

**To: Interested Supplemental Aerial Photography Contractors**

March 22, 2018

RE: 2018 spring Supplemental Aerial Photography Request for Service – Big Pic and Pic River Forests

The Nawiingnokiima Forest Management Corporation (NFMC) is accepting proposals for Supplemental Aerial Photography services which will cover approximately **35,000 ha (350 km<sup>2</sup>)** on the Big Pic and Pic River forest. The photography services must be completed as early as possible during the month of May of 2018. The attached files provide an overview of the size and distribution of areas to be photographed. The NFMC will provide digital shape file data to proponents upon request.

The Contractor will be required to:

- Provide the NFMC with digital imagery (single band panchromatic, 3-band color, or 4-band multi-spectral based on vendor capability), minimum 1.5cm resolution;
  - Full ortho-rectified/georeferenced coverage of the identified areas;
  - Digital copies of images (1:20,000);
  - Flight lines should be aligned east-west, but we will consider deviations from east-west where it would significantly increase costs;
  - A flight line index shape file showing location of flight line/image number with specified areas flown;
  - All flight lines shall extend beyond the specified project area boundaries such that complete coverage is insured;
  - Please provide the NFMC with the methodology used for ortho-rectification (including ground control requirements), as well as any data requirements from the NFMC (if applicable);
  - There will be no image motion apparent in the image when viewed digitally;
  - There must be no visible blemishes in the imagery;
  - Zero cloud cover and zero cloud shadow with no discernable haze of the target area in image;
  - Imagery will be captured during “leaf-off” conditions with no snow on the ground.

Contractor submissions should include:

- A description of the Contractor’s understanding of the services;
- A description of the approach to be taken by the Contractor to provide the services, including a proposed work plan with tasks;
- A description of any local communities and local First Nations economic development opportunities and benefits that may be provided;
- A description of the Contractor’s qualifications to provide the services;
- A description of the Contractor’s ability to meet the required timeframes, and guaranteed delivery dates;
- A description of the image resolution;
- A description of the warranties and support to be provided with the services including warranty periods;
- Names and contact numbers for three (3) clients for whom similar services have been provided;
- Costs including all applicable duties and taxes to provide the services broken down as follows;
  - Cost of each of the non-consulting services (Canadian funds) for each resolution scale (if available) with the basis to be specified e.g. hourly or per diem rates;
  - Total cost for all non-consulting services;
  - Harmonized Sales Tax (HST) if applicable, as a separate item.
  - Your bid price will be considered final.

## **NFMC Evaluation Matrix**

Submissions from contractors will be evaluated against the following criteria which have the weighted points indicated:

- 5pts → Demonstrated related knowledge and experience of the contractor
- 5pts → Understanding of the services required and methodology for providing the services
- 5pts → Description of local communities and local First Nations involvement and opportunities
- 10pts → Image resolution
- 20pts → Demonstrated ability to meet required timeframes and guaranteed delivery date
- 55pts → Costs

The NFMC will evaluate submissions in two stages. Stage 1 will consist of the NFMC scoring each submission on the basis of non-cost(s) criteria described above. Stage 2 will consist of the NFMC scoring the cost(s) quoted by each contractor based on a relative cost formula using the cost(s) submitted by the contractor in its submission. Each contractor will receive a percentage of the total possible points allocated to cost(s) by dividing that contractor's cost(s) for the non-consulting services with the lowest cost submitted. The scores from stages 1 and 2 will be added at the conclusion of evaluation.

This request and any contractor submissions do not constitute a commitment by the NFMC to procure the services described herein or the commitment of any contractor to supply the services described herein. The NFMC shall not be liable for any expenses incurred, including the expenses associated with the cost of preparing responses to this request by any contractor.

The NFMC reserves the right to select one or more contractors for this engagement. The NFMC makes no guarantee of the value or volume of work to be assigned to the successful contractor(s). Your submission is to be emailed to [sylvain.montpellier@nfmcforestry.ca](mailto:sylvain.montpellier@nfmcforestry.ca) and received **no later than 4:30pm Friday, April 6<sup>th</sup>, 2018.**

If you would like more information on the 2018 NFMC SAP program, please contact Sylvain Montpellier at 1-807-228-3868 or by [sylvain.montpellier@nfmcforestry.ca](mailto:sylvain.montpellier@nfmcforestry.ca).

Thank you,

*Sylvain Montpellier, Silviculturalist*  
*Nawiinginokiima Forest Management Corporation*

## 2018 SUPPLEMENTAL AERIAL IMAGERY PROGRAM

**PRICING FORM**

Contractor name: \_\_\_\_\_

2018 Price for Program @ 35,000ha All inclusive (excluding HST) in CAD \$			
Resolution	Unit of Measurement (ex: per hour, per km <sup>2</sup> , etc.)	Cost/unit	Total Program Cost
OTHER _____ cm			\$ _____.
30 cm			\$ _____.
40 cm			\$ _____.
50 cm			\$ _____.
150 cm			\$ _____.

Authorized Contractor signature: \_\_\_\_\_

Date: \_\_\_\_\_

*\*NOTE: The pricing form or similar table must be included with the contractor's proposal.*