



## Request for Proposals

### *Provision of expert advisory services for the Environmental Assessment of the Taltson Hydroelectric Expansion Project*

**Mackenzie Valley Environmental Impact Review Board  
April 2008**

#### **Request for Proposals**

The Mackenzie Valley Environmental Impact Review Board (MVEIRB or the “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 Review Board is the main instrument for the environmental assessment and environmental impact review of developments in the Mackenzie Valley as defined in the Mackenzie Valley Resource Management Act (MVRMA). The Review Board is conducting an environmental assessment of a hydroelectricity expansion project proposed by Dezé Energy Corporation.

The proposed development, known as the Taltson Hydroelectric Expansion Project (the “Expansion Project”), is a proposal to construct a 690 kilometre transmission line from the Taltson Twin Gorges generation facility to operating and proposed diamond mines operation in the Slave Geologic Province (Ekati, Diavik, Snap Lake and Gahcho Kue). The project is proposed to provide additional electricity generation capacity (36 MW) at Twin Gorges through the construction of a 1250 metre long canal and

associated electricity generation facilities. Upstream water control infrastructure at Nonacho Lake is also proposed as part of the Expansion Project<sup>1</sup>.

### **The Challenge**

The Expansion Project is the first hydroelectric development to undergo environmental assessment since the enactment of the *Mackenzie Valley Resource Management Act* and the creation of the MVEIRB. While production of hydroelectric power has been occurring in the Northwest Territories for decades, the Expansion Project represents a shift from the type of projects that the Review Board's has typically assessed.

The expansion of electricity generation at Taltson Twin Gorges may substantially change aspects of the local area's hydrology and aquatic habitat. Particularly that of Trudel Creek, which has served as a spillway for excess water flow since the construction of the original dam. Seasonal water flows may also be affected by the Expansion Project. Construction of the new generation facilities, including the canal, also presents potential impacts to the environment.

The transmission line is being proposed in an area that may be experiencing cumulative impacts from many sources including existing developments (primarily mining and mineral exploration). The potential adverse effects of the transmission line on caribou and other wildlife have been expressed as a concern in scoping sessions.

For this reason, the Review Board is issuing this RFP to identify persons or firms who may be able to assist the Review Board in its environmental assessment of the Expansion Project. The successful applicant(s) may be expected to perform the following tasks:

- Review the *Developer's Assessment Report (DAR)*, information request responses, technical submissions and any other pertinent documentation;
- 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 or Dezé Energy Corporation;
- Attend public hearings organized by the Review Board; and
- Assist the Review Board and its staff in the preparation of a *Report of Environmental Assessment*.

### **Approach**

The Review Board issued its Terms of Reference (ToR) and Work Plan for the Expansion Project on March 28, 2008. The ToR outlines the information requirements that the Review Board has imposed on the developer. The Work Plan identifies the roles of the various participants in the environmental assessment and also proposes a timetable as to when various key milestones are to be reached. Applicants to this RFP

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<sup>1</sup> A Project Description is available on the MVEIRB's website at [www.mveirb.nt.ca](http://www.mveirb.nt.ca)

are strongly encouraged to review the Terms of Reference and Work Plan prior to submitting their proposal, as well as the developer's Project Description. All documents pertaining to the environmental assessment of the Expansion Project are available in the Review Board's online public registry at: [www.mveirb.nt.ca/registry](http://www.mveirb.nt.ca/registry). Potential applicants are encouraged to review the website or to contact the Review Board directly regarding the latest information on the Expansion Project.

The Review Board recognizes that due to its size and scope, the technical examination of the Expansion Project will require the involvement of experts from a number of different disciplines. Principally, the Review Board is interested in proposals from experts in the following themes:

- Potential impacts to local and regional hydrology and water quality;
- Potential impacts to aquatic organisms and their habitat;
- Geotechnical, engineering and economic considerations of the development; and
- Potential impacts to wildlife and wildlife harvesting;

The Review Board will consider all proposals from qualified persons or firms who have the capacity to provide expertise in any or all of the above-listed themes. Potential applicants should be aware that the Review Board has already engaged the services of Dr. Anne Gunn, who will provide expert advice on matters related to caribou.

## **Evaluation**

All proposals will be evaluated according 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%); and
- Costs; (10%)

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

## **Addressing Selection Criteria**

Each proposal must directly address the evaluation criteria cited above, as well as provide *curriculum vitae* for each key team member. More information on the selection criteria can be found below.

*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 Expansion Project.

*Experience and skill in reviewing development projects:* The Review Board requires that eligible expert advisors have prior practical experience in reviewing development projects. Past experience participating in the environmental assessment or the regulatory review of projects similar to that of the Expansion Project is an asset that should be clearly noted in the proposal.

*Ability to communicate 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 Expansion Project. The proposal should confirm the communication skills of the eligible expert(s) in this matter.

*Interdisciplinary experience:* The environmental assessment of a development, such as the Expansion 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 established an approximate budget of \$42,000 for the provision of technical advice to the Review Board. The budget is subject to change without notice. It is expected that the Review Board will call upon successful applicants on an as-need basis throughout the duration of the environmental assessment. Travel costs, including air fare, accommodation and meals, are not considered in this budget; however such expenses will be covered by the Review Board as is required.

## **Contract Length**

The length of the contract(s) has not been established. The duration of the Expansion Project environmental assessment is dependent on a number of factors, some of which are beyond the control of the Review Board, although it is anticipated that the review will last at least until the first quarter of 2009. Successful applicants are expected to be able to provide expert advisory services to the Review Board until the submission 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 Dezé Energy Corporation, its parent companies or the affiliated aboriginal organizations must be disclosed by the applicant. Any work,

directly associated with Expansion Project, that has conducted on behalf of any client currently involved in the project must also be disclosed.

### **Invoicing**

Successful applicants whose services are engaged by the Review Board will be able to submit invoices for work completed on an at-minimum quarterly basis during the period of the contract. All invoices should be accompanied by timesheets and associated receipts for disbursements 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 staff. 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 address:

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

Facsimile number: (867) 766-7074  
Email: [pduxbury@mveirb.nt.ca](mailto:pduxbury@mveirb.nt.ca)

Proposals will be accepted until **5:00 (MST)** pm on **May 16, 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 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.

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.
14. 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 three (3) calendar days prior to the proposal deadline. Verbal responses to any inquiry cannot be relied upon and are not binding on either party.

### **Contact Information**

For more information on this Request for Proposal, please contact Patrick Duxbury at the MVEIRB at the following address:

Mackenzie Valley Environmental Impact Review Board  
P.O. Box 938 (5102-50<sup>th</sup> Ave.)  
Yellowknife, NT  
Tel: (867) 766-7062  
Fax: (867) 766-7074  
[pduxbury@mveirb.nt.ca](mailto:pduxbury@mveirb.nt.ca)