

# Land Surveying, Subdivision, and Lot Development Services

## Listuguj Mi'gmaq Government



## Request for Proposal

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**DATE:** September 2, 2026

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## 1. OBJECTIVES

The Listuguj Mi'gmaq Government invites qualified land surveyors, geomatics firms, and land development consultants to submit proposals for surveying, subdivision planning, and lot delineation services for multiple land development projects within the community.

The objective of this project is to support current and future community development by creating legally defined lots, preparing subdivision plans, updating property boundaries, and identifying infrastructure requirements for various residential, commercial, industrial, institutional, and community-use lands.

## 2. BRIEF PROJECT OVERVIEW

LMG continues to expand residential, commercial, industrial, institutional, and community infrastructure throughout the community. Several existing developments require formal subdivision, lot separation, boundary adjustments, and survey updates to facilitate future development, land administration, property management, and community services.

Proponents will be expected to review existing survey plans, conduct field surveys as required, prepare subdivision plans, and provide recommendations addressing any boundary, access, encroachment, or ownership challenges identified during the process.

## 3. THE OWNER REQUIREMENTS

- Surveying and boundary verification
- Subdivision and lot delineation
- Infrastructure and development planning support
- Identification of Land-Related issues
- Stakeholder coordination

## 4. SITE MAP

Refer to [Appendix A](#) for the project site map and the locations of the proposed survey and subdivision areas.

## 5. SCOPE OF WORK

The successful consultant shall provide professional surveying and land development services for the following project areas:

**A. Atlantic Drive**

- Survey and formally subdivide the existing area into 61 lots as identified by Waban Aki.
- Confirm lot boundaries and prepare legal descriptions as required.

**B. Phase I & II Development**

- Survey and prepare subdivision plans for:
  - Road infrastructure
  - Police Station site
  - Commercial lot designated for a greenhouse operation
  - Optional commercial lots

**C. Phase III Development**

- Survey and prepare subdivision plans for:
  - Road infrastructure
  - Residential lots
  - Optional industrial development lots

**D. Muinj'ij/Post-Majority Development Area**

- Separate lots designated for:
  - Social Services Administration Building
  - Muinj'ij program facilities
  - Post-Majority program facilities
- Survey and take into consideration proposed continuation of GEF Street.

**E. Micmac Drive Connection to Glitaw Street**

- Survey and design the road extension connecting Micmac Drive to Glitaw Street.
- Survey and legally define the two residential duplex properties located within the area.

**F. New Band Office**

- Separate the Band Office property from the adjacent pump house lot.
- Prepare legal descriptions and plans.

**G. Militaj Duplex Development**

- Review and assess subdivision options for the four duplex lots currently contained within a single parcel.
- Identify constraints associated with adjacent lands not owned by LMG.
- Provide recommendations regarding road access and lot configuration.

**H. Old/Current Band Office Area**

- Conduct a comprehensive review of the site.
- Develop subdivision options to separate:
  - Band Office
  - Ballfield

- Adjacent community facilities
- Other identified land uses

#### **I. Triplex Lane**

- Subdivide and legally define:
  - 20 A,B,C
  - 22 A,B,C
- Address overlap concerns with Atlantic Drive subdivision plans.
- Provide recommendations to minimize administrative complications.

#### **J. Malipqwanj Triplexes**

- Survey and subdivide existing triplex properties.
- Prepare all required legal descriptions and plans.

#### **K. Quadplex on Pacific**

- Survey and subdivide the quadplex property.
- Prepare legal lot descriptions and registration documents as required.

#### **L. Nation Lane Triplexes**

- Survey and subdivide existing triplex properties.
- Prepare associated legal documentation.

#### **M. Veterans Lodge**

- Separate Veterans Lodge from the Education Complex property.
- Create independent lot boundaries and legal descriptions.

#### **N. Pump Houses**

- Review all pump station lots.
- Identify locations where infrastructure extends beyond existing boundaries.
- Recommend and prepare lot adjustments necessary to ensure conformity.

## **6. Deliverables**

The successful consultant will be responsible for reviewing existing plans and land records, identifying boundary and development constraints, and preparing preliminary subdivision concepts to support community growth and land management objectives. Final deliverables will include legal survey and subdivision plans, lot descriptions, boundary reports, GIS-compatible mapping files, AutoCAD survey files, survey certificates, and all documentation required for registration and community records. The consultant will also provide professional recommendations to address any unresolved boundary, access, encroachment, or ownership issues identified throughout the project.

## 7. Consultant Qualifications

Consultants must demonstrate relevant experience working with First Nations communities and possess the appropriate professional land surveying certifications and licenses. Preference will be given to firms with proven experience in subdivision planning, land development, and community infrastructure projects, as well as a strong understanding of federal, provincial and indigenous land management requirements. Consultants must also demonstrate the capacity, resources, and technical expertise necessary to manage multiple survey areas and project components concurrently while meeting project timelines and deliverable.

## 8. PROPOSAL REQUIREMENTS

Proposals should include:

### **Company Profile**

- Firm overview
- Relevant experience
- Key personnel and qualifications

### **Technical Approach**

- Methodology
- Survey technology and equipment
- Project management approach
- Risk identification and mitigation

### **Work Schedule**

- Proposed timeline
- Key milestones
- Estimated completion dates

### **Cost Proposal**

- Detailed breakdown of fees
- Survey costs by project area (if applicable)
- Travel and disbursements
- Optional services clearly identified

## 9. Submission Instructions

Interested consultants shall submit an electronic proposal in PDF format containing all required information no later than: September 11<sup>th</sup> 2026.

### **PROPOSAL SUBMISSION DEADLINE:**

**All submissions should be received before 10:00 AM Atlantic time/9:00 Eastern time on September 11<sup>th</sup>, 2026.**

**No questions or requests for information should be submitted 2 business days prior to the closing date.**

**No Submissions will be received after this time.**

**PLACE OF SUBMISSION**

All submissions shall be submitted to:

*Capital & Infrastructure Department  
44 Dundee Road, Listuguj, Quebec  
G0C2R0*

Or

*EMAIL: Capital@listuguj.ca*

## 10. COMMUNICATIONS

All correspondences and inquiries to be sent to the Project Manager:

Marie-Christine Roussel Gray  
Email: marie.rousselgray@listuguj.ca

Copied to the General Manager of Capital and Infrastructure:

Jessica Hotott  
Email: Jessica.hottot@listuguj.ca

## 11. Reservation of Rights

LMG reserves the right to reject any or all proposals, waive minor irregularities, negotiate scope and pricing with consultants, and accept the proposal deemed to provide the best overall value to the community.

## APPENDIX A: Site Map





Land Surveying, Subdivision and Lot Development Services  
Listuguj Mi'gmaq Government  
Site Map - Scope of Work

19/08/2026  
Marie Gray - Capital & Infrastructure Dept.



## APPENDIX B: Bid Forms