

**Date Issued:** June 3, 2025

**Proposal Submission Deadline:** June 17, 2025

**Submit proposals to:** [execdir@msgc.ca](mailto:execdir@msgc.ca)

**Inquiries to:** [execdir@msgc.ca](mailto:execdir@msgc.ca) (Responses to inquiries will be shared with all interested parties)

## 1. Background

The Metis Settlements General Council (MSGC) has received funding under the Northern and Regional Economic Development (NRED) program to undertake the development of **Regional Economic Development Strategies**. This project aims to develop individual and collective economic development strategies for each of Alberta's eight Metis Settlements, as well as an overarching regional strategy to foster economic growth and diversification.

MSGC invites proposals from qualified consultants to lead this project and deliver the required outcomes by the project completion date of **September 30, 2025**, as per the grant agreement with Alberta Jobs, Economy and Trade.

## 2. Project Objectives

The consultant will:

- Develop economic development strategies for each of the eight Metis Settlements.
- Develop an overarching economic development strategy for the MSGC as the central government.
- Identify opportunities for regional partnerships and collaboration.
- Engage settlement leaders as well as appropriate member businesses and members throughout the process.
- Identify and integrate considerations and strategies for emerging industries (e.g. hydrogen, AI data centres, as appropriate).
- Develop implementation plans that will support new business opportunities, economic diversification, and revenue generation across Settlements.

## 3. Scope of Work

The consultant will:

- Conduct stakeholder engagement and community consultations.
- Collect and analyze relevant data, including the MSGC census data.
- Develop draft and final versions of individual Settlement economic development strategies and the overarching MSGC strategy.

- Provide recommendations for implementation, including potential partnership and funding opportunities.
- Assist in identifying training and investment opportunities.
- Deliver all required reports as per the grant agreement, including financial reporting, summary reports, and any other reports required by MSGC and Alberta Jobs, Economy and Trade.

## 4. Deliverables

- Comprehensive economic development strategy for each of the eight Settlements.
- An overarching MSGC regional economic development strategy.
- Final summary report including project outcomes, economic impact assessment, and implementation recommendations.
- Compliance with the grant agreement's reporting and financial requirements.

## 5. Proposal Requirements

Proposals must include:

- A detailed work plan outlining methodology, timelines, and key milestones with the assumption that the work will commence June 30, 2025 and be submitted for client final approval by September 15, 2025.
- A budget with a detailed breakdown of costs, including professional fees, travel, and any additional expenses.
- Qualifications and experience of the consultant(s), particularly in Indigenous economic development, tourism, emerging energy industries, joint ventures, entrepreneurship, business retention and growth, access to investment capital, foreign direct investment, export development and trade, and community development and community engagement.
- Examples of previous relevant projects.
- References from similar work completed within the last several years.
- A description of how the consultant will engage with Settlements and MSGC throughout the project.
- A statement on how the consultant will comply with the confidentiality and reporting requirements of the grant agreement.

## 6. Budget

The total budget allocated for consultant fees is **\$145,000 CAD**, as per the approved project budget.

## 7. Proposal Submission

Proposals must be submitted electronically to [execdir@msgc.ca](mailto:execdir@msgc.ca) by **June 17, 2025 at 4:30 PM MST**. Proposals received after this time will not be considered.

Questions regarding this RFP must be submitted to [execdir@msgc.ca](mailto:execdir@msgc.ca). All questions and answers will be shared with all parties who have expressed an interest in the RFP.

## 8. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

Criteria	Weighting
Understanding of project objectives and methodology	25%
Qualifications and experience of key personnel	25%
Proposed work plan and timeline	20%
Budget and value for money	15%
Indigenous community engagement approach	10%
References and past performance	5%

Total: 100%

## 9. Selection Process

- Proposals will be evaluated by an internal MSGC review panel.
- Shortlisted proponents may be invited for an interview or to provide additional information.
- MSGC reserves the right to accept or reject any or all proposals and is not bound to select the lowest-cost proposal.

## 10. Confidentiality

All information provided by MSGC and all information collected during the course of the project must be treated as confidential and used only for the purpose of fulfilling the requirements of this RFP and subsequent contract.