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275 Sparks Street  
Ottawa, Ontario, K1A 0N5

April 23, 2021

### AMENDMENT NO. 3

**Subject: Request for Proposal T8080-200649  
Cumulative Effects of Marine Vessel Activities in Placentia Bay, Newfoundland Region**

No consideration will be given for extras and/or changes because the bidder was not familiar with the contents of this Amendment.

Questions have been received from a potential bidder about the subject Request for Proposal.

The purpose of this Amendment No. 3, to the Request for Proposal, is to summarize the questions and answers to inform all potential bidders and to provide a revised copies of the ANNEX "A" –STATEMENT OF WORK, the ANNEX "B" – BASIS OF PAYMENT, and of the ANNEX "C" – EVALUATION CRITERIA, attached herein.

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#### **QUESTION NO. 2:**

**Reference: Annex C – Evaluation Criteria**

**R1: The maximum score is obtained by demonstrating more than 12 years of experience, but the Section 1. Technical Evaluation Criteria asks for projects to be presented using Table 1 which specifies projects completed within the last 10 years. Are we to assume, that for the purpose of R1 we can show projects that are from more than 10 years ago?**

#### **ANSWER NO. 2:**

For the purposes of R1, the bidder may use projects completed within the last 12 years to demonstrate team lead/project manager experience. Projects must have been **completed** within the last 12 years, but may have begun prior to that timeframe.

#### **QUESTION NO. 3:**

**Reference: Annex C – Evaluation Criteria**

**R2: Is the intent that only 2 projects are presented and in order to achieve the full 40 marks for each project the full list of requirements (a-h) would have to be demonstrated by a single project? Or is it possible to show more than 2 projects which collectively demonstrate the list of requirements (a-h)?**

#### **ANSWER NO. 3:**

Two (2) projects will be assessed against all rating criteria for each project.

**QUESTION NO. 4:**

**Reference: Annex C – Evaluation Criteria**

**R3: Does EVERY team member have to demonstrate their experience (R3 a-e), or are you just looking for one additional team member (beyond the project lead)?**

**ANSWER NO. 4:**

Bidders must outline at least 1 project, completed within the last 8 years that meets the criteria a – e, and demonstrate that at least one additional team member, other than the team lead, worked on that project.

**QUESTION NO 5:**

**Reference: Annex C – Evaluation Criteria**

**M3: Does EVERY team member have to have at least 2 years of experience in analysis and research of assessment of anthropogenic impacts on the environment and aquatic ecosystems, or are you just looking for one additional team member (beyond the project lead) with these minimum qualifications?**

**ANSWER NO. 5:**

The Bidder must demonstrate that the team member(s) has (have) the following qualification:

A) A minimum of a bachelor's degree from a recognized postsecondary institution. A copy of the diploma must accompany the bid.

The bidder must also demonstrate that at least one (1) additional team member other than the project manager/team lead must have at least (2) two years of experience, using the Table 1 format, in analysis and research in the following two (2) areas:

1. Assessment of anthropogenic impacts on the environment
2. Aquatic ecosystems

**QUESTION NO. 6:**

**One of the requirements of this project is to develop a methodology or combination of methodologies to conduct the assessment and then complete the assessment. In addition the project schedule commences in May 2021 and ends sometime in June 2023 could you provide an estimated level of effort (estimated number of days or budget) envisaged for this project?**

**ANSWER NO. 6:**

The level of effort is estimated at approximately 200 days of effort. The budget allocated is approximately \$150K for the project.

**QUESTION NO. 7:**

**Mandatory Require M3 indicates that a minimum of a bachelor's degree from a recognized post-secondary institution is required. One of our potential Project Team members holds a valid Master Mariner certificate of competency issued by Transport Canada in September 2000, studied at a nautical college and has over 20 years of operational experience related to marine vessels activities. Would this qualification be considered as equivalent to having a bachelor's degree from a recognized post-secondary institution?**

**ANSWER NO. 7:**

This qualification will be considered as equivalent to having a bachelor's degree from a recognized post-secondary institution for one team member provided this team member is not the Project or Team lead, and that the bidder can demonstrate that the experience of the Project Manager/Team Lead and other Team Members meet the requirements outlined in M2, M3, R1, R2 and R3.

**QUESTION NO. 8:**

**Annex A, Section 6.2.5, 6.3 (Deliverable 3), and Annex B (Milestone 3) note presentation of the summary report and preliminary findings for comments at a workshop and the final report with comments incorporated is to be submitted no later than June 30, 2023. Annex B (Milestone 5) indicates there will be another workshop to present the final report, however this is not mentioned in the participation in workshops/webinars (Section 6.2.2), description of requirements (Section 6.2.6), or deliverables schedule (Section 6.3). Please clarify if there is a final report workshop.**

**ANSWER NO. 8:**

Table 1, Annex B Basis of Payment has been amended to better align with the deliverables as outlined in section 6.3 of the Statement of Work. Please see the amended Annex B - Basis of Payment (Revised April 22, 2021) attached.

**QUESTION NO. 9:**

**Annex A, Section 6.2.2 states 'the Contractor must submit the final translated report and deliverables to Transport Canada no later than June 30, 2023' and Milestone #4 in Table 1 of Annex B states delivery of the final report for translation and distribution. Please confirm the translation requirement for the final report.**

**ANSWER NO. 9:**

The final report will be delivered in English for future translation by Transport Canada. Figures and diagrams that appear within the report must also be provided in versions that are accessible for translation.

Please see attached Annex A - Statement of Work (Revised April 22, 2021) which reflects this change.

**AND**

**(1) Reference: ANNEX “A” – STATEMENT OF WORK**

**DELETE** the current ANNEX “A” – STATEMENT OF WORK; and

**INSERT** the ANNEX “A” – STATEMENT OF WORK (Revised April 22, 2021), attached herein.

**(2) Reference: ANNEX “A” – BASIS OF PAYMENT**

**DELETE** the current ANNEX “B” – BASIS OF PAYMENT; and

**INSERT** the ANNEX “A” – BASIS OF PAYMENT (Revised April 22, 2021), attached herein.

**(3) Reference: ANNEX “C” – EVALUATION CRITERIA**

**DELETE** the current ANNEX “C” – EVALUATION CRITERIA; and

**INSERT** the ANNEX “C” – EVALUATION CRITERIA (Revised April 22, 2021), attached herein.

## **ANNEX "A" - STATEMENT OF WORK (Revised April 22, 2021)**

### **1.0 TITLE**

Assessment of the cumulative effects of marine vessel related activities in the Placentia Bay, Newfoundland region.

### **2.0 OBJECTIVE**

Transport Canada requires the services of a Contractor to conduct an assessment of the cumulative effects of marine vessel related activities in the Placentia Bay area of Newfoundland. The work will include:

- Finalizing the scope of the cumulative effects assessment along with Transport Canada and interested collaborators;
- Developing or selecting a cumulative effects assessment methodology or methodologies;
- Identifying and amalgamating relevant data sources;
- Analyzing and summarizing the data using the selected methodology;
- Drawing conclusions based on the results.

The Results of the assessment will subsequently be used by Transport Canada and interested collaborators to develop recommendations, such as mitigation tools and strategies, that could be applied to current vessel movements and future projects with associated marine vessel activity to decrease the possible impacts of marine vessel activities. Developing the recommendations is not part of the statement of work.

This project will also support the design of a common national framework for assessing the cumulative effects of marine vessel related activities (see section 5, Reference Documents).

The contract will be carried out in a collaborative manner, as required, to ensure input from First Nations, scientists, Non-government organizations (NGO's), industry, and government regulators.

Collection of raw data (i.e. field work) is not part of this statement of work.

### **3.0 BACKGROUND**

Transport Canada develops and administers policies and regulations to advance the safety and security of Canada's marine transportation system. Transport Canada promotes an efficient and sustainable system that protects the marine environment and contributes to economic development.

The Government of Canada announced the \$1.5-billion national Oceans Protection Plan (OPP) in November 2016, with the objective of improving marine safety and responsible shipping, protecting Canada's marine environment, and offering new opportunities for Canadians.

Through the OPP, the Government of Canada is committed to preserving and restoring coastal marine ecosystems that are vulnerable to increased marine shipping, while reducing the impact of day-to-day vessel traffic. Many concerns have been expressed about the increase in marine transportation and the impact of other marine activities (a sector of activity that can be a major source of anthropogenic impacts) on coastal and marine ecosystems and on coastal and Indigenous communities and ways of life.

Through the OPP, Transport Canada is assessing the cumulative impact of marine vessel related activities in the Placentia Bay region. In the context of this work, marine shipping includes commercial vessels, ferries, cruise, fishing (but not the activity of fishing itself) and recreational vessels operating in waters within Canadian jurisdiction, where the data is available and accessible. Undertaken in

collaboration with First Nations, marine stakeholders, industry, academics, NGO's and coastal communities, the outcomes of the assessments will form the basis for making recommendations related to existing and future vessel movements.

#### 4.0 TERMINOLOGY

Additional relevant terminology can be found in Draft National Framework for Assessing the Cumulative Effects of Marine Shipping (see Appendix B)

**Activities:** An action that may impose one or more stressors on the ecosystem being assessed.

**Stressors:** Any physical, chemical, or biological means that, at some given level of intensity, has the potential to change an ecosystem or one or more of its components.

**Valued components:** Environmental features that may be affected by an activity and that have been identified to be of concern by the proponent, government agencies, Indigenous peoples, or the public. The value of a component not only relates to its role in the ecosystem, but also to the value people place on it. For example, it may have been identified as having scientific, social, cultural, economic, historical, archaeological, or aesthetic importance

**Marine shipping:** Includes commercial vessels, ferries, cruise, fishing (but not the activity of fishing itself) and recreational vessels operating in waters within Canadian jurisdiction, where the data is available and accessible.

**Pathways of Effects:** The cause-effects relationships between activities associated to marine shipping and their effects, via stressors, on the Valued Components of the environment.

**Effects:** Changes, either positive or negative, direct or indirect, short or long term, localized or large scale, to the environment or to health, social or economic conditions.

#### 5.0 REFERENCE DOCUMENTS

Transport Canada will provide the Contractor with copies of general documents and studies as required to facilitate the completion of this analysis, including, but not limited to, the following:

Appendix A: Report entitled "Review of cumulative effects management concepts and international frameworks" (2017);

Appendix B: Draft National Framework for Assessing the Cumulative Effects of Marine Shipping

Appendix C: ESSA Technologies' Evaluation of Cumulative Effects Assessment Methodologies for Marine Shipping

Appendix D: Draft list of potential vessel activities of concern, stressors, valued components and other issues raised during ongoing scoping discussions for Placentia Bay

Previously published documents of interest that are available online:

- DFO's 2014 Science Advisory Report on the pathways of effects for shipping: [http://www.dfo-mpo.gc.ca/csas-sccs/publications/sar-as/2014/2014\\_059-eng.html](http://www.dfo-mpo.gc.ca/csas-sccs/publications/sar-as/2014/2014_059-eng.html)  
Canadian Science Advisory Secretariat (CSAS) research document on conceptual models of the pathways of effects of marine shipping in Canada [https://www.dfo-mpo.gc.ca/csas-sccs/Publications/ResDocs-DocRech/2020/2020\\_077-eng.html](https://www.dfo-mpo.gc.ca/csas-sccs/Publications/ResDocs-DocRech/2020/2020_077-eng.html)

Documents to be provided to the Contractor following contract award:

- Reports and information from workshops, engagement and early scoping sessions on the cumulative effects of marine vessel related activities held virtually

## **6.0 DESCRIPTION OF REQUIREMENTS**

*Note: It is possible that a combination of methodologies may be required depending on the scope of the assessment and the type and availability of data sources. From this point forward in this statement of work, it is understood that 'methodology' may also mean suite or combination of appropriate methodologies.*

The Contractor must participate in scoping sessions and attend any workshop or engagement sessions to finalize the scope of the project. The Contractor must also participate in workshops and discussions with First Nations, marine stakeholders and coastal communities to ensure input is included. Once the scope of the assessment is finalized, the contractor must develop or select a methodology for analyzing the cumulative effects of marine vessel related activities. As a first step, the proposed methodology will be presented to various collaborators and interested parties for review and input. Using the agreed-to methodology, the Contractor will assess the cumulative effects of marine vessel related activities on the valued components identified by First Nations and various marine stakeholders for the Placentia Bay region.

Following the assessment, the Contractor must produce a report summarizing the methodology used, the analysis performed, and the results and conclusions. The results and conclusions will be presented to collaborators and interested parties.

The final report will form the basis for making recommendations related to existing and future vessel movements. Developing recommendations is outside the scope of this contract.

### **6.1 SCOPE**

The work will include:

- Project launch, work planning and progress meetings
- Participation in workshops/webinars
- Finalizing the scope of the cumulative effects assessment along with Transport Canada and collaborators;
- Developing or selecting a cumulative effects assessment methodology (or methodologies – see note above);
- Identifying and amalgamating relevant data sources;
- Analyzing and summarizing the data using the selected methodology;
- Drawing conclusions based on the results.

The scope of the cumulative effects assessment is still being determined and the winning bidder will participate in discussions finalizing the scope (i.e. vessel activities of concern and stressors, valued components, spatial and temporal boundaries, etc). A list of potential vessel activities of concern, stressors, valued components and other issues raised can be found in Appendix D. This is a summary from ongoing discussion being held with Indigenous communities, regulators, scientists, industry and NGOs. It is important to note that this list is subject to change, and that the information presented is not listed in any particular order, nor have any of the issues been prioritized. Summaries of these discussions (ie workshops reports) will be provided to the Contractor and the time of contract award.

Once the assessment scope is determined, the Contractor must provide an integrated assessment of the cumulative impacts of marine vessel related activities on the ecosystems of the Placentia Bay region.

This study will promote a shift toward a more proactive and holistic approach to assessing marine ecosystems. Depending on level of interest, collaboration with First Nations communities, and the integration of Indigenous knowledge may be required. Application of First Nations principles of ownership, control, access and possession (OCAP) are a requirement where that knowledge is available and able to be shared. The Contractor must integrate the discussions at, and conclusions of, workshops and other

engagement sessions and meetings with First Nations representatives and other stakeholders throughout the course of the assessment process, including the development of the assessment methodology.

## **6.2 DETAILED SERVICES AND TASKS**

The Contractor must carry out the following tasks and activities.

### **6.2.1 Project launch, work planning and progress meetings**

A virtual meeting will be held within two (2) weeks of contract award. The purpose of the meeting is, at a minimum, to introduce the Contractor's team and discuss the work plan and proposed approach, resource allocation and the Contractor's schedule. The timing for the submission of the first progress report will be determined at the kick-off meeting. The Contractor must submit a preliminary work plan for approval by the Project Authority following the launch meeting, and at least 2 weeks before the regional scoping workshop (see below).

In addition, the Contractor must schedule monthly virtual meetings/teleconferences with the Project Authority to provide an update on the project and/or preliminary results. This may include:

- a summary of the latest activities carried out;
- what was accomplished and what was planned but not accomplished;
- what activities are planned between then and the next meeting.

Questions, problems and warnings must be reported to the Project Authority as they arise. Informal discussion and conversations are likely to occur between monthly meetings as issues and information arise.

### **6.2.2 Participation in workshops/webinars**

The Contractor is expected to participate in various workshops with collaborators and interested parties as a prerequisite to finalizing the cumulative effects assessment scope and developing/selecting the assessment methodology. The Contractor must use the discussions and conclusions of those workshops and sessions as the basis for the development of the assessment.

A virtual workshop will be held in spring 2021 (May or June 2021), and will define the scope of the assessment (i.e., vessel activities and stressors of concern, valued components, spatial and temporal boundaries, and management objectives to the extent possible). This workshop will build on discussions already occurring in the region; as mentioned above, the Contractor will be provided with summaries from the initial scoping discussions currently underway. The scope of the assessment will be confirmed by Transport Canada and interested parties following the spring 2021 workshop.

At a virtual workshop in fall 2021, the Contractor will present the proposed assessment methodology for review and approval by Transport Canada and project collaborators. The Contractor must provide Transport Canada with the proposed assessment methodology, in a report, by September 30, 2021 so that participants can review the documents before taking part in the discussions.

Between fall 2021 and early winter 2023, the Contractor will amalgamate data and undertake the analysis to assess the cumulative impacts of marine vessel related activities in Placentia Bay. It is noted that tweaks and possible changes to the methodology may be required depending on availability of information and data, and any subsequent discussions. Any changes to the methodology will need to be discussed with the Project Authority and project collaborators; additional virtual meetings may be set up to address possible changes.

At a workshop scheduled for winter 2023, the Contractor must present the preliminary findings of the assessment for discussion before preparing the final report. The Contractor must submit the preliminary report to Transport Canada three (3) weeks prior to the workshop so that participants can review the documents before taking part in the discussions. Transport Canada is responsible for organizing the



workshops (including logistics, facilitating discussions and preparing minutes).

The Contractor must submit the final report and deliverables to Transport Canada no later than June 30, 2023. **The final report must be delivered in English for future translation by Transport Canada. Figures and diagrams that appear within the report must be provided in versions that are accessible for future translation by Transport Canada.**

*Note: it is unclear at this point in time when face-to-face workshops will be able to resume as a result of ongoing public health recommendations in relation to the ongoing global COVID-19 pandemic. At the time of writing, workshops are being considered for the virtual environment only. There are currently no travel requirements anticipated in the first 12 months of the contract. It is possible that the contractor may be required to travel to Newfoundland (likely St. John's) for the Winter 2023 workshop. The exact location and number of workshop participants will be determined at a later date.*

*If travel requirements arise, the Contractor will be paid for its authorized travel and living expenses reasonably and properly incurred in the performance of the Work done, delivered or performed, at cost, without any allowance for profit and administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the National Joint Council Travel Directive; and with the other provisions of the directive referring to "travellers", rather than those referring to "employees", to a limitation of expenditure of \$5,000.00. Customs duty and Applicable Taxes are included.*

*Canada will not accept travel and living expenses that may need to be incurred by the Contractor for any relocation of resources required to satisfy its contractual obligations.*

*All travel must have the prior authorization of the Project Authority.*

*The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.*

### **6.2.3 Cumulative effects assessment**

#### *6.2.3.1 Finalizing the scope of the cumulative effects assessment along with Transport Canada and collaborators;*

The scope of the analysis will be determined in collaboration with interested parties at a workshop in spring 2021, and will address the following elements:

- identification of the key marine shipping related activities and stressors;
- identification of valued components or priority areas of study;
- selection of appropriate spatial and temporal boundaries within the target site;
- determination of links between the stressors identified for marine activities and the selected valued components.

#### *6.2.3.2 Developing a cumulative effects assessment methodology or methodologies;*

This assessment must include, at a minimum, a characterization of the spatial distribution of the valued components, and an integrated analysis of the impact of multiple vessel related stressors on the identified valued components.

The assessment methodology must be capable of:

- utilizing different types of data, including geo-spatial and tabular (non-geo-referenced) data;
- utilizing variable spatial and temporal boundaries to accommodate the availability of data as required;
- incorporating Indigenous and traditional knowledge where available;
- characterizing the sources of multiple environmental stressors;

- assessing in an integrated manner the impacts of marine vessel related activities on various valued components (identified during the workshops), including biological, environmental, cultural and socio-economic components. The method must also be able to include potential positive impacts of marine vessel related activities.

Transport Canada (TC) does not have a comprehensive database of marine shipping related stressors and valued components; however, TC will provide available data and support the Contractor in its research. TC will be able to provide contact information for entities who may have data and information to provide.

#### *6.2.3.3 Identifying and amalgamating relevant data sources;*

- The collection and compilation of data on regional marine vessel related activities, environmental, cultural and traditional data, will be carried out in collaboration with the various stakeholders.
- The data acquired to conduct the analysis must be amalgamated and stored in a database that will potentially be used to share information on the Placentia Bay region with the various stakeholders.
- Derived data analysis results or products (ie data outputs) will be delivered to Transport Canada.
- Data outputs must be provided in a common geographic information system (GIS) format to be determined by mutual agreement at a later date.

#### Data Considerations

It is anticipated that this assessment will rely primarily on publically available data sources. Where a non-publically available data source is identified and required for undertaking the analysis, information on how to obtain and use that data will be discussed on a case by case basis. It is possible that confidentiality agreements may be required to use certain types of data. Transport Canada will be able to provide vessel Automatic Identification System (AIS) data dating back to 2015.

#### *6.2.3.4 Analyzing and summarizing the data; Drawing conclusions based on the results*

Data analysis will follow the agreed-upon assessment methodology.

A discussion must be held with the Contractor to determine the best way of publically communicating the results of the analysis, summaries and conclusions of the assessment.

#### **6.2.5 Draft report**

The Contractor must prepare a draft report containing the preliminary findings. It must be submitted to Transport Canada for questions and comments three (3) weeks before the Winter 2023 workshop.

#### **6.2.6 Final report**

The Contractor must incorporate the comments received at the preliminary assessment report workshop and provide a final and accessible report **in English** no later than June 30, 2023. **Figures and diagrams that appear within the report must be provided in versions that are accessible for future translation by Transport Canada. Additional** accessibility requirements **may** be discussed at the time of delivery of the final report.

### 6.3 DELIVERABLES SCHEDULE AND ACCEPTANCE CRITERIA

6.3 DELIVERABLES SCHEDULE AND ACCEPTANCE CRITERIA No.	Description or "deliverable"	Due date or "delivery date"
1	Launch and preparation of the schedule and work plan	Two (2) weeks after contract award
2	Work plan shared with Transport Canada in May 2021.	May, 2021
3	Finalize scope of the cumulative effects assessment of marine vessel related activities	June, 2021
4	Draft proposed assessment methodology	September, 2021
5	Presentation of proposed assessment methodology	November, 2021
6	Summary report and presentation of preliminary findings for comments at a workshop	January, 2023
7	Delivery of the final <b>English</b> report in MS Word/PDF <b>format</b> .  <b>Note: Figures and diagrams that appear within the report must be provided in versions that are accessible for future translation by Transport Canada.</b>	On or before June 30, 2023
8	Delivery of derived data outputs and analysis. Data outputs must be provided in a common GIS format	On or before June 30, 2023

Virtual workshops to be held at various intervals over the course of work.

### 7.0 Security

There is no security requirement applicable to the Contract. The Contractor will not have access to Protected or Classified information and will be escorted at all times if they need to access TC's premises.

### 8.0 Intellectual Property

Transport Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the Policy on Title to Intellectual Property Arising Under Crown Procurement: the main purpose of the contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination.

**ANNEX "B" – BASIS OF PAYMENT (Revised April 22, 2021)**

The Contractor will be paid a firm price for the work, customs duties included and Applicable Taxes extra.

**Method of Payment – Milestone Payments**

Canada will make milestone payments in accordance with the Schedule of Milestone Payments detailed in Table 1 below if all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada. The Bidder shall propose the amount of each instalment in the space provided. The Bidder may, at its discretion, consolidate Milestones into fewer Milestones as long as the payment percentages and number of deliverables are respected.

**Table 1. Schedule of Milestone Payments**

Milestone No.	Description of Deliverable	Firm Amount
1	Launch and preparation of schedule and of the work plan.	\$ _____ (10% of firm price)
2	Work plan shared with Transport Canada by May, 2021.	\$ _____ (10% of firm price)
3	Presentation of proposed assessment methodology by November 2021  Document outlining the assessment methodology to be presented by webinar to partners and collaborators for comments and approval and a data collection and management model.	\$ _____ (20% of firm price)
4	Summary draft report and presentation of preliminary findings for comments at a workshop	\$ _____ (50% of firm price)
5	Delivery of the final report in English for distribution.  Note: figures and diagrams that appear within the report must also be provided in versions that are accessible for future translation by Transport Canada	\$ _____ (10% of firm price)
<b>Total Estimated Cost (Total Evaluated Price)</b> <i>(the sum of prices for Milestones 1 to 5, excluding taxes)</i>		\$ _____ (Applicable Taxes Extra)

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**ANNEX “C” – EVALUATION CRITERIA (Revised April 22, 2021)**

Bidder: \_\_\_\_\_

**1. Technical Evaluation criteria**

Proposal compliance will be evaluated on the basis of the following mandatory and rated requirements. Bidders must provide necessary documentation to support compliance. Bidders are also advised to refer to Part 3, Section 1 - Technical Bid.

<b>Table 1: Required format to demonstrate experience</b>
<p>Work experience or project experience performed the last ten (10) years and used to demonstrate compliance for the evaluation criteria must be presented using the format of this table</p> <p>If the Bidder cites a project, the project and the work period of the resource must have lasted at least two (2) months.</p> <p><b>NOTE: For the purpose of R1 <u>only</u>, work experience or project experience can have been completed outside the 10 year timeframe (ie, there is no time limit for work experience or project experience completion for this criterion).</b></p>
<ol style="list-style-type: none"><li>a. The name of the client organization;</li><li>b. The date, duration of the work or project, indicating the years and months in which the proposed resource participated;</li><li>c. A description of the project, including its scope, and the results of the work undertaken by the proposed resource;</li><li>d. A description of the activities carried out by the proposed resource;</li><li>e. A brief description of the methodology or methodologies used; and</li><li>f. The name, title and email address of a contact person in the client organization who can validate the projects or experience.</li></ol>

For work experience to be considered, the resume must not simply indicate the title of the individual's position, but must demonstrate that the individual has the required work experience by describing the responsibilities and work performed while in the position in question. When multiple tasks are performed simultaneously, Bidders must provide the timeline for each task.

Bidders are also advised that if the month(s) or year(s) of experience listed for one project overlap(s) the timeframe of another referenced project, the overlapping time will only be counted once. For example, if the timeframe for Project 1 is from July 2001 to December 2001 and the time frame for Project 2 is from October 2001 to January 2002, the total number of months of experience for these two projects is seven (7) months.

**2.0 Mandatory Technical Criteria (M)**

The Mandatory Technical Criteria listed below will be evaluated on a simple met/not met (i. e. compliant/non-compliant) basis.

Each Mandatory Technical Criterion should be addressed separately. Proposals that do not meet the Mandatory Technical Criteria will be deemed non-responsive and given no further consideration.

Proposals must demonstrate compliance with all Mandatory Technical Criteria and must provide the necessary documentation to support compliance.

<b>No.</b>	<b>Mandatory Technical Criteria</b>	<b>Bidder Response / Cross Reference to Proposal and/or CV</b>	<b>Met / Not Met</b>
<b>M1</b>	<p><b>BIDDER'S TEAM</b></p> <p>The Bidder must provide a team of at least 2 resources that will carry out the work, including the team member who will be the Project Manager/Team Lead for this project.</p> <p>For each proposed resource, the bidder must include:</p> <ul style="list-style-type: none"> <li>- A resume with at a minimum the resource's education, chronological employment history, fields of expertise and relevant experience.</li> <li>- The roles and responsibilities of that resource on the project</li> </ul>		
<b>M2</b>	<p><b>PROJECT MANAGER/TEAM LEAD QUALIFICATIONS</b></p> <p>The Bidder must demonstrate that the Project Manager / Team Lead has the following qualifications:</p> <p>A) A minimum of a bachelor's degree from a recognized postsecondary institution. A copy of the diploma must accompany the bid.</p> <p>B) At least (10) ten years of experience, using the Table 1 format, in analysis and research in the following two (2) areas:</p> <ol style="list-style-type: none"> <li>1. Assessment of anthropogenic impacts on the environment</li> <li>2. Aquatic ecosystems</li> </ol>		

No.	Mandatory Technical Criteria	Bidder Response / Cross Reference to Proposal and/or CV	Met / Not Met
<b>M3</b>	<p><b>TEAM MEMBER QUALIFICATIONS</b></p> <p>The Bidder must demonstrate that the team member(s) has(have) the following qualification:</p> <p>A minimum of a bachelor's degree, <b>or equivalent</b>, from a recognized postsecondary institution. A copy of the diploma must accompany the bid.</p> <p><b>The bidder must also demonstrate that at least one (1) additional team member other than the project manager/team lead must have</b> at least (2) two years of experience, using the Table 1 format, in analysis and research in the following two (2) areas:</p> <ol style="list-style-type: none"> <li>1. Assessment of anthropogenic impacts on the environment</li> <li>2. Aquatic ecosystems</li> </ol> <p><b>Note: Equivalencies must be approved prior to bid closing. The bidder must be able to demonstrate that the experience of Team Members meets the requirements outlined in M2, M3, R1, R2 and R3.</b></p>		
<b>M4</b>	<p><b>EXPERIENCE OF BIDDER TEAM</b></p> <p>The Bidder must demonstrate that it has completed at least four (4) multidisciplinary environmental research projects within ten (10) years of the RFP closing date.</p> <p>Completed means that the research has been completed and compiled, data and information has been analyzed, results have been obtained and a report has been prepared.</p> <p>The projects and the contribution of the member(s) of the proposed team must be presented using the Table 1 format.</p>		

<b>No.</b>	<b>Mandatory Technical Criteria</b>	<b>Bidder Response / Cross Reference to Proposal and/or CV</b>	<b>Met / Not Met</b>
<b>M5</b>	<b>WORK PLAN</b>  The Bidder must submit a draft work plan demonstrating how it will complete the project tasks and the deliverables as described in the Statement of Work. The following information must be included:  (a) The Bidder's approach, including potential methodology(ies) for the project;  (b) The project management structure;  (c) Details of the complete quality control strategy for research, analysis and reporting.		



### 3. Point Rated Technical Criteria (R)

Bids which meet all of the mandatory technical criteria will be further evaluated and scored against the following rated requirements.

Bids which fail to obtain the required minimum number of points specified for each rated criteria will be declared non-responsive. Each point rated technical criterion should be addressed separately.

No.	Rated Requirements	Bidder Response / Cross Reference to Proposal and/or CV	Maximum Score	Minimum Score Required	Bidder Score
R1	<p><b>TEAM LEAD/PROJECT MANAGER EXPERIENCE</b></p> <p>The Bidder should demonstrate, in the format shown in Table 1, that the proposed Project Manager/Team Lead identified in M2 has experience in conducting analytical research in one (1) or more of the following areas:</p> <ul style="list-style-type: none"> <li>a) Cumulative effects assessment,</li> <li>b) Characterization of multiple sources of environmental stress,</li> <li>c) Integrated regional impact assessment on societies and ecosystems,</li> <li>d) Development of databases for environmental analysis,</li> <li>e) Development of analysis, integration and visualization tools,</li> <li>f) Marine and/or freshwater biology research.</li> </ul> <p><b>Rating scale</b>                      0 to less than 8 years = 0 points                      8 years to less than 10 years = 12 points                      10 years to less than 12 years = 16 points                      12 years and over = 20 points</p>		20	12	

No.	Rated Requirements	Bidder Response / Cross Reference to Proposal and/or CV	Maximum Score	Minimum Score Required	Bidder Score
R2	<p><b>TEAM LEAD/PROJECT MANAGER PROJECT EXPERIENCE</b></p> <p>The Bidder should demonstrate that the proposed project manager / team lead designated in M2, has completed, within ten (10) years of the RFP closing date, exactly two (2) projects in the format of Table 1 in one (1) or more of the following areas (from A to H):</p> <p>Each project mentioned will be scored out of 40 points. The maximum total score for the criterion is 80 points.</p> <p><b><u>Rating scale</u></b></p> <ul style="list-style-type: none"> <li>a. Experience in assessing cumulative effects on marine and/or freshwater environments (consequences of human activity for the human, biotic or physical environment): (0 or 5 points )</li> <li>b. Experience in the development of databases for environmental analysis purposes: (0 or 5 points)</li> <li>c. Experience working with Indigenous communities and their knowledge: (0 or 5 points)</li> <li>d. Experience in multidisciplinary research with socio-cultural and/or economic, and/or environmental issues: (0 or 5 points)</li> <li>e. Experience with a collaborative approach: (0 or 5 points)</li> <li>f. Experience in developing analysis, integration and visualization tools: (0 or 5 points)</li> <li>g. Experience in reporting and presenting results and conclusions: (0 or 5 points)</li> <li>h. Experience related to Newfoundland (0 or 5 points)</li> </ul>		80	45	

No.	Rated Requirements	Bidder Response / Cross Reference to Proposal and/or CV	Maximum Score	Minimum Score Required	Bidder Score
R3	<p><b>BIDDER'S TEAM (OTHER THAN THE TEAM LEAD ) PROJECT EXPERIENCE</b></p> <p>The Bidder should demonstrate that team members have completed, within eight (8) years of the RFP closing date, with one (1) proposed resource other than the Project Manager/Team Lead designated in M1, at least (1) project presented in the format of Table 1 with the following characteristics:</p> <p>Each characteristic and the applicable points listed below (from A to E) for the project will be evaluated.</p> <p><b><u>Rating scale</u></b></p> <ul style="list-style-type: none"> <li>a) Experience in analyzing the human footprint in aquatic ecosystems (0 or 5 points);</li> <li>b) Experience in analyzing the interactions between multiple stressors (0 or 5 points);</li> <li>c) Experience in designing or implementing assessment methodologies (0 or 5 points);</li> <li>d) Experience in data collection and database development (0 or 5 points);</li> <li>e) Experience in exploring and/or developing tools to capture and synthesize the complexity of cumulative effects (0 or 5 points).</li> </ul>		<b>25</b>	<b>15</b>	
R4	<p><b>WORK PLAN</b></p> <p>The Bidder should provide a narrative description of the proposed approach in the form of a draft work plan.</p> <p>Each component of the work plan (from A to D) will be rated as specified in Table 2.</p> <ul style="list-style-type: none"> <li>a) Proposed approach for assessing the cumulative effects of marine activities Placentia Bay, Newfoundland in relation to the Statement of Work (Up to 5 points maximum)</li> <li>b) Proposed approach to achieve the tasks and complete the deliverables described in Section 6.2 and 6.3 of the Statement of Work including but not limited to: identification of staff,</li> </ul>		<b>20</b>	<b>12</b>	

No.	Rated Requirements	Bidder Response / Cross Reference to Proposal and/or CV	Maximum Score	Minimum Score Required	Bidder Score														
	<p>assignment of responsibilities and level of effort (Up to 5 points maximum)</p> <p>c) An approach that allows enough flexibility to undertake work in a collaborative environment where scope changes are possible and that has a comprehensive quality control strategy in place to monitor the quality of research, analysis and reporting. (Up to 5 points maximum)</p> <p>d) An open approach that promotes data sharing and sharing of data outputs as described in the statement of work. (Up to 5 points maximum)</p> <table border="1" data-bbox="277 894 899 1528"> <thead> <tr> <th colspan="2">Table 2 – Rating Scale</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>Information was not provided.</td> </tr> <tr> <td>1</td> <td>Information provided demonstrates a limited understanding of the project's sub-criteria and objectives.</td> </tr> <tr> <td>2</td> <td>Information provided demonstrates some understanding of some elements of the project's sub-criteria and objectives.</td> </tr> <tr> <td>3</td> <td>Information provided demonstrates an understanding of most elements of the project's sub-criteria and objectives.</td> </tr> <tr> <td>4</td> <td>Information provided clearly demonstrates an understanding of all elements of the project's sub-criteria and objectives.</td> </tr> <tr> <td>5</td> <td>Information provided demonstrates a full range of in-depth understanding of all elements of the project's sub-criteria and objectives.</td> </tr> </tbody> </table>	Table 2 – Rating Scale		0	Information was not provided.	1	Information provided demonstrates a limited understanding of the project's sub-criteria and objectives.	2	Information provided demonstrates some understanding of some elements of the project's sub-criteria and objectives.	3	Information provided demonstrates an understanding of most elements of the project's sub-criteria and objectives.	4	Information provided clearly demonstrates an understanding of all elements of the project's sub-criteria and objectives.	5	Information provided demonstrates a full range of in-depth understanding of all elements of the project's sub-criteria and objectives.				
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Maximum available points	145		
Minimum overall points required	84		
<b>Bidder score (*)</b>		Met: <input type="checkbox"/>	Not Met: <input type="checkbox"/>

(\*) Overall technical score: This value constitutes the technical evaluation score for bid evaluation and contractor selection purposes.