



**Qalipu**  
FIRST NATION

Request for Proposals  
Wigwam Point Development Design and Construction  
Estimate

**Deadline for Submission:**

September 27<sup>th</sup>, 2018

## **Section 1: Terms and Conditions**

### **1.1 Issuing Department or Division**

Department of Community Development

### **1.2 Synopsis or Service Requirement**

Through this Request for Proposals, The Qalipu First Nation (QFN) invites interested and qualified consultants to submit a proposal for the development of professional design and construction estimates for the QFN Wigwam Point Celebration Site.

### **1.3 Terms of Submission**

1.3.1 A copy of this RFP may be obtained by emailing the following person:

Tara Saunders  
tsaunders@qalipu.ca

1.3.2 In this document

(a) bidder and consultant are used interchangeably. Both, however, refer to a person who has or intends to submit a proposal in response to this RFP.

(b) *advertisement period* refers to the period this RFP is publicly advertised on Qalipu.ca and proposals are solicited from consultants.

(c) *successful consultant* refers to the consultant who has been selected by the Band and to complete the project.

(d) *contracted consultant* refers to the consultant who has entered into a contract with the Band to complete the project and becomes the prime consultant.

1.3.3 Bidders, at their own expense, must provide one (1) bound copy and one (1) unbound copy of their proposals by mail, personal delivery or by courier to CONTACT before the end of the advertisement period.

CONTACT: Tara Saunders  
3 Church St.  
Corner Brook, NL  
A2H 2Z4

1.3.4 Consultant proposals must be structured in the same manner as this RFP. For greater certainty, the consultant is required to use the same headings, subheadings, and numbering system as presented in this RFP. Where a term or condition does not require the consultant to provide a response or document, the consultant may leave the heading/subheading from the proposal.

1.3.5 In addition to the requirements under s. 1.3.4, proposals must include the following:

(a) A cover letter briefly summarizing the qualifications of the project manager, team members, sub-contractors, statement of work, methodology, and total fees (inclusive of all costs and taxes). The cover letter will be used to provide a preliminary evaluation of proposals when there is a large response.

(b) Identification of project manager and team members along with a description of their respective roles and qualifications. The consultant must assure the Band that the project manager identified in the proposal will remain on the project until completion. In cases where the project manager changes due to circumstances beyond the contracted consultant's control, the contracted consultant must advise the Band immediately and enter into discussions with the Band to replace the project manager with someone of similar qualifications and qualities.

(c) Description of the project organization and management system in addition to company profiles of the primary consultant and sub-contractors.

(d) Methodology.

(e) A minimum of three reference letters from any applicable projects involving similar scope and scale.

(f) Time and task allocation of team members.

(g) A schedule of project activities in chronological order that shows each activity and its duration.

(h) Itemized project costs including fee structure, staff cost, overhead and other related expenses, including HST, as well as a suggested/preferred payment schedule. The proposal must include a statement signed by the most senior consultant with signing authority or, in the case of a firm/company/corporation, the president/CEO verifying that the consultant is capable of completing the work outlined in the consultant's proposal for the price/fees quoted. The statement must be located in the proposal immediately following the cover page.

1.3.6 Late, incomplete or partial proposals or submissions, including those sent by fax or e-mail, will not be accepted under any circumstances. The Band will ensure that all proposals or submissions submitted before the deadline will remain sealed until the evaluation process begins.

1.3.7 The deadline for questions relating to the RFP is four (4) business days before the close of the advertisement period. Questions received after that deadline will not be considered. Where a question seeks to clarify a point in the RFP, the Band will distribute its response, via email, to all consultants who expressed an interest in the project at the point and time the response is generated. In cases where a response to a consultant's question would provide the consultant with an unfair advantage, in the Band's judgment, the Band will provide the consultant with the opportunity to withdraw the comment. If the consultant decides to pursue the question further, the response provided by the Band will be

distributed, via email, to all consultants who expressed an interest in the project at the point and time the response is generated. Questions regarding this RFP must be directed, by email, to the following person:

Tara Saunders  
tsaunders@qalipu.ca

## **Section 2: Terms and Conditions**

2.1 The Band requires knowing the identity of all the sub-contractors, their experience, personnel and knowledge levels, and their relationship and experience with the primary bidder. This information must be explicitly stated in the proposal submitted by the primary bidder. Sub-contractors will be evaluated as part of the selection process and the Band must approve any changes in sub-contractors other than those specified in the submission.

2.2 The consultant is required to submit three reference letters from persons that received similar services from the consultant within the past five (5) years.

2.3 The contracted consultant is required to provide the CONTACT, with biweekly email updates regarding the project's progress.

CONTACT: Tara Saunders

## **Section 3: Terms and Conditions**

3.1 The Band is not bound to accept the lowest priced bid and may exercise the right not to select any of the proposals submitted under the RFP.

3.2 Preference will be given first to Band members and businesses fully or majority owned by Indigenous peoples.

3.3 The consultant submitting a proposal under this RFP is considered to be responsible, on behalf of it and all its sub-contractors, for all undertakings and deliverables related to the provision of services as specified in this RFP to the Band.

3.4 This RFP is the primary document and should a dispute arise between the RFP and the bidder's proposal then the RFP will supersede the bidder's proposal in any legal dispute.

3.5 The Band will be responsible to administer this RFP, award the contract to the successful bidder, and for the general supervision of the project's implementation.

3.6 Proposals submitted through this RFP must be valid for 90 calendar days after the advertisement period.

3.7 Consultants should strive to provide clear responses to issues and questions raised in the RFP in a language that is clear and not subject to differing interpretations.

3.8 The contract executed by the Band and the successful consultant to complete this project will be governed by the laws of Newfoundland and Labrador.

3.9 All data, specifications, concept plans, designs, rationales, presentation materials, economic and technical reports and related information produced by the consultants during this project shall be the property of the Band.

3.10 All potential bidders who have requested or are known to have obtained copies of this RFP will be notified of any changes, via email, should they occur after its publication.

3.11 The contract for this project, where awarded, will be granted by the Band based upon the results of the evaluation of submitted proposals. The Band will notify the successful consultant in writing. Those who are not successful will receive written notification within approximately ten (10) business days following the execution of the contract with the successful bidder.

3.12 The contract with the successful consultant will commence immediately upon the execution of the contract by the Band and the successful consultant. Ten (10) business days will be provided after the successful bidder has been notified to conclude final negotiations and execute the contract. Where a contract is not executed before the expiration of the aforementioned ten (10) business days, the Band reserves the right to commence negotiations and enter into a contract with another consultant.

3.13 Bidders may raise issues with this project and RFP that have been overlooked by the Band but are nonetheless crucial to the successful completion of the project. In such cases, the bidder may tender a recommended change to the CONTACT by email. The Band shall take the recommendation under advisement and issue, if deemed necessary, an amendment to this RFP. This RFP may be amended up to three (3) business days before the conclusion of the advertisement period.

3.14 The Band may, at its discretion, determine if a bidders' conference is necessary. A bidders' conference must take place at least 10 days before the closing of the RFP.

3.15 Before a contract is awarded, the Band will negotiate the final details of a contract to be signed by the Band and the successful consultant. The Band will enter into a contract with the successful consultant only. There will be no contracts entered into between the Band and any sub-contractors.

3.16 The contracted consultant shall designate a senior project manager who shall receive all communications from the Band on behalf of the contracted consultant. The contracted consultant shall also furnish the address, telephone and fax numbers and email address for the senior project manager.

3.17 All communications from the contracted consultant to the Band should be directed to the following person:

Tara Saunders  
[tsaunders@qalipu.ca](mailto:tsaunders@qalipu.ca)  
709.634.5972

## Section 4: Statement of Work

### 4.1 Background

The Qalipu First Nation (“QFN”) was officially formed September 22<sup>nd</sup>, 2011 through an agreement between the Government of Canada and the Federation of Newfoundland Indians. This agreement officially recognizes QFN as a band under the Indian Act. Currently, QFN has more than 23,000 members.

Since its creation, the leadership of QFN has focused its efforts on establishing a strong foundation upon which to build a prosperous and progressive Band. Its aim is to be a community that cherishes and shares its heritage, holds the overall health and education of its members as its highest priority and faces its future and faces the future with confidence.

Within the Band’s Economic Development Strategy, Tourism was identified as one of the sectors that offered the most promise and opportunity to The Band and its members. In 2014 Qalipu commissioned a study entitled “Experience Qalipu – Tourism Strategy and Five-Year Plan for the Qalipu First Nation”, which has been accepted by The Band as their Five-Year Tourism Strategy. Implementation of year one of the Tourism plan began in Fall 2016.

During the first year of implementation, community engagement was conducted in Central Newfoundland regarding the development of “Wigwam Point” at the mouth of the Exploit’s River. A consultant was then engaged to develop a conceptual design (see Appendix “A”) for the site which included parking enhancements, a Wigwam structure, outdoor stage and food prep area, covered firepits, trail enhancements, interpretation and washroom facilities.

located at the mouth of the Exploits River, Wigwam Point is a culturally significant location that was traditionally used by Mi’kmaq people to harvest and prepare seafood. QFN intends to develop the site by providing parking, enhancing and providing interpretation for a walking trail, and providing a picnic and gathering area for people to use as a day park. The site will also be used for several cultural celebratory and cultural gatherings throughout the year, which will require the use of temporary infrastructure on the site.

### 4.2 Mandatory Requirements

All project deliverables must be completed by **March 31<sup>st</sup>, 2019**.

### 4.3 Scope of Work

The successful consultant will be responsible for;

- Reviewing the existing conceptual design document for the site;
- Facilitating community engagement with area stakeholders and Qalipu members;
- Confirm existing conceptual design meets the expected uses as defined through the community engagement exercise, and seek approval from QFN to modify;
- Secure land and appropriate permits for the Wigwam Point site location;
- Providing QFN with detailed, construction ready design documents for Wigwam Point site development;
- Providing QFN with a maintenance management plan for the Wigwam Point development;
- Providing QFN with construction cost estimates for all phases of Wigwam Point site development.

## **Section 5: Consultant Qualifications**

The consultant must also demonstrate that it has the following attributes:

- Sufficient resources to complete all tasks prior to March 31<sup>st</sup>, 2019

## **Section 6: Consultant Methodology**

### **6.2 General Statements**

The project must be completed prior to **March 31<sup>st</sup>, 2019**

## **Section 7: Budget**

The maximum budget for this project is \$50,000

## **Section 8: Evaluation and Selection Framework**

8.1 The grading of the proposals is an integral part of the RFP process. The Band has decided to describe the selection criteria so that all bidders/consultants can evaluate their chances of success, within reason, given the current competitive market conditions in the industry.

8.2 Figure 1 attached forms the basis of what the evaluation sheet will look like, subject to possible changes. There are nine attributes that will be judged and graded. Each attribute was weighed in terms of its importance to the objectives of the RFP.

8.3 All proposals will be evaluated using specific criteria, attributes and characteristics that have been generated by the Band. Criteria are based upon the detailed specifications of the scope of work, work

schedules, technical specifications, quality standards, consultant qualifications and other desirable features and benefits contained in this RFP.

# FIGURE 1

## EVALUTATION SHEET

Primary Consultant:

Cost of Bid:

Rating of the Proposal: For each of the components, please provide rating 1-10 where 10 represents the best.

Component	Rate X (1-10)	Weight	Total	Comments regarding strengths and weaknesses of this component, rationale for the score and general notes
Experience of Consultant Team: key personnel, experience, references, qualifications, commitment to assignment		1.5		
Experience of Project Manager; experience, position in the firm, qualifications, commitment to assignment		1.5		
Management of sub-contractors and their commitment to assignment		0.5		
Experience as a team		0.5		
Proven competence in similar work		1		
Sufficient Human Resources		1		
Clarity of tasks and responsibilities		1		
Proposed liaison with client		1		
Proof that the specifics of the RFP are understood and addressed including the proposed methodology, approach, receivables, schedule		2.5		
Indigenous Knowledge – Experience working with Indigenous groups.		0.5		
Cost		1		
Total Score:				

## **Appendix A**

### **Wigwam Point Conceptual Design**

# WIGWAM POINT

*Conceptual Design Development*



Qalipu  
FIRST NATION

UPLAND



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## 1.1 ABOUT THE PROJECT

As part of the 5 Year Tourism Strategy, Qalipu First Nation has identified Wigwam Point as a potential marquee tourism attraction and versatile day use area. Wigwam Point is currently managed by Sple'tk First Nation under a Crown Lands lease.

In March 2017, the band engaged UPLAND Planning + Design to collaborate with Qalipu and Sple'tk First Nation to develop a design concept for this site. This report presents the outcomes of this study.



## 1.2 CONTEXT

Wigwam Point is located within the Town of Peterview in Central Newfoundland. It is uniquely situated where the Exploits River empties into the Bay of Exploits. The site can be accessed in less than 20 minutes from the Trans Canada Highway near Bishops Falls via Highway 320. Wigwam Point is about half an hour away from Grand Falls-Windsor - the main service centre for the region.

The site is approximately one hectare and features a low-lying grassed beach area flanked by a protruding forested hill that overlooks the Bay of Exploits. A long sandy spit stretches out from land, acting as a dividing line between the Bay to the north and the Exploits River to the southwest.



NEWFOUNDLAND

BAY OF EXPLOITS

PETERVIEW



## WIGWAM POINT

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## 1.3 SITE CONDITIONS

### **History: A Confluence of Cultures**

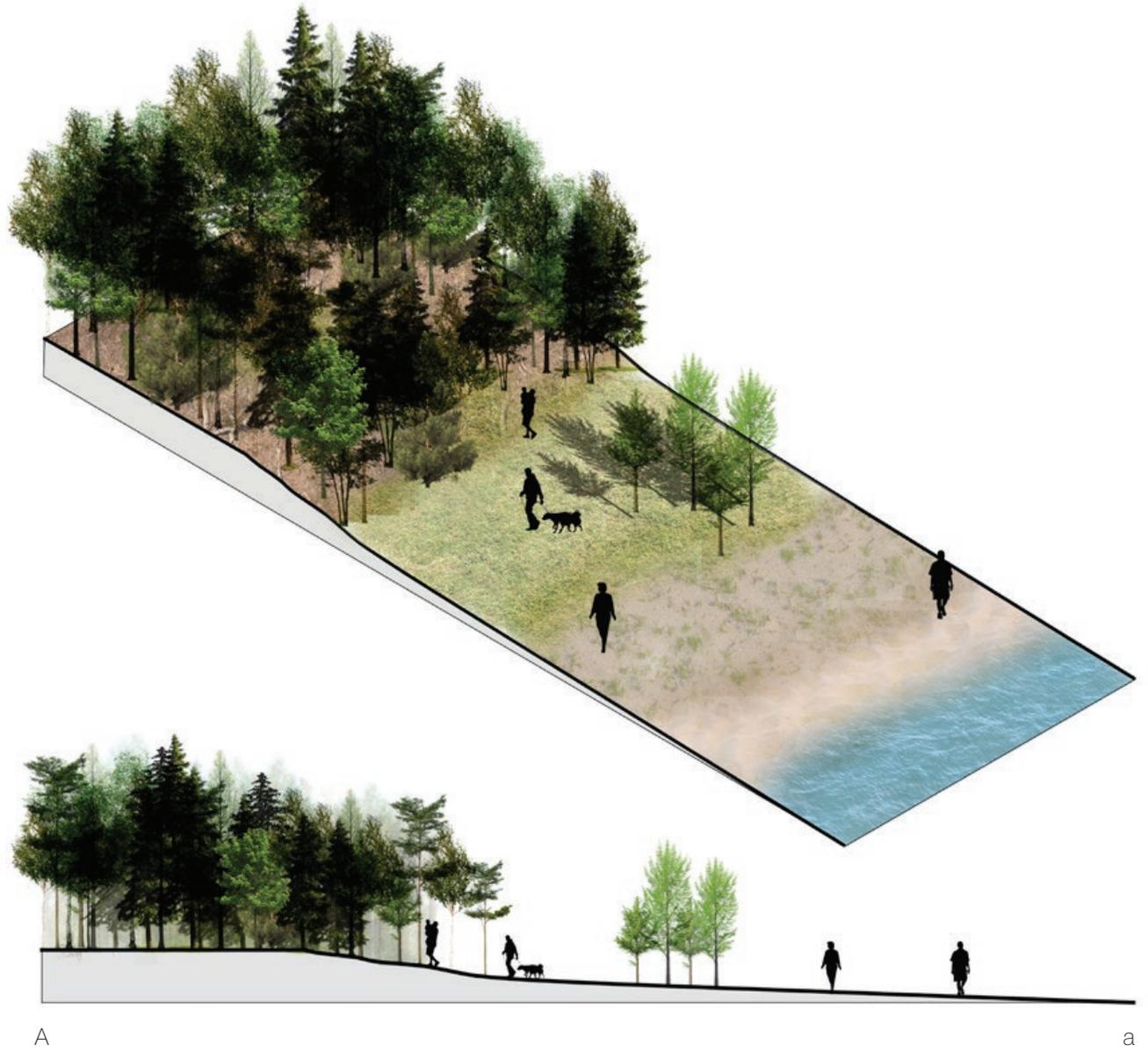
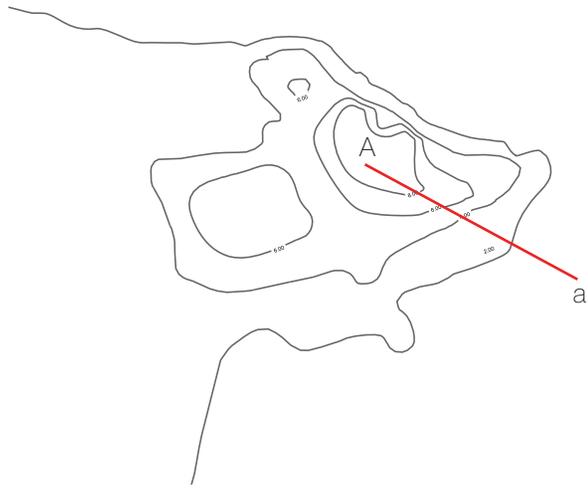
Today, Wigwam Point is a popular destination for visitors and locals, offering opportunities for fishing, relaxing and other recreational activities such as walking and swimming. What makes Wigwam Point so special is that these types of activities have been occurring for hundreds, if not thousands, of years. As the name indicates, Wigwam Point was a traditional stopping place for Beothuk and Mi'kmaq hunters moving between the interior and the coast of central Newfoundland. More recently, in the late 18th and early 19th centuries, Europeans began to regularly visit the area to fish for salmon, making Wigwam Point a place where Beothuk, Mi'kmaq and Europeans were all present for a short time. A small cemetery is located in the middle of Wigwam Point that has been used as a burial ground for Mi'kmaq people.

Several archaeological studies have occurred on the site, including one by Frederick Schwarz in 1992 and again in 2005 by Gerald Penney. Both studies provided little in the way of lithic artifacts because of a large amount of human disturbance, particularly during the war when a significant amount of land was excavated.

### **Landscape: A Confluence of Land and Water**

The confluence of the Bay of Exploits and the Exploits River has played a major role in shaping Wigwam Point. These bodies of water have produced constantly changing conditions on the land, due to tidal patterns, storm events, seasonal river flows and volumes, and winter freezing. The entire site is generally quite low-lying with the exception of a well defined, forested outcrop that rises to almost 10 metres above sea level. The northern (bay) side of the outcrop features more abrupt slopes, whereas the slopes on the southern (river) side are more gentle.

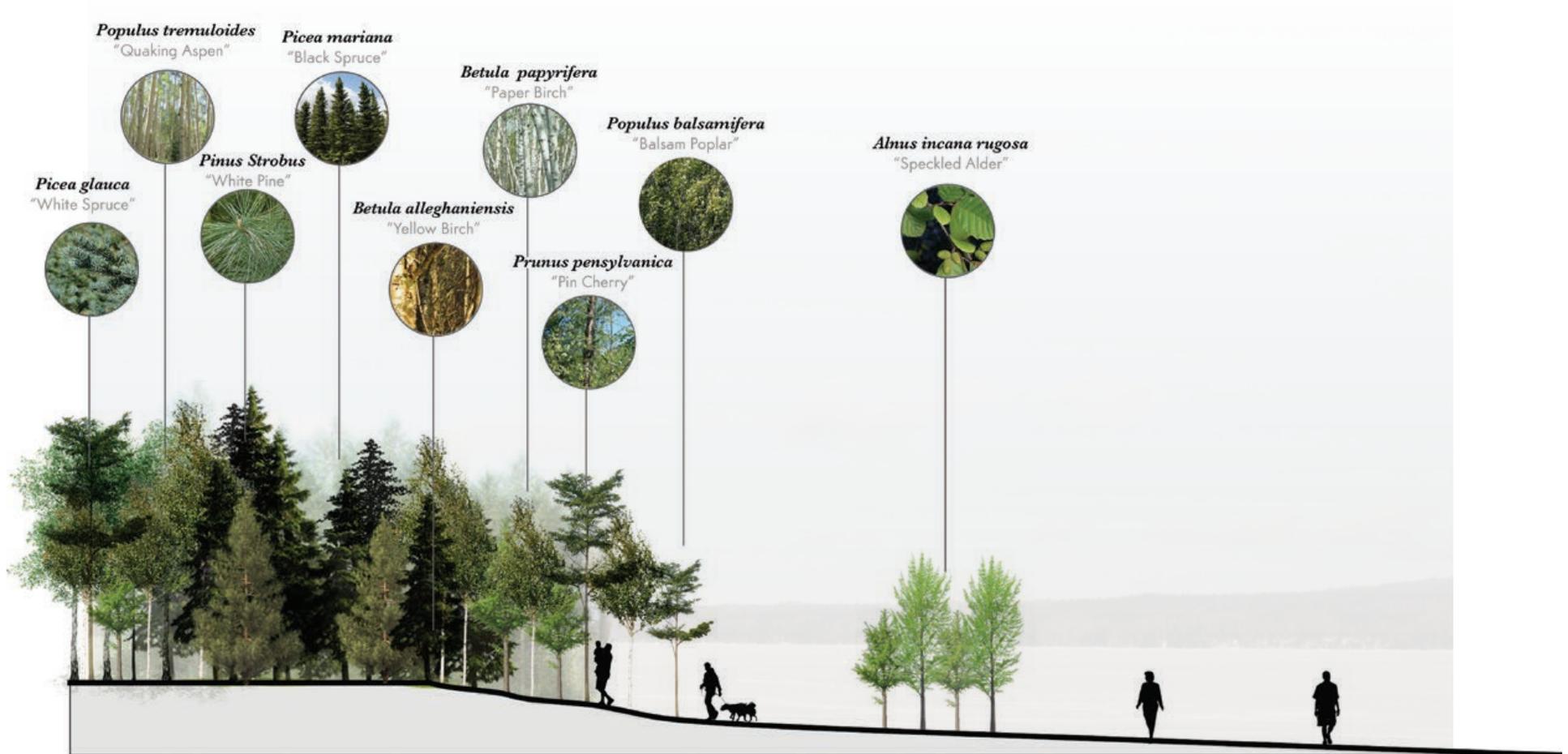
A long sand spit extends out from Wigwam Point and acts as a dividing point between the Bay and the River, and has likely been changing in size and shape for thousands of years. Visitors using the site recently have also noted that the sand spit changes on an annual basis. The site offers fantastic views of the inner Bay of Exploits and the mouth of the Exploits River.



## Vegetation

For a small site, Wigwam Point features an impressive variety of plant and tree species, including black spruce, white spruce, trembling aspen, balsam poplar, white pine, yellow birch, white birch and pin cherry. Speckled alder are also well represented throughout the site. It is worth noting that it is a Mi'kmaq tradition to grow balsam poplar near homes, as they have several aromatic and medicinal uses. They are relatively rare in Newfoundland.

Several bird species, mammals and rodents have made the forested, hilly area at Wigwam Point their home.



## Infrastructure

Wigwam Point is accessible by Main Street, which extends several kilometres from the heart of Peterview. The asphalt road is in relatively good condition and is flanked by wide gravel shoulders on both sides. The road terminates in a rounded asphalt bulb which allows for parking and for cars to turn around to go back to Peterview. Electrical lines run along the road all the way to the parking lot area, which makes supplying electrical features on the site more cost effective. Water and wastewater services are not available nearby.

## 1.4 OPPORTUNITIES AND CONSTRAINTS

The site already has strengths and assets that can be built upon or enhanced.

- beautiful views of the Bay of Exploits and Exploits River;
- great swimming spot, particularly on the river-side;
- fascinating history of how the site was used by Beothuk, Mi'kmaq and European groups;
- low-lying beach area on the riverside has an excellent microclimate, with trees protecting the area from cold winds from the north and unobstructed solar exposure to the south;
- opportunities for internal trail network and connections to external trails;
- great spot to watch salmon in late spring/early summer; and
- site is used regularly by Band members and residents of Peterview.

The site also has some challenges that will need to be addressed:

- steep slope has abrupt edges that drop off suddenly;
- sea level rise and increased storm surge will make the site more vulnerable to flooding and erosion;
- limited parking is available;
- asphalt parking area is deteriorating;
- cemetery is overgrown and deteriorating;
- site is somewhat hard to get to from the Trans Canada Highway;
- washrooms or running water would only be available with a well and septic fields.



## 2.1 DESIGN OBJECTIVES

Based on consultation with Sple'tk and Qalipu First Nation, the following objectives should be considered in the concept design of Wigwam Point.

### *Wigwam Point will be...*

*... a place where Sple'tk and Qalipu First Nation can host celebrations and band related events.*

- In order to host pow-wows and drumming circles, Wigwam Point will need to include a variety of temporary and permanent infrastructure, such as parking areas, fire circles, stages, etc.

*... a place where locals can go for recreation and socialization.*

- Currently, local residents use the site for swimming, walking, and socializing and the Town of Peterview hosts their annual Peterview Days on the site. The site design should encourage these types of activities to continue in the future.

*... a place that visitors will be compelled to come to.*

- The site needs to be compelling and interesting enough for tourists to spend the time to visit, which in turn will create opportunities for the band to generate revenue and exposure.

*... a place that respects and embraces the incredible history of the site.*

- First, the site design must absolutely not disturb archaeologically significant areas.
- Second, the many stories and histories that are associated with Wigwam Point must be conveyed through creative interpretive installations.

*... a place that respects the natural environment.*

- As much as possible, the site design should minimize disturbance to trees and vegetation, which are valuable habitat to many different wildlife.
- Recognizing sea level rise and more frequent storm events, the site should not have permanent infrastructure near water's edge.

2.2 GUIDING PRINCIPLES

### CULTURAL HISTORY

- Sand Spit
- Pow wow
- Wigwam
- Seafood Harvest
- Wild Cooking
- Archaeology
- Cemetery
- Interpretive panels



### ARCHITECTURE



### OUTDOOR ACTIVITY

- Swimming
- Walking trails
- Exploration
- Play
- Dog Walking
- Peterview day
- Lookouts
- Interpretive panels



### FOOD

- Foraging
- Wild harvest
- Wild cooking
- Vegetable garden
- Food truck
- Chefs
- Tourism
- Indigenous cuisine

## 2.3 CONCEPT DESIGN

The site at Wigwam Point is geographically distinct, historically significant, and contemporarily relevant. The following Site Plan acknowledges these key drivers and the Design Objectives listed on page 10. The following paragraphs provide a broad overview of the overall site design, whereas the following pages delve deeper into specific site features.

### Site Overview

The Site Plan aims to distribute purpose and use evenly throughout the space. Wigwam Point will be a site for reflection and solitude, and also for celebration and gathering.

Starting with a consideration for vehicle parking, a new layout includes direct access and parking space for eighteen cars, allowing visitors to pull off the road and immediately be oriented for a key view.

The area surrounding the parking lot acts as a central hub and features a variety of practical features and commercial opportunities. It proposes a welcome kiosk and space for a repurposed shipping container that has been converted into a canoe and kayak rental facility. There is also space for a large area of reinforced grass designed to act as parking space for a mobile food truck that can sell food or be used as a venue for food cleaning and preparation.

The remainder of the site is divided into a Lower Park and an Upper Park. The Lower Park is a more active and social place, consisting of a low-lying meadow and beach area adjacent to the northern bank of the Exploits River. By the beach is a large outdoor kitchen with space to prepare large meals and clean dishes and wash up. This facility can be used by local food-based entrepreneurs who can host cooking classes and food-based tourism events. Two smaller sheltered picnic areas are also located along the beach for smaller family meals.

The Meadow hosts a medium sized bandshell, where local and band-related events can be hosted. Opposite of the band shelter is Wigwam Monument - a large wigwam-shaped structure that is situated out on the spit, where visitors can take in amazing views of the Bay and River.

When designing architectural features for Wigwam Point, we were inspired directly by the traditional form of a Beothuk Wigwam. Each structure features shapes and angles that have been extruded from the basic, skeletal form of the Wigwam. The most common element of each building are angled wooden beams that intersect with each other at their tops. Together, these structures will create a unique and unforgettable experience and landscape, will allow the site to become a year round gathering place, and encourage special events and festivals.

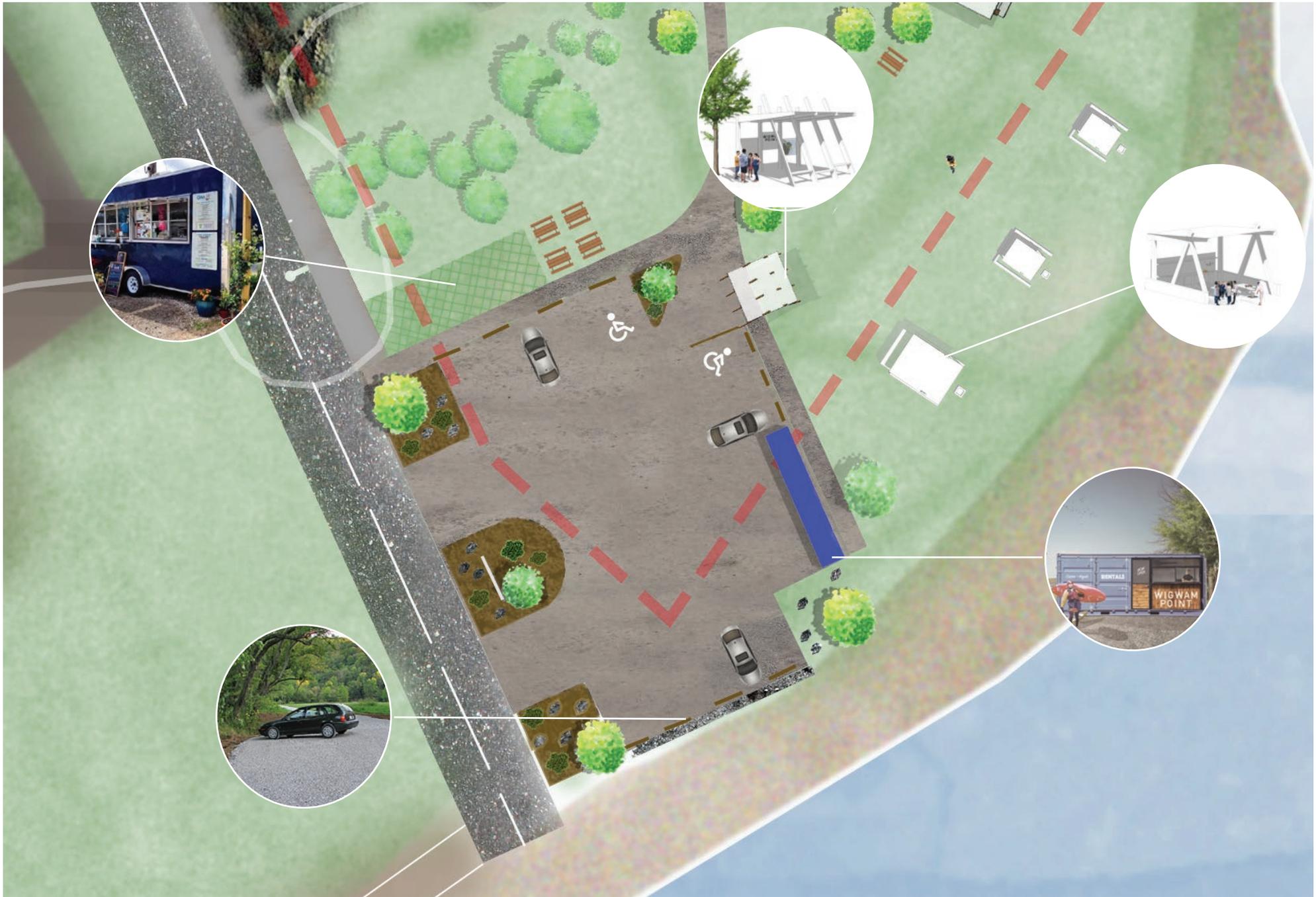
The Upper Park is a place for reflection and solitude. The hilly, forested area includes a nature trail consisting of a hardwood chip base, creating a more natural substrate for the hiking trails. This semi-private trail brings visitors to the Cemetery and a lookout platform providing beautiful views over the Bay of Exploits. The trail loops around the northern periphery of the site along the Bay before connecting to the road and looping back to the Park Entrance.

# WIGWAM POINT

## KEY

- 1 Wigwam Monument
- 2 Meadow
- 3 Crusher Dust Path
- 4 Band Shell / Shelter
- 5 Beachfront Picnic Shel-
- 6 Outdoor Kitchen
- 7 Canoe / Kayak Rental
- 8 Vehicle Parking
- 9 Portable Food Truck
- 10 Welcome Kiosk
- 11 Public Washroom
- 12 Overflow Parking
- 13 Cemetery
- 14 Lookout Platform
- 15 Woodchip Trail





## 2.4 SITE FEATURES



### ***Entrance Sign***

An entrance sign will be placed near the Wigwam Point parking lot, which will welcome visitors to the site and create a sense of arrival. The sign will be constructed out of cor-ten steel and be similar in style to other Qalipu First Nation signs in the province. The band is currently developing a sign family that will be implemented throughout the province. The entry sign at Wigwam Point should be consistent with this sign family.



### ***Future option: Portable Food Truck***

As a future option, Qalipu First Nation could release an expression of interest to see if a local food truck vendor would be interested in providing seasonal canteen services at Wigwam Point. The food truck can be parked on the site throughout the summer or during special events, ceremonies and festivals. Alternatively, the band itself could buy a food truck and run the canteen service itself. During off-season, the truck could be driven elsewhere in province for other uses by the band.



### ***Vehicle Parking***

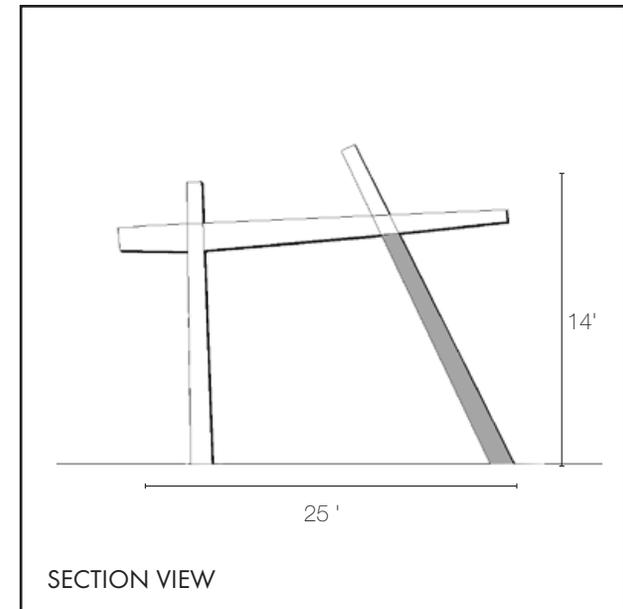
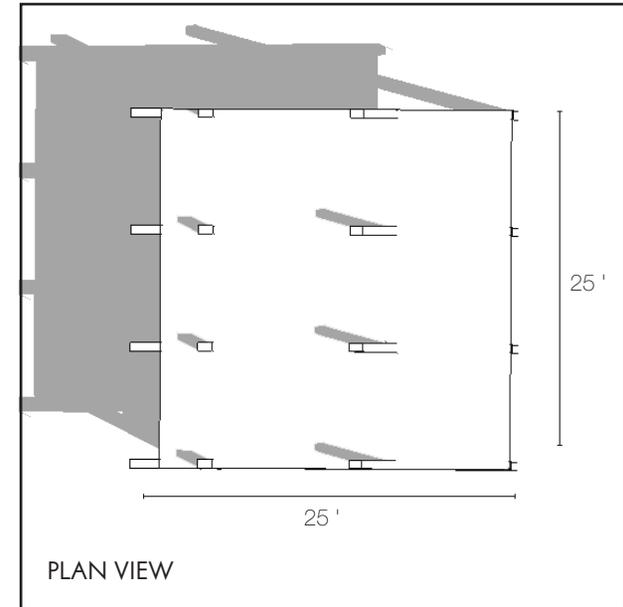
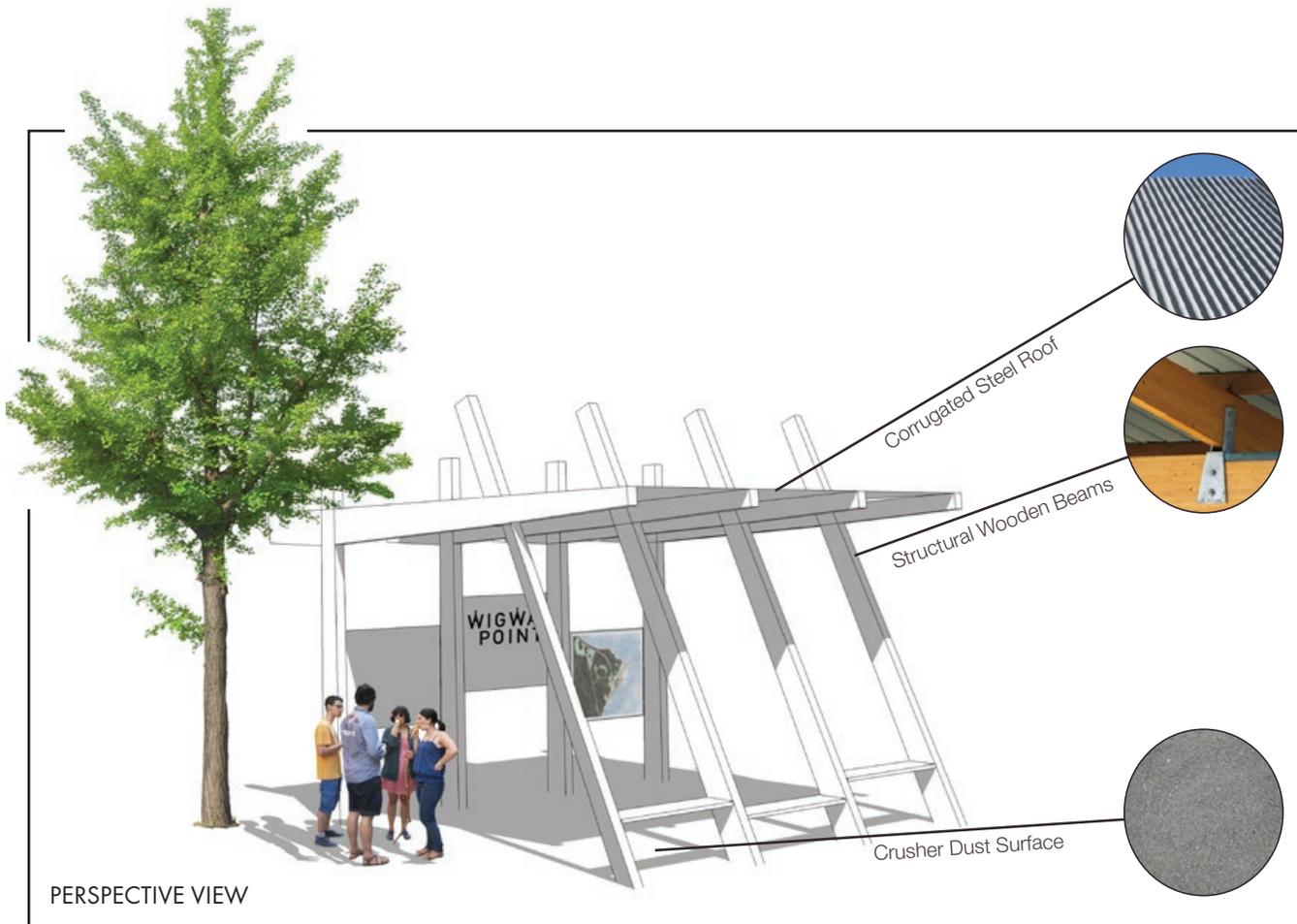
The vast majority of people visiting Wigwam Point will arrive in a vehicle. Currently, there is no formal parking area at the site. This design provide a large gravel parking lot that is delineated by 8x8 timber railroad ties. The lot can accommodate up to 18 parking stalls, including two barrier-free stalls.



An area of reinforced grass (grasscrete or grass paving) next to the parking lot has been designed that can accommodate a food truck when it is on-site, but also be used as a passive recreational space when it is off-site. These grass paving areas allow for grass to grow between permeable concrete pavers, which offers a natural look while maintaining structural integrity. Water and power hookups are also be provided.

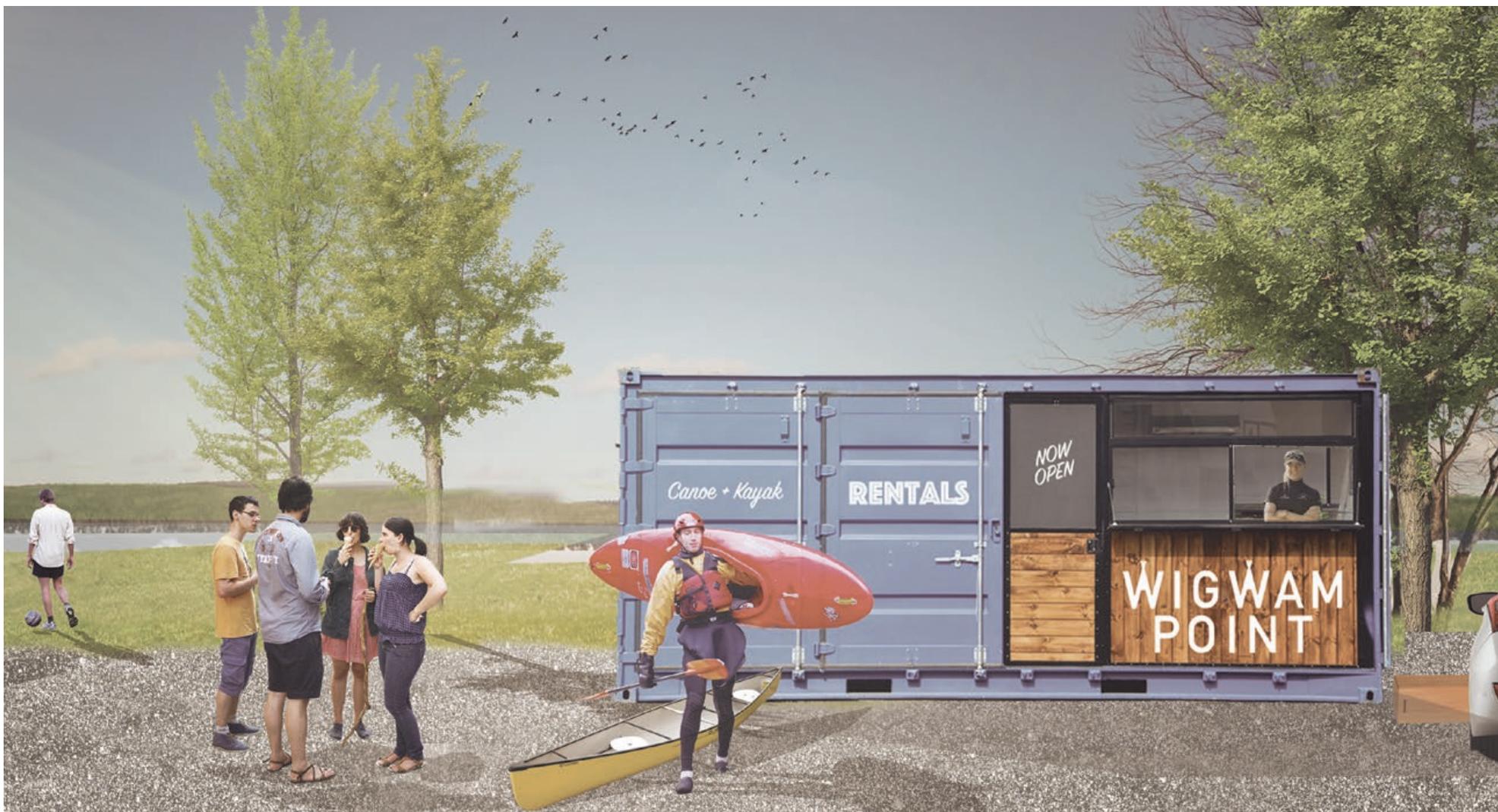
### Welcome Kiosk

Located adjacent to the parking lot is a small covered welcome kiosk. The welcome kiosk will be where visitors can situate themselves, learn about the site and determine how they would like to explore Wigwam Point. The kiosk will include a map of the site, information about the park (including rules, hours of operation) and some interpretive panels. A garbage bin should also be placed near the kiosk where visitors can dispose of and waste before entering and leaving the park.



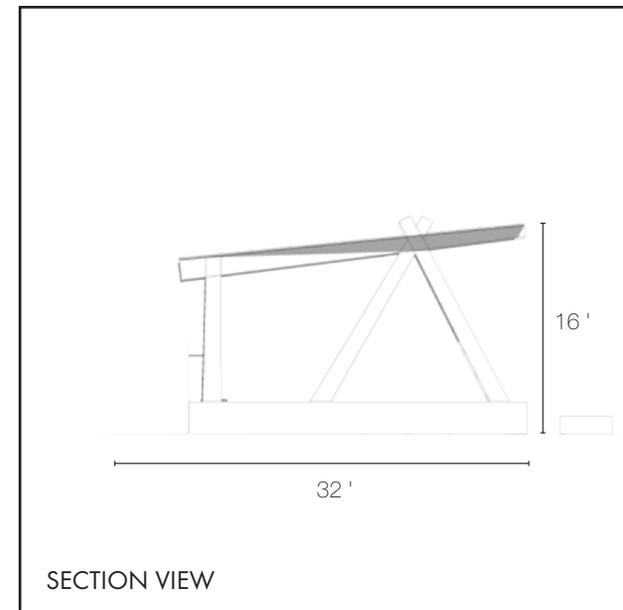
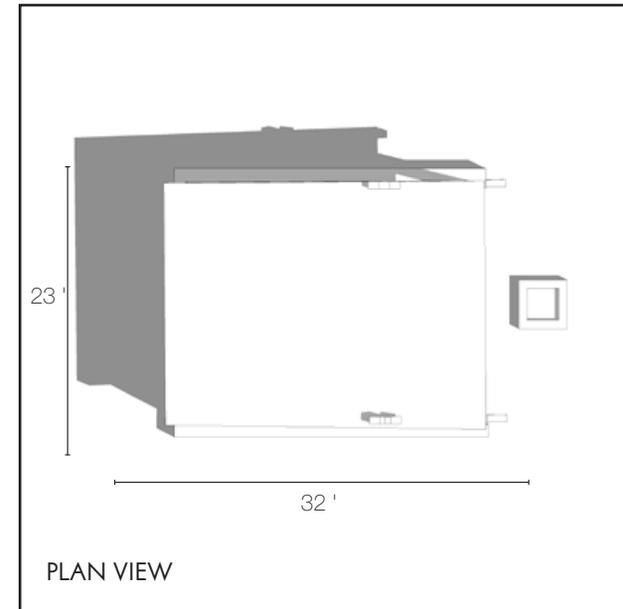
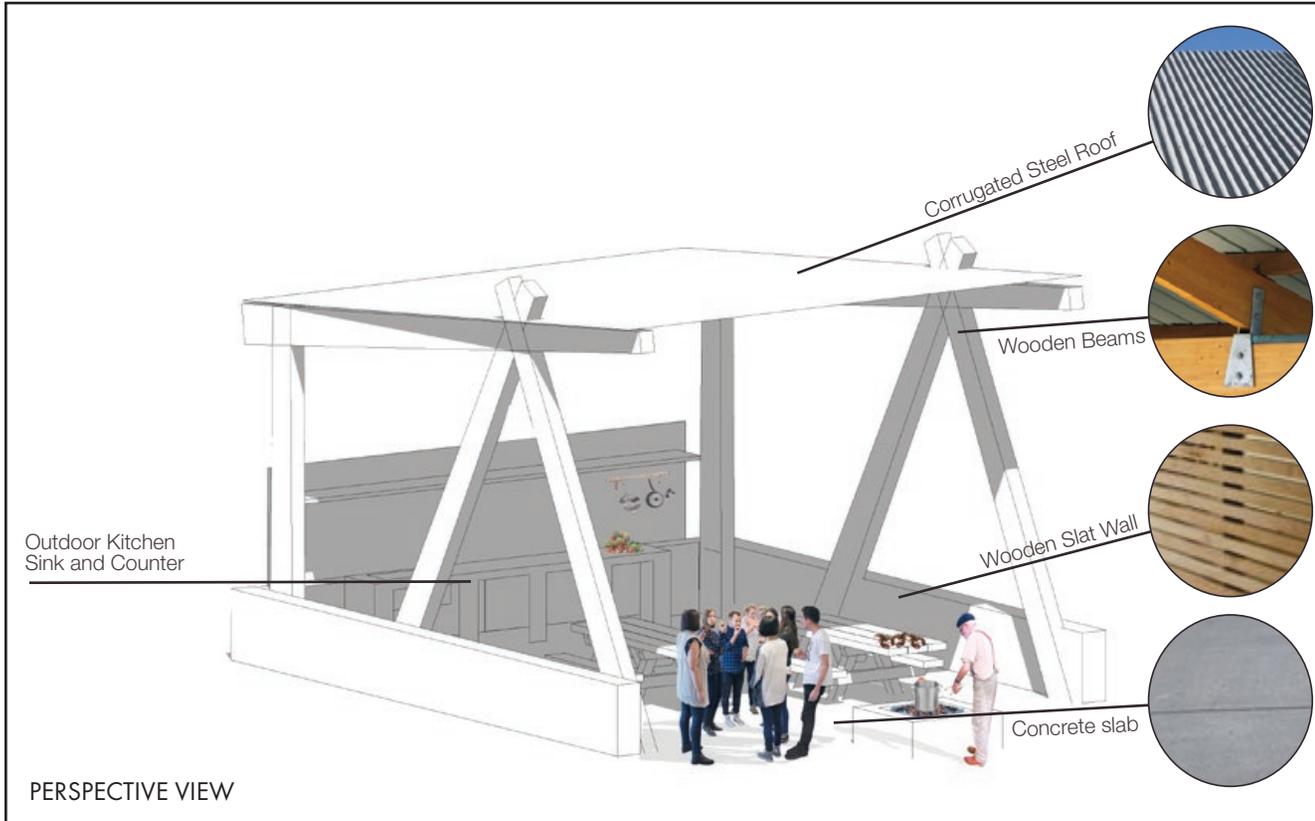
### ***Canoe / Kayak Rental***

Wigwam Point is an ideal location for canoeing and kayaking along the Exploits River and further north into the Bay of Exploits. While a permanent rental facility may not be economically viable, a common trend on waterfronts is to reuse old shipping containers as a seasonal rental and storage facility. Qalipu First Nation can release an Expression of Interest to see if tour operators or band members would be interested in leasing land along to parking lot that can accommodate a shipping container during tourist season. The container would be placed in the parking lot near the river to allow for people to easily bring their vessels to the water.



### Outdoor Kitchen

Historically, Wigwam Point has been a traditional stopping place for Mi'kmaq people traveling from inland Newfoundland to the coast. This spot in particular was strategically chosen because it was an ideal spot to hunt and catch fish along the river and bay. Recognizing the importance of food and food preparation, it would be appropriate to have a facility where food can be prepared. A large covered shelter located between the parking lot and the beach will be a venue that can host planned culinary events by local food experts and day-to-day picnics by visitors looking to cook a meal. The shelter is large enough for two large picnic tables and a long outdoor kitchen sink and counter space that can host a portable cooktop or barbecue. The kitchen sink will require water hookups, or alternatively large water containers can be transported to site on an as-needed basis. A large portable firepit is located in front of the shelter, which can be used for recreational purposes or for additional food preparation. A waste bin should be placed near the outdoor kitchen.







### ***The Meadow***

There a large meadow/grassed area between the beach to the south and the forested outcrop to the north. This space has been deliberately left open to maintain the unique meadow landscape and to allow visitors to engage in a variety of recreational activities, such as bocce, frisbee, soccer, etc. With nearly panoramic views of the mouth of the exploits river, a simple game of catch, or a pick up game of soccer will benefit from a breathtaking backdrop of water and sky.

This Meadow is about 10,000 ft<sup>2</sup>, and can be used to host ceremonial fire pits and drumming circles for seasonal Qalipu celebrations, festivals, and events. The space can comfortably host hundreds of people.



### ***Public Restrooms***

A pair of wheelchair-accessible vault toilet facilities are provided on site and set back from the main area in the wooded area in order to have a minimal impact on the landscape. The structure will be open year round and are designed to house two separated vault toilets (or outhouses). Each toilet has a 600 gallon underground concrete tank that can hold enough waste between 8-12 months before it will need to be emptied. During festivals or ceremonies, additional portable toilets can be brought in and placed along the path leading to the permanent park toilets. A waste bins should be placed near the toilets to discourage people from throwing waste in the toilets, which can cause complications when emptying them.

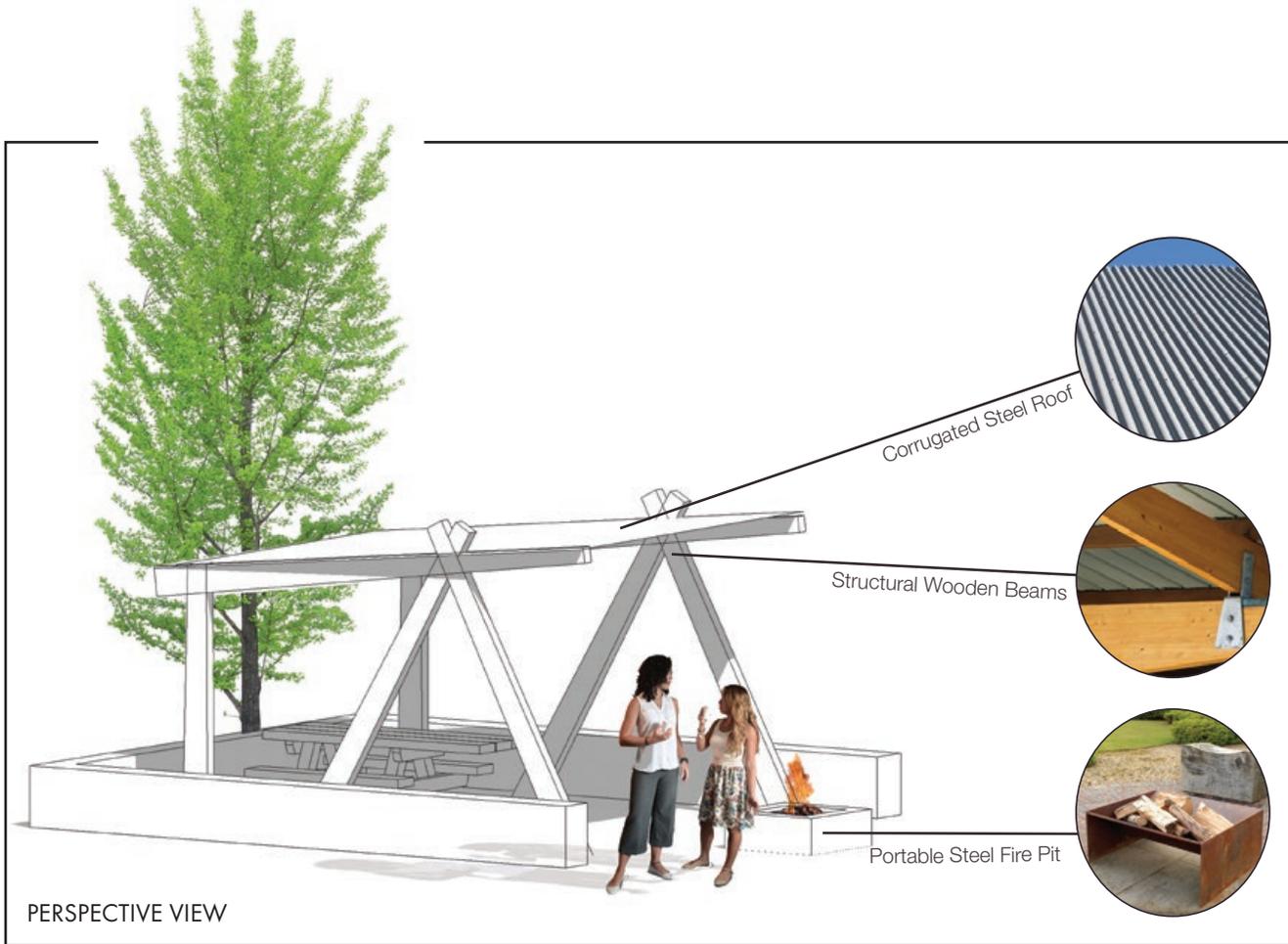


### ***Crusher dust Path***

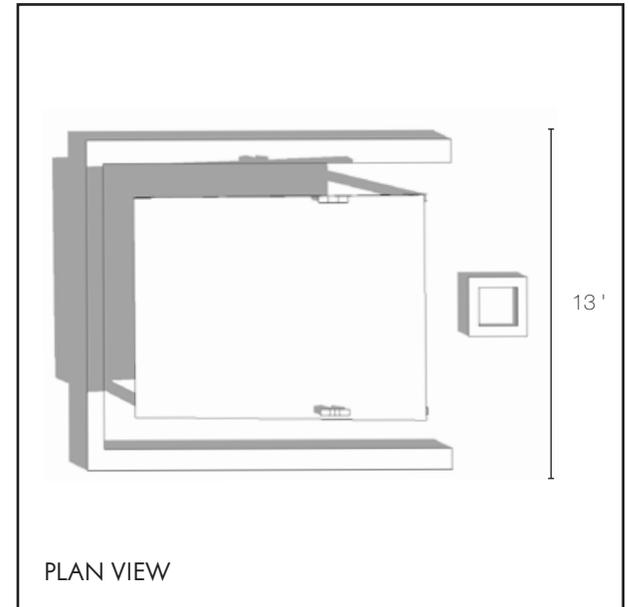
Visitors are free to meander throughout the site however they wish, however, a simple network or crusher dust pathways has been provided to reduce soil compaction in the Meadow and provide a more accessible way for visitors in wheelchairs to visit the Wigwam Monument. The path connects the parking lot with the washroom, cemetery, band shell and Monument.

**Beachfront Picnic Shelters + Fire Pits**

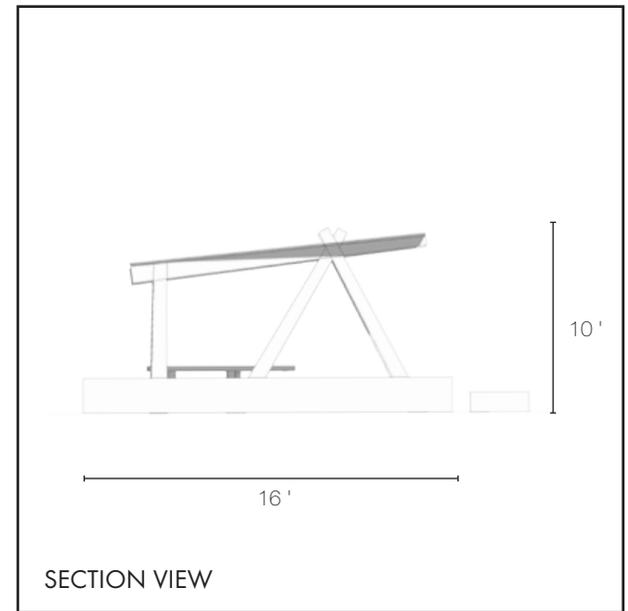
The majority of visitors will be naturally drawn to visit the beach area along the Exploits River to the south. The sandy beach provides beautiful views of the river and opportunities for swimming in the summer. In addition to the large outdoor kitchen area, two smaller beachfront picnic shelters are available for families and visitors to barbecue or prepare a meal. Each picnic shelter also includes a portable firepit that can be used during summer nights, which will create a wonderful atmosphere while recognizing the traditional use of fire pits by Mi'kmaq and Beothuk groups on the site in years past.



PERSPECTIVE VIEW



PLAN VIEW

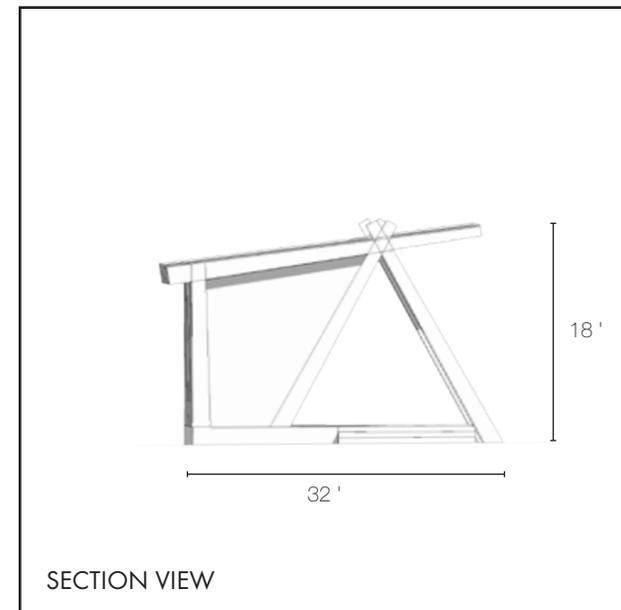
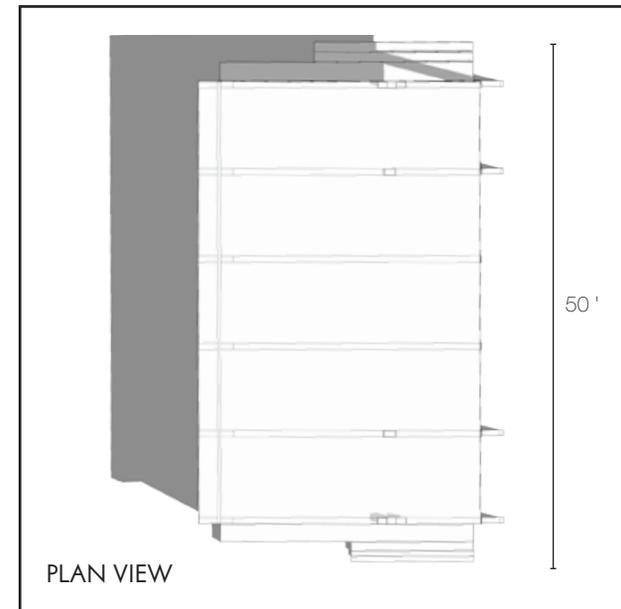


SECTION VIEW



### ***Band Shell***

Located in the heart of the site is a structure that incorporates wigwam architectural features. The structure has been designed as a dual-purpose facility, with the ability to be used both as a performance/concert space and as a covered shelter/gathering area when events are not occurring. The structure is positioned in such a way that while performances are happening there is ample space for spectators. While it is being used as a day-to-day gathering space, visitors will be able to prepare and a meal with a spectacular vista of the Exploits River.





*Structure functioning as performance space for special events.*

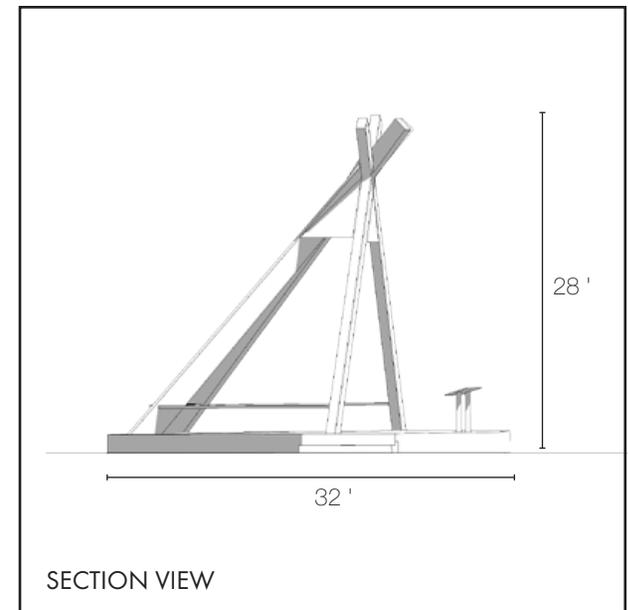
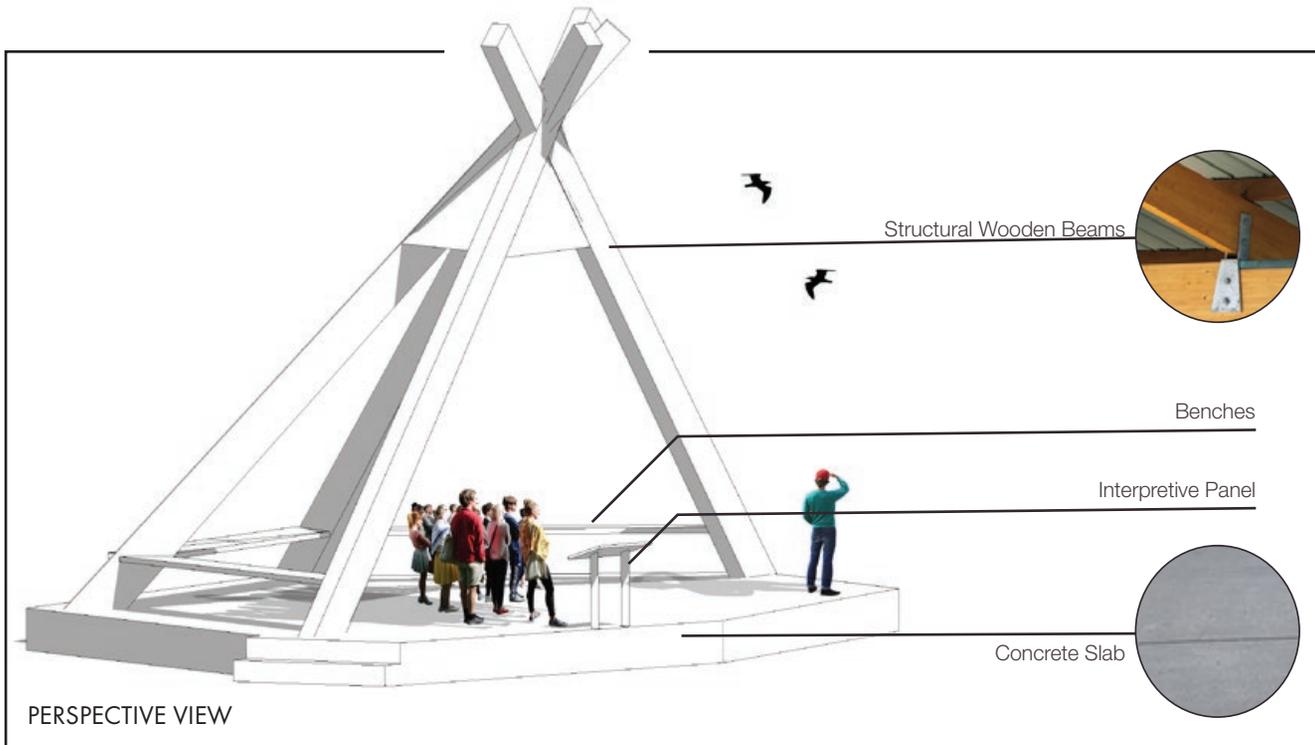
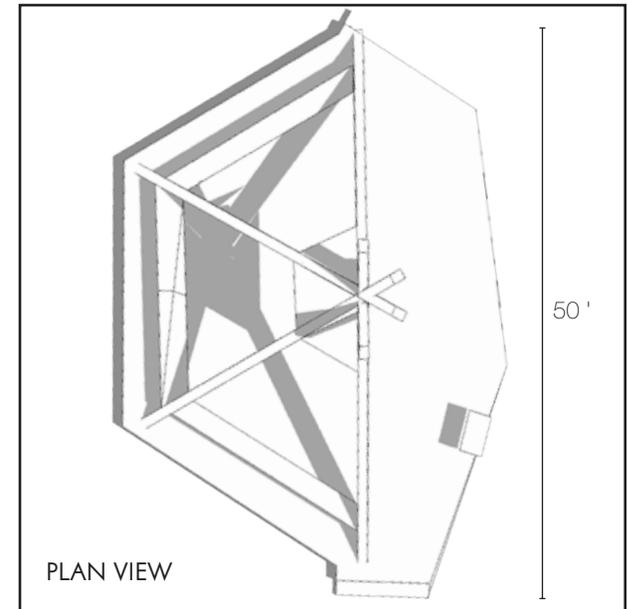


*Structure functioning as community gathering and resting space during day-use.*



**Wigwam Monument**

Opposite from the Band Shell on the other side of the Meadow is a large monument situated in front of the protruding sand spit. The structure of the monument derives its form from the traditional form of a Beothuk Wigwam, and its proposed location is in direct relationship with oral histories of the site - histories that tell the story of seasonal wigwams erected at the tip of the sand spit, during the height of the seafood harvest. The monument is a large wooden structure symbolizing the skeleton of a traditional wigwam. Four large wooden beams protrude out from a concrete foundation and intersect each other. The structure will also serve as a resting point for visitors, in addition to it being a lookout point. Exposed at the head of the sand spit, the monument will be an attraction both from land and water. It will be a compelling piece of architecture that will draw in visitors from afar.





*Wigwam Monument stands boldly against the landscape, inviting visitors out to the point of the sand spit.*





### ***Woodchip Trail Network***

While the lower area of Wigwam Point features a crusher dust trail network, the forested area is served by trail network consisting of a chipped hardwood surface, potentially derived from the trees that have been felled on site in order to create specific clearings in the wooded areas. The trail circumnavigates the site, providing an important connection between the Wigwam Monument to the Cemetery. From the Cemetery, the trail forks, providing an option for visitors to go back to the parking lot or venture further north along the coastline where there is a scenic lookout over the Bay of Exploits. The trail continues north before connecting with Main Street and looping back to the Park Entrance.



### ***Interpretive Panels***

The interpretive panels will help to tell the story of Wigwam point. Placing interpretive panels throughout the site will shape the historical narrative of the site. Potential areas for interpretive panels would be at the Cemetery, the Wigwam Monument, and Park Entrance.



### ***The Cemetery***

The existence of the unmarked graves on the site are a clear indication of the broad and varied history of the land. The Cemetery area will be cleaned up and formalized in order to respect those that are buried there and to create awareness to the unique history the site has to offer. Interpretive panels can be erected that could explain the presence of the cemetery and tell the stories of those that were buried there.

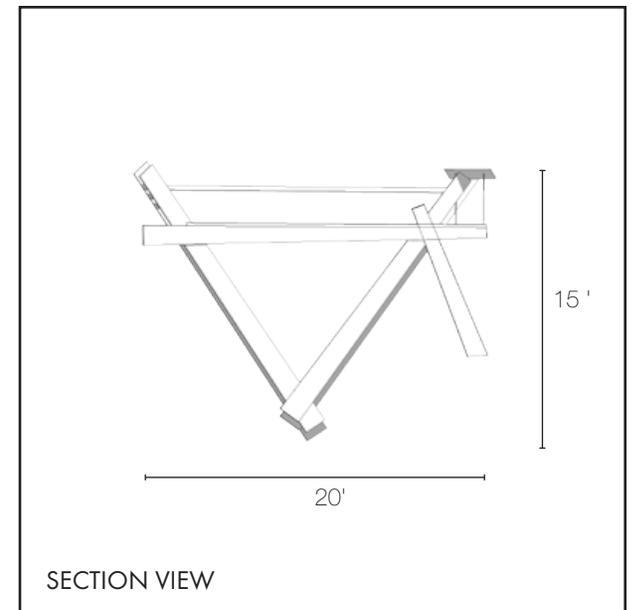
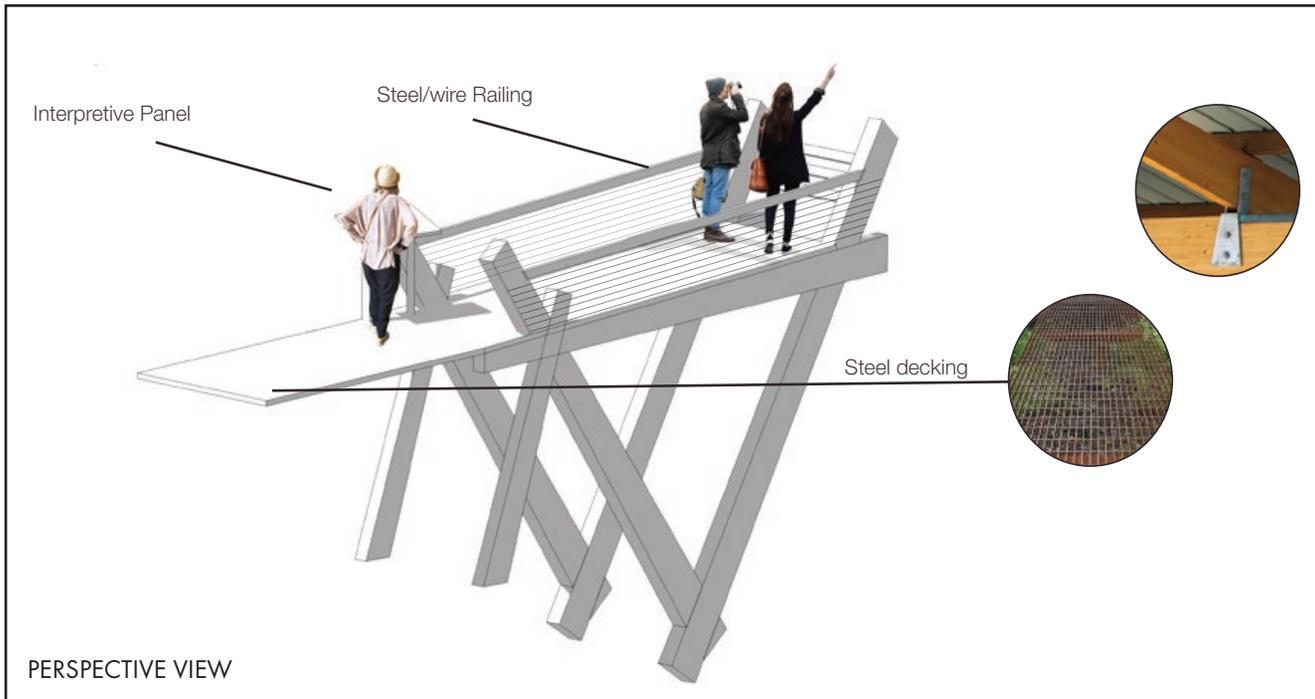
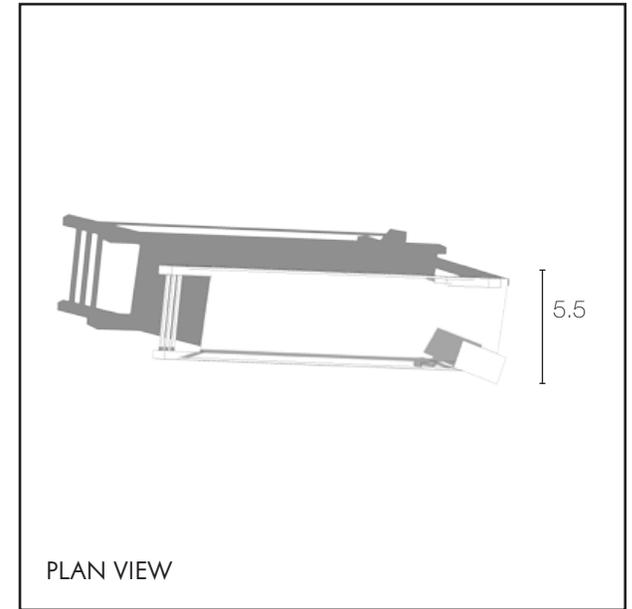


### ***Overflow Parking***

The eighteen stalls parking lot will likely be more than enough for day-to-day use of the park. However, for special events, festivals or celebrations, there may be a need for additional parking stalls. Rather than purchasing land for a permanent overflow parking lot, the band could work with the Town of Peterview and the Department of Transportation and Public Works to build up the west shoulder of Main Street to allow for shoulder parking. By improving the infrastructure with which the shoulder to the road has been built, we will be able to accommodate a large number of vehicles to park along side the road in a pull off fashion during large events or gathering.

*The Lookout*

Cantilevered over the steep side of the hill looking out towards the Bay of Exploits, and built from robust materials, the lookout platform will act as a destination for visitors choosing to take the wooded trail walk. It grants the visitor a terrific view as they step out from the trees, with the landscape opening up in an expanse of water and sky.







## MAINTENANCE & COST

### 3.1 OPERATIONS AND MAINTENANCE

#### ***Site Management***

The new Wigwam Point day-use park will be a wonderful asset for band members, visitors and locals, and requires ongoing management and maintenance. Below is a list of responsibilities pertaining to the ongoing maintenance of the park. The band can either hire a local, part-time employee to take care of the site or hire a contractor to perform the following tasks:

***Waste management:*** At least once a week, waste receptacles will need to be emptied and site litter will need to be picked up to prevent pollution.

***Toilet facilities:*** The interior toilet chambers need to be cleaned once or twice a week and toilet paper needs to be restocked. Furthermore, the concrete waste vaults will need to be emptied once they are full, likely once a year.

***Landscaping:*** The Meadow lawn needs to be mowed every two weeks during the summer and before events. In May or June, some general landscaping such as pruning and weeding will need to occur to ensure paths are clear and the park is looking tidy. The cemetery area needs to be cleared of alders and unwanted weeds.

***Snow clearing:*** The road right-of-way is plowed by the province, however, the parking lot will need to be plowed on an as-needed basis during the winter months.

***Facilities Maintenance:*** The welcome kiosk, picnic shelters, outdoor kitchen and wigwam monument will need ongoing monitoring and maintenance to ensure they are operating the way they should and vandal free.

### 3.2 OPINION OF PROBABLE COST - LANDSCAPING

The opinion of cost total to construct the park as per the concept plan is **\$213,130**, excluding HST. This is the cost to commercial contractors and includes the standard 6 months to 1 year maintenance and guarantee for the establishment of the planting and hydroseeding.

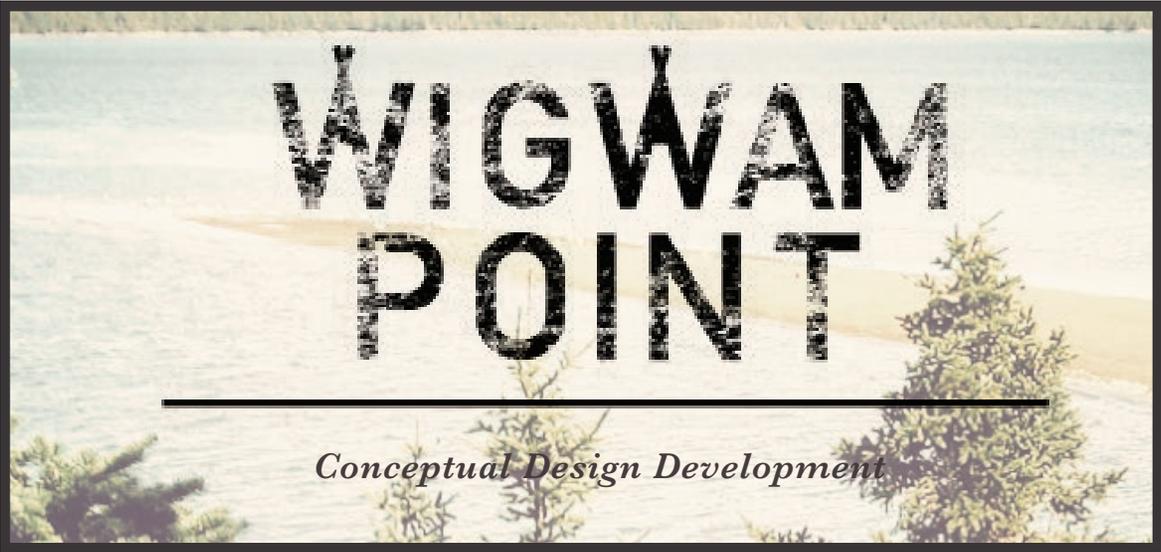
This cost estimate does not include cost estimates for any architectural and/or temporary structures (ie; food truck and shipping container).

<b>UPLAND</b>		<b>Wigwam Point - Opinion of Costs - 17-04-06</b>				
Item	Description	Qty	Units	Unit Price	Total Price	
<b>General</b>						
1.1	Demolition & Removal of sod etc	labourers \$50per hour. Tandems & excavators \$100 per hour	-	-	Allow	\$10,000
1.2	Tree removal & grubbing	Woodland trail	-	-	Allow	\$10,000
1.3	Grading	labourers \$50 per hr. Tandems & excavators \$100 per hr	335	sq.m.	Allow	\$10,000
<b>General Sub-total</b>						<b>\$30,000</b>
<b>Hard Landscaping</b>						
2.1	Woodchip trail	6"deep	660	sq.m	\$43	\$28,380
2.2	Gravel car park - 23 spaces	300mm gravel, grading	802	sq.m	\$14	\$11,228
2.3	Crusher dust walk	3" on 6" granular + subgrade prep	385	sq.m	\$40.00	\$15,400
2.4	Wooden curb - 8 x 8 x 10	Pressure treated, galvanized spikes	30	lin.m.	\$90.00	\$2,700
2.5	Boulders to edge parking		10	@	\$50	\$500
2.6	Grasscrete pavers	on 12" gravel	85	sq.m	\$250.00	\$21,250
2.8	Furniture	9 picnic tables, 6 bins	15	@	\$1,500	\$22,500
2.9	Interpretive signs	Pressure treated lumber, conc. footings, graphics	3	@	\$3,000	\$9,000
2.10	Entry sign	Pressure treated lumber, conc. footings, graphics, plants	1	@	\$10,000	\$10,000
2.11	Signage - traffic	On posts, w/ conc. Footing	4	@	\$750.00	\$3,000
<b>Hard Landscape Sub-total</b>						<b>\$123,958</b>
<b>Civil Improvements</b>						
3.2	Infiltration strip A +trenching	200mm hdpe perf.pipe with clearstone	34	lin.m.	\$100	\$3,400
<b>Civil Improvements Sub-total</b>						<b>\$3,400</b>
<b>Electrical</b>						
4.1	None included in this Opinion of Cost					\$0
<b>Electrical Sub-total</b>						<b>\$0</b>
<b>Soft Landscaping</b>						
5.1	Hydroseed + 150mm topsoil grasscrete	Supply, install, maintain and guarantee	655	sq.m.	\$7.00	\$4,585
5.3	Trees	Supply, install, maintain and guarantee	15	@	\$500	\$7,500
5.4	Shrubs, Grasses	Supply, install, maintain and guarantee	170	sq.m.	\$75	\$12,750
<b>Soft Landscaping Sub-total</b>						<b>\$20,250</b>
<b>Opinion of Cost Summary</b>						
<b>General Sub-total</b>						<b>\$30,000</b>
<b>Hard Landscape Sub-total</b>						<b>\$123,958</b>
<b>Civil Improvements Sub-total</b>						<b>\$3,400</b>
<b>Electrical Sub-total</b>						<b>\$0</b>
<b>Soft Landscaping Sub-total</b>						<b>\$20,250</b>
<b>Construction Sub-Total</b>						<b>\$177,608</b>
<b>Contingency 20%</b>						<b>\$35,522</b>
<b>Project Opinion of Cost TOTAL</b>						<b>\$213,130</b>

### 3.3 STRUCTURAL COST RANGE ESTIMATES

The following are high-level ballpark estimates for the structural elements on the site. Prices exclude HST. We cannot guarantee the accuracy of these cost estimates. An architect, structural engineer or cost estimator can provide more detailed cost estimates.

<b>Structure:</b>	<b>Cost Range</b>
Welcome Kiosk	\$20,000 - \$35,000
Outdoor Kitchen	\$40,000 - \$50,000
Picnic Shelters	\$20,000 - \$25,000
Band Shell	\$40,000 - \$60,000
Wigwam Monument	\$25,000 - \$40,000
Lookout	\$15,000 - \$25,000
Vault Toilets	\$20,000 - \$25,000
<i>Total</i>	<i>\$180,000 - \$260,000</i>



**UPLAND**