastructure readiness, and funding timelines
- Identify short-, medium-, and long-term development opportunities
- Recommend an implementation governance approach, including roles and responsibilities for carrying the Plan forward after completion of this assignment
- Provide a monitoring and update framework, including suggested indicators, review triggers, and an approach for keeping the Plan current over time

Task 8 – Final Master Development Plan

- Prepare a comprehensive Master Development Plan including land use framework, infrastructure sequencing, funding strategy, and implementation roadmap
- Develop maps, visuals, and supporting materials
- Prepare Council-ready materials for review and approval
- Provide editable and transferable planning outputs, including mapping and supporting data, to support future TTN use and updates
- Support a clear approval package that distinguishes draft, revised, and final materials for review, endorsement, and implementation

4. Project Governance and Meeting Cadence

The Proponent should work closely with TTN leadership and staff through a structured governance and engagement process.

The project will be overseen by Chief and Council, supported by TTN staff and the selected Proponent team.

The following meeting cadence is expected at minimum:

- A project kick-off meeting, including Chief and Council, TTN staff and the selected Proponent team to confirm scope, roles, and timelines
- Bi-weekly working meetings with TTN staff to provide progress updates, discuss issues, and maintain alignment
- Monthly progress updates to leadership to highlight key findings, risks, and upcoming decisions

The Proponent should support engagement with Chief and Council at key decision points and structure the work to move from draft directions to a final Plan that is ready for formal endorsement and implementation, including:

- Confirmation of priorities and sequencing from Phase 1
- Review of draft land use and development framework
- Review of infrastructure sequencing and phasing approach
- Presentation of the draft Master Development Plan
- Presentation of the final Master Development Plan for endorsement

The Proponent should prepare meeting materials, document feedback and key decisions, and incorporate direction into project outputs in a manner that supports a transparent path to final endorsement.

5. Proposal Submission Requirements - Proponent Experience and Qualifications

Proponents should demonstrate experience delivering integrated, planning-level work that combines land use planning, infrastructure considerations, and capital strategy in Indigenous or similar community contexts.

As part of their Proposals, Proponents should include:

- A brief description of the Proponent, its history, and the roles and responsibilities of staff that would be involved in this project. The team composition, including key personnel and roles, identification of any subconsultants and their responsibilities, as well as a description of how the team will be managed and coordinated, should also be included
- Demonstrated experience in Indigenous community planning and engagement. This should include examples of similar projects and description of outcomes and relevance to this assignment
- Experience developing master plans, land use plans, or community development frameworks
- Ability to integrate land use, infrastructure, and capital planning into a single coordinated framework
- Experience supporting long-term capital planning and/or infrastructure sequencing
- Strong facilitation and engagement experience with leadership, staff, and community members
- Experience coordinating interdisciplinary planning inputs and translating community priorities into implementable land use and phasing recommendations
- Experience developing implementation frameworks, monitoring approaches, and governance recommendations is considered an asset
- At least two (2) relevant project references

Proponents are encouraged to clearly identify how their team structure supports an integrated planning approach, rather than siloed technical inputs.

6. Proposal Submission Requirements – Technical Requirements

Proposals should be concise and clearly structured. At minimum, submissions should include:

a) Understanding of the Assignment

- Demonstrated understanding of Global Needs Assessments and the objectives of Phase 2
- Approach to translating needs into a land use and development framework

b) Methodology and Approach

- Proposed approach to land use planning, infrastructure sequencing, and integration of capital priorities
- Approach to aligning planning outputs with funding readiness
- Approach to ensuring the Plan is practical, implementable, and Council-ready
- Approach to coordinating with related planning and technical work, including the separate Owner's Engineer assignment
- Approach to community engagement, feedback documentation, and validation of draft recommendations
- Approach to implementation governance, monitoring, and future updates of the Plan

c) Work Plan and Schedule

- Proposed project phases, key milestones, and deliverables
- Identification of critical decision points requiring TTN input
- Description of how draft, revised, and final deliverables will support review, feedback, and endorsement
- Confirmation of ability to meet the anticipated 4–6 month timeline

d) Deliverables

- Draft engagement and work plan
- Draft land use and development framework with maps
- Draft phasing, infrastructure sequencing, and funding strategy
- Final Master Development Plan and Council-ready approval materials
- Editable maps, supporting files, and summary implementation tools

f) Fee Proposal

- Detailed fee breakdown by task and phase
- Identification of any optional components or assumptions

7. Evaluation Criteria

Proposals will be evaluated based on their overall quality and alignment with the objectives of the assignment. This includes the Proponent’s demonstrated understanding of TTN’s planning context and the purpose of the Master Development Plan, along with the strength and practicality of the proposed approach to land use planning, infrastructure sequencing, integrated capital planning, and coordination with related technical work.

Consideration will be given to the Proponent’s relevant experience, particularly in Indigenous community planning and similar long-term master planning projects, and the qualifications of the proposed team and their ability to deliver a coordinated, integrated process. The proposed approach to engagement with Chief and Council and the broader community, the ability to translate priorities into implementable recommendations, the quality of proposed deliverables and data transfer, and the overall value of the proposal in relation to scope, methodology, and deliverables will all be important factors. TTN, at its discretion, may request additional information or interviews with shortlisted proponents.

The following matrix may be used to guide proposal evaluation:

Criteria	Weight
Understanding of assignment and TTN context	15%
Methodology, integration approach, and implementation focus	30%
Relevant team experience and qualifications	20%
Community engagement and governance approach	15%
Work plan, schedule, and deliverables	10%
Fee and overall value	10%

8. Critical Integration and Implementation Requirements

In addition to the Scope of Work above, the following requirements are considered critical to ensuring the Master Development Plan is practical, implementable, and capable of achieving community and Council support:

- The Proponent must demonstrate how Global Needs Assessment priorities will be translated into spatial, phasing, and implementation decisions.
- The Proponent must identify how coordination with the separate Owner’s Engineer assignment will occur so that planning directions are informed by infrastructure feasibility and related design assumptions.
- The Plan must include a planning-level land use framework supported by appropriate implementation tools, recommendations, or administrative measures to help TTN carry the Plan forward.
- The engagement approach must be meaningful, well documented, and structured to support validation of draft directions and final recommendations.
- The final deliverables must include editable planning outputs, maps, and supporting data suitable for TTN’s future use and updates.

- The Plan must identify implementation responsibilities, monitoring considerations, update triggers, and major dependencies or risks affecting delivery.
- The Proponent must clearly describe how the final Plan will be presented in a manner that supports review, endorsement, and implementation by TTN leadership.

9. TTN Rights / Procurement Terms

TTN reserves the following rights with respect to this RFP process:

Proponents must disclose any actual, potential, or perceived conflict of interest that may arise in relation to this assignment. TTN reserves the right to determine whether a conflict of interest exists and to disqualify a proposal, require mitigation measures, or request additional information where TTN determines that the conflict cannot be adequately addressed.

Proposals submitted in response to this RFP may be used by TTN for evaluation, review, and decision-making purposes. Proponents should clearly identify any information they consider confidential. TTN will make reasonable efforts to maintain the confidentiality of such information, subject to applicable law, governance requirements, and the need to disclose information for the purposes of this procurement process. Proponents should not submit confidential information beyond what is reasonably necessary to support their proposal.

- TTN may amend this RFP at any time prior to the submission deadline by issuing a written addendum to all known proponents.
- TTN may cancel, suspend, revise, or reissue this RFP at any time and for any reason, without obligation to select a proponent.
- TTN may seek clarification or additional information from any proponent where doing so does not materially alter the proposal submitted.
- TTN may waive minor informalities, irregularities, or non-material deficiencies in a proposal where it is in TTN's best interest to do so.
- TTN is not obligated to accept the lowest-priced proposal or any proposal, and may select the proposal that, in TTN's judgment, provides the best overall value and alignment with the objectives of this assignment.
- Proposals will be evaluated having regard to the stated evaluation criteria, together with any clarifications, interviews, or additional information requested by TTN in accordance with this RFP.
- By submitting a proposal, the proponent acknowledges and accepts the terms of this RFP process.

10. Timeline

Due Date of application: **Friday, June 19, 2026**

Attention to: Conrad Sutherland conrad@taykwatagamou.com and Candice Tourville candice@taykwatagamou.com

And CC to: Kayla Viau, TTN Councillor, kayla@taykwatagamou.com

Proponent will be chosen by: **Friday, July 10, 2026**

Proponents are requested to comment on the timelines.