



Advance Contract Award Notice (ACAN) for Pre-Fire Plan Documentation Review and Analysis for Emergency Management System Audit

The National Energy Board (NEB) has identified a requirement for a Contractor to assist with the delivery of one of the six NEB audits that is mandated by Parliament to be completed by the end of the fiscal year.

The recently initiated audit of TransMountain Pipelines ULC (TMPU) requires a specialist Contractor for the review the fire planning documentations and associated practices and evaluate the company's fire suppression systems in place at their two largest terminals, Edmonton and Bumaby / Westridge.

Purpose of the ACAN

The purpose of this ACAN is to provide public notice indicating to the supplier community that NEB intends to award a contract for these services to Haines Fire & Risk Consulting (here in after HFRC). Before awarding the contract however, the government would like to allow other potential suppliers to signal their interest in bidding and demonstrate they are capable of satisfying the requirements by submitting a Statement of Capabilities within the 15 calendar day posting period.

If no other potential supplier submits a Statement of Capabilities that meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

Definition of the requirement

National Energy Board requires the services of a Contractor provide the necessary specialist interpretation and analysis of the TMPU pre-fire plan documentation as required for the NEB audit of their Emergency Management System. This audit and Corrective Action Plan (CAP) follow-up must be completed within Parliamentary mandated timelines. The term of the engagement is projected to be from November 2015 through May 31st, 2016



Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)

Any interested supplier must demonstrate by way of a statement of capabilities, ability to perform the work with respect to the following:

1. Have recent and direct experience providing the services required at a facility within North America;
2. Be familiar with NEB regulations, other applicable legislation and NEB audit protocols;
3. Be extremely knowledgeable of National Fire Prevention Association (NFPA) documentation and related Canadian firefighting requirements for industrial and/ or oil & gas storage and transmission facilities;
4. Have academic training, including a degree in a relevant area of engineering, in the area of industrial fire system design, construction, and implementation;
5. As this work is being completed as part of a larger management system audit of a NEB regulated company, it is important there are no actual or perceived conflict of interest concerns with the contractor; and
6. As time is of the essence, the contractor has confirmed they have adequate resources and time available to complete the required work as part of this Contract.

Applicability of the trade agreement(s) to the procurement

This procurement is subject to the following trade agreement(s):

1. NAFTA;
2. WTO-AGP



Justification for the Pre-Identified Supplier

The suggested Contractor has the requisite recent and direct experience and educational background performing similar work at a facility within North America having completed a pre-fire plan documentation review for a similar facility in Alaska.

Government Contracts Regulations Exception(s)

The following exception(s) to the *Government Contracts Regulations* is invoked for this procurement under subsection 6(d) - "only one person is capable of performing the work".

Period of the proposed contract or delivery date

The proposed contract is for a period of approximately six (6) months to May 31, 2016.

Cost estimate of the proposed contract

The estimated value of the contract is \$ 85,000.00 (GST/HST extra).

Name and address of the pre-identified supplier

Haines Fire & Risk Consulting
1 Linda Lane, Suite B, Southampton,
NJ, 08088

Suppliers' right to submit a statement of capabilities

Suppliers who consider themselves fully capable of providing the services described in the ACAN may submit a Statement of Capabilities in writing to the contact person



identified in this notice on or before the closing date of this notice. The Statement of Capabilities must clearly demonstrate how the supplier meets the advertised requirements.

Closing date for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is November 23rd, 2015 at 14:00hrs MST.

Inquiries and submission of statements of capabilities

Inquiries and statements of capabilities are to be directed to:

Owuor Okiro
Procurement Technical Analyst,
National Energy Board
517 Tenth Avenue, SW
Calgary, AB T2R 0A8
Tel: 403-604-6254
Fax: 403-292-5503
Email: Owuor.okiro@neb-one.gc.ca