



RFP-#1-Aqua-2006:

Request for Proposal (RFP)

Legislative Assembly of British Columbia
Special Committee on Sustainable Aquaculture

**A SURVEY AND ASSESSMENT OF THE ECONOMIC IMPACTS AND
PROSPECTS OF THE SALMON FARMING AND WILD SALMON
INDUSTRIES IN BRITISH COLUMBIA**

Issue Date: May 8, 2006

Closing Location:

Office of the Clerk of Committees
Legislative Assembly of British Columbia
Room 224, Parliament Buildings, Victoria, B.C., V8V 1X4
Attention: Craig James, Clerk Assistant and Clerk of Committees

Closing Date and Time

Proposals must be received by:
5:00 p.m. (Pacific Standard Time) on May 26, 2006

Contact Person:

Craig James
Fax: 250 356-8172
E-mail: Aquaculture@leg.bc.ca

Background

The Special Committee on Sustainable Aquaculture is an all-party committee of the Legislative Assembly of British Columbia. Parliamentary committees are appointed by the Legislative Assembly of British Columbia to undertake business on behalf of the Assembly. Committees are comprised of Members of the Legislative Assembly. Committees derive their powers from the terms of reference provided by the House and must report their findings back to the House. For further information, please visit our website at: <http://www.leg.bc.ca/cmt/aquaculture>

Purpose of the Request for Proposal

The purpose for the request for proposal is to inform potential proponents and to solicit proposals to conduct a survey and assessment of the economic impacts and prospects of the salmon farming and wild salmon industries in British Columbia.

The results of this survey and assessment will be an integral component in the Special Committee on Sustainable Aquaculture's mandate to examine:

1. The economic and environmental impacts of the aquaculture industry in B.C.
2. The economic impact of aquaculture on B.C.'s coastal and isolated communities.
3. Sustainable options for aquaculture in B.C. that balance economic goals with environmental imperatives, focusing on the interaction between aquaculture, wild fish and the marine environment.
4. B.C.'s regulatory regime as it compares to other jurisdictions.

Project Summary

In accordance with a motion passed by the Special Committee on Sustainable Aquaculture, the Committee requests:

Primary Components

1. An economic analysis of the salmon farming industry in British Columbia.
2. An economic analysis of the wild salmon commercial and sport fishery industries in British Columbia.

Secondary Components

3. An economic analysis of other industries impacted by the industries above.
4. An assessment of the economic impacts created by the aquaculture industry on the industries reliant on wild salmon.

It is expected that the proponent will:

- Utilize existing data that has been compiled by businesses, provincial, and federal agencies and other organizations when possible.

- Design a survey instrument to collect scientifically-sound information and data that can be used to quantify all relevant economic activity in the province.
- Provide estimates of the overall expenditures associated with the above mentioned industries.
- Include in the analysis the estimates of the aggregate economic activity, as well as estimates broken down by geographic region.
- Include in the analysis estimates of direct and indirect economic impacts, including, but not limited to, payroll, employment, employment income, costs, government revenue, and other economic activity.
- Assess the industry's potential to generate tax revenue and create jobs, based on global markets and competition, existing regulatory limits, and social and environmental constraints to industry growth

Term of Contract

The Contract will be for a period of six months, commencing June, 2006.

Expectation of the Proposal

In describing your approach to each component, please identify the methodology, including the kinds of information you would intend to collect and how you would structure the data gathering and planning process.

In making a proposal, proponents should not feel limited to the above-outlined scope or descriptions of each component. Where appropriate, proponents are encouraged to elaborate on alternative ways of quantitative and qualitative measurement of these components to optimize the outcome of the project.

Your proposal may also choose to address all or some of the components.

When selecting the vendor, particular attention will be given to those who have demonstrated expertise in understanding the structure and dynamics of the salmon farming industry.

Time Frame

May 5, 2006	RFP sent to BC Bid
May 26, 2006	Deadline for proposal submission
May 26-June 2, 2006	Evaluation and short-listing of proposals
June 5, 2006	Consultant will be recommended to the Committee
June 8, 2006	The successful consultant will be contacted and, upon signing the contract, project work will begin
June-December, 2006	Consultant will complete reviews of the industries
December 8, 2006	Consultant's report to be deposited with the Clerk of Committees
December, 2006	Consultant to meet with the Committee to review report and answer questions from the Committee

Administration

The following provisions will apply to this Request for Proposal (RFP) and to any subsequent contract. Submission of a proposal in response to this RFP indicates acceptance of all the following provisions.

Request for Proposal Process

Enquiries

All enquiries related to this RFP are to be directed, in writing, to the contact person identified on this front page of this RFP. Enquiries must be communicated to the contact person at least five days prior to the RFP closing date.

Five (5) complete copies of each proposal must be received by May 26, 2006 at:

Room 224
Parliament Buildings
Victoria, BC V8V 1X4
Attention: Craig James

Proposals must not be sent by facsimile or e-mail. Proposals and envelopes containing proposals should be clearly marked with the name and address of the proponent, and the words "Proposal for Special Committee on Sustainable Aquaculture"

Late proposals will not be accepted and will be returned unopened to the sender.

Proposal Preparation

The following format and sequence should be followed in order to provide consistency in proponents' responses and to ensure each proposal receives fair consideration. All pages should be consecutively numbered.

Title page: Must include a description of the Proponent and its industry experience. This page must also include a contact for all questions and clarifications arising from the proposal. Include the person(s) name, title, Proponent address, telephone, fax and e-mail.

Table of contents: Including page numbers.

Executive summary: Include key features of the proposal and a commitment to meeting project deadlines.

Body: The body of the proposal should include Vendor qualifications, proposed methodology, and details of proposed costs and pricing.

Failure to address all criteria will impair the proposal. The proposal evaluation team is not obligated to seek clarification of vague or incomplete information.

Prices for the financial statement audit should be all-inclusive, and be firm for the entire period covered by the contract.

Additional Terms

Irrevocability of Proposal

By submission of a clear and detailed written notice, a proponent may amend, or withdraw, its proposal prior to the closing date and time. At closing time, all proposals become irrevocable.

Proposals must be open for acceptance for at least 14 days after the closing date. By submission of a proposal, a proponent agrees that should its proposal be successful the proponent will enter into an Agreement.

Changes to Proposal Wording

A proponent will not be permitted to change the wording of its proposal after closing, and no words or comments may be added to the proposal unless requested by the Committee for purposes of clarification.

Proponents' Expenses

Proponents are solely responsible for their own expenses in preparing a proposal. If the Committee elects to reject all proposals the Committee will not be liable to any proponent for any claims, whether for costs or damages incurred by the proponent in preparing the proposal, loss of anticipated profit in connection with any final agreement, or any other matter whatsoever.

Further to the preceding paragraph, a proponent, by submitting a proposal, agrees that it will not claim damages, for whatever reason, relating to the agreement or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the proponent in preparing its proposal and the proponent, by submitting a proposal, waives any claim for loss of profits if no agreement is made with the proponent.

Acceptance of Proposal

This RFP should not be construed as an agreement to purchase services. The Committee is not bound to enter into an agreement with any proponent that submits the lowest priced proposal or with any proponent.

No proponent will acquire any legal or equitable rights or privileges relative to the services prior to full execution of a written agreement for the services required.

Liability for Errors

While the Committee has spent considerable effort to ensure an accurate presentation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for proponents. The information is not guaranteed, or warranted to be accurate, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

Modification of Terms

The Committee reserves the right to modify the terms of this RFP at any time in its sole discretion. This includes the right to cancel this RFP at any time prior to entering into an agreement with a successful proponent.

Ownership of Proposals

All documents, including proposals, submitted to the Committee become the property of the Committee. They will be received and held in confidence. The Committee is not subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

Confidentiality of Information

This document, or any portion thereof, may not be used for any purpose other than the submission of proposals.

Conflict of Interest

Proponents must fully disclose in writing, prior to the closing date of this RFP, the circumstances of any possible conflict of interest if the proponent were to become the successful contracted party for this project. The Committee may reject a submitted proposal if there is or could be a perceived conflict of interest.

Evaluation of Proposals

Evaluation and Selection

The Committee will first check proposals against the mandatory requirements. Proposals not meeting all mandatory requirements will be rejected without further consideration.

Only the information contained in the proposal will be used to evaluate the proposal. There will not be an opportunity to make a presentation to the Committee beyond the information contained in the proposal. The Committee may wish to reserve the right to call for a presentation in person for the top finalists.

Unsuccessful Proposals

At the conclusion of the RFP process, all proponents will be notified.

Mandatory Requirements

- The proposal must be received at the closing location by the specified closing date.
- The proposal must be in English and must not be sent by facsimile or email.