

# REQUEST FOR PROPOSALS

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## CENTRAL COAST REGIONAL DISTRICT GRANT WRITER

**ISSUE DATE:** April 22, 2026

The Central Coast Regional District (CCRD) is seeking proposals from qualified consultants to provide grant writing services to support regional initiatives, capital projects, and community development activities.

Completed Proposals will be received by email up until the Closing Time of 4:00 PM, Pacific time, May 20, 2026. Late proposals will not be accepted. The official time is the CCRD email server timestamp.

Note: Faxed or paper RFP submissions will not be accepted.

Enquiries and requests for clarification related to this Request for Proposals shall be submitted by email to the attention of:

Wylie Bystedt, Economic Development Officer [wbystedt@ccrd.ca](mailto:wbystedt@ccrd.ca)

Enquiries Deadline:  
May 5, 2026

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# ADMINISTRATIVE REQUIREMENTS

## Definitions

Throughout this RFP, the following definitions apply:

“Contract” means the written agreement resulting from this RFP executed by the CCRD and the Consultant;

“Consultant” means the successful Proponent to this RFP who enters into a written Contract with CCRD;

“must”, or “mandatory” means a requirement that must be met in order for a Proposal to receive consideration;

“Proponent” means an individual or company that submits (or intends to submit) a Proposal;

“Proposal” means the document submitted by the Proponent;

“CCRD” means the Central Coast Regional District;

“RFP” means the process described in this document;

“should” or “desirable” means a requirement having a significant degree of importance to the RFP.

## Terms and Conditions

The following terms and conditions will apply to this RFP. Submission of a Proposal in response to this RFP indicates acceptance of all the terms herein and that are included in any addenda issued by the CCRD. Provisions in Proposals that contradict any of the terms of this RFP will be as if not written and do not exist.

## Addenda

The Proponent is required to regularly check the CCRD’s website for any updated information and addenda issued before the closing date. If there is any discrepancy in the RFP documentation, the CCRD’s original file will prevail.

## Late Proposals

The proposal will be marked with its receipt time at the closing location. Only a Proposal received and marked before the closing time will be considered to have been received on time. A Proposal received after the closing time may not be considered. In the event of a dispute, the receipt time of the Proposal, as recorded by the CCRD at the closing location, will prevail. The Proponent is advised to verify prior to the closing time that the CCRD has received the Proposal.

## Eligibility

A Proposal may not be evaluated if the Proponent’s current or past corporate or other interests may, in the CCRD’s opinion, give rise to a conflict of interest in connection with the project described in this RFP. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent is advised to consult with the Contact Person prior to submitting a Proposal.

## Evaluation

The evaluation of the Proposal will be by staff of the CCRD but may include contractors of the CCRD. The CCRD’s intent is to enter into a Contract with the Proponent who has been evaluated as having the most desirable proposal. The CCRD may, at its discretion, request clarifications or additional information from Proponents with respect to any Proposals, make such requests to only selected Proponents, and consider such clarifications or additional information in evaluating the Proposals.

## Negotiation/Negotiation Delay

The CCRD reserves the right, prior to awarding the Contract, to negotiate changes to the scope of work (including pricing to meet budget) with the successful Proponent without advising any other Proponent or allowing any other Proponent to vary their Proposal as a result of the changes to the scope of work or to the contract documents and the CCRD may enter into a changed or different contract with the successful Proponent without liability to Proponents who were not awarded the Contract.

If a Contract cannot be negotiated within 14 days of notification of the successful Proponent, the CCRD may, at its sole discretion at any time thereafter, terminate negotiations with such Proponent and either negotiate a Contract with the next qualified Proponent, reissue the RFP, or terminate the RFP process and not enter into a Contract with any of the Proponents.

## Request for Debriefing

Unsuccessful Proponents may request a debriefing with the CCRD, which may, at the CCRD’s option, be conducted via telephone or email. However, the CCRD will not provide information regarding the other Proposals.

## Alternative Solutions

If alternative solutions are to be offered, the Proponent should consult with the Contact Person prior to submitting the Proposal.

## Changes to Proposals

By submission of a clear and detailed written notice, the Proponent may amend or withdraw its Proposal prior to the closing date and time. Upon closing time, all Proposals become final. The Proponent will not change the wording of the Proposal after closing and no words or comments will be added to the Proposal unless requested by the CCRD for purposes of clarification.

## Proponents’ Expenses

The Proponent is solely responsible for its own expenses in preparing the Proposal and in subsequent negotiations with the CCRD, if any. Regardless of whether or not the CCRD elects to reject all Proposals, the CCRD will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the Proposal, loss of anticipated profit in connection with any final Contract, or any other cause of action whatsoever.

## Limitation of Damages

Further to the preceding paragraph, the Proponent, by submitting a Proposal, agrees that it has no cause of action, for any reason whatsoever, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing the Proposal and the Proponent, by submitting a Proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

## Proposal Validity

Proposals will be open for acceptance for at least 90 days after the closing time. The accuracy and completeness of the Proposal shall be the sole responsibility of the Proponent and any errors or omissions shall be corrected at the Proponent’s expense.

## Firm Pricing

Prices will be firm for the entire contract. Unless the RFP specifically states otherwise.

**Currency and Taxes**

Prices quoted are to be

- in Canadian dollars;
- inclusive of all fees;
- exclusive of disbursements, for which a detailed estimate shall be provided by the Proponent; and
- exclusive of all applicable taxes, broken out.

**Completeness of Proposal**

By submitting the Proposal, the Proponent warrants that, if this RFP is to design, create or provide a system or manage a program, all components required to run the system or manage the program have been identified in the Proposal or will be provided by the Consultant at no charge.

**Subcontracting**

The use of a subcontractor(s) (who should be identified in the Proposal) may be acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these Proponents must be prepared to take overall responsibility for successful performance of the Contract and this should be defined in the Proposal. However, a proposed subcontractor whose current or past corporate or other interests may, in the CCRD's opinion, give rise to a conflict of interest in connection with the subject-matter of the RFP may not be acceptable. This includes, but is not limited to, a subcontractor involved in the preparation of this RFP. If a Proponent is in doubt as to whether a proposed subcontractor may give rise to a conflict of interest, the Proponent should consult with the Contact Person prior to submitting a Proposal. Where applicable, the names of approved subcontractors listed in the Proposal will be included in the Contract. The addition of new subcontractors, or any other changes to the subcontractor list, as set out in the Contract will not be allowed without the written consent of the Regional District.

**Acceptance of Proposals**

This RFP is not an agreement to purchase goods or services. The CCRD is not bound to enter into a Contract with the Proponent who submits the lowest priced Proposal or with any Proponent. The CCRD will assess Proposals in light of the evaluation criteria. The CCRD is under no obligation to receive further information, whether written or oral, from any Proponent.

Neither acceptance of the Proposal nor execution of a Contract will constitute approval of any activity or development contemplated in any Proposal that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute, regulation or by-law.

**Definition of Contract**

Notice in writing to a Proponent that it has been identified as the successful Proponent and the subsequent full execution of a written Contract will constitute a Contract for the goods or services, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events.

**Contract**

By submitting a Proposal, the Proponent agrees that should its Proposal be successful the Proponent will enter into a Contract with the CCRD in substantially the terms set out in the Scope of

Work.

**Liability for Errors**

While the CCRD has used considerable efforts to ensure information in this RFP is accurate, the information contained in this RFP is supplied solely as a guideline for the Proponents. The information is not guaranteed or warranted to be accurate by the CCRD, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

**Modification of Terms**

The CCRD reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time prior to entering into a Contract with the successful Proponent.

**Ownership of Proposals**

All Proposals submitted to the CCRD become the property of the CCRD. They will be received and held in confidence by the CCRD, subject to the provisions of this RFP and the Freedom of Information and Protection of Privacy Act. Use of Request for Proposals Any portion of this document, or any information supplied by the CCRD in relation to this RFP may not be used or disclosed, for any purpose other than for the submission of the Proposal. Without limiting the generality of the foregoing by submission of the Proposal, the Proponent agrees to hold in confidence all information supplied by the CCRD in relation to this RFP.

**Reciprocity**

The CCRD may consider and evaluate a Proposal from other jurisdictions on the same basis that the government purchasing authorities in those jurisdictions would treat a similar Proposal from a British Columbia supplier.

**No Lobbying or Solicitation**

The Proponent must not attempt to communicate directly or indirectly with any employee, contractor or representative of the CCRD, including the members of the evaluation team and any elected officials of the CCRD, or with members of the public or the media, about the project described in this RFP or otherwise in respect of the RFP, other than as expressly directed or permitted by the CCRD herein or otherwise.

**Collection & Use of Personal Information**

The Proponent is solely responsible for familiarizing itself and for ensuring that it complies with the laws applicable to the collection and dissemination of information, including resumes and other personal information concerning employees and employees of any subcontractors. If this RFP requires the Proponent to provide the CCRD with personal information of employees or subcontractors who have been included as resources in response to this RFP, the Proponent will ensure that it has obtained written consent from each of those persons before forwarding such personal information to the CCRD. Such written consents are to specify that the personal information may be forwarded to the CCRD for the purposes of responding to this RFP and use by the CCRD for the purposes set out in the RFP. The CCRD may, at any time, request the original consents or copies of the original consents from the Proponent, and upon such request being made, the Proponent will immediately supply such originals or copies to the CCRD.

## SUMMARY

The Central Coast Regional District (CCRD) is seeking proposals from qualified individuals or firms to provide grant writing services on a contract basis.

The selected contractor will assist the CCRD in identifying funding opportunities and preparing competitive grant applications to federal, provincial, and other funding agencies. The services will support a range of CCRD priorities including infrastructure development, community services, emergency services, economic development, reconciliation initiatives, and regional planning.

The successful proponent will work collaboratively with CCRD staff to develop grant applications that align with the organization's strategic priorities and funding program criteria

## BUDGET

The total annual contract value is \$10,500 CAD, exclusive of GST. Proponents will be required to submit their hourly rate and the projected number of hours. Depending on the hourly rate, we estimate that it could be around 20 hours per month.

The successful proponent will be expected to submit a minimum of \$200,000 worth of grant applications annually. The contract may be renewed annually subject to performance and available funding.

## INFORMATION FOR PROPONENTS

### CLOSING DATE, TIME, AND DELIVERY REQUIREMENTS

Proposals must be received electronically by the CCRD no later than:

4:00 PM Pacific time, May 20, 2026

Submission instructions:

- Proposals must be submitted by email to [wbystedt@ccrd.ca](mailto:wbystedt@ccrd.ca)
- The subject line must read:  
"Proposal Submission – CCRD Grant Writer – [Proponent Name]"

It is the sole responsibility of the proponent to ensure the proposal is received prior to the deadline. Late submissions will not be opened, reviewed, or considered.

#### Important Notes:

- It is the sole responsibility of the Proponent to ensure the CCRD receives the complete proposal prior to the closing time and date.
- Proponents are encouraged to allow sufficient time for upload and transmission of all files before the closing deadline.
- The Proponent bears all risks associated with electronic submission, including but not limited to transmission delays or failures between the Proponent's system and the CCRD's e-mail system.
- The official closing time will be determined by the computer clock at the CCRD office.
- Proposals submitted by facsimile (fax) or in paper format will **not** be accepted.
- Late submissions will not be opened, reviewed, or considered.

## ENQUIRIES

All enquiries regarding this RFP must be directed in writing by email to the following contact person by May 5, 2026. Information obtained from any other source is not official and should not be relied upon as factual or accurate. All inquiries and responses will be recorded and shared with all proponents, as appropriate, on the CCRD website, [www.ccrd.ca](http://www.ccrd.ca). Proponents are responsible for checking for addenda before submission.

**Contact:** Wylie Bystedt, Economic Development Officer

**Email:** [wbystedt@ccrd.ca](mailto:wbystedt@ccrd.ca)

## BACKGROUND INFORMATION

The CCRD is a remote, coastal region in British Columbia that includes five electoral areas and the unincorporated communities of Bella Coola, Denny Island, Ocean Falls, Hagensborg, Firvale and Stuiie. It shares overlapping jurisdiction and unceded traditional and ancestral territories with multiple First Nations, including the Nuxalk Nation, Heiltsuk Nation, Wuikinuxv Nation, Kitasoo/Xai'xais Nation, and Ulkatcho Nation. The region is accessible primarily by highway, air and water, with limited ground transportation infrastructure and supply chain connectivity.

Due to its remote geography and limited tax base, the CCRD relies significantly on external grant funding to support infrastructure, services, and economic development initiatives.

Grant funding plays a critical role in enabling the CCRD to deliver projects that enhance community resilience, improve infrastructure, and support long-term regional sustainability.

## INTRODUCTION

The CCRD invites qualified consultants or firms to submit proposals to provide grant writing services to support the organization's ongoing funding needs. The successful proponent will assist in researching funding opportunities and preparing competitive grant applications that support CCRD initiatives and projects. The successful proponent will work closely with CCRD staff to gather required information and ensure applications align with funding program requirements and CCRD priorities.

## SCOPE AND DELIVERABLES

The successful proponent will provide grant writing and funding support services including but not limited to:

### Funding Research

- Identify potential grant opportunities from federal, provincial, and private funding sources.
- Maintain a tracking system for grant opportunities, deadlines, and submissions.

### Grant Development

- Prepare and submit grant applications and support submission, with final review and authorisation by CCRD.
- Ensure applications align with funding guidelines and program priorities.
- Develop supporting narratives, budgets, and documentation.

### Coordination with Staff

- Work collaboratively with CCRD staff to collect project information and supporting materials.

- Assist staff in determining eligible expenses and project scope.

### Application Management

- Track submitted applications and follow up with funding agencies as required.
- Provide updates on the status of applications.

### Reporting and Record Keeping

- Maintain records of grant applications and funding outcomes.
- Assist CCRD staff with reporting requirements where required.

### Relationship Development

- Maintain positive relationships with funding agencies and stakeholders.
- Respond to inquiries related to submitted applications.

## GENERAL REQUIREMENTS OF THE WORK

- The Consultant is responsible for all labour, supervision, materials, tools and equipment required for the design and execution of the work described herein.
- Consultant travel and other disbursements must be pre-approved in writing and are included in the upset limit unless otherwise approved..
- The Consultant is responsible for ensuring their staff adhere to the OH&S, infectious disease, and any other relevant policies of the workplaces they are operating within.
- The Consultant is the professional contractor for the purposes of the *Workers' Compensation Act*.
- Final acceptance of the work described herein will be by the CCRD when all deficiencies are completed.

## PROPOSAL SUBMISSION

Proposals should be organized into a single PDF document and include:

1. Cover Letter
2. Proponent Profile and Background
3. Relevant Experience
4. Proposed Approach to Grant Writing Services
5. Fee Confirmation
6. References (minimum two)

Proposals should not exceed **10 pages**, excluding appendices.

## QUALIFICATIONS & EXPERIENCE

Proponents should demonstrate the following:

- Experience writing successful grant applications
- Familiarity with government funding programs
- Experience working with local governments or community organizations
- Strong research and writing skills
- Experience developing grant budgets
- Ability to manage multiple deadlines and projects
- Strong communication and collaboration skills

Preference may be given to proponents with experience supporting rural or remote communities.

## EXPERIENCE, DEPTH & BREADTH OF PROJECT TEAM

Proponents shall provide the Curriculum Vitae (CV) of the Project Manager; and list all other project team members that would be directly involved in the project, indicating relevant experience, qualifications, credentials, and notable achievements in each area of the Work. The CCRD must be kept apprised of (and approve any) changes or substitutions of key personnel for this project.

## APPROACH & METHODOLOGY

Proponents are to confirm their understanding of the scope of work and clearly define and describe how their proposed approach would meet those requirements, including the Project constraints, sequence and timing of milestones, the respective expertise involved, and their time allocation for each. The work plan should include a scheduling of activities and resources necessary to meet the project objectives.

## COST/PROPOSED FEE FOR PROJECT

The total project cost is to be considered an upset limit, not to be exceeded unless approved in writing by the CCRD, and shall include all Consultant salary costs, general and overhead expenses, and disbursements. Proponents will be required to submit their hourly rate and the projected number of hours. Travel and other disbursements must be pre-approved in writing and are included in the upset limit unless otherwise approved.

## PROPOSAL EVALUATION

The CCRD, in its sole discretion, may disqualify any proposal before its evaluation is fully completed if it contains false information, reveals a conflict of interest, or if the proponent misrepresents any information provided within it. Proposals will be evaluated based on conformance with all aspects of the RFP, and proponents should include all relevant information that would allow the CCRD to accurately assess their organization regarding the evaluation criteria. The CCRD will make no assumptions on behalf of the Proponent.

## EVALUATION CRITERIA

Proponents must meet or exceed requirements and must demonstrate in their proposal that they have clear understanding of the RFP requirements. Proponents need to articulate their proposals intentions and expectations indicating how they will fulfill the requirements set out in the Scope of Work and what they will provide in order to meet the objectives of this project. Criteria for evaluation of the proposals may include, but is not limited to:

Criteria	Relative Weight
<b>Relevant Experience:</b> <ul style="list-style-type: none"> <li>Demonstrated success in securing grant funding, particularly with government or public-sector programs.</li> <li>Relevant experience working with local governments, rural/remote communities, or similar organizations.</li> </ul>	30%
<b>Understanding of CCRD Needs:</b> <ul style="list-style-type: none"> <li>Clear understanding of the Central Coast's remote context, funding reliance, and service delivery challenges.</li> </ul>	25%

<ul style="list-style-type: none"> <li>Demonstrated awareness of regional priorities, including collaboration with First Nations and community partners.</li> </ul>	
<b>Proposed Approach:</b> <ul style="list-style-type: none"> <li>Clear, organized methodology for identifying opportunities, developing applications, and managing timelines.</li> <li>Effective approach to collaboration with CCRD staff and tracking/reporting on grant activities.</li> </ul>	20%
<b>Quality of Previous Work and References:</b> <ul style="list-style-type: none"> <li>High-quality, clear, and compelling writing demonstrated through past work samples.</li> <li>Strong references confirming reliability, professionalism, and successful outcomes</li> </ul>	15%
<b>Cost Effectiveness:</b> <ul style="list-style-type: none"> <li>Ability to deliver services within the fixed budget while maximizing funding outcomes.</li> <li>Demonstrated efficiency and value for money based on experience and proposed approach.</li> </ul>	10%
<b>Total</b>	<b>100%</b>

## AWARD

The CCRD intends to award a contract to the proponent whose proposal best meets the evaluation criteria. It is not the intent of the CCRD to award this project to any Proponent that does not furnish satisfactory evidence of possessing the experience and ability required, and sufficient resources to ensure acceptable performance and completion of the Work. The CCRD reserves the right to reject any submitted proposal from any Proponent who, in its sole and reasonable opinion, is deemed incapable of providing all necessary resources to perform the work in a satisfactory manner; negotiate with the preferred proponent or cancel the RFP process at any time. This RFP is not a tender and does not commit the CCRD in any way to select a consultant.

In addition, the CCRD may elect to reject any or all Proposals for the following reasons:

- All Proposals received are outside the available budget for this project.
- The CCRD decides to cancel the project.

## RIGHT TO NEGOTIATE

After the contract has been awarded to the Consultant, the CCRD reserves the right to negotiate minor changes, amendments, or modifications to the Consultant's Proposal, without offering the other Proponents the opportunity to amend their Proposals.

## FAILURE TO EXECUTE AN AGREEMENT

In addition to all other remedies, if a selected Consultant fails to execute an agreement within 30 calendar days of notice of project award, the CCRD may, in its sole and absolute discretion and without incurring any liability, rescind the selection of the Consultant. In the event of failure to execute as aforesaid, or in the event that the Consultant does not, in the opinion of the CCRD, comply with the specifications and terms of the Contract at any time throughout the duration of the Contract, or if the CCRD, in its sole and unfettered discretion determines that the service or product provided by the Consultant is unsatisfactory at any time during the term of the Contract, the CCRD reserves the right to immediately terminate the Contract in its entirety.

## REPORTING & COMMUNICATION

The successful Consultant shall report to the CCRD project lead, Economic Development Officer, who will oversee day-to-day coordination of this project. Approval will be required prior to the Consultant proceeding with subsequent components of the project or altering the work plan.

## PUBLICITY

The successful Consultant shall not make any news release concerning the RFP, submitted Proposal, or awarding of same, or the resulting contract without the express written consent of the CCRD.

An award of contract to the successful Consultant does not constitute a general endorsement of the Proponent's products or services, and the award of contract cannot be used by the Consultant to promote the sale of products or services without the express written approval of the CCRD.

The CCRD may issue a news release about the award of the contract and project updates.

## INSURANCE

Except as may be otherwise expressly approved by the Central Coast Regional District in writing, the Proponent will, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in British Columbia and in forms and amounts acceptable to the Central Coast Regional District:

- a) Professional Liability Insurance with not less than \$1,000,000 coverage per occurrence insuring the consultant from liability resulting from errors and omissions in the performance of professional services under the contract.
- b) The successful consultant must also provide the Central Coast Regional District with a certificate issued by the insurer(s) as evidence of the coverage required on or before commencement of the project.
- c) Each policy of insurance required under this agreement shall be maintained during the continuance of this agreement and shall not be capable of cancellation unless 30 days' notice is first given to the Central Coast Regional District.
- d) The successful consultant must ensure that every sub-consultant provides and maintains insurance substantially in accordance with the requirements of this agreement. The successful consultant shall be as fully responsible to the Central Coast Regional District for acts and omissions of sub-consultants and of persons employed directly or indirectly by them as for acts and omissions of persons directly employed by the consultant.

The foregoing insurance shall be primary and not require the sharing of any loss by any insurer of the Central Coast Regional District. The successful Proponent shall provide the Central Coast Regional District with evidence of all required insurance prior to the commencement of the Services. When requested by the Central Coast Regional District, the Proponent shall provide certified copies of required policies.

## WORKSAFE

The Consultant and any approved Sub-Contractors must be registered with the Workers' Compensation Board of British Columbia (operating as WorkSafeBC), in which case WorkSafeBC coverage must be maintained for the duration of the Agreement.

## COMPLIANCE

The successful Consultant shall ensure services and products provided in respect to the Work are in accordance with, and under the authorization of, all applicable authorities and municipal, provincial, and federal legislation and Acts.

The Consultant to the Contract shall be designated and shall assume the responsibility as the Prime Consultant per WorkSafeBC BC OH&S regulations under applicable Sections 20 and 118 and applicable Subsections within them. The successful Proponent must have the necessary qualifications for and be willing to accept the responsibilities as Prime Contractor/Consultant for the Contract.

By submitting a Proposal, the Proponent represents that it has the legal capacity to enter into a contract and is in compliance with all applicable federal, provincial, and municipal laws and regulations.

## INDEMNITY

Except to the extent arising out of the negligent acts or omissions of the CCRD and its directors, officers, employees, volunteers, contractors, agents, successors and assigns, as determined by a court of competent jurisdiction, the Proponent/Contractor/Consultant shall release, indemnify and save harmless the CCRD and its directors, officers, employees, volunteers, contractors, agents, successors and assigns from and against any and all liabilities, actions, damages, claims, losses, costs and expenses whatsoever (including, without limitation, the full amount of all legal fees and disbursements) in any way directly or indirectly arising out of or caused, in whole or in part, by the Proponent/Contractor/Consultant, its employees, agents, or assigns in the performance of the Services herein, as determined by a court of competent jurisdiction. This release and indemnity shall survive notwithstanding the completion of the Services under this Agreement and/or the expiry or termination of this Agreement. The indemnity provided by the Proponent/Contractor/Consultant to the CCRD will not in any way be limited or restricted by the insurance requirements or by limitations on the amount or type of damages, compensation or benefits payable under the Workers' Compensation Act or any other similar statute.

## FORCE MAJEURE

Neither party shall be responsible for any delay or failure to perform its obligations under this agreement by reason of force majeure. If either party is unable to perform any of its contractual obligations by reason of force majeure, including fire or other casualty, strike, order of a public authority, natural hazard, or other cause beyond the reasonable control of such party, then such party shall be excused from such performance of the obligations for the duration of such cause. In the event such inability to perform shall continue longer than 30 days, either party may terminate this agreement without further liability by giving written notice to the other party.