

Request for Proposal
Development of Long-Term Planning Solution for Libau
Rural Municipality of St. Clements
Closing Date: May 8, 2026, by 4:30 p.m.

1. Introduction

The Red River Planning District (RRPD) is seeking proposals from qualified planning consultants or consulting firms to undertake a planning study for the future development of the Libau area, located in the Rural Municipality (RM) of St. Clements.

The purpose of this project is to identify key planning issues and provide a comprehensive, modernized framework for the Libau Settlement Centre that aligns with current planning policies and regulatory requirements.

2. Background

The RM of St. Clements is a member of the Red River Planning District, which is responsible for administering the Development Plan By-law, Zoning By-law, Building By-law, and the Manitoba Building Code.

Libau is a small settlement centre located approximately 12 miles north of East Selkirk, on the west side of Highway 59. The community encompasses approximately 160 acres and is situated approximately 0.75 km west of the intersection of Highway 59 and Provincial Road 317. Centrally located within the municipality, Libau has a strong sense of community and a rich local history.

This study will support modernization and improved alignment with:

- Provincial planning legislation and policy direction
- Current planning practices and industry standards
- Consistent administrative procedures
- Appropriate planning tools to guide future development
- The current Zoning By-law
- The RRPD Development Plan By-law

3. Objectives

The objectives of this project are to:

- Identify appropriate locations for future land uses and transportation connections
- Provide recommendations to Council regarding land use, transportation, and related planning considerations
- Develop an action plan to address long-standing issues related to land use, secondary planning, by-law enforcement, and municipal rights-of-way

- Assess the need for a planning tool to guide future development (e.g., secondary plan or subdivision concept plan) and recommend the most appropriate option
- Collaborate with RRPD to refine and update the scope of work based on previous research presented at a public open house
- Analyze existing conditions in Libau, including non-permitted uses, undeveloped roadways, and development opportunities
- Address both short-term priorities and long-term planning needs

4. Scope of Work

The consultant will update and expand upon the initial research findings presented at the 2014 Libau Secondary Plan Open House. Additional background research and analysis are required, including:

4.1 Research and Analysis

- Statistical analysis, including growth rates and trends
- Land use inventory
- Market demand analysis for new development
- Local improvement cost-benefit analysis
- Consultation and preliminary costing for various planning approaches

4.2 Community Profile

- Historical profile of the community
- Population projections (based on historical growth trends)
- Demographic analysis, including:
 - Population change over time
 - Age distribution
 - Employment and income (commuting patterns, occupation classifications, median family income, unemployment rate)
 - Household characteristics (persons per dwelling)
 - Dwelling characteristics (type, age, and condition)

4.3 Mapping and Land Analysis

- Review and evaluation of the current zoning map, with recommendations
- Ground-truth mapping to reflect actual land uses
- Vacant land supply analysis
- Right-of-way mapping (developed vs. undeveloped roadways)

4.4 Market and Development Analysis

- Market demand projections
- Housing demand projections (type and quantity)
- Commercial demand projections (type and quantity)

4.5 Consultation and Engagement

- Consultation with local stakeholders and RRPD
- Presentation of initial findings to Council
- Identification of community strengths, weaknesses, and opportunities

4.6 Final Deliverable

Undertake a comprehensive planning exercise that provides Council with clear direction on future development in Libau.

5. Proposal Submission Requirements

Proposals must include the following:

- **Firm Overview:** Relevant experience in municipal planning and zoning by-law development
- **Team Qualifications:** Roles and resumes of project team members
- **Approach and Methodology:** Understanding of the project and proposed work plan
- **Project Timeline:** Including research, fieldwork, Council review, and a public open house; the project is expected to be completed within two (2) months
- **Budget:** Detailed fee structure, including hourly rates, disbursements, and applicable taxes
- **Relevant Experience:** Examples of similar projects
- **References:** Minimum of three (3) professional references

6. Evaluation Criteria

Proposals will be evaluated based on:

- Demonstrated understanding of the project and proposed approach
- Relevant experience and qualifications of the project team
- Ability to meet the proposed timeline
- Strength and clarity of the consultation methodology
- Quality and feasibility of the work plan
- Cost-effectiveness and overall value

7. Submission Details

Proposals must be submitted electronically in PDF format to:

Red River Planning District

Email: info@rrpd.ca

Subject Line: *Request for Proposal – Development of Long-Term Planning Solution for Libau*

Submission Deadline:

May 8, 2026 at 4:30 p.m.

Late submissions will not be considered.

8. Questions and Clarifications

All inquiries regarding this RFP must be submitted via email to:

Red River Planning District

Email: info@rrpd.ca

Questions must be received by 12:00 p.m. on May 1, 2026.