



REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 25-044

DATE: September 22, 2025

Project Title: NANAIMO RIVER LAND ANALYSIS

The Regional District of Nanaimo invites qualified and experienced firms to submit Statements of Qualifications to prepare a Nanaimo River Land Analysis.

A. Intent

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider that can meet the Regional District of Nanaimo's requirements, expectations, and timeline.

The Regional District of Nanaimo will review submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the Regional District of Nanaimo may then elect to negotiate with the next highest ranked service provider and so on until an agreement is reached or the process cancelled.

In any event, the Regional District of Nanaimo shall not be bound to enter a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

B. Background

The Nanaimo River watershed is 750 square kilometres and is the main source for the City of Nanaimo's drinking water. Nonetheless, within the entire watershed, there are less than 2 square kilometres of park and less than 11 square kilometres of conservation areas. That's 0.3% and 1.5% respectively of the Nanaimo River watershed. Most of the land is privately owned because it was part of the 1874 E&N land grant. Much of this land is currently managed for forestry by Mosaic Forest management.

The Nanaimo River has high ecological value. The system supports two provincial fish species at risk, Dolly Varden and Coastal Cutthroat Trout, and all five species of Pacific Salmon, including the Nanaimo River spring-run Chinook Salmon population, which was recently designated as Endangered by the Committee on the Status of Endangered Wildlife in Canada. The Nanaimo

River's Chinook Salmon stock is essential to the diet of the endangered southern resident killer whale.

In addition to its ecological importance, the Nanaimo River has significant socioeconomic value. It supplies drinking water to the City of Nanaimo, provides water for one of the region's largest employers (Harmac Pacific), supports the culture and subsistence of the Snuneymuxw First Nation, and attracts thousands of locals and tourists to key recreational sites along its length.

Despite the critical need to protect the river's ecological and socioeconomic values, there is a severe under-representation of parkland for recreation and conservation along the river. This lack of protected areas is especially striking when compared to other river systems on Vancouver Island with similar public usage and proximity to urban centres.

Objective

The land study will collect and analyze information on any land parcels of 5 acres or more bordering the Nanaimo Rivers, from the Nanaimo Estuary to the Nanaimo Lakes.

Parcels with high potential for park purposes will be prioritized within the land study.

Identified lands will be reviewed for risk of imminent threat or impending ecological threat. Identify options to ensure their long-term protection.

C. Contemplated Scope of Work, Deliverables and Timeline

The land study will identify potential properties that align with the Parks and Trails Strategy.

a) Data Collection and Analysis

- Review mapping of the Nanaimo River, review of historical aerial photos, topographic maps and including provincial public lidar when available.
 - Identify all 5 acre or more land parcels bordering the Nanaimo Rivers that are under imminent or impending ecological threat.
 - Level of threat would be categorized by the type of threat with a forecasted timeline and possible options to ensure long-term protection.
 - Review planning documents and other forms of regulation that may impact the lands identified.
 - Identify those land parcels with high potential for park purposes and river access (conservation and recreation).
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b) Summarize Results

- A report summarizing the results and findings of the land study will be prepared and will serve as the basis for an In-Camera report to the Board of the Regional District of Nanaimo. Due to the nature of identifying prospective properties that the Regional District of Nanaimo may pursue for acquisition in the future this information will be kept confidential and not be disclosed to the public.

c) Proposed Timeline:

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|----------------------|---------------|
| • Project Initiation | October 2025 |
| • Draft report | February 2026 |
| • Final report | March 2026 |

d) Budget Available: \$40,000 including GST

e) Reference Information (not an exhaustive list)

- [Parks and Trails Strategy](#)
- [Notice of Motion: Nanaimo River Park System Development](#)
- [Electoral Area 'A Official Community Plan \(2011\)](#)
- [Electoral Area 'C Official Community Plan \(1999\)](#)

D. Statement of Qualifications and Evaluation

The statement of qualifications should be no longer than five (5) single sided pages in length (not including cover page, cover letter and appendices). Please include the following for evaluation:

- Qualifications and areas expertise of the Firm and nominated Project Manager. Please include CV/Resume of the Project Manager and explain how this individual will provide value for the RDN. Describe your Firm's approach to work.
 - Experience of Firm and nominated Project Manager in previous relevant work. Provide short descriptions of similar projects and assignments completed by both the Firm and nominated Project Manager.
 - A statement of your firm's ability to complete the work within the timeframe described.
 - A statement of your firm's approach to advancing equity and sustainability in corporate operations and service provisions, including any certifications in this regard.
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Statements of Qualifications (the “SOQ”) will be evaluated by the Regional District of Nanaimo on a consensus basis and assigned one score out of 100 based on the above evaluation criteria. Any or all SOQs will not necessarily be accepted.

E. Submission Date & Time

Statements of Qualifications should be received on or before 3:00:00 p.m. local time on the 3rd day of October 2025. The RDN, at its sole discretion, reserves the right to accept late submissions.

F. Questions and Submissions

Questions and submissions should be directed to:

Sean Reilly, Parkland Administrator
Telephone: 250-248-4744 ext. 3664
Email: sreilly@rdn.bc.ca

G. Additional Information

If the RDN determines that additional information is required, the RDN will post an Addendum on the RDN (www.rdn.bc.ca/current-bid-opportunities) and the new BC Bid (www.bcbid.gov.bc.ca/) websites. It is the sole responsibility of interested vendors to check for additional information prior to submitting their response.