



**40 Enman Crescent Suite 223 Charlottetown, PE C1E 1E6**

**902.368.3303 / Fax 902.894.9757**

## **Request for Proposals**

### **1.0 Purpose:**

The Construction Association of Prince Edward Island is inviting qualified consulting firms to submit a proposal and/or expression of interest in undertaking a Strategic Transportation Infrastructure Review. This study will provide an overview of global trends, challenges and opportunities affecting the Prince Edward Island economy, position the assets and the capacity of Prince Edward Island transportation infrastructure in this context, and recommend the top priority actions for the development of the Island's transportation infrastructure over the next decade.

### **2.0 Introduction**

Prince Edward Island's economy is heavily dependent on the quality of our transportation infrastructure. As an export oriented economy that relies on sales of seafood, agricultural, aerospace products in export markets, the reliability of our roads, ports, harbours, ferry service, airport, and fixed link is a key determinant in our collective prosperity. At the same time, this infrastructure plays a critically important role in driving our tourism industry.

As we look to 2020, it is appropriate that we take stock of our transportation infrastructure and assess future requirements. Over the last decade, the volume of cruise ships coming to Prince Edward Island has seen a three-fold increase with 2019 expected to see approximately 147,000 passengers and 96 Cruise ships. The planned berth expansion to be completed in 2019 will allow for significant added capacity. Total air passengers traffic in 2018 hit 370,730, representing a 30 percent increase over the last decade. No doubt, ongoing runway expansion hold the promise of added traffic.

At the same time, such positive growth has also been accompanied by pressing environmental factors. Climate change is having a detrimental impact on the harbours

and ports that commercial fishers rely on to land their catches and get their products to market. As we look forward, addressing or mitigating the impacts of climate change will need to be a strategic consideration of how we plan and develop our transportation infrastructure.

At present, Prince Edward Island lacks a comprehensive plan for the future of our transportation infrastructure and the critical role it plays in our economy. This preliminary statement of work sets out a framework of what such a piece of work could look like and how it could be undertaken.

### **3.0 Considerations**

#### **3.1 Stakeholders**

Transportation infrastructure is an important topic to a number of key stakeholder groups, including:

- Atlantic Canada Opportunities Agency (ACOA)
- The Government of Prince Edward Island key departments especially Transportation, Infrastructure and Energy
- The Construction Association of PEI
- The Federation of Agriculture
- The PEI Trucking Association
- The PEI Potato Board
- The PEI Food Island Partnership
- PEI Seafood Processors Association
- PEI BioAlliance Inc.
- Tourism Industry Association of PEI
- PEI Aquaculture Alliance
- PEI Road Buildings Associations
- Local Harbour Authorities
- Aerospace and Defense Association of Atlantic Canada
- Charlottetown Airport Authority
- Port of Charlottetown
- Northumberland Ferries
- Strait Crossing
- Indigenous/First Nations
- PEI Federation of Municipalities
- Fortis/Maritime Electric

### **3.2 Provincial Plans and Priorities**

The STIR is to be conducted in the context of the plans and commitments for transportation infrastructure and economic development outlined in Mandate letters for Ministers and related strategies including *PEI's Sustainable Transportation Action Plan*.

### **3.3 Regional**

The study will address regional considerations for future development of Prince Edward transportation infrastructure including:

- Linkages to transportation systems and modes in New Brunswick with Route 16 linking the Confederation Bridge to Nova Scotia as well as NB road and rail routes to the USA and Quebec.
- Atlantic interprovincial linkages in cruise ship industry.
- Linkages to transportation systems and modes in Nova Scotia especially the Halifax Gateway via both the Port of Halifax and the Halifax Stanfield International Airport.

### **3.4 Economic**

Planning for public infrastructure improvements in Prince Edward Island is set in the context of significant recent economic growth and overall population growth. The province has:

- Highest population growth rates in the country.
- Highest economic growth rates in the country.
- Record levels of exports with large volumes of Food, Aerospace and Bioscience shipments to the United States and other markets including China and European Union countries.
- Record tourism levels achieved and largely maintained in recent years.

The study will provide a better understanding of the future transportation needs of key economic sectors including:

- Food including both processing/value added and primary resource production in agriculture, fisheries, aquaculture and forestry.
- Tourism including the cruise ship industry
- Aerospace
- Advanced Manufacturing
- ICT
- Bioscience
- Transportation
- Construction

## 4.0 Project Management

The Construction Association of Prince Edward Island (CAPEI) will serve as the project secretariat. CAPEI will report to a Steering Committee made up of representatives from the Province and ACOA.

CAPEI is an appropriate choice to play this role given that its membership are involved in the construction of all types of transportation infrastructure. Moreover, a strategic assessment of PEI's transportation infrastructure needs aligns with CAPEI's mandate and focus. In particular, CAPEI's focus on labour market analysis and human resources programming is closely aligned with and driven by current and future trends in infrastructure spending.

## 5.0 Proposed Workplan

CAPEI will hire an individual or consulting firm with experience in transportation infrastructure supported by a research and communications secretariat. STIR would include a stakeholder engagement process to consult with the wide range of groups with a clear interest in transportation infrastructure.

Some of the key strategic issues that would be addressed by STIR would include:

- a. As our economy evolves, what will be the requirements for new transportation infrastructure to spurn future economic opportunity?
- b. What is the projected future cost of addressing these infrastructure needs?
- c. What will be the labour market requirements to support the timely development of new transportation infrastructure?
- d. How has climate change impacted the way in which we move people and products to and from Prince Edward Island?
- e. How can Prince Edward Island factor in climate change considerations when deciding upon future strategic infrastructure investments?
- f. What funding models can be utilized to support large-scale transportation infrastructure investment?
- g. Is there a need for an ongoing forum or organization to bring together stakeholders to address transportation infrastructure issues on a cross-sectoral basis?

## 6.0 Key Project Tasks

It is anticipated that CAPEI would undertake a number of tasks in support of the STIR, including, but not limited to:

- Examine the growth in the use of transportation infrastructure on Prince Edward Island and how expansion of such infrastructure has fueled economic growth;
- Develop a model for the economic impact of transportation infrastructure spending;
- Engage with transportation stakeholders (governments, airport, fishers, tourism, aerospace, food-processing, seafood, agriculture, etc.) to determine their infrastructure needs;
- Examine the impact of climate change on strategic transportation infrastructure;
- Explore federal funding programs and what their potential use for cost-shared infrastructure could mean;
- Develop a draft 10-year transportation plan; and
- Consult with stakeholders on the draft plan and produce a final report.

## 7.0 Deliverables

The key deliverable for the STIR will be a report that outlines a ten-year transportation infrastructure plan to support projected population and economic growth for the Province of Prince Edward Island. The plan will address the considerations outlined in this statement of work and will include input from the stakeholders identified. The report will also include:

- 7.1** An inventory of key provincial transportation assets to support continued economic development and population growth and an assessment of the capacity of each to support projected growth. The asset inventory would include but not be limited to the following:

- Modernized highway system and a complex network of feeder routes and local roads
- Charlottetown Airport
- Slemon Park Air Infrastructure
- Four deep water ports
- Numerous Small Crafts Harbours (SCH) of Fisheries and Oceans Canada
- Bridges at varying degrees of vulnerability to sea level rise
- Confederation Bridge
- Ferries for Wood Islands- Caribou and Souris- Magdalen Islands

- 7.2** Assessments of the future transportation infrastructure needs of the key economic sectors of PEI and other key stakeholder groups as they relate to the overall development of the PEI economy.
- 7.3** A review of Prince Edward Island transportation infrastructure in light of global trends, challenges and opportunities including:
- Climate change impacts and potential opportunities in green technologies, renewable energy and adaptation and mitigation measures particularly those associated with coastal erosion and flooding.
  - Global stability, safety and security (incl. cyber security) considerations.
  - Innovations in policy and technology in regard to transportation, communications and energy.
  - Opportunities to integrate innovations in transportation infrastructure
- 7.4** Recommendations for specific actions that integrate key transportation infrastructure assets with the highest priority needs for economic growth and development in the context of the most relevant global trends, challenges and opportunities.

## **8. Project Timeframe**

It is estimated that the report would be completed over a 6-month timeframe.

<b>April 15, 2020</b>	Proposals Submitted
<b>April 20, 2020</b>	Initiation of the Contract
<b>May 2020</b>	Preliminary Research
<b>June-July 2020</b>	Stakeholder Interviews
<b>By August 30, 2020</b>	Data Analysis Synthesis
<b>September 30, 2020</b>	Completion of Final Draft

## **9. Project Terms:**

It is anticipated that this study will require a combination of quantitative data collection as well as qualitative data collection and analysis. In particular, consultants will be expected to speak to key identified stakeholders. Of great importance will be the use of

surveys and interviews to go beyond institutional and association representatives to include the participation of businesses, relevant experts and primary users of the transportation system where required. With respect to this consideration, assistance and guidance will be provided to the consultant concerning key informant contacts by the Steering Committee.

## **10. Project Oversight:**

- The consultant(s) will meet with the Steering Committee, either in person or via conference call, within five (5) to ten (10) working days following contract award, in order to review the statement of work, receive direction and discuss preliminary observations. This will also include advice from the Steering Committee on key stakeholders to be included in the list of interviewees.
- The consultant(s) shall provide to the Steering Committee an electronic copy of an outline of the Draft Final STIR detailing the findings key transportation assets as discussed under 7.1 on or before ..., 2020 and shall meet with the Steering Committee to review this report and receive guidance. The need for revisions to this part of the STIR shall be at the discretion of the Steering Committee.
- The consultant(s) shall provide to the Steering Committee an electronic copy of a Draft Final STIR by ....., 2020 and shall meet with the Steering Committee to review the STIR and receive guidance. The need for revisions to the Draft Final STIR shall be at the discretion of the Steering Committee.
- The consultant shall present the major findings of the STIR to a select audience of federal and provincial government officials and industry stakeholders at a mutually agreed upon time and place.

## **12. General Requirements:**

- The successful consultant (s) will demonstrate global, national and regional expertise in strategic transportation issues and have a demonstrated capacity for obtaining useful qualitative information from local stakeholders, businesses and users.
- The successful consultant(s) will begin the proposed study immediately upon acceptance of their proposal.
- The consultant(s) shall be responsible for the quality of work performed, the associated costs and the scheduling and performance of sub-contractors.
- The consultant(s) shall expect that the need and timing for additional meetings will be determined by the Steering Committee. Furthermore, the consultant will be expected to be in regular communication with the Steering Committee throughout the development of the document.
- The consultant(s) shall provide electronic copies of all data sets used in the STIR to serve as a baseline for future analysis.

No change in the final terms of reference or in the personnel specified in the consultant's accepted proposal will be permitted without prior written authorization by the Steering Committee.

## **11. Proposals:**

Qualified consulting firms wishing to bid on the project should submit proposals that address the following elements:

**11.1 Understanding of the Project**-The proposal must demonstrate that the bidders understand the specific objectives of the project.

**11.2 Team Expertise and Skills**-The proposal must demonstrate the capacity of the bidder to undertake economic policy analysis with expertise in transportation, labour market issues, and climate change.

The proposal must demonstrate the capacity of the team to employ both qualitative and quantitative data gathering and analysis.

The proposal must identify the specific skills sets each team member will bring to the overall project and how those skills align with the specific project requirements.

The resumes of individual team members who will perform project duties are to be included as appendixes to the proposal.

**11.3 Project References**-Proposals must include references from at least 2 clients for whom the consultants have undertaken similar or related work in the last 3 years.

**11.4 Project workplan**-Proposals are to include a detailed workplan outlining the key project tasks, research methods, team allocation, and timeframes for the completion of the project.

**11.5 Project Cost**-The proposal must include a fixed-price cost to complete the project as well as a breakdown of per diems paid to individual project consultants.

**11.6 Proposal Format**-Proposals are to be submitted in electronic format based upon a PDF file. Proposals are to be sent via email to [sam@capei.ca](mailto:sam@capei.ca)

**11.7 Due Date**-Proposals are due by April 15th, 2020.



