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TLA'AMIN NATION

**REQUEST FOR PROPOSAL (RFP)**

**TECHNICAL CONSULTANT SERVICES  
LAND USE PLANNING**

TLA'AMIN NATION  
4779 KLAHANIE ROAD, TLA'AMIN, BC, V8A 0C4

**ISSUE DATE:** September 18, 2025

**REQUEST FOR PROPOSAL (RFP) NO: [X]**

**Issue Date:** 18 September 2025

**Closing Date:** Not later than **4:30** pm Pacific Time on 23 October 2025

Company Name:	_____
Contact Name:	_____
Address:	_____
City:	_____
Prov:	_____
Postal:	_____
Email:	_____
Phone:	_____
Fax:	_____

**Guidelines for Proposal Delivery**

An electronic copy of your proposal must be delivered by email to:

russell.brewer@tn-bc.ca  
Attention: Russell Brewer, CAO  
Tla'amin Nation

Email attachments should be clearly marked with the name and the address of the proponent.

## 1. INFORMATION FOR PROPONENTS

### a. Summary

Tla'amin Nation (TN) invites proposals from qualified consultants to provide technical review, GIS mapping, scenario modelling, and drafting support for land use planning and land management process renewal.

TN's Comprehensive Nation Plan (CNP) Team is currently developing an interrelated set of deliverables to support land use planning. The two deliverables the consultant will support are:

1. t̓išosəm Plan Update: Refresh of the land use plan for the primary TN settlement site.
2. Treaty Settlement Lands (TSL) Land Use Plan Update: Refresh of the land use plan for the entirety of Tla'amin Lands.

This Team is leading the process, including charting a clear vision and leadership, coordinating engagement, participating actively in drafting, and integrating all efforts within the Nation's planning framework. Directed by the CNP Team, the consultant's role will be to provide high-quality technical inputs and advisory services to ensure these deliverables are accurate, implementable, and informed by leading practice.

### b. Background

TN is a modern, forward-thinking First Nation government at an exciting point in its history. In April 2016, the Nation restored self-governance through the BC Modern Treaty Process and ownership of 8,323 hectares of treaty settlement lands ("Tla'amin Lands").

The Land Use Plan updates will guide development, protect environmental and cultural values, and improve governance processes across all Tla'amin Lands. There are currently two Land Use Plans in effect under Tla'amin law, the 2010 LUP and the 2014 LUP. The 2010 Land Use Plan provides general land use designations to ensure that future developments occur in appropriate areas and that community needs are met in t̓išosəm and ʔagayq̓sən (Harwood Island). The 2014 Land Use Plan was created to guide planning and future developments on Tla'amin Treaty Settlement Lands.

As the primary settlement of Tla'amin citizens on Tla'amin Lands, t̓išosəm is currently home to approximately 815 residents, with recent census results projecting growth to about 965 by 2044. These figures are based on preliminary Nation-led census projections and account for both Indigenous and non-Indigenous residents in t̓išosəm.

These results do not account for Tla'amin Citizens who want to move back home and indicate steady, long-term population growth consistent with regional trends.

Tla'amin Lands are owned by the Tla'amin Nation in restricted fee simple, and the Nation has lawmaking authority with respect to management, planning, zoning and development on Tla'amin Lands. The Nation has adopted laws and associated implementation tools for the adjudication of applications for interests in and uses of Tla'amin Lands, some of which are relatively new, while others have been in use for nearly a decade.. The number and complexity of applications have increased, and technology has advanced, prompting a need to revisit and refresh these critical administrative tools.

For more information, visit: [www.tlaaminnation.com](http://www.tlaaminnation.com)

## **2. REQUEST FOR SERVICES**

### **a. Nature of Services Required**

Tla'amin Nation is seeking a consultant to provide integrated technical services in support of the Land Use Plan Update process. The consultant will work in close collaboration with the Comprehensive Nation Plan (CNP) Team, which will lead engagement, provide project management, and oversee and actively participate in the drafting of the Land Use Plans.

The consultant's role is to deliver high-quality technical review, GIS mapping, scenario modelling, and undertake drafting that ensures Land Use Planning deliverables are clear, coherent, accurate, implementable, and aligned with Tla'amin Law.

### **Scope of services includes:**

#### **t̓išosəm Plan Update**

- Review existing data and technical assessments and identify additional studies to fill knowledge gaps.
- Conduct approved technical assessments and analyses to inform planning and decision-making. These may include:
  - Land Capacity and Constraints Analyses to evaluate where and how land can be used, considering environmental, cultural, and infrastructure limitations.
  - Integrate findings from ongoing work on housing studies to identify land use requirements to meet projected demand, gaps, and options for future housing development.

- Review and integrate previous work on climate resilience and hazard mapping to identify land use designations to minimize risks such as flooding, wildfire, and sea-level rise, and to guide adaptation measures.
- Develop Community Design Guidelines that establish a cohesive design “identity” for ʔišosəm as it grows. These guidelines would include considerations such as housing form and density, public realm design, and landscaping/urban tree cover strategies (to address heat islands and improve shade, walkability, and climate resilience).
- Review and refine land designation options and model development scenarios that integrate and balance development interests, cultural and social interests, safety and emergency preparedness, and climate resilience and hazard mapping.
- Support drafting of the ʔišosəm Plan, including zoning recommendations and supporting zoning tools and workflows.
- Support implementation planning for the ʔišosəm Plan, including sequencing and associated costing.
- Ensure coherence and integration of the LUP with the Land Use Planning Tools and Workflows.

### **Treaty Settlement Lands (TSL) Land Use Plan**

- Review existing data and technical assessments and identify additional studies to fill knowledge gaps.
- Conduct approved foundational and technical assessments, including:
  - Infrastructure and Servicing Review to identify current capacity and future requirements to support growth, including collaboration with external engineering and planning partners where developments rely on servicing agreements.
  - Housing and Land Demand Analysis to project future residential settlement needs and associated land and water requirements.
  - Economic Development Lands Scan to identify potential lands and projected uses for commercial, industrial, and other economic purposes, along with servicing and infrastructure implications.
  - Environmental and Cultural Sensitivity Mapping to identify areas of ecological and cultural importance that require protection or careful management in future land use planning.
- Support renewal of land use designations.

- Work closely with Tla'amin GIS team to prepare updated GIS maps and model development scenarios that integrate and balance development interests, cultural and social interests, safety and emergency preparedness, and climate resilience and hazard mapping.
- Support preparation of the TSL LUP draft, including technical maps.
- Ensure coherence and integration of the LUP with the Land Use Planning Tools and Workflows.
- Support implementation planning for the TSL LUP, including sequencing and associated costing.

**Tla'amin Nation Will Provide:**

- Leadership, decision-making, project management, and coordination through the CNP Team.
- Leadership in drafting and preparing deliverables and Plans and directing drafting support from other TN staff and consultants.
- All community and stakeholder engagement.
- Access to planning documents, laws, and GIS data.
- Guidance from Executive Council, Directors, the Lands & Resources Department and Technical Planning Group.
- Timely internal review of deliverables to ensure alignment with Nation priorities.

b. Qualifications

The successful consultant/team should demonstrate:

- Proven experience in Indigenous community planning, land use planning, and policy development.
- Expertise in GIS, scenario modelling, and technical mapping.
- Strong knowledge of housing, infrastructure, environmental, and hazard planning.
- Experience aligning land use plans with Indigenous governance systems, treaty frameworks, and legal requirements.
- Expertise in process mapping and development of forms, decision tools, and procedural guidance in land use.

- Ability to produce plain-language materials for staff, leadership, and community audiences.
- Demonstrated capacity to deliver high-quality outputs on time and within budget.
- Experience working collaboratively with First Nations governments, preferably in BC.

### **3. SUBMISSION INFORMATION**

The successful proponent must meet the requirements set out in the RFP and Information For Proponents. Proponents shall submit the following information with their proposal:

- i. Executive Summary demonstrating understanding of project
- ii. Identification and CV's of the key members of their team/company
- iii. Summary of experience in working in specific areas with First Nations
- iv. Work plan and approach to meeting requirements
- v. Cost estimate/quote, hourly rates, description of the basis, timing and terms of proposed billings
- vi. Examples of previous deliverables.
- vii. Minimum of two (2) references and their contact information

### **4. EVALUATION**

This section details all the criteria against which proposals will be evaluated. Tla'amin Nation reserves the right not to select any proposal.

Proponents should ensure that they fully respond to all criteria to receive full consideration during evaluation.

A shortlist of proponents may be contacted for an interview.

#### **a. Criteria**

Proposals not demonstrating that they [substantially] meet the following criteria may be excluded from further consideration during the evaluation process.

- i. Requirements - How the proponent meets the RFP or tender requirements and specifications.
- ii. Qualifications - The proponent qualifications and how the qualifications relate to the contract or services requested.
- iii. Cost - While Tla'amin Nation reserves the right to not select the lowest bid, the cost of each bid will be considered.
- iv. See a detailed breakdown of the evaluation criteria in section 8

Proposals for this RFP which [substantially meet/ meet all of the] criteria will be evaluated as follows. Consideration will be given to a submission with First Nations representation providing that all the criteria are met. Tla'amin reserves the right to not select any proposal. Tla'amin reserves the right to keep all proposals received confidential.

<b>Proposals which meet the minimum criteria will be further evaluated against the criteria as follows:</b>	<b>Weight</b>
Understanding of Project and Approach	10%
Relevant Experience and Qualifications	10%
Team Composition and Capacity	10%
Engagement and Collaboration	5%
References and Past Performance	5%
Quality of Deliverables	30%
Cost and Value	30%
<b>Total</b>	<b>100%</b>

## **5. TERM**

The contract will commence in November 2025 and will terminate in February 2027, or sooner if work is completed.

## **6. REFERENCES**

Tla'amin Nation may conduct reference checks of the successful proponent. TN will not enter into a contract with any proponent whose references, in the opinion of TN, do not confirm the information provided in the RFP.

## **7. INQUIRIES**

All inquiries must be submitted by October 6th, with responses issued and consolidated in an Addendum posted on October 10th to ensure equal access to information for all

proponents during the tendering process. All responses to the RFP and any inquiries regarding the services of the anticipated contract or the administrative details of the RFP are to be directed to:

Russell Brewer, CAO  
russell.brewer@tn-bc.ca  
778-762-0172

## **8. EVALUATION CRITERIA**

### **1. Understanding of Project and Approach (10%)**

- Demonstrated understanding of Tla'amin Nation's Land Use Planning context, goals, and deliverables.
- Clarity and feasibility of the proposed work plan, methodology, and timeline.
- Evidence that the approach integrates with and supports the Nation's governance, engagement, and decision-making frameworks.

### **2. Relevant Experience and Qualifications (10%)**

- Proven track record in Indigenous community planning, land use planning, and policy development.
- Experience with GIS, scenario modelling, and technical mapping.
- Expertise in housing, infrastructure, environmental, hazard, and climate resilience planning.
- Familiarity with First Nations governance systems, treaty frameworks, and BC-specific legal/regulatory environments.

### **3. Team Composition and Capacity (10%)**

- Qualifications, expertise, and availability of proposed team members.
- Demonstrated ability to deliver on time and within budget.
- Cultural competency and experience working respectfully with Indigenous communities.

### **4. Engagement and Collaboration (5%)**

- Evidence of collaborative approach with client teams.
- Sensitivity to cultural protocols and community values.
- Commitment to knowledge transfer and capacity-building for Nation staff.

### **5. References and Past Performance (5%)**

- Strength of references from comparable projects.

- Documented success in achieving similar deliverables and outcomes.
- Ability to adapt and problem-solve in complex planning contexts.

#### **6. Quality of Deliverables (30%)**

- Clarity, accuracy, and implementability of past deliverables (samples or references).
- Ability to produce plain-language tools, training materials, and community-facing communications.
- Innovation and best practices brought to technical analysis and planning support.

#### **7. Cost and Value (30%)**

- Overall competitiveness of the fee proposal.
- Transparency of pricing structure, including hourly rates and billing practices.
- Demonstrated value-for-money considering scope, quality, and expertise offered.