[Proponent Name]

[Bid Number] [Configuration ABC]

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# MINIMUM CRITERIA:

### 5.1 Proponent Requirements

1. **Legal name of Proponent or expected legal name of Proponent**
2. **Primary and secondary contact information[[1]](#footnote-2)**

|  |
| --- |
| **Primary Contact Information** |
| Name: |  |
| Email: |  |
| Phone: |  |

|  |
| --- |
| **Secondary Contact Information** |
| Name: |  |
| Email: |  |
| Phone: |  |

1. **Project Team, including the Project roles of members of the Key Personnel**
2. **Description of the corporate structure and ownership breakdown**

### 5.2 Renewable Low-Impact Electricity

1. **Primary energy source for the Project’s Renewable Low-Impact Electricity**
2. **High level Project summary**
3. **Description of the Project**
4. **Description of the Project’s technical risks, including their estimated likelihood and mitigation measures**

### 5.3 New Build or Expansion

(*See Configuration Spreadsheet*)

### 5.4 Cyber Security

1. **Description of how the Proponent will use cyber security tools and adhere to standards on security**
2. **Cyber security measures and controls that will be used to mitigate cyber risks and help prevent, respond to and recover from cyber incidents and threats, and relevant direct outputs and ‘bigger picture’ outcomes**
3. **Canadian Cyber Security Tool results, from no earlier than Jan 1, 2022 (*Attached as Appendix 5.4C – Canadian Cyber Security Tool Results*)**

### 5.5 Interconnection Feasibility Study

1. **Interconnection details:**

|  |  |
| --- | --- |
| **Required Input** | **Response** |
| i. | Interconnection Request Number |  |
| ii. | Whether the Interconnection Request is for ERIS, NRIS, or both |  |
| iii. | Point of interconnection |  |
| iv. | Voltage of the interconnection |  |

1. **(*Attached as ‘Appendix 5.5B - Interconnection Feasibility Study’*) Completed Interconnection Feasibility Study**
2. **Single-line diagram**

### 5.6 Location:

1. **Zone**
2. **Latitude and longitude**
3. **Scaled Site plan map and its relation to: local communities, structures and occupied buildings, transportation facilities, proposed routes of access, parks and protected areas, and water**
4. **Scaled Site plan map of the Site including individual and labeled Property Identifier(s) (PID) numbers, the Generation Facility, Interconnection Facilities to the point of interconnection, and access roads**
5. **(*Uploaded to the folder titled ‘5.6E Project Boundary’ in the information sharing platform*) An outline and buildable area maps of the Project Boundary (shapefiles must include the following file extensions at a minimum: .shp, .shx, .dbf, and .prj.) Access roads must use the line feature with proposed width.**

### 5.7 Energy Rate

(*See Configuration Spreadsheet*)

### 5.8 Commercial Operation Date

1. **Scheduled Project COD**
2. **Project timeline**
3. **Description of the Project’s timeline risks, including assumptions for timing, the Proponent’s estimated likelihood of meeting the scheduled COD, and mitigation measures for risks to on-time completion**

### 5.9 Energy Bid

1. **(*See Configuration Spreadsheet*)**
2. **(*See Configuration Spreadsheet)***
3. **Brief description of how the 8760-hour production profile was created**

### 5.10 Nameplate Capacity

(*See Configuration Spreadsheet*)

### 5.11 Generation Technology

1. **Proposed original equipment manufacturer and model for each unit**
2. **Number of units**
3. **Capacity of each unit**
4. **(*Attached as ‘Appendix 5.11D – Generation Technology Technical Characteristics’*) Technical characteristics and technical standards**
5. **(*Attached as ‘Appendix 5.11E – Evidence of Certification Requirements’*) Evidence of type certification by a reputable and internationally recognized body, or a written statement signed by an authorized officer of the original equipment manufacturer of the generation technology that it reasonably expects to receive certification by the scheduled COD**

### 5.12 Procurement & Construction

1. **List of proposed contractors and service provider(s) for procurement and construction related activities and a summary of their relevant experience**
2. **Summary of proposed contractors and service provider(s)’ prior experience constructing or procuring materials for the development of at least one Renewable Low-Impact Electricity Generation Facility of the same type as the Facility**
3. **Description of the competitive process proposed to be used to obtain bids and cost assumptions for procurement and construction services**

### 5.13 O&M

1. **List of proposed service provider(s) for O&M related activities and summary of their relevant experience**
2. **Summary of proposed service provider(s)’ prior experience providing O&M for the development of at least one Renewable Low-Impact Electricity Generation Facility of the same type as the Facility**
3. **Description of the competitive process proposed to be used to obtain bids and cost assumptions for O&M services**

### 5.14 Governance

1. **Completed ED&I Plan OR**
2. **Evidence that the Proponent has signed onto an ED&I public commitment, which must include:**
3. **The name of the public commitment**
4. **Organization managing the public commitment**
5. **Details of the public commitment**
6. **Overview of how the Proponent will meet the public commitment**

### **5.14.2 Public Commitments (If applicable)**

1. **(*Attached as ‘Appendix*** ***5.14.2.A – Public Commitment Confirmation’*) Written confirmation from the coordinating organization as proof that the Proponent signed on to the public commitment**

### 5.15 Risk Management, Approvals & Permits

1. **Completed Environmental Risk Questionnaire, for which the PA has provided a template in Appendix 8.5 of the RFP and Section 6.2.4 of the Configuration Form**
2. **(*Attached as ‘Appendix 6.2.4.C – Supporting Evidence for Environmental Risk Questionnaire’*) Supporting evidence for the Environmental Risk Questionnaire, which must include a sound contour map and if applicable, field investigations or field surveys**
3. **(*Attached as ‘Appendix 5.15C – Approvals & Permits Matrix’*) Complete and detailed Approvals & Permits Matrix, for which the PA has provided a template in Appendix 8.6 of the RFP**

# SCORED CRITERIA

## 6.1 Price

(*See Configuration Spreadsheet*)

## 6.2 Project Risk & Maturity

### 6.2.1 Resource Assessment

1. **(*Attached as ‘Appendix 6.2.1.A – Resource Assessment’*) Current resource assessment for the appropriate primary energy source**
2. **a cover letter which includes:**
	1. **a summary of the resource assessment;**
	2. **a description of the methodology used to conduct the resource assessment;**
	3. **a description and map of all onsite meteorological equipment utilized for data collection;**
	4. **a summary of energy analyses, including energy production estimates plus gross and net capacity factors at each turbine location; and**
	5. **a summary of the uncertainty analyses conducted**
3. **(*Attached as ‘Appendix 6.2.1.C- ‘Qualified Meteorologist’*) Resume or short biography of the Qualified Meteorologist that has authored the resource assessment**

### 6.2.2 Financing Experience & Plans

1. **Description of one or more Renewable Low-Impact Electricity Generation Facilities of an aggregate of at least 10 MW developed by the Project Team that achieved successful financing and commercial operation, and details in connection with such financing**
2. **Summary of the Total Costs**
3. **Comprehensive and reasonably achievable plan for how the Total Costs will be financed**
4. **Description of any sources of federal funding used in the Energy Rate assumptions**

### **6.2.2.1 Soft Commitments (If applicable)**

1. **Details of any Soft Commitments**
2. **(*Attached as ‘Appendix 6.2.2.1B – Evidence of Soft Commitments’) -* Evidence in support of the Soft or Firm Commitments**

### **6.2.2.2 Self-Financing (If applicable)**

1. **De****tails of self-financing**
2. **(*Attached as ‘Appendix 6.2.2.2B – Evidence for Self-Financing’*) Evidence in support of eligibility for self-financing, which must include two years of audited financial statements**

### 6.2.3 Experience

1. **(*If the Proponent chooses to submit resumes, they must be uploaded to the folder named ‘6.2.3A Resumes’ in the information sharing platform*) Resumes or short biographies for Key Personnel[[2]](#footnote-3)**
2. **Description of relevant planning, developing, financing, constructing, and operating experience from the Project Team (name, location, type of Renewable Low-Impact Electricity Generation Facility, COD, and size expressed as a percentage of the capacity for the Facility)**

### 6.2.4 Environmental Risk

1. **Completed Environmental Risk Questionnaire, for which the PA has provided a template below:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Questions**  | **No** **(0 pts)** | **Yes** **(+0.5 pts)** |
| Landscape Fragmentation | 1. Does less than 30% of the Project Boundary overlap with Mature Forest or Multi-Aged/Old Forest on the Provincial Landscape Viewer (or alternate source of evidence as noted in Section 6.2.4)?
 |  |  |
| Landscape Fragmentation | 1. Does the Site have a higher density of roads than 0.6 km/km^2 on the Provincial Landscape Viewer (or alternate source of evidence as noted in Section 6.2.4)?
 |  |  |
| Regional Ecological Connectivity | 1. Is the Project Boundary located more than 500m from an existing or pending park or Protected Area > 500 ha on the Protected Areas interactive map?
 |  |  |
| Fine-Filter Biodiversity Elements | 1. Does the Project Boundary avoid overlap with endangered or threatened species occurrences, core habitat, or critical habitat?
 |  |  |
| Fine-Filter Biodiversity Elements | 1. Does the Project Boundary avoid the use, crossing or impact of federally or provincially protected lands?
 |  |  |
| Human Health | 1. Does the Project cause shadow flicker less than 30 mins per day and/or 30 days per year at any permanent or seasonal receptor based on modeling? (Only applicable to wind Projects; if solar respond “Yes”)
 |  |  |
| **Category** | **Questions**  | **No** **(-0.5 pts)** | **Yes****(+0.5 pts)** |
| Wetlands | 1. Does the Project Boundary avoid overlap with Wetlands?
 |  |  |
| Mi’kmaq Ecological Knowledge Study (MEKS) | 1. Has a MEKS been started and/or contracted for the Project?
 |  |  |
| Fine-Filter Biodiversity Elements | 1. Does the Project Boundary avoid overlap with special management practice zones on the Provincial Landscape Viewer (or alternate source of evidence as noted in Section 6.2.4)?
 |  |  |
| Migratory Birds/or Bats | 1. Does the Project Boundary avoid bird migratory staging areas, critical feeding areas and pathways (e.g. Important Bird Areas)?
 |  |  |
| Human Health | 1. Does modeling predict the Project will cause a cumulative noise level of less than 40 dB at any permanent or seasonal receptors? Modeling must include baseline noise. (Only applicable to wind Projects; if solar respond “Yes”)
 |  |  |

1. **(*Attached as Appendix 6.2.4B – Environmental Risk Maps*) The following maps that include the Project Boundary, per the instructions in Section 6.2.4 of the RFP**
2. **Mature Forests or Multi-Aged/Old Forest**
3. **Roads**
4. **Existing parks and/or pending Protected Areas**
5. **Significant Habitats and Old Forestry Policy Lands**
6. **Migratory corridors for birds and bats**
7. **Wetlands**
8. **Special Management Practice Zones**
9. **(*Attached as Appendix 6.2.4C*) If applicable, completed field investigations or field surveys**

### 6.2.5 Project Site

1. **(*See Configuration Spreadsheet*)**
2. **(*See Configuration Spreadsheet*)**
3. **(*Attached as ‘Appendix*** ***6.2.5C – Evidence of Site Control’*) Evidence of Site Control[[3]](#footnote-4)**

## 6.3 Local Engagement:

### 6.3.1 Engagement with the General Public

1. **Summary of opportunities for the general public to engage with the Project and (*Attached as* ‘*Appendix 6.3.1A – Evidence of opportunities for engagement’*) associated evidence**
2. **Summary of the information shared with the general public about the Project that that includes evidence that information prepared and distributed is accurate, current, and accessible**
3. **List of members of the general public that the Proponent has engaged with**
4. **Log of engagement activities with the general public**
5. **Summary of the short-term and long-term concerns and interests of members of the general public, the Proponent’s strategy to address them, and specific examples of the implementation of and/or alignment with input from the general public**
6. **(*Attached as ‘Appendix 6.3.1G – Report from the Community Consultant’*) Report from m5 Public Affairs that summarizes and evaluates Proponents’ efforts to engage with local communities**
7. **(*Attached as ‘Appendix 6.3.1G – Local Support and Opposition’*) Documentation measuring local support and opposition (e.g. surveys)**
8. **(*Attached as ‘Appendix 6.3.1H – Letters of Support’*) Letter(s) of support from local governments and/or groups**

### Engagement with the Mi’kmaq of Nova Scotia

1. **Summary of engagement activities with the Mi’kmaq of Nova Scotia communities in proximity to the Site using the six-steps provided by pages three to four of the Proponents Guide**
2. **Evidence of material feedback from the Mi’kmaq of Nova Scotia that has been implemented in the Project design and/or Proposal**

## 6.4 Social & Economic Benefits:

### 6.4.1 Ownership

1. **Description of the Projects’ ownership structure**
2. **(*Attached as ‘Appendix 6.4.1B – Business Structure’*) Official Documentation and other evidence setting out the details surrounding the Proponent’s business structure, notably, whether the Mi’kmaq First Nation of Nova Scotia possess a majority or minority ownership interest in the Project**
3. **(*Attached as ‘Appendix 6.4.1C – Evidence of Ownership Structure’)* Evidence that the ownership structure is mature and formalized through official documentation such as constituting corporate or partnership documents**
4. **Supporting information to demonstrate interests in the Project**

### 6.4.2 Social Programs

### 6.4.2.1 Capacity Building (If applicable)

1. **Detailed description of the Capacity Building activities and beneficiaries**
2. **Details on the timing, cost, and execution of the Capacity Building Plan**

### 6.4.2.2 Benefit Agreements (If applicable)

1. **Satisfactory proof that a Benefits Agreement exists with an identifiable counterparty OR**
2. **(*Attached as ‘Appendix 6.4.2.2B – Benefits Agreement’*) Proof of a clearly defined, mature and impactful plan to enter into a Benefits Agreement (such as a joint-letter with the impacted community)**

### 6.4.3 Economic Benefits

1. **Local economic development strategy overview**
2. **Local employment strategy overview**
3. **Local supply community strategy overview**
4. ***See Configuration Spreadsheet***

# CONFIDENTIALITY STATEMENT

**(Attached as ‘Appendix 2.9 – Confidentiality Statement’) All portions of the Proposal materials sought to be treated as “Confidential” and a written explanation that supports why this information is considered confidential.**

# APPENDICES[[4]](#footnote-5):

### Appendix 5.4.C – Canadian Cyber Security Tool Results

### Appendix 5.5.B – Interconnection Feasibility Study

### Appendix 5.11.D – Generation Technology Technical Characteristics

### Appendix 5.11.E – Evidence of Certification Requirements

### Appendix 5.14.2.A – Public Commitment Confirmation

### Appendix 5.15.C – Approvals and Permits Matrix

### Appendix 6.2.1.A – Resource Assessment

### Appendix 6.2.1.C – Qualified Meteorologist

### Appendix 6.2.2.1B – Evidence of Soft Commitments

### Appendix 6.2.2.2B – Evidence for Self-Financing

### Appendix 6.2.4B – Environmental Risk Maps

### Appendix 6.2.4.C – Supporting Evidence for Environmental Risk Questionnaire

### Appendix 6.2.5.C – Evidence of Site Control

### Appendix 6.3.1A – Evidence of Opportunities for Engagement

### Appendix 6.3.1.F – Report from Community Consultant

### Appendix 6.3.1.G– Local Support and Opposition

### Appendix 6.3.1.H– Letters of Support

### Appendix 6.4.1.B – Business Structure

### **Appendix 6.4.1C – Evidence of Ownership Structure**

### Appendix 6.4.2.2.B – Benefits Agreement

### Appendix 2.9 – Confidentiality Statement

1. Expected to match the contact information submitted in the Notice of Intent to Bid. If these contacts are no longer applicable, the Proponent must notify the PA. [↑](#footnote-ref-2)
2. Limited to two pages [↑](#footnote-ref-3)
3. Applicable to Sites on private land [↑](#footnote-ref-4)
4. Note: The Appendices must be attached as separate documents, alongside the submission of the Configuration Form. See the Proposal Submission Instructions for more details. [↑](#footnote-ref-5)