



YELLOWKNIFE HISTORICAL SOCIETY

REQUEST FOR PROPOSALS - FEASIBILITY STUDY/BUSINESS CASE

TABLE OF CONTENTS

1. Background	2
2. Introduction	3
3. Objectives of the Feasibility Study	4
4. Museum Background	4
4.1 Existing Facilities and Collections	4
4.2 Museum Visitors	5
4.3 Finances	6
4.4 Land Lease Detail	7
4.5 Governance Structure of Proposed Museum & Interpretive Centre	7
5. Project Scope	7
6. Proposed Evaluation	8
7. Proposal Requirements	9
7.1 Project Understanding, Qualifications and Related Experience	9
7.2 Fee Proposal	9
7.3 Proposal	9
Appendix A: Conditions and Instructions to Contractors	11
Appendix B: Yellowknife Historical Society Business Plan	15
Appendix C: Proposed Budget (Museum)	16
Appendix D: Feasibility Study Terms of Reference	17
Appendix E: Evaluation Criteria	18



YELLOWKNIFE HISTORICAL SOCIETY

REQUEST FOR PROPOSALS YELLOWKNIFE HISTORICAL SOCIETY

PROJECT MANAGEMENT, PROJECT DESIGN, SITE COMPONENT EVALUATION AND FEASIBILITY STUDY/BUSINESS CASE DEVELOPMENT

1. BACKGROUND: *(please refer to Appendix B: attached Business Plan for further detail)*

The Yellowknife Historical Society is a registered not-for-profit Society with tax-exempt status. The Society has a volunteer board of directors that meet monthly and a paid Coordinator.

MISSION: The Yellowknife Historical Society preserves and promotes awareness of local community history for residents and visitors

VISION STATEMENT: To establish a community-driven and thriving museum with a focus on Yellowknife's community history that engages residents and visitors by providing learning opportunities for all.

The Society aims to enhance the local experience for locals and visitors including students, academic researchers, industry and government and contribute to overall tourist opportunities. To this end, the establishment of a museum and interpretive centre (Centre) at the old Giant Mine Recreation Hall in Yellowknife will showcase the story of Yellowknife with its rich tapestry of indigenous culture in the area for thousands of years combined with the arrival of newcomers and the mining industry, businesses and government. The Centre will offer a main exhibit hall, a coffee shop, gift shop, meeting room and archives/library. It will also include outdoor displays utilizing vintage machinery and vehicles and historic structures and walking trails with interpretive information on the area. Additionally, groups will be able to rent facilities in the Centre for meetings or gatherings which will be an additional source of revenue supplementing revenues from the museum and the coffee shop. With a location mere minutes away from the City's downtown core and yet away from urban distractions, located on the shores of Great Slave Lake, with plenty of parking, this is an ideal gathering place for a variety of events.

The Centre is strategically located next to the local Marina (which will attract visitors in the summer for boating activities and in the winter as a popular aurora watching site once remediation activities are complete). As such, the Centre is well placed to attract visitors as well as locals with its facilities and will become a focal point for heritage and culture in the region which will boost the NWT tourism potential.

The Society is inviting proposals from qualified firms for development of a Feasibility Study and Business Case for project management, design and construction of a Museum and Interpretive centre to be established in Yellowknife. The Feasibility study is intended to build on the Society's existing Business Plan (Appendix B attached) and should also include a Business Case for the operation of such a facility.



YELLOWKNIFE HISTORICAL SOCIETY

2. INTRODUCTION

1. The Yellowknife Historical Society is inviting proposals from qualified firms (proponents) for development of a Feasibility Study / Business Case for construction and project management of a Museum and Interpretive Centre to be established in Yellowknife.
2. All questions received and the responses given up to **three (3) days prior to the closing date** for the RFP will be documented and shared by e-mail with all proponents who have notified the Society's Coordinator of their interest in this RFP.
3. Any addendums or changes to this RFP will be communicated via e-mail to all proponents who have registered their interest with the Society's Coordinator.
4. Each Proposal submitted must include a Pricing Table completed and signed by an authorized representative of the proponent. In addition to the Proposal Pricing Table, the Proposal should include any additional information or materials requested in Section 6. Proposal Requirements.
5. The Conditions and Instructions to contractors are set out in **Appendix A**.
6. The Evaluation Criteria for review of Proposals received are set out in **Appendix E**.
7. Proposals will not be opened in public.
8. Proposals must be received by the Society on or before **4:00 p.m. MST, July 15 2019**. The Society prefers to receive Proposals by email to the Coordinator, YK Historical Society: coordinator@yellowknifehistory.com.

The Society will confirm receipt of Proposals by email. Additional information on delivery of Proposals can be found in **Appendix A**, Conditions and Instructions to Contractors.

Project Lead: Helmut Epp – President

Yellowknife Historical Society

Coordinator: Tracey Bryant

Email: coordinator@yellowknifehistory.com.

Telephone: 867-445-8302



YELLOWKNIFE HISTORICAL SOCIETY

3. Objectives of the Feasibility Study:

The Yellowknife Historical Society has engaged the City of Yellowknife, the Giant Mine Project team the Prince of Wales Northern Heritage Centre and Tourism operators in the City in developing a plan to operate a Museum and Interpretive Centre in Yellowknife at the former Giant Mine Site. There is a need to develop a feasibility study, (which will include a business case) for the operation and maintenance of this Centre.

4. Museum Background: The Society has acquired the former Giant Mine Rec Hall in order to establish a Community-driven Museum and Interpretive Centre (Centre) to include a coffee shop, meeting room, museum archives & library, heritage and historical displays and opportunities for learning about the history of the area. Although the Society's mandate is targeted to the broader history of the Yellowknife area, initially, the focus for the museum will be on the mining history of the Yellowknife area since the City began as a mining encampment during the 1930's. The Historical Society's museum and archival collections are largely related to mining operations and surrounding geology related to the gold mines that once operated in the City. While the Indigenous occupation of the area spans many more years, the Society's focus will be on the Indigenous contributions to the mining history of the area as there are already excellent museum-class providers of information on the broader, NWT-wide indigenous history and traditional pursuits in the Territory. As well, Yellowknife has no geological interpretive centre which illustrates the geoscience and mining history of the area.

Given the initial focus on mining history and its location on the Giant Minesite, the Museum will also be well placed to offer information on the Giant Mine remediation occurring around the Centre as the need arises, in collaboration with the remediation team.

Since the Society's historical mandate is broader than just the mining sector, we hope to build on anticipated success in early operations to expand future planning to include the broader aspects of Yellowknife history.

This project is needed at this time to provide a consolidated, fresh new experience for tourists and tour operators that will broaden the experience for visitors and residents alike.

Design sheets can be found in ***Business Plan – Appendix A.***

4.1 Existing Facilities and Collection

The Society's ~~its~~ extensive collection of mining and general history of the area, comprises approximately 5300 square feet of useable space of which exhibit space will occupy 1700 square



YELLOWKNIFE HISTORICAL SOCIETY

feet. The collection is of local and regional significance and is currently in storage on an adjacent lease to the museum building. The intent is also to use the space to house exhibitions showcasing the general history of the area through visual displays and interpretive learning opportunities. The Museum space will also include storage space, a small administrative office and public facilities (Coffee shop/meeting room).

In addition to its collections currently in storage, the Society has also acquired a number of pieces of mining equipment which will be part of an outside display around its parking lot with appropriate signage.

Additionally, the Society owns an outside storage building (the old Commissary building) which is currently being used to store a major portion of the museum's future collection.

It is expected that the existing buildings (once renovated) will be adequate to meet the needs for storage and display conditions and to provide access to the intended collections. It is noted that the Society's museum collections are largely made up of mineral collections and mining related equipment and will not need specialized storage protocols. As such, standard environmental and security standards will be applied to displays and storage of collections.

4.2 Museum Visitors

The project is highly significant at this point in time as the number of Aurora viewing tourists to the City has continued to grow by approximately 300% over the past 5 years with approximately a 20% increase each year. (GNWT tourism statistics **Appendix B Business Plan**). Other tourist sectors such as 'Outdoor Adventure' seekers have seen over a 200% increase in the past two years. Our project will assist tour operators to offer a complete package of activities in a location that is convenient as well as providing learning opportunities for visitors regarding the Indigenous and other history of the area. There is a growing need to diversify the current tourist experience outside of aurora watching in the winter and outdoor activities. (**see Appendix B – Business Plan** for letters of support from other tourist-related facilities and businesses). In addition to tour operators including the Museum on their City tours, it is expected that schools groups and tourists operating independently of tour companies will also visit the facility in the peak winter months as well as the summer months. Once remediation activities are completed around the site, the Society has been informed that the current Marina and cruising club will be able to return to its current site by the Museum. Once that occurs it is anticipated that the marina users will also use the facility. It will be necessary for these assumptions to be confirmed through discussions with potential visitor groups through this feasibility study.

4.3 Finances



YELLOWKNIFE HISTORICAL SOCIETY

It is noted that the Society has already raised \$1,102,400 in business memberships/ quantifiable donations/ and grants (*see Appendix B business plan*) which is in addition to “in kind” donations already received from various sources. The project will be completed in a phased fashion with short, and mid to long term goals for completion (*see sections 4.1 & 4.2 of Appendix B Business plan*).

Please see Museum Project Budget (**Appendix C attachment**) for 3 phases - 2019/20, 2020/21 and 2021/22. Contracts have been signed with trades providers for work to be completed in 2018/19. Depending on availability of funds, other components of the project will be completed in 2019 and ongoing. In 2018, the Society raised approximately 135K in revenue, a portion of which will be allocated to project completion.

The Museum expects Revenue to include entrance fees, gift shop sales, coffee shop revenue and rental of an attractive space for meetings/workshops etc. It should be noted that the availability of cost-effective meeting or event rental space especially with basic kitchen facilities is at a premium in the City. Increasingly businesses and especially government are looking for venues away from the distractions of downtown where it is too easy to lose participants to other priorities around them. The Museum location, 5 to 10 minutes from the downtown with little distractions around will prove to be an excellent option for workshops, celebrations and gatherings of all types.

Additional revenue is acquired from fundraising efforts and donations from private businesses and individuals as well as government contributions to the project. *It is important to keep in mind that the Society will operate on a ‘not for profit’ basis and that revenues from fees charged to visitors will likely need to be supplemented by grants or contributions from various government and other agencies.* Once the Society completes this study, with expected positive findings for feasibility, it is expected that this will assist the Society in fundraising efforts and that budgets will correspondingly reflect these expected additional revenues.

4.4 Land Lease Detail

Details can be found in **Section 2.1 Business Plan**. The Society has a recurring land lease arrangement with the City of Yellowknife that encompasses the main museum building and surrounding parking area. The Lease will be up for renewal October 2019. It is important to note that this type of lease arrangement is common and routinely utilized by both local governments as well as Territorial and federal governments. The City of Yellowknife supports the Museum



YELLOWKNIFE HISTORICAL SOCIETY

plans and there is no indication that the City will change its policies with regard to renewal of the lease.

4.5 Governance structure of proposed Museum & Interpretive Centre

The Society already pays for a part-time coordinator. In addition the Society expects to hire 1 full time equivalent position when the Centre is fully operational. Other part time staff may be added if there is a demonstrated need depending on numbers of visitors and overall use of the facility. Volunteers have always been part of the Society's operations over the years. It is expected that volunteer staff will supplement paid staff at peak periods. The Staff will report to a sub-committee of the current board of Directors to include at minimum, the President and 2 other directors. The terms of this feasibility study include consultation with other small-scale facility operators. (Facilities in town of similar scope will be suggested to the consultants as part of the consultation necessary under this contract).

5. PROJECT SCOPE:

The Yellowknife Historical Society is inviting proposals from qualified firms for development of a Feasibility Study including a Business Case, for the viability and project management, of a Museum and Interpretive Centre to be established in Yellowknife, NT.

Details of the proposed Centre Project are included in **Appendix B – Business Plan** attached to and forming part of this Request for Proposals (RFP). This Business Plan (originally developed by Dillon Consultants Yellowknife and updated as needed) is a locally developed concept for the new Museum. Proponents responding to this RFP are required to review this plan and to base their submission on its content. *However, it is stressed that the intent of this RFP is not merely to reproduce an updated version of what is already there in the existing Business Plan.* Proponents are encouraged to recommend other components/options for the project based on their knowledge and experience with similar projects.

'**Appendix D**' provides a Terms of Reference as an outline for the consultant report that is required.

The Feasibility Study (including a Business Case) must be completed by: **September 15, 2019**

The Proposal submitted should include a detailed budget for expenses including fees and disbursements.



YELLOWKNIFE HISTORICAL SOCIETY

6. PROPOSAL EVALUATION:

The following factors will be considered by the Project Team when reviewing and evaluating proposals:

- a. Bid Price and Value for Money
- b. Demonstrated understanding of the Project and clarity of their proposal
- c. Completeness of the proposal including information referenced in **Appendix D, Terms of Reference** according to criteria and weighting as described in **Appendix E, Evaluation Criteria**
- d. Project timeline and established milestones (ability to meet project completion date)
- e. Team qualifications and experience: Identification and qualifications/experience of proposed project team and sub-contractors, including experience with specialized museum development and the storage, display and handling of artifacts, books and documents.
- f. Knowledge of local economic drivers especially the tourism industry in NWT as it impacts on the economy of City of Yellowknife and the potential positive impacts for the Museum and Interpretive Centre operations is essential.
- g. Experience with evaluation of 'not for profit' businesses where operational revenue may include fees charged as well as grants and contributions, is desirable.
- h. Results of reference checks (3)
- i. As needed, consultation with community stakeholder groups such as tourism operators and the Prince of Wales Heritage Centre Museum.
- j. Innovative project ideas that may enhance visitor experience or contribute in other ways to the successful operation of the Centre.

7. PROPOSAL REQUIREMENTS

To be considered, proponents should submit a complete response to the RFP with the content in the form requested. Firms not responding to items requested in the RFP or indicating exceptions to such items may have their proposals rejected. Proponents are responsible for their own expense in preparing, delivering or presenting a proposal, and for subsequent negotiations with the Project Lead - President, Yellowknife Historical Society. if any.



YELLOWKNIFE HISTORICAL SOCIETY

The Proponents are asked to provide the following information:

7.1. Project Understanding, Qualifications and Related Experience:

- a. Statement of your understanding of the Project Scope and Conditions
- b. Identify staff responsible for managing the service.
- c. Description of the Proponents qualifications and specific experience with specialized museum requirements with respect to the storage and handling of artifacts, exhibits, books and documents.
- d. Description of the expertise and qualifications of any sub-contractors or bid partners and the reasons why they are required for this project.
- e. Summary of your knowledge and experience working with businesses and other parties in the City of Yellowknife or in the NWT if any.
- f. Summary of your knowledge and experience working in a northern environment.
- g. Three (3) client references.
- h. An example of a similar completed project.

7.2 Fee Proposal:

Proponents will provide a table that summarizes all fees and costs for the proposed services to be provided and for associated costs including: a breakdown of hourly rates and projected hours for each project team member and sub-contractor, projected travel costs, other project costs.

7.3 Proposal:

The proposal must reference **Appendix B: - Business Plan** attached to the RFP and clearly describe how the proponent will undertake this project and will complete the following activities:

- a. Preparation of a Feasibility Plan
- b. Preparation of a Business case
- c. Project Management in the context of the Centre's operations as described in **Appendix B- Business Plan**
- d. Stakeholder and community consultation as needed to evaluate Society assumptions and conclusions



YELLOWKNIFE HISTORICAL SOCIETY



YELLOWKNIFE HISTORICAL SOCIETY

APPENDIX A

CONDITIONS AND INSTRUCTIONS TO CONTRACTORS

The following conditions and instructions will apply to this RFP. Submission of a quotation indicates understanding and acceptance of the scope of work, terms, conditions, instructions, clarifications and amendments thereto issued by the Society.

Contractors are cautioned to carefully read and follow the conditions and instructions set out in this RFP. Any deviation, omission, as well as any inaccuracies or mis-statements may be cause for rejection. The Society reserves the right, at its sole discretion, to waive minor irregularities and defects in a submission, and proceed with that contractor.

1. Delivery of Proposals:

Proposals must be received by the Society on or before **4:00 pm MST, July 15, 2019**

(a) By Email:

The Society prefers electronic submissions of proposals. Proposals should be in the form of a single PDF file to: coordinator@yellowknifehistory.com

The email must indicate the RFP Name: Yellowknife Historical Society Museum and Interpretive Centre. The Society will confirm receipt of proposals by email. Proposals are deemed to be successfully received when receipt is confirmed by email.

The Society will not be liable for any delay for any reason including technological delays or issues by either party's network or email program, and the Society will not be liable for any damages associated with Proposals not received.

(b) By Hand

If there is no ability to submit electronically, the proposal may be submitted, on or before the project closing time by Courier/Hand to the attention of:

Helmut Epp – President
Yellowknife Historical Society
5214 55 St. Yellowknife NT X1A1X5



YELLOWKNIFE HISTORICAL SOCIETY

It is recommended that all submissions be followed up by a phone call to the Coordinator (867)-445-8302) before the closing date and time to confirm receipt if an acknowledgement of receipt is not received by you in a timely manner.

2. Proponent Interest

It is recommended that any consultant who may be interested in submitting a proposal for this work should notify the Coordinator by e-mail (coordinator@yellowknifehistory.com) so that all addenda, amendments and any inquiries received and responded to can be communicated in a timely manner.

3. Inquiries

All inquiries related to this RFP should be directed in writing by e-mail to the Society Coordinator. Information obtained from any person or source other than this representative may not be relied upon.

The Society will not accept questions or requests for clarification within 3 business days of the submission date and time. However, all questions received within the timeframe will be responded to and copy of the question and response will also be forwarded to all proponents who have registered their interest in this project.

4. Ownership of Proposals

All Proposals and subsequent information or material received shall become the property of the Society and will not be returned.

5. Confidentiality

All Proposals and subsequent information or material received will be held in confidence by The Society

6. Withdrawal of Proposals

Proposals may be withdrawn by written request only. Such request must be received by the Society prior to the scheduled closing time. A Contractor may not withdraw their quotation for a period of 60 days after the closing time.

7. Acceptance of Quotation

Proposals must include a detailed Pricing Table completed to the satisfaction of the Society. The Society unequivocally reserves the right to reject any or all Proposals or to accept any or part of any one quotation as may be deemed to be in its best interest.

8. Contract Award

The lowest or any quotation will not necessarily be awarded a contract with the Society.



YELLOWKNIFE HISTORICAL SOCIETY

9. **No Obligation to Award Contract**

The Society is under no obligation to award a contract as a result of this Request for Proposals and reserves the right to terminate this Request for Proposals process for any reason, at any time. The Society may then do nothing, retender, sole source or complete the work with The Society's own forces. The Society may at any time invite or permit the submission of Proposals (including prices and terms) from other parties who have not submitted Proposals.

10. **No Claim for Compensation**

Except as expressly and specifically permitted in these conditions and instructions, no Contractor shall have any claim for any compensation of any kind whatsoever as a result of participating in this RFP process including accepting a non-compliant bid and by submitting a quotation each Contractor shall be deemed to have agreed that it has no claim.

This RFP, any attached specifications, and the successful Contractors proposal will form part of any contract entered into.

11. **Pricing**

Pricing will be firm for the contract period, unless this RFP states otherwise. All prices quoted are to be in Canadian dollars exclusive of any applicable taxes and inclusive of any duty, FOB destination and delivery charges.

Changes to the project scope, extras identified or negotiated increases in costs during the project must be clearly stated, in writing, and approved in writing by the President of the Society

12. **Contractor's Qualifications**

By submitting a quotation, a Contractor represents that it has the expertise, qualifications, resources, and relevant experience to fulfill a contract, if any, resulting from this RFP.

13. **Addenda and Amendments**

All addenda and amendments or further information to this RFP will be sent by email to all proponents who have provided notice to the Society that they are interested in or considering responding to this RFP.

14. **Disputes**



YELLOWKNIFE HISTORICAL SOCIETY

Any dispute arising from this RFP or subsequent agreement, if any, will be resolved according to the laws of Canada and the Northwest Territories.

15. **Contract Award**

After selection of a preferred contractor, the Society may request negotiations which could include discussion of the terms and conditions in the contract and minor modifications of scope and price. Following which a signing of contract documents and the awarding of a contract will be made by the Society. The Feasibility Study (including a Business Case) must be completed by: **September 15, 2019.**

16. **Conflict of Interest**

In order to avoid a conflict of interest, or the appearance of a conflict of interest, your firm should not engage in any outside activities that are inconsistent, incompatible, or appear to conflict with your ability to exercise independent/objective judgment in the best interest of the Society

Proponents are required to identify any conflicts of interest that may exist for your firm in relation to providing professional services for the Society



YELLOWKNIFE HISTORICAL SOCIETY

Appendix B Yellowknife Historical Society Business Plan

(Please see attached PDF - Business Plan document)



YELLOWKNIFE HISTORICAL SOCIETY

APPENDIX C:

Yellowknife Historical Society Museum Project BUDGET

	2019/2020	2020/2021	2021/2022
Expenses :			
Electrical : rewiring entire building	\$105,000.00		
Insulate all walls and ceiling	\$140,000.00		
Close of interior walls	\$40,000.00		
Plumbing, water & sewage tanks	\$75,000.00		
Fire suppression system		\$60,000.00	
Security System			\$15,000.00
Heating System, wood pellet or boiler		\$225,000.00	
Utility Room		\$30,000.00	
Kitchen		\$60,000.00	
Coffee shop/meeting room			\$90,000.00
Gift Shop			\$40,000.00
Display areas interior			\$80,000.00
Display cases and design			\$60,000.00
Exterior Patio and Deck			\$12,000.00
Signage/Landscaping			\$20,000.00
Museum Parking Lot			\$40,000.00
Outdoor Display Upgrade			\$15,000.00
Total:	\$360,000.00	\$ 375,000.00	\$372,000.00
Revenues (projected)			
City of Yellowknife	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
100 Men Who Give a Damn	\$ 10,000.00		
GNWT	\$ 100,000.00	\$100,000.00	\$100,000.00
Federal Funding	\$ 140,000.00	\$ 160,000.00	\$160,000.00
Yellowknife Historical Society Fundraising	\$ 30,000.00	\$ 35,000.00	\$32,000.00
Total:	\$ 360,000.00	\$ 375,000.00	\$372,000.00

(Budgetary estimates provided by Paul Brothers Nextreme, GAP Electric, & Kasteel Construction).



YELLOWKNIFE HISTORICAL SOCIETY

Appendix D: Feasibility Study Terms of Reference

Proposals must include the following components which will be reviewed and finalized with the successful consultant before work on the project commences:

1. Scope of Work including details of major activities to be undertaken
2. Project timeline with a GANTT Chart
 - Identified milestones to include proposed meeting dates and interim reporting
3. Resources and associated project costs
4. Identification of risks

The final feasibility study/business case (pdf and 3 printed/bound copies) will be provided to the Society. This comprehensive report will include the following components:

- *Executive Summary, Project Definition and Business Case for Development*
- *Detailed Market Analysis and Assessment of viability of the project*
- *Comparable Analysis of a minimum of 3 similar facilities*
- *A summary of stakeholders and community consultations conducted as needed to validate conclusions or assumptions contained in the Request for Proposal or the Society's Business Plan*
- *Program Development Plan and Outline identifying proposed programs, services, facility rentals, and requirements*
- *Spatial Analysis/Facility Program*
- *Operating Model (including governance and staffing requirements)*
- *Capital Budget, timeline and potential for phased approach*
- *Detailed Operating Budget (3-5 year budget forecast and detailed rationale for any significant revenue/expense variances)*
- *Fundraising Assessment and Strategy (for both the capital costs and operating), which identifies potential funding sources and estimates, and includes a capital fundraising timetable and case statement*
- *Implementation Schedule*



YELLOWKNIFE HISTORICAL SOCIETY

Appendix E: Evaluation Criteria

RATING

Proposals will be evaluated and rated by an evaluation committee, using the predetermined criteria to determine which Proposal potentially provides the best value to the Yellowknife Historical Society.

Detailed ratings and comments will be confidential however, once the contract has been executed, a Proponent can ask for their own detailed rating and comments and the names and total rating of the other Proponents.

In terms of relative importance, each criterion is given a pre-assigned weight, as outlined on the Proposal Rating Schedule, by which each Proposal will be evaluated.

Each criterion is rated on a scale of 0 to 10 (see Table 1). Each criterion's rating is then multiplied by the assigned weight to yield a total for that element. Summation of the individual totals yields a total score, which represents the overall degree of satisfaction for the respective submission.

This procedure is repeated for each of the responsive Proposals.

The highest total score will determine the Proposal that potentially provides the best value to the Yellowknife Historical Society.

Table 1

Item	Rating Criteria	Assigned Weight (a)	Unit Points Awarded (b) <i>max points = 100 units</i>	Total Points (a) x (b) = (c)
1.	Team, Staff Qualifications and Past Relevant Experience of Firm (Proponent)	35		
2.	Innovative Services	5		
3.	Demonstrated understanding of the Project and Interpretive Centre Operations	15		
4.	Fees and Expenses	25		
	Knowledge of local economic drivers especially the tourism industry in NWT and the potential for positive impact for the Museum and Interpretive Centre operations	10		
	Experience with 'not for profit' businesses where operational revenue may include fees charged as well as grants and contributions is desirable	5		
	Completeness of the proposal including information referenced in Appendix D, Terms of Reference	15		
Total Score		100		_____/1000



YELLOWKNIFE HISTORICAL SOCIETY

Table 1- Proposal Scoring Legend (Unit Points)

0	10-30	40-60	70-80	90-100
Deficient	Poor	Fair	Good	Excellent
<p>Proposal fails to meet the requirements of the applicable RFP references and associated scoring criteria in a suitable and documented manner. The Proposal has little merit and fails to Demonstrate that the work will be performed in an acceptable manner.</p>	<p>Proposal fails to meet the requirements of the applicable RFP references and associated scoring criteria in a suitable and documented manner. The Proposal has some merit, but there are significant weaknesses that could result in unacceptable shortcomings in performance of the work.</p>	<p>Proposal barely meets the requirements of the applicable RFP references and associated scoring criteria in a suitable and documented manner. The Proposal has substance but there are weaknesses that could result in tolerable or reasonably correctable shortcomings in performance of the work.</p>	<p>Proposal reasonably Demonstrates that the requirements of the applicable RFP references and associated scoring criteria are met in a documented and suitable manner. The Proposal is comprehensive but there are minor weaknesses that should not significantly impact performance of the work.</p>	<p>Proposal fully Demonstrates that the requirements of the applicable RFP references and associated scoring criteria are met in a documented and suitable manner. There are no apparent weaknesses.</p>