Forest Resource Improvement Association of Alberta

CARIBOU HABITAT RECOVERY PROGRAM

REQUEST FOR EXPRESSIONS OF INTEREST

OPERATIONAL PLANNING FOR CARIBOU HABITAT RESTORATION IN THE LITTLE SMOKY AND A LA PECHE CARIBOU RANGES

REFERENCE: FRIAA – CHRP MAY 2021 RFEOI (LITTLE SMOKY/ALP PLANNING)

Issue Date:	**May 19, 2021**
Closing Date/Time:	**July 5, 2021 - 16:00 hrs**
Submission Portal:	**https://friaa.ab.ca/program-submissions/**
Inquiry Email:	**submissions@friaa.ab.ca**
Website Information:	**www.friaa.ab.ca**
Mailing:	**Box 11094** **Main Post Office** **Edmonton, AB T5J 3K4**

The Forest Resource Improvement Association of Alberta ("**FRIAA**") is inviting the submission of Expressions of Interest ("**EOI**") under the Caribou Habitat Recovery Program (the "**CHRP**"). The following information outlines the intent of this Request for Expressions of Interest ("**RFEOI**") and provides instructions to prospective applicants.

1. PROGRAM BACKGROUND

1.1 FRIAA was established in 1997 to promote and initiate projects that enhance Alberta's forest resources. In keeping with this primary purpose, FRIAA entered into a Grant Agreement effective April 1, 2018 with the Government of Alberta ("**GOA**") for delivery of the CHRP.

1.2 The overall objective of the CHRP is to support efforts to sustaining and improving caribou habitat in a manner that supports healthy and self-sustaining caribou populations. The purpose of the CHRP is to support the Recovery Strategy for the Woodland Caribou Boreal Population, (Rangifer tarandus caribou) in Canada and the Recovery Strategy for the Woodland Caribou, Southern Mountain population in Canada by providing funds for eligible activities for projects that: (a) assist Alberta Environment and Parks (the "**Department**") with projects that contribute to the scientific and technical understanding of caribou habitat recovery strategies and activities, (b) provide financial and logistical oversight of funding for planning work required to guide operational work for caribou habitat, or (c) provide financial and logistical oversight of funding for operational landscape work for caribou habitat as supported by the Government of Alberta and industry.

1.3 In December 2017, the province of Alberta announced its strategy for Woodland Caribou through the release of the Provincial Woodland Caribou Range Plan. This draft plan outlines Alberta's commitment to restoring legacy disturbance features in relation to provincial and federal goals and objectives.

1.4 Alberta has further developed drafts of the "*Provincial Restoration and Establishment Framework for Legacy Seismic Lines in Alberta*" and the "*Visual Guide For Implementing the Restoration and Establishment Framework in Woodland Caribou Habitat in Alberta*" (the "**Framework"**[1]) that outline a clear approach and restoration objectives for restoration programs within woodland caribou ranges. The Framework is flexible in its delivery to promote innovation while containing clear processes and expectations for program planning, delivery, quality control and monitoring.

1.5 Restoration of legacy features, particularly seismic lines is a key step in restoring habitat in caribou ranges within Alberta. The Little Smoky and A La Peche caribou ranges (together, the "**Ranges**"), have been highlighted by the Province of Alberta as a priority area for operational planning this coming year. The Ranges are located in west central Alberta. "An *Operational Plan For Linear Restoration – Plan Submission Template (V 1.0)*" (the "**Template**"[2]) identifies the required format and information of the deliverable.

[1] The Framework documents are available on the FRIAA website https://friaa.ab.ca
[2] The Template is available on the FRIAA website https://friaa.ab.ca

2. OVERVIEW OF THE OPERATIONAL PLANNING FOR CARIBOU HABITAT RESTORATION PROJECT

2.1 The successful applicant(s) of this Request for Expressions of Interest, and ultimately the Request for Proposals, is required to use the Framework and its guiding principles to develop linear restoration plans for compartments within the Ranges.

2.2 Based on the Template format, the applicant(s) will develop operational plans for linear restoration as per the Framework. Four priority planning compartment areas of legacy seismic lines have been identified. A summary table and overview of the planning compartment boundaries are presented in Appendix "A". The four compartment areas are ALP 2-7, LSM9, LSM10-12, and LSM13-14 within the A La Peche and Little Smoky and Caribou Ranges.

2.3 The ultimate goal of this RFEOI is to develop operational plans for linear restoration for the Little Smoky and A La Peche compartments. During the planning process, Applicants may need to subdivide the compartments (into 100-200 treatment km) for operational implementation purposes.

3. EOI REQUIREMENTS

3.1 Applicants are advised to pay careful attention to the information provided in this RFEOI. Failure to satisfy any term, condition or mandatory requirement of this RFEOI may result in rejection of the EOI.

3.2 EOIs must be clear, well written and concisely describe the components of the proposed project using the EOI Requirements set out below, including the completion and submission of the application form and application template (available on the FRIAA website).

3.3 Applicant(s) are responsible to obtain appropriate imagery and supporting data layers required to prepare a linear restoration operational plan. Applicants are encouraged to use the Alberta Biodiversity Monitoring Institute (ABMI) website for viewing and downloading base digital data on linear features.

3.4 Application Form

(a) Provide contact information for the Authorized Representative (name, title, phone number, email and address) of the 1) applicant organization and the individual(s) authorized to represent the applicant and commit the applicant to the execution of a Project Grant Agreement and 2) the individual who will manage the project.

(b) Indicate which compartment(s) your EOI(s) applies/apply to, the term of your project(s) and the amount of funding requested to complete the proposed project(s) (compartment areas). Applicants may respond with a price for each of the four compartment areas, within one EOI document.

(c) Indicate if you participated in the Information Session, detailed in Section 8 of this RFEOI.

(d) Briefly describe the proposed project(s).

(e) Have the authorized representative sign the application form. Signing the Project Summary Application form binds the applicant to the attached terms and conditions.

3.5 **Application Template**

(a) Describe the project delivery approach that reflects the applicant's understanding of the scope, objectives, priorities and requirements presented in this RFEOI.

(b) Describe any assumptions as to the scope or nature of the work, or any significant factors upon which changes in resource effort may result.

(c) Prepare a brief work plan that identifies major task milestones and timelines, as well as critical dependencies.

(d) Describe a plan to involve local Indigenous communities in the work.

(e) Briefly describe the required permits, licences, agreements and regulatory approvals that will be required in order to undertake the project. It will be the responsibility of the successful applicant to obtain all regulatory approvals and / or third-party agreements.

(f) Stakeholder consultations as may be required are the responsibility of the applicant. Trappers will not be consulted at this time, but operational plans may be adjusted before implementation, to accommodate trapper access requirements.

(g) Describe any field work planned by the applicant. Please note that caribou habitat timing restrictions may prohibit flying or vehicular access in the compartment areas from February 15 through July 15.

(h) Provide an "all in" price to complete each of the proposed project(s) for the Little Smoky and A La Peche compartment area(s). Provide a cost breakdown with sufficient details to demonstrate an understanding of the various steps to complete the project (generalized administration fees and "percentage markup fees" will not be accepted).

(i) Include a description of the leverage by way of in-kind contributions of labour, equipment or other resources by the applicant or other non-FRIAA sources of funding that are directly applicable to the proposed project (previously completed work, or projects being funded by other FRIAA programs are not considered "in-kind").

(j) The outcomes and deliverables for operational planning for caribou habitat restoration are listed below. Describe the applicant's understanding of the expected outcomes and deliverables for the project. Note that simply "copying and pasting" the list set out below will not be adequate:

(i) An Operational Plan For Linear Restoration meeting the standards described in the Framework and the Template.

(ii) Maps as per the Template;

(iii) Supporting shapefiles or geodatabase as per the data required in the Template;

4. EOI EVALUATION

4.1 EOIs will be evaluated on the basis of the EOI Adjudication Criteria and the EOI Requirements set out herein, the completion of the application form and template, as well as available funding.

4.2 Only those EOIs that will result in funds being expended directly on a specific project deliverable and undertaken by the applicant will be considered.

4.3 FRIAA reserves the right to consider additional criteria in the evaluation of EOIs.

4.4 FRIAA will determine which EOIs will be accepted for funding.

4.5 FRIAA is not obligated to accept any EOI or give reasons for the selection or rejection of any EOI or to allocate funds under the CHRP in respect of any EOI. Any and all decisions made by FRIAA in respect of all EOIs, project selection and funding allocations are final and binding upon the applicant(s).

4.6 By submitting an EOI and signed application, the applicant accepts and agrees to be bound by all of the terms and conditions set out in this RFEOI and that the applicant is the organization, company or individual that will be responsible for all aspects of the project.

4.7 FRIAA will determine how much funding may be available for projects and will be making allocations based on the available funding level.

4.8 All matters of administration and accountability for a project shall be the sole responsibility of the applicant.

4.9 FRIAA's preference is to have the deliverables completed within 6 months of the project approval kick-off date. (Project kick-off is anticipated to be in October 2021, following an invitation-only RFP process conducted July through August.)

5. EOI ADJUDICATION CRITERIA

5.1 A maximum of 10 PDF pages will be accepted for review under the RFEOI.

5.2 The EOIs must contemplate the carrying out of one or more Eligible Activities as defined in the CHRP Program Outline. Any activities related to the following items are not considered eligible for funding:

(a) facility construction, improvement or operations;

(b) product research and development;

(c) road construction, repair and maintenance; and

(d) the purchase of any capital assets.

5.3 The expenses set out in the EOI must be reasonable in all the circumstances and must not exceed the fair market value of the goods and services being provided.

5.4 The EOI must not be contrary to the provisions of relevant regulation or legislation or the objects of FRIAA, or FRIAA's bylaws, including but not limited to the following:

(a) The EOI must not include any work that is, in the opinion of FRIAA, a responsibility of a disposition holder or constitutes a subsidy to the forest industry, energy industry or other industry;

(b) The EOI must not include facility construction, improvement or operations; product research and development; road construction, repair and maintenance; and the purchase of any capital assets;

(c) The EOI must not, in the opinion of FRIAA, have a significant adverse impact on other forest resources or the environment as a whole.

5.5 The applicant must be able to complete the project economically and efficiently and in considering this criterion, FRIAA may take into account the applicant's experience in performing such projects, the availability of resources to the applicant, and if applicable, whether the applicant has in the past complied with the Forest Resources Improvement Regulation and other requirements and obligations as determined by FRIAA including making prompt payment of all required timber dues and FRIAA dues and fees.

5.6 EOIs that demonstrate leverage of FRIAA funds with funds from other sources to complete the work proposed or associated with the project will be favoured.

6. CARIBOU HABITAT RECOVERY PROGRAM OUTLINE

6.1 The full text of the Program Outline for the CHRP is available on FRIAA's website at: http://friaa.ab.ca

7. LEGAL NOTICE

7.1 By submitting an EOI, you confirm that you have read, understand and accept the information contained in this RFEOI and, that each of you, the applicant and all individuals and entities that collaborate or are otherwise involved in the preparation of the EOI or the delivery of the proposed project ("**Project Partners**") agree as follows:

(a) FRIAA may at any time withdraw, suspend, cancel, terminate, amend or alter all or any portion of this RFEOI, including but not limited to the EOI Requirements, the Project Specifications and the EOI Adjudication Criteria.

(b) FRIAA reserves the unqualified right to accept or reject any or all EOIs for any reason. FRIAA is not required to accept the highest ranked EOI nor is it required to accept any EOI for advancement to the full project proposal stage.

(c) FRIAA's evaluation of the EOIs may be based on, but is not in any way limited to, the criteria set out in this RFEOI. FRIAA may consider any criteria determined by

FRIAA to be relevant to FRIAA's mandate, regardless of whether such additional criteria have been disclosed to the applicant.

(d) No conduct, act or omission of FRIAA, or its directors, officers, consultants, program advisors, committee members, agents, servants and their respective successors and assigns (collectively the "**FRIAA Parties**") other than a written notice to the applicant in writing signed by an authorized person for FRIAA, will constitute an acceptance of an EOI.

(e) EOIs that do not comply with the requirements described in this RFEOI may be rejected in whole or in part or not considered. FRIAA reserves the unqualified right to accept or reject a non-compliant EOI.

(f) This RFEOI is an invitation for EOIs only. It is not an offer and the submission of an EOI does not create a contract or agreement of any kind between FRIAA and the applicant.

(g) Acceptance of an EOI does not create a binding contract between FRIAA and the applicant or an obligation to fund the activities proposed in the EOI. FRIAA shall not be obligated in any manner whatsoever to any applicant until a written agreement between FRIAA and the applicant ("**Project Grant Agreement**") has been duly executed relating to an approved full project proposal.

(h) As between the parties, the EOI and all documents and materials you submit to FRIAA in connection with the EOI and this RFEOI and all intellectual property in and to the foregoing are the exclusive property of FRIAA immediately upon delivery to FRIAA. For clarity, this refers to the materials themselves, not to any technology or innovations disclosed or discussed in them. Intellectual property developed during the course of the project will be addressed through the Project Grant Agreement and will normally be owned by the applicant.

(i) You, the applicant and any Project Partners will keep this RFEOI confidential and will not use, reproduce or distribute it, any portion of it, or any data, information, drawings, or specifications included in or provided with it except as necessary to prepare an EOI to FRIAA in response to it or to apply for additional third party funding for the project.

(j) You, the applicant and any Project Partners will not make a claim against FRIAA or the FRIAA Parties for any reason whatsoever relating to this RFEOI. You are undertaking the expenditures required to prepare and submit an EOI entirely at your own risk, and you waive any right and release FRIAA and the FRIAA Parties from any demands, liability, claim or recovery for costs, expenses, or damages incurred whatsoever and howsoever arising out of or relating to this RFEOI or any EOI prepared in response to it, whether such right or claim arises in contract, negligence or otherwise.

(k) FRIAA takes no responsibility for the accuracy of the information supplied during this RFEOI process by FRIAA or the FRIAA Parties.

(l) Neither FRIAA nor any of the FRIAA Parties will have any liability whatsoever to you, the applicant, or any Project Partners, or any of them, in connection with this RFEOI or any EOI prepared in response to it.

8. INFORMATION SESSION

8.1 FRIAA will hold a Question & Answer Information Session to address questions that may arise with respect to this RFEOI on June 9, 2021. Details on the time and how to participate will be posted on FRIAA's website. Interested applicants are strongly encouraged to participate. The submission of questions regarding this RFEOI, prior to the information session, to admin@friaa.ab.ca is encouraged.

8.2 Follow-up questions will be accepted until 4:00 pm local Edmonton time on June 23, 2021. Answers will be posted to the FRIAA website within 24 hours after receipt. No further questions will be accepted after 4:00 pm on June 23, 2021.

9. EOI SUBMISSION

9.1 **Proposals may be submitted on FRIAA's website portal at: https://friaa.ab.ca/program-submissions/.** On the Submission Portal form, identify **FRIAA - CHRP MAY 2021 RFEOI (LITTLE SMOKY/ALP PLANNING)** in the "FRIAA Project Number" description box**.**

9.2 Alternatively, applicants may submit an electronic version on USB drive, in a sealed and enclosed envelope clearly marked as: FRIAA-CHRP MAY 2021 RFEOI (LITTLE SMOKY/ALP PLANNING).

Project submissions if by mail, must be sent to:

Forest Resource Improvement Association of Alberta
Box 11094
Main Post Office
Edmonton, AB T5J 3K4
Attention: FRIAA Administrator

Or by courier to:

Forest Resource Improvement Association of Alberta
Suite 1600, MNP Tower
10235 – 101 Street NW
Edmonton, AB T5J 3G1
Attention: FRIAA Administrator

9.3 Only documents formatted in PDF or Microsoft Word will be accepted.

9.4 EOI submissions must include a completed Project Application Form and a completed application in the template format provided.

9.5 EOIs sent directly to any FRIAA or GOA representative will not be accepted.

10. DEADLINE FOR EOIs

10.1 Only those EOIs received prior to the close of business at 4:00 p.m., local time as observed in the City of Edmonton, on July 5, 2021 will be accepted for evaluation. EOIs received any time thereafter will not be accepted for evaluation.

10.2 FRIAA is not responsible for EOIs that are not received as the result of any courier or postal delivery service issues including disruptions, loss of postal service, the loss of an EOI by the postal service or a delivery failure of any kind by any delivery service whatsoever. FRIAA is also not responsible for EOIs that are not received as the result of technological issues, attachment size or any other logistical barrier which may impede electronic submission.

11. NEXT STEPS

11.1 Applicants whose EOIs are rated highly, determined to be of sufficient quality, and are well aligned with FRIAA's mandate will be invited to submit a full project proposal to FRIAA. Further information regarding full project proposal submissions, including evaluation criteria and timelines, will be made available at the time full project proposal invitations are made.

11.2 Applicants whose EOIs are not short-listed for full project proposal invitation will be notified when the RFEOI review process is completed.

APPENDIX "A"

TABLE 1) Compartment Overview

A La Peche Compartment Area

Compartment	KM*
ALP 2	44
ALP 3	93
ALP 4	53
ALP 5	75
ALP 6	84
ALP 7	49
Total KM	**398**

Little Smoky Compartment Areas

Compartment	KM*
LSM9	108
Total KM	**108**
LSM10	350
LSM11	184
LSM12	462
Total KM	**996**
LSM13	346
LSM14	116
Total KM	**462**

*KM of conventional seismic line as per the ABMI Human Footprint data layer. Based on available datasets and ground truthing, KM available for caribou habitat restoration planning may differ.

MAP 1) Compartment Overview

Note: ALP 1 and LSM 1-8 have previously been completed for planning purposes.

MAP 2) A La Peche Compartment Area (ALP 2-7)

MAP 3) Little Smoky Compartment Area (LSM9)

MAP 4) Little Smoky Compartment Area (LSM10-12)

MAP 5) Little Smoky Compartment Area (LSM13-14)