



Portage Regional Economic Development Inc Request for Proposals

Industrial Development Strategy for the Region of Portage la Prairie #007

Portage Regional Economic Development Inc. (PRED) invites proposals from qualified consultants to lead the development of an Industrial Development Strategy for the Region of Portage la Prairie, Manitoba. This initiative aims to continue attracting large-scale industries to the region through infrastructure analysis, targeting complementary sectors, industrial collaboration, sustainable practices, and exploring the circular economy to develop an Industrial Development Strategy.

Deadline for Receipt of Proposals

Time: 4:00 pm local time

Date: October 21, 2024

Location: PRED Office
800 Saskatchewan Ave W
Portage la Prairie, MB R1N 0M8

Proposals received later than the time stated above will not be accepted and will be returned unopened. Proposals sent by facsimile will not be accepted.

Preferably, proposals shall be submitted electronically to ecoleary@investinportage.ca with the subject labeled “Response to RFP for Industrial Development Strategy for the Region of Portage la Prairie #007”, alternatively they may be sent by courier or mail to:

Ms. Eve O' Leary, Director of Economic Development
Portage Regional Economic Development Inc.
800 Saskatchewan Ave W
Portage la Prairie, MB R1N 0M8

Please contact: 204-870-9050 for general inquiries

1. Background

Representing an agri-food manufacturing hub of over 23,385 people, Portage Regional Economic Development (PRED) helps inspire new investment and re-investment across the region. The mandate of the Portage Regional Economic Development is to create an environment that successfully attracts new investment, retains and expands current business for the entire community of the City of Portage la Prairie and the RM of Portage la Prairie whilst leveraging the strong regional approach of the two municipalities working together in collaboration.

Since 2018, the region has experienced substantial changes in the economy, reflecting ongoing growth. These changes include investments in new commercial businesses, the construction and renovation of numerous commercial strip malls, and the addition of over 300+ housing units, with more than 300+ additional units on the way. Significant industrial development has also occurred. For example, Roquette opened the world's largest pea protein facility in Portage la Prairie, investing over \$600 million. Simplot invested over \$480 million, doubling their facility and expanding their workforce by 90 positions. Additionally, the construction of a new \$455-million, two-storey hospital and the announcement from a new industry in June 2023, that are currently in the final stages of their front-end engineering design study for a \$1.9 billion investment, are testament to the region's growth. As per the Region's 10 Year Economic Development Strategy, continued Industrial Development remains a top priority.

2. Scope of Services:

Portage Regional Economic Development Inc. (PRED) invites proposals from qualified consultants to lead the development of an Industrial Development Strategy for the Region of Portage la Prairie, Manitoba. This initiative aims to continue attracting large-scale industries to the region through industrial collaboration, sustainable practices, exploring circular economy business models, and the continued attraction of Foreign Direct Investment (FDI), while marketing the region as a place of investors' choice.

This project represents a significant opportunity to position Portage la Prairie as a leader in the circular economy, an emerging model that promotes resource efficiency, environmental sustainability, and industrial synergy. Along with Investment attraction solutions, the strategy will focus on bringing together diverse industrial sectors to address common challenges and foster cooperation in areas such as workforce development, water and wastewater management, and infrastructure sharing.

We are seeking a consultant to build upon the recent studies, strategies and assessments completed in the Region and develop an Industrial Development Strategy to continue the attraction efforts of billions of dollars to the Region. The strategy will focus on five key areas.

3. Project Budget

The total budget for this project is **\$70,000 CAD**, excluding applicable taxes. This budget is inclusive of all costs related to research, planning, stakeholder consultations, report preparation, and delivery.

4. Project Objectives and Scope of Work

The Industrial Development Strategy will establish a collaborative framework for Portage la Prairie to enhance its economic landscape, promote sustainability, and attract international investments. Through the studies available and completed on the five-core areas, the consultant is expected to deliver a detailed Industrial Development Strategy and Action Plan that includes the following core objectives:

Area 1 - Workforce and Skill Development

- 2.1 Collaborative Workforce Solutions:** Identify common workforce challenges among industries and develop strategies to share temporary or specialized resources.
- 2.2 Skills Assessment:** Analyze current and future workforce needs, focusing on highly specialized roles required by industries in the region.
- 2.3 Training and Development:** Propose joint training programs to upskill local workers and address identified skill gaps, ensuring the region is ready for future investment opportunities.

Area 2 - Industrial Collaboration and Synergy Building

- 2.4 Multi-Stakeholder Engagement:** Organize forums and focus groups with key stakeholders, including local industries, governmental bodies, and community representatives, to foster collaboration and ensure alignment with the regional development vision.
- 2.5 Create Terms of Reference and Framework:** Build upon the existing framework of the Portage Industrial Stakeholders group and provide recommendations to formalize the group and ensure sustainability and effectiveness. PRED Facilitates bi-monthly meetings between current industrial stakeholders and prospecting companies. This has allowed an a opportunities to fosters synergies for a circular economy model. This unprecedented economic development approach of connecting current and prospecting companies offers a unique concierge service built on genuine collaboration and breaking down silos.

Area 3 - Infrastructure Assessment and Development

- 2.6 Water Resource Analysis:** Identify and evaluate available water sources (rivers, lakes, groundwater, and municipal supply) to determine quality, quantity, and sustainability. Utilize current studies on the reuse of water between companies.
- 2.7 Wastewater Management:** Assess existing wastewater treatment facilities and propose strategies for optimizing industrial wastewater recycling and reuse, in line with circular economy principles, along with aligning the strategy with the future plans currently proposed on expanding wastewater for current and future industries.
- 2.8 Cost Sharing Mechanisms:** Explore and propose equitable models for sharing the costs of infrastructure development and maintenance among participating companies and partners, which could lead to recommending solutions, for example: a Master Development Plan for infrastructure in the Region.
- 2.9 Manitoba Hydro Resource Analysis:** Assess existing electricity and natural gas transmission and distribution infrastructure and propose strategies for renewable energy options including but not limited to renewable natural gas potential, in line with circular economy principles.

Area 4 - Resource Optimization and Environmental Sustainability

- 2.10 Circular Supply Chains:** Develop recommendations for the exchange of waste materials and by-products between companies for reuse or upcycling, reducing the overall environmental footprint.
- 2.11 Circular Business Models:** Support the development of circular business models between current and future industries to share and maximize resources to ensure efficiency and cost savings for industrial users.
- 2.12 Eco-Industrial Park Designation:** Review the United Nations Industrial Development Organization International Framework for Eco-Industrial Parks, then evaluate and comment on Poplar Bluff Industrial Park and McMillian Industrial Park compared to the outlined performance requirements.

Area 5 - FDI Attraction and Marketing

- 2.13 Investment Promotion:** Develop a targeted marketing plan that aligns with targeted sectors to promote the Poplar Bluff Industrial Park and McMillan Industrial Park, highlighting their readiness for investment by industrial companies.
- 2.14 FDI Roadmap:** Provide actionable steps for securing international investors and integrating them into the region's industrial ecosystem. This roadmap should align with the overall synergy goals of the region.
- 2.15 Regional Industrial Data Base:** Data collection and environmental scan of Industrial assets with developed sales sheets on the current templates designed for the Region of what companies are located in the Region of Portage la Prairie.

3. Phased Implementation Plan

3.1 Project Phasing: Develop a phased implementation plan for the gradual and sustainable execution of shared infrastructure and workforce initiatives. The plan should account for timelines, funding sources, and stakeholder responsibilities.

3.2 Monitoring and Evaluation: Propose a framework for continuous monitoring of the project's progress, with clear metrics to assess the success of synergies and collaboration efforts.

4. Deliverables

The selected consultant is expected to deliver the following:

Phase 1: Discovery and Research

- Stakeholder consultations
- Data collection and environmental scan
- SWOT analysis (Strengths, Weaknesses, Opportunities, and Threats)
- Interim report and presentation

Phase 2: Draft Strategy Development

- Industrial Development Strategy and Action Plan
- Stakeholder feedback integration

Phase 3: Final Report and Presentation

- Finalize Industrial Development Strategy and Action Plan
- Executive summary and visual presentation materials
- Presentation to Community Stakeholders

5. Work Plan and Approach:

- a) Discuss your company's understanding of the Scope of Services to be performed.
- b) Describe the method for management of overall project costs, schedule, quality assurance/quality control, responsiveness to PRED's requests and inquiries, and other issues critical to this project.
- c) Specifically address your company's approach to resolving unanticipated issues efficiently and effectively while maintaining project budget and schedule. In addition, explain your team's ability to adapt to changes in environment and/or existing conditions throughout the process that may affect the program outcome and schedule.
- d) Describe the needs of Economic Development staff. For example, what Economic Development staff expertise is needed and how much time do you anticipate.
- e) Identify any "value-added" services that your company may provide to this project.

- f) Discuss your company's understanding of the schedule and outline a proposed project schedule (if any) starting with a kickoff meeting, development of draft documents, final report, etc. Include any significant milestone and resource needs such as staff, meeting space, reports, etc. from Portage Regional Economic Development Inc.
- g) Please clearly identify all proposed costs and fees associated with the Scope of Services and any additional identified work you believe is necessary to complete the scope of work. It is up to the Consultant to provide a cost proposal that works well for the service listed in the Scope of Services.

6. Proposal Submission Guidelines

Proposals should include the following:

- **Cover Letter:** An introduction to the proposing firm, summarizing the company's interest and qualifications.
- **Company Overview:** Description of the firm's experience in economic development, circular economy, industrial collaboration, and attraction of foreign investment.
- **Work Plan and Methodology:** A detailed description of the proposed approach to the project, including key milestones, methodologies, and expected outcomes. Specify how the consultant plans to manage project costs, timelines, quality control, and stakeholder engagement.
- **Project Team:** Resumes of all key personnel involved in the project, including their relevant experience and roles.
- **Relevant Experience:** Examples of at least three similar projects completed by the consultant, with references.
- **Community Engagement Plan:** A detailed strategy for engaging local stakeholders and industries, ensuring their active participation in the project.
- **Project Budget:** A comprehensive breakdown of all costs associated with the project, including any subconsultants and additional work beyond the specified scope.

7. Consultant Selection and Criteria Process

All proposals will be evaluated using the following criteria:

- Quality and completeness of proposal
- Quality of the proposed services to be provided
- Ability and experience of team members assigned to work on the project.
- Technical experience in performing work of a similar nature.
- Methodology and work program, including knowledge of local needs and the ability to work closely with PRED staff and other Economic Development stakeholders in the Region.
- Creativity and insight of proposal

- Timing of work program and ability to perform the work within the time specified.
- Project cost
- Ability to produce high-quality and easy-to-read graphic information.
- Value added components to the project.

8. Terms and Conditions

Issuance of this RFP does not commit Portage Regional Economic Development Inc to award a contract for services or to pay any costs incurred in the preparation of a response to this request.

Portage Regional Economic Development Inc retains the right to accept or reject any or all submittals, to negotiate with any qualified Consultant, or to adjust, cancel or modify in part or in its entirety the RFP if it is in the best interests of PRED to do so. Once submitted, the proposals become the property of Portage Regional Economic Development Inc.

9. Timelines

RFP Issuance Date: September 27, 2024

Questions Deadline: October 11, 2024

RFP Submission Deadline: October 21, 2024, 4:00 PM (local time)

Award of Tender: November 1, 2024

Project Start Date: November 4, 2024

Draft Report Submission: March 31, 2025

Final Report Submission: April 21, 2025