

**Forest Resource Improvement Association of Alberta
Box 11094
Main Post Office
Edmonton, AB T5J 3K4**

**FOREST RESOURCE IMPROVEMENT ASSOCIATION OF ALBERTA
REQUEST FOR PROPOSALS**



**ENHANCED REFORESTATION OF LEGACY DISTURBANCES PROGRAM
REFERENCE – EnRLD 2024 SITE ASSESSMENT PROJECT**

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|--------------------|---|
| Issue Date: | April 18, 2024 |
| Closing Date/Time: | May 9, 2024 – 16:00 MST |
| Administrator: | FRIAA Administrator |
| Telephone: | 780-429-5873 |
| Email: | admin@friaa.ab.ca |
| Submission Portal: | https://friaa.ab.ca/program-submissions/ |

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FRIAA – EnRLD – 2024 Site Assessment Project**1 INTRODUCTION**

- 1.1 The Forest Resource Improvement Association of Alberta (“**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 with the Minister of Forestry and Parks (the “Department”) to deliver the Enhanced Reforestation of Legacy Disturbances Program (“**EnRLD**”).
- 1.2 FRIAA is inviting the submission of project proposals (“**Proposals**”) for a 2024 Site Assessment Project under the EnRLD Program. The following information outlines the intent of this Request for Proposals (“**RFP**”) and provides instruction to prospective Applicants.
- 1.3 Applicants are advised to pay careful attention to the information provided in this RFP. Failure to satisfy any term, condition or mandatory requirement of this RFP may result in rejection of the Proposal.
- 1.4 Up-to-date information can be found at www.friaa.ab.ca. It is the responsibility of the Applicant to check this resource frequently for any updates, changes, or postings of Questions and Answers. FRIAA will not be responsible for sending program updates, changes, or postings via any other medium.

2 PROGRAM BACKGROUND

- 2.1 The total Eligible Disturbed Area as defined by FRIAA, to be assessed for the purpose of this Request for Proposals is estimated to be 36,183 ha within the Peace River and Slave Lake Forest Areas. A map of the Service Areas (“**Service Areas**”) is available in Appendix “A”.
- 2.2 The maximum available funding to be allocated for the purpose of this Request for Proposals is up to \$300,000. Proposals must identify the total hectares of Eligible Disturbed Areas to be assessed by the Applicant within the maximum budget indicated.
- 2.3 FRIAA’s preference is to have the deliverables from this project completed within 2 months of project commencement (anticipated to be in late May 2024).
- 2.4 The shapefiles for the Service Areas are available upon request via email at admin@friaa.ab.ca with a completed and signed Geospatial Data Share Agreement (“**Data Sharing Agreement**”) and agree to be bound by the following terms and conditions set out in Section 7. A draft of this agreement can be found within the EnRLD 2024 Site Assessment “zip” folder available for download at www.friaa.ab.ca.

FRIAA – EnRLD – 2024 Site Assessment Project**3 ELIGIBILITY REQUIREMENTS**

3.1 Proposals must be in writing and may be submitted by:

- (a) A member of the forest products sector;
- (b) Any person or organization that demonstrates the experience, knowledge, and technical capacity to undertake and manage complex projects related to silviculture or land reclamation;
- (c) Other organizations or groups mutually agreed to by the Department and FRIAA in accordance with the project solicitation documentation that may be published by FRIAA from time to time.

3.2 The safety qualification of the contractor shall be in the form of a Certificate of Recognition (“**COR**”) or where applicable, a Small Employers’ Certificate of Recognition (“**SECOR**”) or any certifications which are relevant to the forestry industry, and which are recognized by the Government of Alberta. FRIAA may, in its sole discretion, accept certification equivalent to the COR or SECOR (“**Equivalent Certification**”), or such other documentation as may otherwise be determined by FRIAA in its sole discretion (“**Other Documentation**”).

4 PROPOSAL REQUIREMENTS

4.1 Proposals must be clear and well written and must concisely describe the components of the proposed project; including each of the program proposal requirements set out in subsection 4.2, 4.3, and 4.4 below and in Schedule “A” (collectively the “**Proposal Requirements**”).

Note: The maximum length of Proposals must not exceed 20 pages in length (including all attachments). Proposals must closely follow the Proposal Requirements set out below. If specific items or sections do not apply to the Proposal, an indication of “Not Applicable” is suggested within the body of the Proposal under the pertinent section. A project proposal template (“**Proposal Template**”) has been provided within the EnRLD 2024 Site Assessment “zip” folder available for download at www.friaa.ab.ca.

4.2 Proposals must address the completion of Eligible Activities pertaining to the Eligible Disturbed Area as specified by FRIAA. For the purposes of this RFP, Eligible Activities are as follows:

- (a) assessments of Eligible Disturbed Areas including pre-treatment surveys, preparation of site-specific treatment prescriptions, and creation of treatment prescription shapefiles;
- (b) transportation and administration directly related to the proposed project; and
- (c) any activities as directed by FRIAA.

4.3 Proposals must include a separate budget and per hectare rate (\$/ha) for each Service Area being proposed. If you intend on applying for both Service Areas, a proposed budget and \$/ha rate must be submitted for each Service Area, in addition to a proposed combined budget and \$/ha rate.

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Note: The proposed budget and per hectare rate includes an all-in cost for personnel, transportation, accommodation, sustenance, gear, expendable materials, technology, communications, deliverables, training, safety, reporting, overhead, etc.).

- 4.4 Proposals will be evaluated on a per hectare basis therefore all other assumptions included in the per hectare rate must be identified.
- 4.5 The expenses set out in the Proposal must be reasonable in all the circumstances and must not exceed the fair market value of the goods and services being provided.

5 PROPOSAL ADJUDICATION CRITERIA

- 5.1 FRIAA will establish an EnRLD Review Panel (“**Panel**”) to evaluate all eligible applications and rank Proposals in accordance with but not limited to the Eligibility Requirements, Proposal Requirements, Proposal Adjudication Criteria set out below, and other requirements set out in this RFP, the Program Outline, and the Project Grant Agreement.
- 5.2 The Proposal 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:
- 5.3 The Proposal must not include any work that is, in the opinion of FRIAA, a responsibility of a timber disposition holder or constitutes a subsidy to the forest industry, energy industry or other industry;
- 5.4 The Proposal must not include facility construction, improvement or operations, product research and development, capital road construction, or the purchase of any capital assets;
- 5.5 The Proposal must not include costs incurred for any activities that are not Eligible Expenditures, as defined by FRIAA. This includes provincial sales tax and GST/HST for which the Applicant is eligible for rebate by the Canada Revenue Agency.
- 5.6 The Proposal must not, in the opinion of FRIAA, have a significant adverse impact on other forest resources or the environment as a whole and the Applicant must agree to carry out the proposed project in an environmentally responsible manner.
- 5.7 The Proposal must demonstrate that the Applicant is able to complete the project economically and efficiently, and in so considering this criterion, FRIAA may take into account the following:
 - (a) the Applicant’s qualifications in performing such projects including training and experience of proposed team members, specifically as it relates to assessment and prescriptions of silviculture activities;
 - (b) the Applicant’s experience in performing such projects including size, scope, and duration of delivery of similar services (preferably in the same geographic area);

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- (c) the Applicant's proximity and previous history of involvement within the geographic areas where services will be provided;
 - (d) the resources available to the Applicant including administrative structure and capability, and contractual arrangements between team members and subcontractors as required;
 - (e) whether the Applicant has, in the past, complied with applicable federal or provincial legislation; and
 - (f) 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.
- 5.8 Proposals that demonstrate leveraging of FRIAA funds with funds from other sources to complete the work proposed or associated with the project will be favoured.
- 5.9 Any approvals will be subject to availability of funding. FRIAA, in its sole discretion, will determine funding allocations based on available funding.
- 5.10 FRIAA reserves the right to hold back 20% of total funding allocated until final project deliverables have been provided and approved in writing by FRIAA.

6 FINAL REPORTING

6.1 Reporting Requirements

- (a) The successful Applicant will be required to submit written status reports as directed by FRIAA. These status reports must address:
 - i. project progress (including key findings /results);
 - ii. work completed to date and anticipated project activities;
 - iii. remaining deliverables, progress, and expected delivery of each;
 - iv. issues and concerns affecting specific deliverables and the project schedule or any other aspect of the project; and
 - v. financial reporting.

6.2 Financial Reporting

- (a) A detailed final technical and financial report will also be required with deliverables and request for final payment. Financial reporting will report actual costs incurred with comparison to amounts budgeted.

6.3 Payment Schedule

- (a) A detailed final technical and financial report will also be required with deliverables and request for final payment. Financial reporting will report actual costs incurred with comparison to

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amounts budgeted. The Applicant may propose a payment schedule linked to key milestones and progress reporting to FRIAA for review and approval.

- (b) FRIAA reserves the right to hold back 20% of funding until acceptance of final project deliverables.

7 USE OF DATA

- 7.1 The Applicant agrees to be bound by the following terms and conditions regarding the use of all digital geospatial and other data and information including but not limited to systems data, metadata and attributes whether in shapefiles or other formats (the “Data”) that may be provided to you by FRIAA in confidence.
- 7.2 The Data is provided on a strictly confidential basis and must not be distributed or otherwise shared with any third party without FRIAA’s express written consent.
- 7.3 The Data must be used only for the preparation of your Proposal and all Data will be returned to FRIAA or destroyed thereafter unless your Proposal is approved for funding under the Program in which case the Data may be used during and only for the implementation of the Project.
- 7.4 All title and intellectual property rights in and to the Data shall at all times remain the property of FRIAA, the Department or the party from whom FRIAA obtained the Data, as the case may be.
- 7.5 The Data shall be made available in a format determined by FRIAA in its sole discretion for the limited purposes described herein and shall not be stored in or otherwise converted to a format other than as provided by FRIAA.
- 7.6 The Data shall be read in Canada and used in Canada without transmission outside of Canada at any time for any reason whatsoever.

8 COMPLIANCE

8.1 Accountability

- (a) In the Final Report, the Applicant must submit a full accounting of the project costs, certifying that the grant proceeds were used for the project in accordance with the terms and conditions of the Project Grant Agreement.

8.2 Income Earned Accounting

- (a) Applicants are required to account for and apply any income earned (which includes interest, capital gains, dividends, etc) on the grant.
- (b) The income or any grant proceeds advanced or paid prior to the completion of the project shall be held in trust by the Applicant as prescribed in the Project Grant Agreement.

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- (c) Where significant time extensions, project changes, high grant proceeds, or other circumstances warrant, the Applicant may also have to account for such income.

8.3 Time Extensions

- (a) FRIAA recognizes that the entire or some aspects of the proposed project may be delayed on occasion due to factors that are beyond the Applicant's control. It is, therefore FRIAA's intent to accommodate reasonable project delays and problems, where possible. However, to meet program accountability and compliance requirements, an Applicant requesting a completion date extension must submit a request in writing to FRIAA that includes at least the following:
 - i. the grant proceeds expended at the date of the request;
 - ii. the reason for the delay; and
 - iii. the revised completion date and any associated and revised project components.
- (b) FRIAA may require other information to evaluate such requests, which may include but not limited to: an updated project implementation schedule; a contingency plan to mitigate further project delays; and a listing of the contractor and/or other resources that will be used to complete the proposed project.
- (c) Upon receipt of such a request, FRIAA will consider the request and if approved, will then prepare an agreement to amend the relevant terms and conditions in the Project Grant Agreement for execution by the Applicant or an authorized representative.

- 8.4 All matters of administration and accountability for a project shall be the sole responsibility of the Applicant. FRIAA reserves the right to conduct operational reviews (field and office) to verify quality and completeness of deliverables.

9 FRIAA ENHANCED REFORESTATION OF LEGACY DISTURBANCES PROGRAM OUTLINE

- 9.1 The full text of the Program Outline for the EnRLD Program can be found within the EnRLD 2024 Site Assessment "zip" folder available for download at www.friaa.ab.ca.

10 LEGAL NOTICE

- 10.1 By submitting a Proposal, you confirm that you have read, understand and accept the information contained in this RFP and, that each of you, the Applicant and all individuals and entities that collaborate or are otherwise involved in the preparation of the Proposal or the delivery of the proposed service ("Project Partners") agree as follows:
- (a) FRIAA may at any time withdraw, suspend, cancel, terminate, amend or alter all or any portion of this RFP, including but not limited to the Proposal Requirements, the Submission Process, and the Proposal Adjudication Criteria.

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- (b) FRIAA reserves the unqualified right to accept or reject any or all Proposals for any reason. FRIAA is not required to accept any Proposals.
- (c) The recommendation with respect to the Proposals rests solely with the Panel. The Panel's evaluation of the Proposals may be based on, but is not in any way limited to, the criteria set out in this RFP. The Panel reserves the right to consider additional 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, the Department, or their directors, officers, consultants, program advisors, 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 a Proposal.
- (e) Proposals that do not comply with the requirements described in this RFP may be rejected in whole or in part or not considered by FRIAA. FRIAA reserves the unqualified right to accept or reject a non-compliant Proposal.
- (f) Acceptance of a Proposal does not create a binding contract between FRIAA and the Applicant. FRIAA shall not be obligated in any manner whatsoever to any Applicant until a written agreement between FRIAA and the Applicant ("Service Provider Agreement") has been duly executed relating to an approved Proposal. This document is available for your referral in the EnRLD 2024 Site Assessment "zip" folder available for download at www.friaa.ab.ca.
- (g) As between the parties, the submission and all documents and materials you submit to FRIAA in connection with the Proposal and this RFP 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 Service Provider Agreement and will normally be owned by the Applicant.
- (h) You, the Applicant and any Project Partners will keep this RFP 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 requested by FRIAA or to apply for additional third-party funding for the project.
- (i) 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 RFP. You are undertaking the expenditures required to prepare and submit a Proposal 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 RFP prepared in response to it, whether such right or claim arises in contract, negligence or otherwise.

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- (j) FRIAA takes no responsibility for the accuracy of the information supplied during this RFP process by FRIAA or the FRIAA Parties.
 - (k) 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 RFP or any submission prepared in response to it.
- 10.2 FRIAA reserves the right to award none, one, many, or all Service Areas included in the Proposal submitted by the Applicant. Preference will be given to Applicants that are able to complete work in all Service Areas, however consideration will also be given for smaller areas to accommodate logistics, timeliness of assessments, and proximity to Applicant.
- 10.3 FRIAA is not obligated to accept any Proposal or give reasons for the selection or rejection of any Proposal or to allocate funds under the EnRLD Program in respect of any Proposal. Any and all decisions made by FRIAA in respect of all Proposals, project selection and funding allocation(s) are final and binding.
- 10.4 Please note that by submitting a Proposal and signed application, the Applicant accepts and agrees to be bound by all of the terms and conditions set out in this RFP and that the Applicant is the organization, company or individual that will be responsible for all aspects of the project and that the Applicant will enter into a Service Provider Agreement with FRIAA.

11 PROPOSAL SUBMISSION PROCESS

- 11.1 Proposal submissions must be formatted in PDF or Microsoft Word/Excel to be accepted.
- 11.2 Proposals can be submitted using one of the following methods:
- (a) Applicants may submit Proposals electronically to the online submission portal at: <https://friaa.ab.ca/program-submissions/> and must include: “EnRLD Program – 2024 Site Assessment Project Proposal (April 2024)” in the project description box.
 - (b) Applicants may submit a single, unbound original copy accompanied by an electronic version (in PDF or Microsoft Word/Excel) on USB drive. Proposal submissions must follow the Project Proposal Requirements and be sealed and enclosed in an envelope clearly marked as: “EnRLD Program – 2024 Site Assessment Project Proposal (April 2024)”.

Submissions must be sent to:

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

FRIAA – EnRLD – 2024 Site Assessment Project

by courier to: MNP LLP
Suite 1700, MNP Tower
10235 – 101 Street NW
Edmonton, AB T5J 3G1
Attention: FRIAA Administrator

11.3 Proposals sent to any FRIAA or Government of Alberta representative will not be accepted.

12 DEADLINE FOR PROPOSALS

12.1 Only those Proposals received **before 16:00, local Edmonton time, on Thursday May 9, 2024** will be accepted for evaluation. Proposals received any time thereafter will not be accepted for evaluation.

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

ADDITIONAL INFORMATION

12.1 An optional call-in Information / Question & Answer session will be available and is scheduled for **April 24, 2024 at 10:00 AM MST** (subject to change). Further details and how to join the Microsoft Teams session can be found in the “EnRLD Information Session” document provided within the EnRLD 2024 Site Assessment “zip” folder available for download at www.friaa.ab.ca.

12.2 Any updates or changes regarding the call-in Information / Question & Answer session will be provided as early as possible prior to the scheduled session and will be communicated via www.friaa.ab.ca. To access the Information / Questions & Answer session, please follow the instructions below:

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 220 897 898 374

Passcode: onSybo

Dial-in by phone

[+1 587-747-4334](tel:+15877474334), [430187159#](tel:+1430187159) Canada, Calgary

[1 \(877\) 252-9279](tel:18772529279), [430187159#](tel:+1430187159) Canada (Toll-free)

[Find a local number](#)

Phone conference ID: 430 187 159#

Join on a video conferencing device

Tenant key: 612122899@t.plcm.vc

Video ID: 116 575 145 3 [More info](#)

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SCHEDULE “A” – PROPOSAL REQUIREMENTS

12.3 PROPOSAL OVERVIEW

- (a) Indicate “EnRLD Program – 2024 Site Assessment Project Proposal (April 2024)”.
- (b) Indicate project title.
- (c) Identify the Applicant(s) and the individual that represents the Applicant(s) with respect to the Proposal (name, title, relevant professional credentials, phone number, email and mailing address), as well as any partners.
- (d) Identify the Service Area(s) covered by the Proposal including a separate per hectare rate (\$/ha) for each Service Area being proposed.
- (e) Identify the total hectares of Eligible Disturbed Areas to be assessed by the Applicant within the maximum budget of up to \$300,000.
- (f) Provide a brief project summary describing the Eligible Activities to be undertaken in connection with the Proposal, project deliverables and timing, and proposed costs of the Eligible Activities
- (g) Complete and sign the enclosed EnRLD Proposal Application Form

Note: The maximum length of Proposals must not exceed 20 pages in length (including all attachments). Proposals must closely follow the Proposal Requirements set out below. If specific items or sections do not apply to the Proposal, an indication of “Not Applicable” is suggested within the body of the Proposal under the pertinent section. A project proposal template (“**Proposal Template**”) has been provided within the EnRLD 2024 Site Assessment “zip” folder available for download at www.friaa.ab.ca.

- 12.4 Description of the proposed project delivery approach, similar to the format outlined in the Proposal Template, reflecting the Applicant’s understanding of the scope, objectives, priorities and requirements presented in this RFP, including but not limited to:

- (a) A brief overview of proposed methodology to demonstrate an understanding of the scope of services required and indication of the Service Area(s) applied for.
- (b) A description of the proposed project activities to carry out site assessments and prescription development in the Eligible Disturbed Area as specified by FRIAA, including the strategies that the Applicant will apply to resource the project and to manage the performance and quality assurance throughout the project.
 - i. The total number of hectares to be assessed by the Applicant within the Service Area(s) being proposed and within a maximum budget of up to \$300,000.

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- ii. The per hectare cost (\$/ha) for each Service Area being proposed. This is the all-in cost for personnel, transportation, accommodation, sustenance, gear, expendable materials, technology, communications, deliverables, training, safety, reporting, overhead, etc);
 - iii. An identification of what the Applicant sees as being the critical success factors of the project;
 - iv. An identification of risks applicable to the project and proposed strategies to mitigate such risks;
 - v. Any assumptions as to the scope or nature of the work, which the Applicant has made in completing the Proposal, or any significant factors upon which changes in resource effort may result; and
 - vi. Detailed consideration of how confidentiality of any information provided by the Department in support of the project will be maintained.
- (c) Identify the Applicant(s) and the individual that represents the Applicant(s) with respect to the Proposal (name, title, relevant professional credentials, phone number, email and mailing address), as well as any partners.
- (d) Complete and sign the enclosed EnRLD Proposal Application Form
- 12.5 Briefly describe two recent examples of similar work completed by the Applicant, including the client name/organization and scope of work in terms of contract value and deliverable (# plots, # days/hours).
- 12.6 A chronological work plan and timeline including major tasks, resource allocations, milestones, deliverables, dependencies, and start and end dates. An example of this is included in the Proposal Template (“Timelines, Workplan, and Budget” section).
- 12.7 A brief description of anticipated project outcomes, and specifically how your company is able to address or exceed the purposes and objectives of the EnRLD Program as set out in the Program Outline.
- 12.8 A list of team members or contractors who will play a significant role in planning, supervising, conducting assessments and preparing prescriptions for reforestation services, summarizing the roles of each individual with a brief description (maximum 1 page per person) of their respective:
- i. professional qualifications
 - ii. years of relevant silviculture and general forestry-related experience
 - iii. knowledge of silviculture processes
 - iv. range of competency with reforestation or restoration activities
 - v. overall reputation
 - vi. safety qualifications
 - vii. GIS competency

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- viii. GPS competency
 - ix. demonstrated ability to understand the potential activities being assessed.
- 12.9 A maximum 2-page description of Applicants and Project Partner(s) experience as it relates to the scope of services that FRIAA requires including the corporate structure of your organization, its background, and resources as they relate to the ability to provide the services required and specifying:
 - i. safety certifications held
 - ii. insurance
 - iii. WCB coverage
 - iv. any sub-contractors to be involved, and
 - v. technology/process for data collection and data back-up.
- 12.10 A description of the local presence of your company or its linkage to communities within the Service Area(s) that require assessment related to:
 - i. the physical location of your corporate office(s), or
 - ii. your company's ongoing communications network with local stakeholders in these communities.
- 12.11 A description of required permits, licences, agreements, and regulatory approvals that will be required in order to undertake the project. Provide in detail regard to the approval status of these documents or the process that the Applicant will undertake to obtain them prior to commencement of the project. It will be the responsibility of the successful Applicant to obtain all regulatory approvals and/or third-party agreements.
- 12.12 The expenses set out in the Proposal must be reasonable in all the circumstances and must not exceed the fair market value of the goods and services being provided.
- 12.13 Administration costs cannot exceed 5% of the total proposed budget.
- 12.14 The Proposal must include a signed statement acknowledging that the Applicant has read and understands the content of the Project Grant Agreement that would form the basis of an agreement for successful Applicants and is willing and able to be bound to the terms and conditions set out therein.
- 12.15 Proposals will be evaluated (and likely awarded) on a per hectare basis although all other assumptions that go into the per hectare rate must also be identified.

FRIAA – EnRLD – 2024 Site Assessment Project**13 SCHEDULE “B” – PROJECT SPECIFICATIONS****13.1 SITE ASSESSMENTS**

- (a) Site assessments will be completed using methodology reviewed and confirmed by FRIAA and will be updated and communicated to during a pre-work/start up meeting between FRIAA and the successful Applicant(s).
- (b) A draft spreadsheet of the potentially required site assessment attributes can be found within the EnRLD 2024 Site Assessment “zip” folder in .xlsx format (“**Site Assessment Datafields**”).
- (c) Assessment Quality Control will confirm that prescriptions follow best practices for silviculture treatments to a high standard of quality and have been applied in a way that addresses the unique limiting factors of a site.

13.2 PROJECT DELIVERABLES

- (a) In addition to the reporting requirements outlined in Section 6 of this RFP, the successful Applicant(s) will be required to submit:
 - i. A final technical report outlining the Applicant’s project methodology/approach with regard to the determination of stands for site assessment, as well as a description of all project activities conducted.
 - ii. A final financial report outlining actual costs incurred with comparison to amounts budgeted.
- (b) An operational plan that can be utilized to inform restoration activities and implementation of recommended silviculture prescriptions. Components of an operational plan may include, but are not limited to, the identification of:
 - i. stand conditions;
 - ii. operational accessibility, including potential crossings (e.g., watercourse crossings, railway crossings, pipeline crossings, etc.), and to what extent of effort may be required to access these areas;
 - iii. prioritization of stands for restoration activities; and
 - iv. silviculture prescriptions and recommendations for each stand.

Note: The successful Applicant(s) will be required to utilize their professional opinion and discretion when determining the best choice of prescriptions.

- (c) Applicants will be required to electronically submit assessment details (silviculture prescriptions) by stand as well as summary tables via an excel spreadsheet (.xlsx format) at a frequency determined within the Project Grant Agreement.

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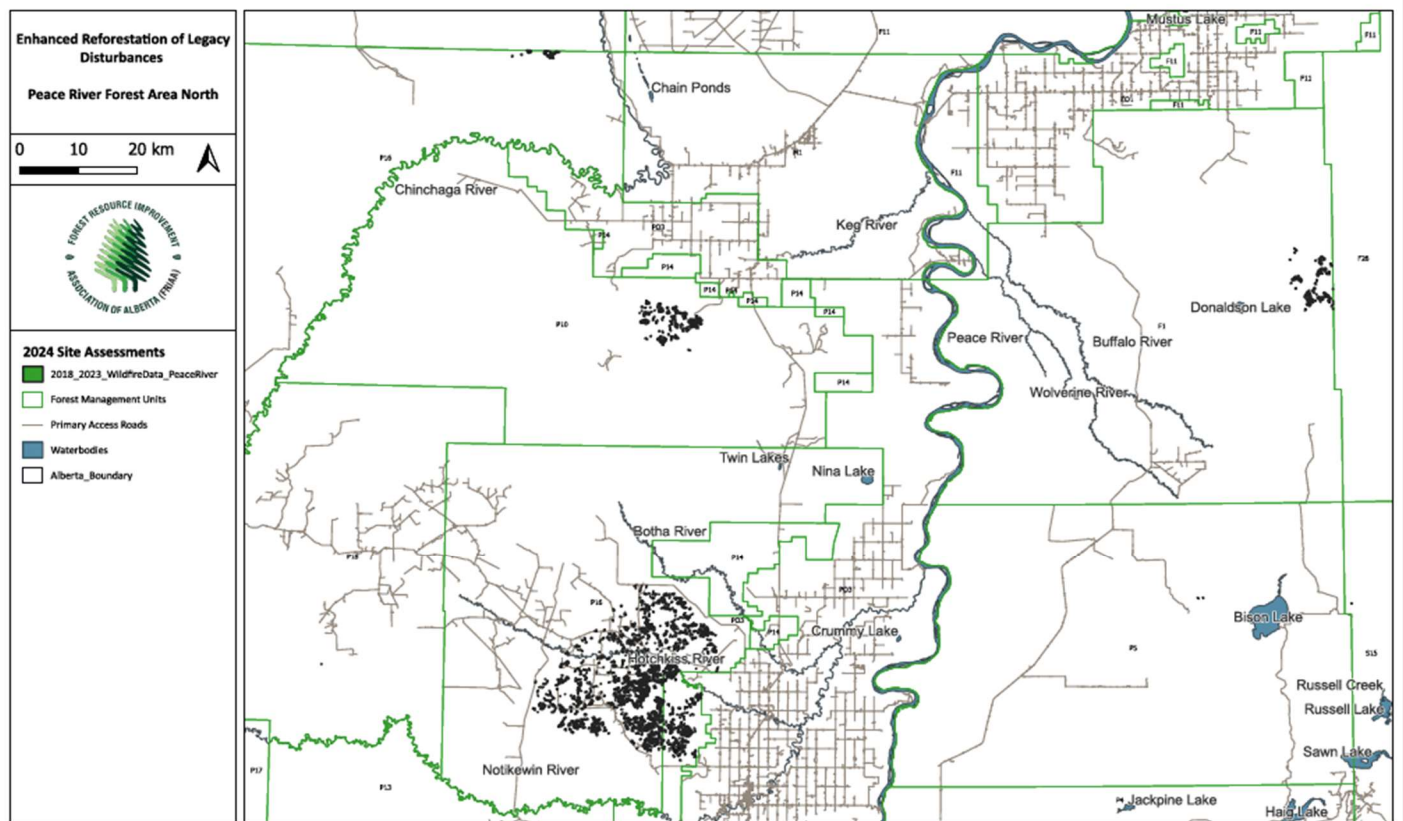
- (d) Overview map of assessment areas;
- (e) Detailed maps of stands assessed, identifying treatment types;
- (f) Shapefiles of all assessed stands, including attributes for detailed assessments, prescribed treatment types, and other collected information (in a format as requested by FRIAA); and
- (g) Georeferenced digital photos of the assessed stands (these may be used by the Department or FRIAA to verify prescriptions for use in manuals or promotional materials, on-line or in hard copy).

FRIAA – EnRLD – 2024 Site Assessment Project**14 APPENDIX “A” – SERVICE AREA MAPS**

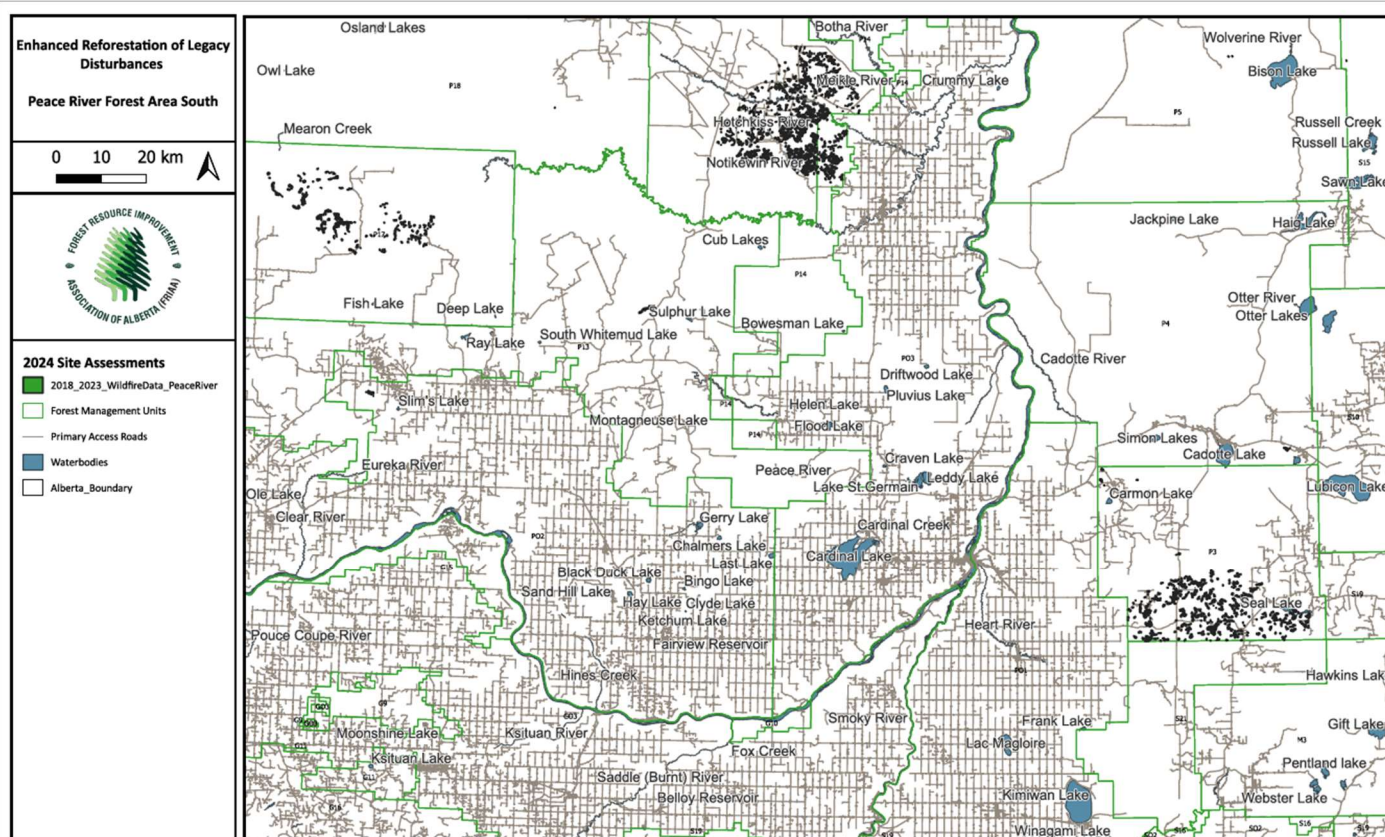
- 14.1 The total Eligible Disturbed Area, as defined by FRIAA, to be assessed for the purpose of this Request for Proposals is estimated to be up to 36,183 ha within the Peace River and Slave Lake Forest Areas.
- 14.2 The maximum available funding to be allocated for the purpose of this Request for Proposals is \$300,000. Proposals must identify the total hectares of Eligible Disturbed Areas to be assessed by the Applicant within the maximum budget indicated.

| Forest Areas | Eligible Disturbed Area |
|--------------|-------------------------|
| Peace River | 9,144 ha |
| Slave Lake | 27,039 ha |
| TOTAL | 36,183 ha |

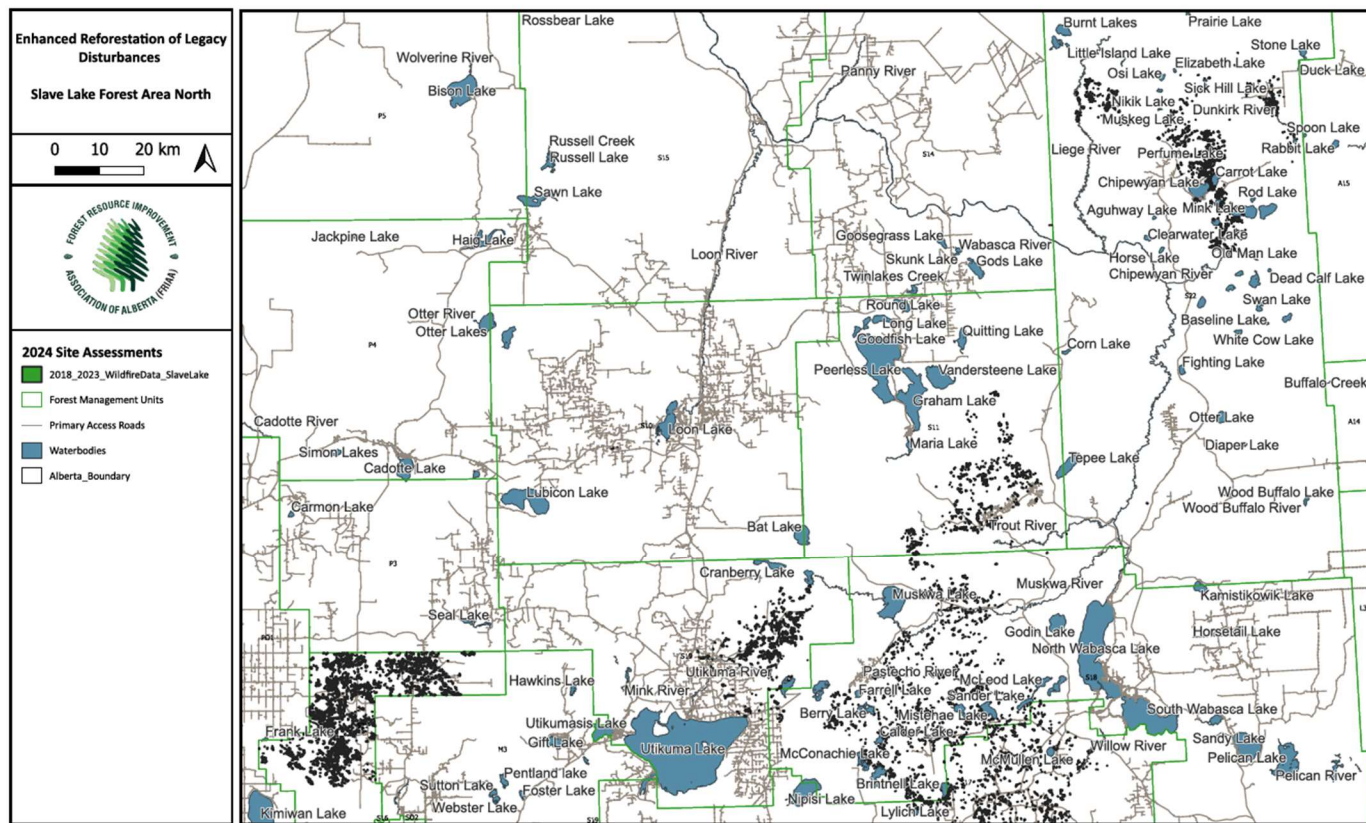
FRIAA – EnRLD – 2024 Site Assessment Project



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