

Mackenzie Valley
Review Board



Request for Proposals

*Provision of expert advisory services for the
Environmental Assessment of the Giant Mine Remediation Project*

November 2008

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**Mackenzie Valley Environmental Impact Review Board
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The Mackenzie Valley Environmental Impact Review Board (Review Board) is requesting proposals from qualified persons or firms for the provisions of the services outlined in this Request for Proposals (RFP).

Introduction

The Mackenzie Valley Environmental Impact Review Board (the “Review Board” or the “MVEIRB”) is the main instrument for the environmental assessments of developments in the Mackenzie Valley. On March 31, 2008, the City of Yellowknife referred an application for a Type A water license, filed by Indian and Northern Affairs Canada’s Contaminants and Remediation Directorate in support of its proposed Giant Mine Remediation Project, to the Review Board for environmental assessment. The Giant Mine is a former gold mine located within the municipal boundaries of Yellowknife and has been under the care of the Federal and Territorial government since 1999.

The Challenge

Approximately 237,000 tonnes of arsenic trioxide has been stored in underground chambers and stopes inside the Giant Mine. Such a quantity of arsenic poses a potential risk to the environment of the Yellowknife region. To immobilize the contaminants, a frozen block system has been proposed. The ability of this proposed management system to effectively prevent the release of arsenic trioxide into the environment will require further examination during the environmental assessment. The Giant Mine Remediation Project also envisions above-ground activities at the mine site, such as the demolition of buildings, construction of tailings caps and water treatment.

To assist in the decision-making process, the Review Board will require specialized expertise in disciplines such as hydrology, hydrogeology, risk assessment and geotechnical engineering. For this reason, the Review Board is issuing this RFP to identify persons or firms who may be able to assist the Review Board during the environmental assessment of the Giant Mine Remediation Project. The successful applicant(s) may be expected to perform the following tasks:

- Review the *Giant Mine Remediation Plan*, its supplementary reports, as well as any other pertinent technical documentation;

- Assist the Review Board and its staff in the drafting of the Terms of Reference;
- Review the Developer's Assessment Report (DAR), information request responses and technical submissions;
- Assist the Review Board and its staff in the drafting of Information Requests to the developer and other parties;
- Participate in technical meetings organized by the Review Board;
- Attend public hearings organized by the Review Board; and
- Assist the Review Board and its staff in the drafting of the Report of Environmental Assessment.

Approach

The Review Board has identified a number of areas or themes where it believes expert advice could be useful for helping it to evaluate information and assist it in its decision-making. The selected experts would be called upon on an as-needed basis and would be expected to work with staff and other hired experts to help provide the Review Board with a better understanding of the environmental risks associated with the Giant Mine Remediation Plan. The themes that the Review Board seeks assistance with are:

- *Hydrology and Hydrogeology* – expertise possibly required for, but not necessarily limited to: Consideration of surface and groundwater behaviour at the mine site; groundwater-contaminant interaction and transportation; and surface water-contaminant interactions.
- *Geotechnical Engineering* - expertise possibly required for, but not necessarily limited to: Stability of mine workings, including potential for subsidence; effectiveness of tailings covers; and durability and effectiveness of reclamation infrastructure, such as bulkheads and the thermosyphon array.
- *Risk Assessment* – expertise possibly required for, but not necessarily limited to: Review of the proponent's human health and ecological risk assessment; and an evaluation of risk factors during active operation of the frozen block system.
- *Effectiveness of Frozen Block System* - expertise possibly required for, but not necessarily limited to: Reviewing the adequacy of the system, including an evaluation of the proponent's assumptions regarding freezing of arsenic chambers.
- *Environmental Chemistry & Toxicology* - expertise possibly required for, but not necessarily limited to: Fate, behavior and effects of arsenic originating from the Giant Mine in groundwater and surface environments; and consideration of potential cumulative impacts of contaminants on living things.

The Review Board will consider proposals from qualified person or firms who have the capacity to provide expertise in any or all of the above-listed themes. The Review Board may also opt to select individual experts from within eligible consulting firms instead of engaging the services of the entire firm.

Potential applicants are suggested to review the website or to contact the Review Board directly regarding background information on the Giant Mine Remediation Project.

Evaluation

The potential experts will be selected on the basis of curriculum vitae (CVs) submitted as part of this RFP. All proposals will be evaluated according to their merit and will adhere to the following weighted criteria:

- Expertise and qualifications in the key theme areas; (30%)
- Experience and skill in reviewing development projects; (30%)
- Ability to communicate technical information to non-technical decision-makers (20%)
- Interdisciplinary experience; (10%)
- Costs; (10%)

When all else is equal, preference in selection will be given to NWT-based applicants.

Addressing Selection Criteria

In addition to the submission of CVs, the proposal must directly address the criteria cited above:

Expertise and qualifications in key theme(s): The proposal must provide details regarding the relevant technical experience and qualifications that the expert advisor(s) possess in the key theme areas that the Review Board has established as being crucial for the environmental assessment of the Giant Mine Remediation Project.

Experience and skill in reviewing development projects: The Review Board requires that eligible expert advisors have prior practical experience in project review. Past experience participating in the technical review of projects similar to that of the Giant Mine Remediation Project is an asset that should be clearly noted in the proposal.

Ability to communication technical information to non-technical decision-makers: The Review Board requires that its expert advisors not only have excellent experience and qualifications in their respective disciplines, but also the ability to convey this knowledge in a meaningful and lucid non-technical manner to the Board members who must make decisions regarding the Giant Mine Remediation Project. The proposal should confirm the communication skills of the eligible expert(s) in this matter.

Interdisciplinary experience: The environmental assessment of the Giant Mine Remediation Project will require an interdisciplinary approach. Expert advisors will be required to work collaboratively with specialists from other disciplines. The proposal should cite past examples where the eligible expert advisors have worked within an interdisciplinary milieu.

Costs: The proposal should seek to justify the expenses associated with the provision of expert advice. Applicants must ensure that the submitted proposals include the daily charge-out rates for the proposed experts, as well as any administrative overhead expenses.

Budget

The Review Board has not established a budget the provision of expert advisory services during the assessment of the Giant Mine Remediation Project. It is expected that the Review Board will call upon successful applicants on an as-needed basis throughout the duration of the environmental assessment. Budgetary matters will be negotiated between Review Board staff and the experts at the initiation of a work order.

Contract Length

The length of the contract(s) has not been established. The duration of the environmental assessment is dependent on a number of factors, some of which are beyond the control of the Review Board. Successful applicants are expected to be able to provide expert advisory services to the Review Board until the completion of the Review Board's *Report of Environmental Assessment*. Further expert advisory services may be required in the event that a post-assessment consult to modify process occurs.

Disclosure of Past Activities

Any work previously conducted for Indian and Northern Affairs Canada, the Government of the Northwest Territories, Royal Oak Mines Incorporated, or Miramar Mining Corporation must be disclosed by the applicant.

Invoicing

Successful applicants who services are engaged by the Review Board will be able to submit invoices for work completed on, at-minimum, a quarterly basis during the period of the contract. All invoices should be accompanied by timesheets and associated receipts for disbursement that confirm the work completed during the invoiced period.

Prior to commencement of any work, the applicant will submit a statement of work, with estimated expenses, for approval by the Review Board's Manager of Environmental Assessment. The expenses will include travel, support and miscellaneous expenses, as well as the Goods and Service Tax (GST).

Instructions to Applicants

1. Proposals shall be sent to the Review Board by mail, facsimile or email to the following coordinates:

Mackenzie Valley Environmental Impact Review Board
P.O. Box 938, 5102 50th Avenue
Yellowknife NT, X1A 2N7

Facsimile number: (867) 766-7074

Email: ttestart@mveirb.nt.ca

Proposals will be accepted until 5:00 (MST) pm on December 11, 2008. Proposals received after the exact time and date noted above will be rejected.

2. Applicants sending their proposals by mail must ensure that the original proposal is also submitted with two copies. In order to expedite the review of the proposal, the envelope used to send the proposal should clearly indicate the nature of the contents as well as the closing date and the applicant's name.
3. The Review Board will not be responsible for any proposal that:
 - Does not indicate the Request for Proposals Title, closing date and applicant's name on the outside of the envelope.
 - If sent by facsimile, fails to clearly identify, by way of a cover page, the nature of the document.
 - Is sent to any address other than that provided above.
4. Proposals transmitted by facsimile or email will be accepted under the following conditions:
 - The proposal is received before the submission deadline at the facsimile number stated.
 - The Review Board will not accept liability for any claim, demand or other actions for any reason should a facsimile transmission or email be interrupted, not received in its entirety, received after the stated closing time and date, received by any other facsimile unit or email address other than those stated herein, or for any other reasons.
 - The Review Board cannot guarantee the complete confidentiality of information contained in the proposal received by facsimile or email;
 - The applicant shall submit an original proposal and two copies to the address stated herein immediately following the transmission of the facsimile or email.
 - Emailed proposals should be submitted in either Post Document Format (PDF) or Microsoft Word format.

In the event of sending the proposal by email or facsimile, the applicant is recommended to confirm receipt of the proposal by a telephone inquiry to ensure that it has been received before the closing date. All questions or inquiries concerning this Request for Proposals must be in writing and must be submitted to the contact person (provided below) no later than five (5) calendar days prior to the proposal deadline. Verbal responses to any inquiry cannot be relied upon and are not binding on either party.

5. Notice in writing to an applicant and the subsequent execution of a written agreement shall constitute the making of a contract. No applicant shall acquire any legal or equitable rights or privileges whatsoever until the contract is signed.
6. The contract will contain the relevant provisions of this Request for Proposals. Additionally, the contract may include mutually agreed provisions which may arise from the accepted proposal or as a result of any negotiations prior or subsequent thereto. The Review Board reserves the right to negotiate modifications with any applicant who has submitted a proposal.
7. In the event of any inconsistency between this Request for Proposal and the ensuing contract, the contract shall govern.
8. The Review Board has the right to cancel this Request for Proposals at any time, as well as the right to revise or reissue it for any reason whatsoever, without incurring any liability and no applicant will have any claim against the Review Board as a consequence.
9. Any amendments made by the Review Board to this Request for Proposals will be issued, in writing, before the closing date and time, and will be sent to all parties which have requested the Request for Proposal documents.
10. The Review Board is not liable for any costs of preparation or submission of proposals.
11. Applicants may amend their proposal up to the closing date and time by email or facsimile. After the closing date and time, a proposal may not be amended but it may be withdrawn by the applicant at any time prior to acceptance.
12. The *Access to Information Act* and the *Privacy Act* will define the Contract Authority's responsibilities with respect to any information received pursuant to the RFP process.
13. The proposal and accompanying documentation submitted by the Applicants are the property of the Review Board and will not be returned.

Contact Information

For more information on this Request for Proposal, please contact Tawanis Testart at the following address:

Mackenzie Valley Environmental Impact Review Board
P.O. Box 938 (5102-50th Ave.)
Yellowknife, NT
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Fax: (867) 766-7074
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