



REQUEST FOR EXPRESSIONS OF INTEREST

Modular Facility for Early Learning and Child Care





1. GENERAL INFORMATION AND INSTRUCTIONS

1.1. SUBMISSION INSTRUCTIONS

Response Submission Deadline

Expressions of Interest response deadline:

Expressions of Interest responses (the “Response”) must be received prior to 15:00 local time on January 8, 2025 (the “Response Submission Deadline”).

Response Submission Methods

Responses will be accepted by the Department of Education, Culture and Employment under the following conditions:

- the Response is received prior to the Response Submission Deadline specified and emailed to: elcc_operations@gov.nt.ca
- the Response should be submitted in Portable Document Format (PDF), unless otherwise specified by the Government of Northwest Territories,
- the Government of Northwest Territories shall not accept liability for any claim, demand, or other action for any reason whatsoever, including where an uploading process is interrupted, a Response is not received in its entirety, is illegible in whole or in part, or which is uploaded to an incorrect event or website.

Enquiries During the Solicitation Period

All questions or enquiries (“Enquiries”) concerning this Request for Expressions of Interest must be in writing and be submitted no later than five (5) business days prior to the Response Submission Deadline and be directed to the following (the “Contact Person”):

Attention: Director, Early Learning and Child Care

Address: Government of the Northwest Territories
Department of Education, Culture and Employment
4501 Franklin Ave
P.O. Box 1320,
Yellowknife, NT X1A 2L9

- Email: elcc_operations@gov.nt.ca



Please note that most GNWT offices will be closed during the holidays, beginning on Friday, December 20, 2024, and will be reopened for services on Thursday, January 2, 2025. There will be no response to any inquiries during this period.

Respondents may only rely on written communication from the Contact Person. Information offered from sources other than the Contact Person with regard to this Request for Expressions of Interest is not official, may be inaccurate, and should not be relied on in any way, by any person for any purpose.

1.2. GENERAL INFORMATION

- a. This is strictly a non-binding, information-gathering process. It is intended solely to identify an existing early learning and child care operator to take possession of a 4-unit modular to provide between 48-56 child-care spaces for children from birth to under 6 years old.
- b. The Government of Northwest Territories has the right to cancel this Request for Expressions of Interest at any time and/or choose not to transfer the modular facility.
- c. The Government of Northwest Territories is not liable for any costs associated with the preparation of a response to this Request for Expressions of Interest.
- d. The Response and accompanying documentation submitted by a Respondent will not be returned.
- e. All information, including documents, submitted to the Government of Northwest Territories are in the custody and control of the Government of Northwest Territories and thus subject to the protection and disclosure provisions of the *Access to Information and Protection of Privacy Act*. This Act allows any person a right of access to the records in the custody or under the control of a public body subject to limited and specific exemptions.
- f. Respondents, and their respective directors, officers, employees, consultants, agents, advisors, and representatives will not engage in any form of political or other lobbying whatsoever in relation to this Request for Expressions of Interest. Further, no such person (other than expressly contemplated by this Request for Expressions of Interest) will attempt to communicate in relation to this Request for Expressions of Interest directly or indirectly, with any representative of the Government of Northwest Territories (including any Minister or Deputy Minister, any member of the Executive Council, or any Member of the Legislative Assembly), or any director, officer, employee, agent, advisor, consultant, or representative of any of the foregoing, as applicable, for any purpose whatsoever.

In the event of any lobbying or communication in contravention of this section by any Respondent, or their respective directors, officers, employees, consultants, agents, advisors, or representatives, the Government of Northwest Territories at its discretion may at any



time, but will not be required to, reject the Response submitted by that Respondent without further consideration, and ban the Respondent from involvement in any future procurement processes relating to the services outlined herein.

- g. To be considered, the respondents must meet the following criteria:
- i. To be eligible to submit a Request for Expressions of Interest for the modulars, the respondent must be:
 - an Indigenous government, or
 - an Indigenous organization, or
 - a non-profit organization, or
 - a community government, or
 - an education body, or a public organization.
 - ii. The respondent must be an organization in good standing with the Societies Registry of the NWT or be operated directly by a recognized Indigenous government, a community government, or a public organization.
 - iii. The respondent must have at least 2 years of experience delivering child care services/programs to NWT children and families.
 - iv. The respondent should be able to provide serviced land/proposed location for the child care facility and demonstrate that there are unmet child care needs for that community/proposed location.
 - v. The respondent must commit to using the modulars as a child care facility for children from birth to under 6 years old for a period not less than 5 years.

2. INTRODUCTION

The Government of the Northwest Territories, Department of Education, Culture and Employment, is requesting (non-binding) expressions of interest from eligible non-profit and public organizations, education bodies, and Indigenous and community governments with experience delivering early learning and child care programs that are interested in, and have the operational capacity, to take possession of a 4-unit modular to provide child care to between 48-56 children from birth to under 6 years.

The intent of this Request for Expressions of Interest is to identify a respondent to transfer a 4-unit modular structure for use as a child care facility. It is envisioned that the successful respondent would subsequently apply for the Early Childhood Infrastructure Fund to cover the costs of facility conversion and upgrades, be selected and in place by February 2025, and that the modular facilities would be transferred to the respondent's site in Spring 2025 but no later than August 2025.

3. BACKGROUND

The Government of the Northwest Territories recognizes that early learning and child care play a role in helping children develop the skills that are needed in life. Yet, access to adequate early



learning and child care infrastructure across the Northwest Territories (NWT) continues to be a challenge.

To support families and improve early learning and child care in the territory, the Government of the Northwest Territories' [2030 Early Learning and Child Care Strategy](#) and [Canada – Northwest Territories Canada-Wide Early Learning and Child Care Agreement](#) provide the goals for transforming early learning and child care in the Northwest Territories (NWT).

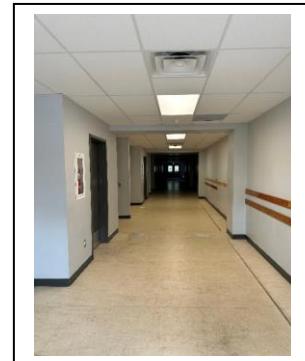
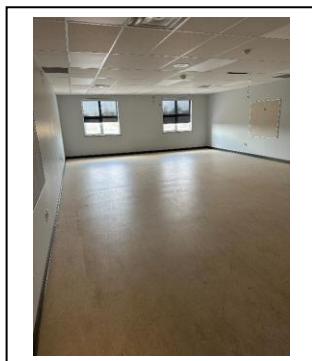
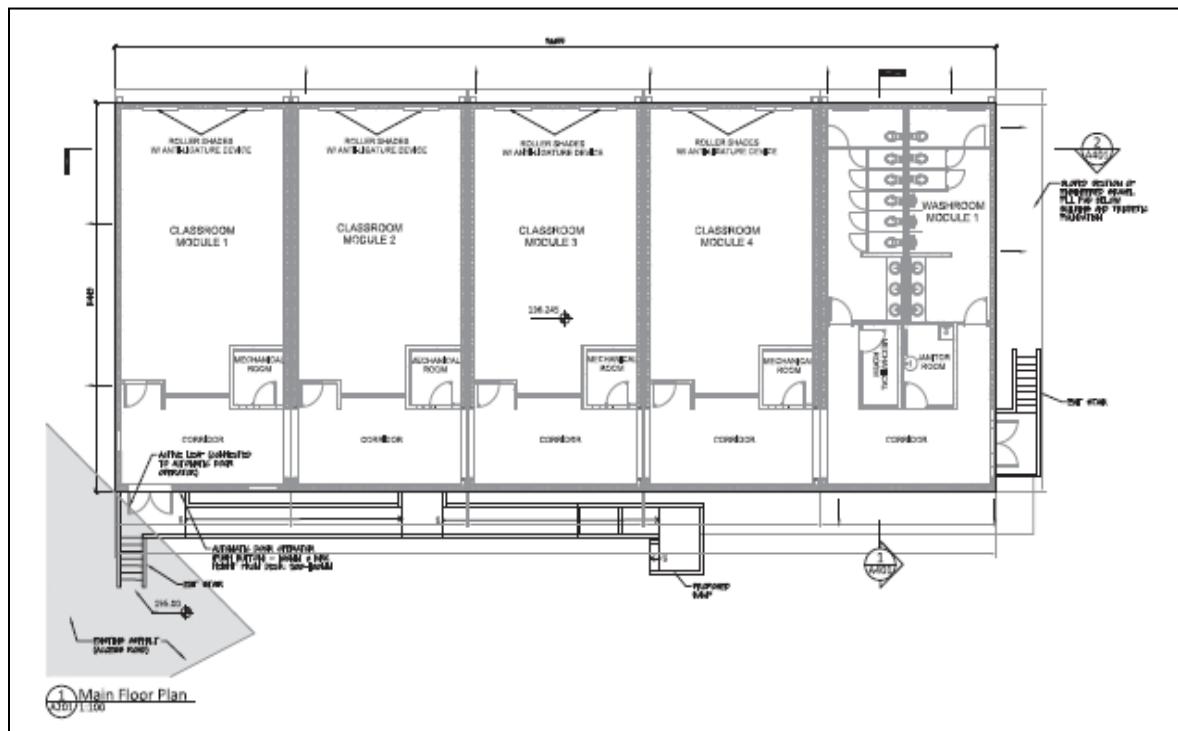
The Government of the Northwest Territories recently signed an Amended Canada-Northwest Territories Canada-wide Early Learning and Child Care Agreement – 2021 to 2026. Under the Canada-wide Agreement, the territory will receive Early Learning and Child Care Infrastructure funding for 2023-2024 to 2025-2026 fiscal years to support the creation of up to 300 new licensed child care spaces for children from birth to 6 years by 2026.

The Department of Education, Culture and Employment is inviting Expressions of Interest from non-profit or public organizations and Indigenous Governments and organizations who are interested in receiving an existing modular building/structure to convert to an inclusive and accessible licensed early learning and child care facility for children from birth to under 6 years.

About the Modulars

The Department of Education, Culture and Employment has four modular classrooms, previously located at École William McDonald Middle School, that were used during the construction of École It'q. The modular structure has four classrooms, with a capacity of approximately 80 Junior Kindergarten to Grade 12 students, washrooms, a mechanical room, a janitor's closet and an interior corridor. The units are 4 years old, with an approximate 25-year lifespan. The modular structure includes a Triodetic foundation. While the units can be disassembled for transportation and storage purposes, they are designed to be utilized together and not separated for ongoing operation. To receive detailed specifications about the modular structure, send an email **before December 19, 2024**, with the subject line Request for WMS Modulars for ELCC Info Package, to the attention of: elcc_operations@gov.nt.ca

The estimated net book value of the modular structure is \$2M. When the modular classrooms are converted to a child care facility, the capacity is estimated at between 48 to 56 licensed child care spaces, depending on the age ranges and any renovation limitations. The cost of converting the modulars to a child care facility, as determined by relevant professional bodies, will be supported through the Early Childhood Infrastructure Fund which consists of funding from the Government of Canada and the Government of the Northwest Territories.





4. OBJECTIVE

This Request for Expressions of Interest is an invitation by the Government of Northwest Territories to prospective respondents to submit an expression of interest for a modular building / structure - described as École William McDonald Middle School modulars, for use as an inclusive and accessible early learning and child care facility, for no consideration.

The objective of this Request for Expressions of Interest is to identify an organization with experience delivering early learning and child care operations that has access to suitable land to take possession of a 4-unit modular for the purposes of providing between 48-56 additional child-care spaces for children from birth to under 6 years. The unit will be transferred on condition that the respondent demonstrates the capacity to incorporate the additional spaces into their existing early learning and child care operations.

This Request for Expressions of Interest also supports the following objectives:

- a. Expanding access to licensed centre-based early learning and child care spaces in the Northwest Territories.
- b. Increasing the net number of licensed early learning and child care spaces for children under age 6 by up to 300 spaces by fiscal year 2025 - 2026.
- c. Strengthening sector relationships and partnerships for ELCC program delivery.

5. SCOPE OF WORK

The scope of work for the Request for Expressions of Interest from eligible entities to receive a modular structure for the purpose of using it as an early learning and child care facility include:

- Accept delivery of the modular structure on the respondent's child care site.
- Work with the Department of Education, Culture and Employment to define the requirements of the project (transfer of the modular structure to their child care site).
- Identify/provide information on the site where the modulars will be installed and ensure the suitability of the site for a child care facility.

In addition, the successful respondent will be expected to:

- Submit an application for Early Childhood Infrastructure Fund for costs associated with facility conversion. For information on the Early Childhood Infrastructure Fund visit <https://www.ece.gov.nt.ca/en/ECIF> or download the [application](#).
- Work with the Department of Education, Culture and Employment and other professionals/trades to convert the facility for child care use.
- Ensure the facility conforms to legislation, building code, and early learning and child care licensing requirements.

This is the Request for Expressions of Interest stage of the above scope of work. Respondents are requested to respond to the Request for Expressions of Interest in accordance with the response guidelines in Section 7 to provide information about the organization, experience delivering early



learning and child care programs, ability to expand operations and/or operate an early learning facility with the capacity of 48-56 licensed child care spaces, and discussion of key factors the respondent recommends the Government of Northwest Territories consider.

6. SCHEDULE

The following provides the schedule for this Request for Expressions of Interest process, and following this Request for Expressions of Interest, should the Government of Northwest Territories determine a successful respondent, it will proceed and recommend the transfer of the modular structures.

The following schedule is estimated and subject to change at the Government of Northwest Territories' discretion:

Task/Activity	Start	End
Request for Expressions of Interest posted on GNWT website and PSA issued	November 26, 2024	N/A
Request for Expressions of Interest solicitation period	November 26, 2024	January 8, 2025
Review of Request for Expressions of Interest responses	January 9, 2025	January 16, 2025
Decision	January 17, 2025	January 30, 2025
Respondent notified of decision	February 12, 2025	February 14, 2025
Contract development (transfer of modulars)	February 12, 2025	February 28, 2025
Invitation to submit an Early Childhood Infrastructure Fund proposal (successful respondent ONLY)	February 17, 2025	March 18, 2025
Evaluation of Early Childhood Infrastructure Fund proposal and funding decision	March 19, 2025	March 28, 2025

7. RESPONSE GUIDELINES

Respondents are requested to provide a concise and focused response to this Request for Expressions of Interest, in the following format:

- a. Cover page
- b. Organizational profile (1-2 pages max)
 - o Legal name of the organization
 - o Organization's address



- Name of the key contact person, including position title, telephone number and email address.
 - The organization's child care philosophy and child care plans.
- c. The proposed location of the child care facility
- d. A statement on child care needs for the community where the modulars will be located.
- e. Governance
 - Respondents to provide evidence that their organization's governing body (i.e., Indigenous government/organization/the board of directors) supports the decision to receive the modulars for the sole purpose of creating new (48-56) licensed child care spaces.
- f. Organizational capacity and experience
 - Respondents should include information on the organization's experience in delivering early learning and child care programs to operate a child care facility with 48-56 licensed child care spaces, experience in supporting children with diverse needs in the child care program, and experience in providing leadership and expertise on early learning and child care issues.
- g. A statement on the respondent's understanding of the requirements and its interest in acquiring the modulars for child care purposes. The statement should include:
 - understanding of the work involved in acquiring a modular structure and using it for child care programming, i.e., converting it to meet the requirements in the Early Learning and Child Care Act for a licenced facility, project management for a project of this size and scale, and challenges with infrastructure projects in the North.
 - Readiness to apply for infrastructure funding to convert the modular structure to a child care facility (note: the successful respondent may be eligible to receive funding to support Early Childhood Infrastructure Fund proposal development).
- h. Readiness to Proceed
 - Statement on organizational readiness to proceed, should they be the successful respondent, and an outline of the tasks required to accept the modular structure on the proposed site, gain the permissions needed for an early learning and child care facility on the proposed land, and to convert the modular structure.
 - Statement confirming that the modulars will not be used to replace early learning and child care spaces that currently exist.
- i. Any other information that the respondent considers important to the nature of this Request for Expressions of Interest.