

# **The Village of Port Alice**

## **Active Transportation Network Plan**

### **Request for Proposals**

The Village of Port Alice is inviting qualified firms or individuals to submit proposals for the development of an Active Transportation Plan.

The Village of Port Alice is located on Northern Vancouver Island and is known as the Gateway to the Wild West Coast. It is a picturesque community built on a mountainside affording excellent views of Neeroutsos Inlet. The Village is accessed via a short scenic drive on Highway 30 which is a paved highway accessible from Highway 19.

#### **The objectives of the Active Transportation Plan will be:**

1. Advance the Village's Official Community Plan's goals to explore opportunities to maximize the use of underutilized right of ways, and identify opportunities for visitors to "park once" and then explore the Village on foot or by bike.
2. Address safety concerns identified by the community, ICBC statistics, and the Transport Canada Collision Database.
3. The development of a transportation network map that illustrates key active transportation routes and facilities.
4. The creation of "shovel ready" projects for application to grant funding agencies.
5. Enhance tourism-oriented activities such as walking, hiking, cycling, boating, kayaking etc....
6. Consistency with the BC Active Transportation Design Guide as well as "Move. Commute. Connect. - BC's Active Transportation Strategy."

#### **Project tasks / deliverables should include at a minimum:**

- a) Review of key documents including OCP, Parking & Traffic Control Bylaw, Boulevard Maintenance Bylaw, Public Works policies and procedures, Port of Potential Economic Development Plan etc.
- b) Evaluation of existing active transportation network and identify priorities to maximize network utility and safety.

- c) Conduct Community engagement with residents and business owners.
- d. An action plan with short, medium and long-term goals and strategies that is readable and user friendly.

**The maximum project budget is \$30,000.**

The Village reserves the right to reject any or all submissions. All materials submitted regarding this RFP and deliverables from the successful contractor will become the property of the Village of Port Alice. The Village is not liable for any costs incurred prior to the execution of the contract.

The successful consultant will be required to provide proof liability insurance in the amount of at least \$2,000,000 and will be responsible for their own WorkSafe BC Coverage.

**Proposals can be submitted to:**

Bonnie Danyk, CAO  
PO Box 130, 1061 Marine Drive  
Village of Port Alice, V0N 2N0  
[cao@portalice.ca](mailto:cao@portalice.ca)  
250-284-3391

**no later than November 24, 2023 at 4:00 pm.**