



# Sunrise Corner Master Plans Request for Proposal

## 1.0 Company Information

Sunrise Corner Economic Development is the partnership of the Rural Municipalities of Piney and Stuartburn promoting the southeast corner of Manitoba, Canada as an incredible place to live, work, play, visit, invest and explore.

## 2.0 Project Summary

Sunrise Corner's 2020 strategic planning process identified a goal of creating five new tourism products over the next five years. To assist with prioritizing opportunities and creating an achievable plan going forward, we are working with various stakeholders to contract a firm to develop master plans for two priority sites within the RM of Stuartburn.

## 3.0 Proposal Request

Sunrise Corner is pleased to invite qualified vendors to provide a proposal for a master plan for the following two priority sites in the RM of Stuartburn. The master plan phase of work would include preliminary consultation with the community, creating a concept plan drawing and ascertaining a high-level capital development cost estimate.

### Vita Rest Area

The Vita Rest Area, 5.13 acres owned by the Rural Municipality of Stuartburn, includes walking paths, planters, a 1,200 sq ft covered farmer's market pole shed structure, outdoor exercise equipment and plenty of space for further development. The site has the potential to become a social hub of the community and tourist stop with many adjacent amenities such as the Vita hotel, gift shop, restaurants, drug store, food store and credit union. Potential future plans include adding a splash park and a monument to the tall-grass prairie's species-at-risk conservation effort.

### Gardenton Park

The Ukrainian Museum & Village Society in Gardenton, Manitoba owns a 68.37-acre site along the beautiful Roseau River with the museum, community hall, informal camping, event stage, tobogganing hill and other amenities. With its proximity to the river, it would be a prime location for a staging area for paddling enthusiasts to access the river as well as a campground. With the area being home to the unique tall-grass prairie ecosystem, there may be an opportunity to create an eco-tourism connection to the conservation efforts in the area.

## 4.0 RFP Timetable and Milestones

Sunrise Corner has determined the following milestones:

February 4, 2021	Issue RFP
February 26, 2021	Proposal submission deadline 4 pm CST

Week of March 1, 2021	Selection committee to review proposals
March 5, 2021	Project award notification
Week of March 8, 2021	Finalize statement of work for successful vendor
TBD 2021	Site visits/stakeholder consultation (pending COVID-19 restrictions)
TBD 2021	Completion of project

### 3.0 Terms & Conditions

Sunrise Corner reserves the right to:

- Assess proposals as it sees fit, with no obligation to select the proposal offering the lowest price;
- Require clarification after the dates and times set out above from any one or more of the proponents in respect of proposals submitted;
- Communicate with, meet with, request presentation, or negotiate with any one or more of the proponents respecting their proposals or any aspect of the proposal request;
- Reject any or all proposals with or without cause.

### 4.0 RFP Vendor Response

Vendors are requested to create their proposal based on the following outline. Additional materials may be provided in appendices to the proposal.

#### 4.1 Vendor Company Overview

Provide a brief overview of your company.

#### 4.2 Team Expertise

List the team members who would be involved in this project and their capabilities.

#### 4.3 Relevant Experience

Discuss your company's experience with similar projects. Please provide description of two (2) master plan projects that your firm has completed that are relevant to this project including contact information of clients we may call for a reference.

#### 4.4 Proposed Approach

Define the work process you would follow to produce the requested results. If there are efficiencies to be gained by doing certain processes for both projects at the same time (e.g. site visit, stakeholder consultation, etc.), please outline. Detail what you would require from Sunrise Corner personnel and stakeholders to facilitate your process.

#### 4.5 Pricing and Costs

Based on the process and deliverables you are proposing for this project, please provide a separate quote for each of the two sites, including all work and travel expenses.

### 5.0 Submission Contact Information

If you have any questions prior to the submission deadline, please email the contact below. Allow one full business day for response.

Deadline for submissions is 4:00 pm Central Standard Time on Friday, February 26, 2021. Please submit your proposal via email in PDF format to:

Monique Chenier  
Economic Development & Tourism Manager  
Sunrise Corner  
[monique@sunrisecornermb.ca](mailto:monique@sunrisecornermb.ca)