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and Renewable Energy Research.



Request for Proposals

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Scoping an Atlantic Hydrogen Strategy

RFP Release Date: 14/12/2021

Proposal Due Date: 14/01/2022

Contact

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1. Introduction

OERA is an independent, not-for-profit research organization that funds research aimed at reducing risk and encouraging the sustainable development of Atlantic Canada's energy resources. OERA supports research into renewable energy technologies, cleantech initiatives and geoscience by facilitating collaborative, made-to-order teams of experts. As a member of the [50-30 Challenge](#) OERA is committed to increasing workforce diversity in the energy sector.

This Request for Proposals (RFP) is issued by OERA, acting as the secretariat for the Atlantic Hydrogen Alliance (AHA). This work supports AHA's goal of supporting the development of an economically viable clean hydrogen value chain that will enable the transition to a prosperous low-carbon economy in Atlantic Canada.

2. Context

This is a pivotal time for the energy industry. Governments around the world, including in Atlantic Canada, have set ambitious goals to achieve net-zero greenhouse gas (GHG) emissions by 2050. Traditional deep decarbonization strategies like energy efficiency, decarbonizing electricity supply and widespread electrification of end-uses have been identified as important measures toward achieving this goal, but will not guarantee net-zero GHG emissions.

To achieve net-zero emissions, we must fundamentally transform the energy system. Production, storage, distribution and consumption of energy will change while the delivery of reliable, resilient and affordable energy will need to be guaranteed. This transition will require the use of multiple energy types.

Two recent studies provided a techno-economic assessment of the role that hydrogen could play in Atlantic Canada's energy system transition. The [Feasibility Study of Hydrogen Production, Storage, Distribution, and Use in the Maritimes](#) and the [Feasibility Study of Hydrogen Production, Storage, Distribution and Use in Newfoundland & Labrador](#) determined that hydrogen has the potential to be an essential part of the energy mix in Atlantic Canada.

Governments around the world, including the Government of Canada and several provinces, are developing and executing hydrogen strategies that are building global momentum. Atlantic Canada has yet to develop a hydrogen strategy.



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OERA is therefore requesting the submission of proposals for a report that (1) reviews established hydrogen strategy creation methods, (2) includes a detailed scope of work and a potential outline of an Atlantic Canadian hydrogen strategy, and (3) develops a stakeholder engagement framework document.

3. Objectives

The objective of this RFP is to obtain the services of a consultant (the Respondent) to prepare a report that could act as the basis for the creation of an Atlantic Canadian hydrogen strategy.

4. Scope of Work

The scope of work consists of three primary tasks:

Task 1: Information Review and Data Gathering

Task 2: Analysis of Gathered Data and Information

Task 3: Reporting

The final deliverables must cover the following topics, although the report structure can be defined by the proponent.

1. Overview of Other Hydrogen Strategies

The report should review and compare the methodologies used in other jurisdictions in the creation of their respective hydrogen strategies. The jurisdictions are to be defined by the respondent. The report should determine which methods and tools are appropriate for the creation of an Atlantic Canadian hydrogen strategy.

2. Scope of Work & Strategy Outline

Based on the findings of section 1, the report should develop and describe a scope of work for the creation of an Atlantic Canadian hydrogen strategy. While being mindful of a regional approach, special attention should be given to key stakeholders, existing infrastructure, and economic characteristics of each province. The scope of work should include detailed descriptions of each task, including estimates for



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resource needs, budget, and timeline. Based on the scope of work, the report should include a suitable outline for a potential Atlantic Canadian hydrogen strategy. The outline is expected to include the headings and subheadings of all sections that a final strategy should include. The outline can include regional and province-specific sections. The Respondent is not expected to contribute to the content of the sections.

3. Stakeholder Engagement Framework

The Respondent should develop a framework that could be used to guide a comprehensive stakeholder engagement process in all four Atlantic provinces. The framework should characterize and prioritize regional and province-specific stakeholders and stakeholder groups. The report should comment on each group's expected role in the potential strategy creation process and should define suitable engagement methods, as well as a suitable engagement timeline. The respondent is not expected to implement the plan; rather this section should outline how an engagement process could be structured and implemented.

5. Deliverables

Upon project completion, the proponent will provide:

(1) A report that presents the findings of Tasks 1 – 3. Both a draft version and final version are required with the opportunity for the review committee to recommend reasonable changes to the draft version for inclusion by the proponent in the final version before the project ends.

(2) Presentations (in PowerPoint) to the review committee to accompany submission of the draft and final versions of the report. The presentations will review the project and its main findings.

6. Timelines

The proponent is expected to host regular project status meetings via video conference. OERA will host the kickoff meeting. The following timeline outlines OERA's expectations with respect to timing.



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Proposal due date:	14/01/2022 (5 pm AST)
Project kickoff:	Late January
Final report:	24/03/2022 (latest)

7. Funding

Funding available for this project is capped at a maximum of CAN \$25,000 including professional fees, expenses, and taxes. Include a breakdown of all estimated project costs in the proposal. Proposals that exceed this amount will not be considered. Note that proposals will be rated first in terms of experience/team/work plan and second in terms of value. Please include hourly rates in the proposal.

Please note that OERA reserves the right not to proceed with project award.

8. Proponent Qualifications

The successful applicant must demonstrate knowledge of Atlantic Canada's energy system and its key stakeholders. Experience with creating hydrogen strategies is beneficial. Proposals should explain the experience and qualifications of the project team and provide references where available (both literature and previous clients).

Proposal Requirements

- The proposal should be concisely worded with clearly described objectives, methods, budget, schedule, and deliverables. Maximum 15 pages excluding appendices, title page, and cover letter. Please assemble all components into a single PDF document.
- The proposal should include a description of the Respondent's organization and its relevant experience with similar projects. The Respondent must also describe the relevant work experience of the key staff assigned to this project and their roles on the project. This material should be summarized in the body of the RFP and can be presented in more detail, if needed, in the appendix.



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- Please provide a project organizational chart showing the role and reporting hierarchy of project partners, and reporting lines to the OERA review committee.
- A single electronic document is sufficient. Please ensure the proposal or cover letter is signed by an officer or equivalent with authority to bind the Respondent to the statements made in the proposal.
- The electronic copy should be uploaded in PDF format to the OERA-FTP site available at <https://oera.sharefile.com/r-r0de5c6b2a99b4fc09d8c05fb05d5c4cc>: The file name should include an abbreviated form of the proponent’s name.

9. Questions and Clarifications

OERA will accept content-related questions from interested applicants on an ongoing basis until 05/01/2022. A Q&A page will be available on the OERA website <https://oera.ca/opportunities/request-proposals/scoping-atlantic-canada-hydrogen-strategy>. The names and organizations of those submitting questions will remain anonymous; only the question and OERA’s response will be posted. Interested parties are encouraged to check the Q&A page for updated information and/or clarifications that may help in completing their proposal. The Q&A page will only be available if content-related questions have been received.

Please submit your questions by email to Tilda Hadley (thadley@oera.ca).

10. Evaluation

This project will be administered through OERA. As shown below, proposals will be quantitatively evaluated against a set of criteria.

Factor	Weight
Experience and Knowledge: Qualifications, experience and capabilities of the company and delivery team; demonstration of knowledge relevant to this study.	30%
Project Plan, Approach and Methodology: Proponent demonstrates an understanding of the project service requirements and has outlined a clear and effective work plan. Proposal describes the objectives, methodology, milestones	30%



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Factor	Weight
and deliverables, and a sound approach in undertaking this project. Communication format and frequency between the proponent and OERA are clearly described. Proponent describes an achievable schedule with well-defined milestones and demonstrates the ability to complete the work on or before the desired completion date	
Proposal Presentation and Organization: The proposal includes all RFP requirements, demonstrates attention to clarity, grammar, presentation, and comprehensibility.	20%
Value: The project will offer good value for the proposed budget. The budget is clear, convincing, and well-described.	20%
Total:	100%