



Economic Measures Review

REQUEST FOR PROPOSALS

Inuvialuit Final Agreement Section 16: Review of Economic Achievements

November 24, 2021

PART A: GENERAL INFORMATION FOR PROPONENTS

Key Anticipated Dates

RFP Issue Date	November 24, 2021
Deadline for Questions and Inquiries:	January 19, 2022
Final Addendum Issued:	n/a
Proposal Submission Deadline:	January 26, 2022
Award of Contract:	March 11, 2022 (or TBD)
Commencement of Economic Measures Review:	TBD
Completion of Research Framework:	May 1, 2022 (or TBD)
Completion of Economic Measures Review:	March 11, 2023 (or one-year from Award of Contract)

Key Contacts

Piers Kreps
Associate Director, Government Affairs, Inuvialuit Regional Corporation (IRC)
Email: pkreps@inuvialuit.com

Oversight Committee

Proposals for the stated work (“**Economic Measures Review**” or “**Review**”) are sought by the Section 16 Oversight Committee (“the Oversight **Committee**”), which reports to the Inuvialuit Final Agreement – Implementation Coordinating Committee. The Oversight Committee is comprised of representatives from the Inuvialuit Regional Corporation (“**IRC**”), the Government of Yukon (“**YG**”), the Government of the Northwest Territories (“**GNWT**”), and the Government of Canada (“**GC**”).

NOTE: The IRC is the contracting party on this Request for Proposals and the Economic Measures Review and makes all decisions collectively with the Oversight Committee.

Enquiries & Amendments

All questions and enquiries concerning this Request for Proposal (“**RFP**”) must be submitted in writing no later than 16:00 MST on January 19, 2022. Questions and inquiries must be addressed to:

Piers Kreps
Associate Director, Government Affairs, Inuvialuit Regional Corporation
Email: pkreps@inuvialuit.com

All enquiries concerning this RFP must be in writing and must be submitted to the IRC, to the attention of Piers Kreps, Associate Director, Government Affairs, no later than January 19, 2022. The IRC is not required to provide a response and may share the enquiry with other prospective applicants

(“**Proponents**”). If the IRC decides to share an enquiry, it will send that enquiry to each Proponent, at the email address provided in their Proposal.

The IRC may amend RFP documents subsequent to the RFP Issue Date if deemed necessary. If the IRC decides to make any changes to the RFP Documents, such Amendment will be uploaded to the IRC website. Further, the Amendment will form part of the RFP Documents.

COVID-19

Proponents are responsible for their own awareness of the latest information regarding GNWT, YG, and GC requirements relating to COVID-19. Proponents must outline in their proposals the limitations, if any, that government requirements might have on their ability to perform the Review. Proponents must demonstrate in their proposals how they will address any issues they have identified arising from GNWT, YG and GC COVID-19 requirements.

Submission Guidelines

The following instructions apply to this RFP:

- a. Proposals must be received prior to **16:00 MST on January 26, 2022** (the “**Proposal Submission Deadline**”).
- b. Proposals are to be submitted by email to the Contact Person for this RFP:
Attention: Piers Kreps, Associate Director, Government Affairs (IRC)
Email: pkreps@inuvialuit.com
Subject: RFP Submission – Section 16
- c. Proponents are encouraged to identify themselves to the Contact as soon after the RFP Issue Date as possible to advise of their interest in submitting a proposal.
- d. Proposals must fully demonstrate to both the IRC and the Oversight Committee’s satisfaction how the Contractor will meet the requirements in the Scope of Work, the personnel that will be assigned to the project and their experience with similar work, the unit costs and estimates for completing the Work, and the timeline upon which the Work will be completed.
- e. The IRC may extend the deadline for proposals for any reason prior to the Proposal Submission Deadline by means of a written notice published on their website at <http://www.irc.inuvialuit.com/> (the “**IRC Website**”).
- f. IRC reserves the right to cancel and/or reissue this RFP at any time.

- g. IRC may make changes to RFP Documents subsequent to the RFP Issue Date if IRC deems it necessary. If IRC decides to make any changes to the RFP Documents, such change will be uploaded to the IRC Website.
- h. If a Proposal contains a defect, or fails to comply with the requirements of this RFP, the IRC and the Oversight Committee reserve the right, in its sole discretion, to accept the Proposal if it determines that the Proposal will best serve the interests of the Economic Measures Review.
- i. In the event all Proposals or amendments have material defects with the requirements of this RFP, the IRC reserves the right to cancel the RFP. The Oversight Committee reserves the right to accept the Proposal deemed to be in the best interest of the IRC and the Oversight Committee.
- j. Notwithstanding any other provision of this RFP, this is not a Request for Tenders and is not an offer to enter into either a bidding contract (often referred to as "Contract A") or a contract to provide goods and/or services (often referred to as "Contract B"). Proposals submitted in response to this RFP are done on a voluntary basis and shall not constitute tenders. The IRC is not bound to accept the Proposal that provides for the lowest price nor any Proposal of those submitted.
- k. The IRC and the Oversight Committee reserve the right to negotiate price, scope of work, or both, with the chosen Proponent.
- l. Only the execution of a written Agreement shall constitute the making of a contract. No Proponent shall acquire any legal, equitable, or contractual rights or privileges whatever until the contract is signed.
- m. **Notwithstanding any other provision of this RFP, a Proponent who responds to this RFP agrees to waive any and all claims for damages or compensation against the IRC and the Oversight Committee, or any of its directors, officers, agents, employees or representatives, including the Contact Person in any way arising out of this RFP process, including but not limited to the evaluation of proposals, a decision to award a contract, a decision not to award a contract, or a decision to cancel or reissue the RFP. This waiver will be for any and all claims including, but not limited to, claims in contract, tort, negligence, and gross negligence.**

[the rest of this page intentionally left blank]

PART B: WORK SCOPE AND DELIVERABLES

Introduction

The Inuvialuit Regional Corporation (IRC) represents the Inuvialuit, the Inuit of the Western Arctic. The IRC was established by the Inuvialuit Final Agreement (IFA), signed in 1984, which is a treaty under Section 35 of the Constitution Act, 1982. The basic goals of the IFA, as agreed to by Canada and Inuvialuit are “to preserve Inuvialuit cultural identity and values within a changing northern society; to enable Inuvialuit to be equal and meaningful participants in the northern and national economy and society; and to protect and preserve the Arctic wildlife, environment and biological productivity.”

The IFA contains 20 sections and several Annexes. Section 16 of the IFA, the focus of this RFP, requires the carrying out of a full and complete review of the efficacy of provisions concerning Economic Measures.

The economic measures public review required by this section, completed in year 2000, found that the economic objectives of the IFA have not been adequately met. A subsequent review is required under section 16.3 of the IFA. Each party to the IFA agrees that the economic measures review should support achievement of the following objectives as outlined in 16.2 (a) and (b) of the IFA:

- (a) full Inuvialuit participation in the northern Canadian economy; and
- (b) Inuvialuit integration into Canadian society through development of an adequate level of economic self-reliance and a solid economic base.

Furthermore, any review must also consider application of government programs in the ISR (IFA 16.5), opportunities provided to Inuvialuit to participate in economic planning in the ISR (IFA 16.4), and Economic Benefits arising from Inuvialuit employment on the Yukon North Slope (IFA 12.42 through 12.45).

The Oversight Committee has been struck to oversee the Section 16 Economic Measures Review. This Committee is composed of the IRC, Government of Yukon, Government of the Northwest Territories, and Government of Canada. The Committee is comprised of senior representatives responsible for the monitoring and ongoing implementation of the IFA.

The Committee, with IRC acting as the contracting party, is seeking proposals from qualified economists, evaluation firms or consultants to provide a full Review of implementation of Section 16 obligations. The results from this Review will inform the IFA Implementation Coordinating Committee which has representatives from each Government, the Inuvialuit Regional Corporation, and the Inuvialuit Game Council. These parties are jointly responsible for the ongoing implementation of the IFA.

Scope of Work

IRC requires the Review be conducted by a qualified economist/evaluation firm (if selected, “the **Contractor**”), with proven expertise and experience working in the area of socio-economic development in northern/remote/Indigenous societies within Canada. Primary expertise and experience shall be directly relevant to both economics and society. Of added benefit will be demonstrated strengths in the areas of the political economy, labour markets, demography. The Review will focus primarily on evaluation of the objectives as outlined in Section 16 of the IFA.

The parties to the IFA, the IRC and Canada, along with the Government of Yukon and Government of the Northwest Territories, are in possession of records, data and information from the previous Section 16 Economic Measures review and additional information related to society and the economy. This information, in addition to other information provided by the Parties or information gathered by the Contractor, will be analyzed and evaluated by the Contractor. The Contractor will provide the analysis and conclusions of the Review in the form of a final report.

General Responsibilities

The Contractor will be responsible for all the activities and resources associated with the Review, including but not limited to:

- a. Bi-weekly progress reports to the Committee, or as required by the Committee.
- b. Commitment to comply with all Federal, GNWT, YG and local privacy requirements and policies.

Upon award of contract, IRC will provide the following to the Contractor:

- a. Relevant and available economic and socio-economic datasets and information.
- b. Other information as deemed relevant by the IRC and the Oversight Committee.
- c. Previous documentation including, but not limited to:
 - Previous Economic Measures Review
 - Technical Reports
 - Evaluation Measures Action Plan
 - IRC Report Card on Economic Measures
- d. Contacts for Oversight Committee members and other officials

Required Sections

The Contractor agrees to include the following sections in their report:

1. Executive Summary
2. Introduction
3. Methodology
4. Analysis and Relevant Findings: Inuvialuit economy
5. Limitations
6. Conclusions & Next Steps

It is expected that the Contractor will consider data and findings from the previous review, particularly in the Introduction and the Analysis and Relevant Findings: Inuvialuit Economy sections.

Economic Measures Review Deliverables

A general outline of Review deliverables is presented below but should not be considered exhaustive, and should not limit the Contractor as to what is presented in their proposal as required work. The Oversight Committee will review draft sections and provide feedback for potential adjustment.

1. Consultation Meeting(s) with the “Oversight Committee” for the Section 16 Economic Measures Review;
2. Research Framework;
3. Draft Methodology section;
4. Draft Analysis and Relevant Findings: Inuvialuit Economy section;
5. Draft Limitations section;
6. Draft Conclusions and Next Steps section;
7. Draft “Final Report”; and
8. Final Report.

The sections outlined above in the deliverables will address the following demands:

1. Consultation Meeting(s)

The Contractor will convene the Oversight Committee for consultation meetings. This will include a run over of the successful proposal, negotiations of contract terms, and an overview of next steps. Initial meeting(s) will focus on negotiations of a contract between the Contractor and the IRC and the Committee. Following Execution of the Agreement and when requested by the Contractor and directed by IRC, subsequent meetings will focus the next steps and any necessary consultations.

2. Research Framework

The Contractor will design, complete, and submit a research framework. The Research Framework will be informed by information from the previous Section 16 Review, the Contractor’s experience and expertise, and guidance from the Oversight Committee. This research framework will demonstrate the basic structure underlying Inuvialuit economic measures, including the condition of the Inuvialuit economy, and, by extension, Inuvialuit society. The Contractor will provide a draft of the research framework to the Oversight Committee for its input and review

3. Methodology

The Contractor will prepare a draft methodology section. This section will identify the Contractor’s proposed approach and system of methods to conduct the Review. Methodologies are expected to include where possible ‘informal economies’/ ‘traditional economies’ into the analysis of economic wellbeing, as it relates to the objectives as set out in 16(3) of the Inuvialuit Final Agreement.

4. Analysis and Relevant Findings: Inuvialuit Economy

The Contractor will provide the Oversight Committee with an overview of their findings as it relates to the achievement of the objectives as set out in 16(3) of the Inuvialuit Final Agreement. The Contractor will ensure there remains consistency with the northern Canadian economy and objectives of S. 16. The Contractor will provide a draft of the Relevant Findings: Inuvialuit Economy to the Oversight Committee for its input and review alongside the Conclusions and Next Steps.

5. Limitations

The Contractor will provide the Oversight Committee with a draft section highlighting the limitations to their findings and the overall report.

6. Conclusions and Next Steps

The Contractor will provide the Oversight Committee with a draft 'Conclusions and Next Steps' section. The Contractor will analyze the data and relevant findings to provide an overview of the efficacy of economic measures activities undertaken by parties to the IFA since its inception or for as long as available data provides. The 'Next Steps' are intended to take the form of a thematic breakdown of conclusions and limitations. This thematic breakdown will provide the Oversight Committee with targeted areas for further discussion at the IFA-Implementation Coordination Committee. The Contractor will also provide, as mentioned above, a draft of the Relevant Findings: Inuvialuit Economy section.

7. Draft Final Report

The Contractor will provide a final draft of the report to the Oversight Committee for its input and final review.

8. Final Report

The Contractor will reflect comments from the Oversight Committee into the 'Final Report'. The Final Report will be submitted to the Oversight Committee before a mutually agreed-upon deadline.

[the rest of this page intentionally left blank]

PART C: SUBMISSION REQUIREMENTS

PROPONENT QUALIFICATIONS

For the purposes of this work, a qualified Proponent must meet the following conditions:

- Has demonstrated experience as a prime consultant for evaluations and/or reviews relating to economics and society;
- Has demonstrated that proposed team members are experienced in the drafting of economic reports; and
- Can demonstrate a commitment to ensuring Inuvialuit content in the delivery of the Review.

RESPONSE CONTENT

As part of the response to this RFP, the Proponent shall provide:

1. Proposed Team and Relevant Experience of Team Members;
2. Experience of Firm with similar projects;
3. Proposed Improvements to Methodology/Scope of Work;
4. Proposed Inuvialuit Content;
5. Pricing (Cost Estimate Breakdown);
6. Unit Rates (Form A)
7. Proposed Schedule (Form B)
8. Limitations (including COVID-19 related limitations) and proposed mitigations

Experience of Team members

Experience of the proposed team members will be a significant factor in the evaluation of Proposals. IRC and the Oversight Committee expect that the firm will provide the proposed team members should they be successful in the contract award. The Contractor should indicate alternate or “back-up” personnel for key positions. For key positions, should neither the “A team” nor the “B team” back-up person be available, the Contractor will be considered in default.

The proposal must clearly identify the proposed time each team member will allocate to the project.

The Proposed Team Members (and their alternates) should be identified in an organization chart, which shows the proposed lines of reporting and/or communication to IRC and the Oversight Committee.

The Proponent should provide a resume for each proposed team member.

The proposed team members should demonstrate their experience working with and alongside Indigenous groups. They also must indicate whether or not they have experience incorporating traditional economies into previous research frameworks, projects, reviews and/or evaluations.

Experience of Firm

The Proponent should provide 3-5 projects with similar scope (Indigenous and/or northern is preferred but not essential). The description must include a brief description of the project, the role of the firm in the design and/or execution of the project, the innovations brought to the project by the firm which improved the project quality, and budget or schedule.

Proposed Improvements to RFP

The Proponent should identify any changes to this RFP scope of work, methodology or proposed deliverables which would improve, streamline or better support the Review.

Proposed Inuvialuit Content

The Inuvialuit economy includes a robust 'informal/traditional economy'. The Proponent is encouraged to include an analysis or proposed methodology, as outlined above, to capture these activities within informal/traditional economy.

Cost Estimate Breakdown

A cost estimate for the work is required. The bidder is expected to provide a cost estimate breakdown in an EXCEL format, outlining an estimate and breakdown for the aforementioned work deliverables.

Unit Rates (Form A)

The Proponent is expected to complete Form A, outlining the rates (for the duration of the project) of each person/position identified. The Proponents Rate Sheet (Form A) is to include all disciplines required to complete the work as described.

Proposed Schedule (Form B)

The Proponent should provide a proposed set of dates for the Review in the Milestone Schedule Form, assuming the following dates:

Award of Contract:	March 11, 2022 (or TBD)
Start of Work:	TBD
Completion of Research Framework:	May 1, 2022 (or TBD)

Limitations (including COVID-19 related requirements) and proposed mitigations

As described in PART A of this RFP, Proponents are responsible for their own awareness of the latest information regarding government requirements relating to COVID-19. Proponents must outline in their proposals the limitations, if any, that government requirements might have on their ability to perform the Review. Proponents must demonstrate in their proposals how they will address any issues they have identified arising from government COVID-19 requirements.

PROPOSAL EVALUATION

Proposals will be evaluated on the following criteria and evaluated on a 100-point scale:

CRITERIA	POINTS
Proposed Team & Firm Experience	25 + 5 (*)
Methodology	30
Unit Rates (Form A)	15
Proposed Schedule (Form B)	15
Limitations	10
TOTAL POSSIBLE SCORE	100

*Proposals will be graded specifically with considerations about Indigenous team-members and/or experience working with Indigenous settings and contexts. This component of team experience and/or business ownership will count for 5 points.

[the rest of this page intentionally left blank]

PART D: PROPOSED RATES AND MILESTONE DATES

FORM A: PROPOSAL RATE SHEET

The Proponent shall provide rates for various services, to be in effect for the duration of the contract, currently expected to include 2022 and 2023. Proposed rates should not include disbursement or taxes.

Professional Services

Description	Rate

Technical Services

Description	Rate

Administrative Services

Description	Rate

FORM B: PROPOSED MILESTONE DATES

The Proponent shall fill in their best estimate for the completion of the following milestones, as per descriptions provided in the RFP.

Project Phase	Milestone Completion Date
Award of Contract	March 11, 2022 (or TBD)
Consultation Meeting 1	
Consultation Meeting 2	
Consultation Meeting 3 (if required)	
Draft Research Framework	
Draft Methodology	
Draft Relevant Findings	
Draft Limitations	
Draft Final Report	March 10, 2023
Post-Review Meetings (if and when required or recommended)	
Project Closeout	April 6, 2023