



Development of Information Sheets for Best Management Practices for Renewable Energy

Alberta Prairie Conservation Forum Request for Proposals – February 27, 2018

Background: Alberta's Climate Leadership Plan has identified the need to reduce Alberta's dependency on coal electrical generation by increasing Alberta's renewable energy needs up to 30% by the year 2030. This would require a significant increase in the development of renewable energy resources such as wind, solar and other renewable energy sources.

While considered a source of renewable clean energy, wind and solar power can have both direct and indirect negative cumulative environmental impact effects including: wildlife, particularly birds and bats, fragmentation or loss of native grasslands, introduction of invasive species or weeds, adverse soil impacts such as wind and water erosion, compaction, nutrient and organic matter loss, and aesthetic impacts. With the significant increase in renewable energy development that is identified over the next 12 years and with much of that development potentially located on Alberta's remaining native grasslands (home to 80% of our species at risk and many sustainable working ranches highly dependent on healthy native grasslands); there is an urgent need to get current information on Beneficial Management Practices out to the people living and working in the Grassland and Parkland Natural Regions.

In 2016/2017, recognizing the emerging impact from renewables on native prairie landscapes, the PCF held a multi-stakeholder workshop and hired a contractor to develop 'Beneficial Management Practices for Renewable Energy Projects; Reducing the Footprint in Alberta's Native Grassland, Parkland and Wetland Ecosystems' based on that workshop and further feedback from participants and other experts. This paper gives background information on the different prairie regions and their importance, as well as minimal disturbance principles and guidelines. In the appendix are specific beneficial management practices for different renewable energy industries. In addition to our document, the Alberta government released a 'Wildlife Directive for Alberta Wind Energy Projects' and 'Wildlife Directive for Alberta Solar Energy Projects' in the fall of 2017. Together, these documents give some good direction to beneficial management practices for the renewable energy industry.

Scope of Work and Deliverables: The PCF is looking to produce two information sheets. One will be aimed towards the solar and wind energy industry, and one will be aimed towards landowners.

The information sheet aimed towards the solar and wind energy industry should highlight best management practices for these industries, with emphasis on avoiding native prairie habitats. This information sheet may be 2-4 pages, including graphics.

The information sheet aimed towards landowners should document the benefits of native prairie, information about the renewable energy industry (what landowners need to know), what the risks of having them on their land are, the importance of getting the right wording in contracts, and what the beneficial management practices are if they do allow these industries on their land. This information sheet may be 2 pages, with a 4 page maximum, including graphics.

Bidders are invited to submit quotes for either one, or both, of the fact sheets.

Proposed Timeline:

- Proposal Submission Deadline: March 19, 2018
- Proposal Selection Deadline: March 29, 2018
- Draft Information Sheet(s): April 27, 2018
- Edits to draft back to contractor: May 9, 2018
- Final Information Sheet(s): May 22, 2018

Appendix 1 lists references relevant to BMP's for the renewable energy industry. The PCF would like to focus the information sheets on our 'Beneficial Management Practices for Renewable Energy Projects; Reducing the Footprint in Alberta's Native Grassland, Parkland and Wetland Ecosystems' document, however, other documents, especially those listed in Appendix 1, should also be used as necessary.

Appendix 2 is the Prairie Conservation Forum Request for Proposals Process.

Submissions and questions can be directed to info@albertapcf.org.

Prairie Conservation Forum website: www.albertapcf.org.

Appendix 1: List of suggested references to use when compiling fact sheets. This list is in no way exhaustive, and any other relevant literature should be incorporated as required.

Alberta Environment and Parks. 2013. 2010 Reclamation Criteria for Wellsites and Associated Facilities for Native Grasslands. <http://aep.alberta.ca/land/land-industrial/programs-and-services/reclamation-and-remediation/upstream-oil-and-gas-reclamation-and-remediation-program/documents/2010-ReclamationCriteria-NativeGrassland.pdf>

Alberta Environment and Parks. 2017. Wildlife Directive for Alberta Solar Energy Projects. <http://aep.alberta.ca/fish-wildlife/wildlife-land-use-guidelines/documents/Directive-SolarEnergyProjects-Oct04-2017.pdf>

Alberta Environment and Parks. 2017. Wildlife Directive for Alberta Wind Energy Projects. <http://aep.alberta.ca/fish-wildlife/wildlife-land-use-guidelines/documents/WildlifeWindEnergyDirective-Apr07-2017.pdf>.

Alberta Prairie Conservation Forum. 2017. Beneficial Management Practices for Renewable Energy Projects; Reducing the Footprint in Alberta's Native Grassland, Parkland and Wetland Ecosystems. http://www.albertapcf.org/rsu_docs/bmp-for-renewable-energy--prairie-conservation-forum-2017-.pdf.

Farmers' Advocate Office. 2017. Renewable Energy in Alberta. [http://www1.agric.gov.ab.ca/\\$department/deptdocs.nsf/all/agdex16246/\\$file/negotiating-renewable-energy-leases-v2-jun-17.pdf?OpenElement](http://www1.agric.gov.ab.ca/$department/deptdocs.nsf/all/agdex16246/$file/negotiating-renewable-energy-leases-v2-jun-17.pdf?OpenElement)

Appendix 2: Prairie Conservation Forum (PCF) Request for Proposal (RFP) Process

This document provides a Terms of Reference for potential PCF funding of projects by individuals or groups to support the PCF vision and are relevant to the current PCAP (2016 to 2020) Outcomes, Approaches and Actions.

1. **Request for Proposals:** Targeted calls for proposals will be issued periodically by the PCF Board for specific priorities as identified in the current PCAP. The board will ensure the deliverables are identified with associated completion and payment dates and consequences of non-delivery. The board will also identify the financial reporting requirements for grants and contracts. Contractors on specified larger projects will also be requested to provide a copy of their professional insurance.
2. The **criteria used to evaluate proposals** will be conducted by the PCF Board, or designates of the Board, and proposals will be merited based on the following components.
 - **Relevance to PCF:** Applicant proposals will address the specific requests in the PCF RFP call and is relevant to the RFP and/or PCAP Strategies, Outcomes, Approaches and Actions.
 - **Credibility of Applicant(s):** Identify the individuals and/or professional staff that will be doing the actual work and document their professional credentials, related expertise and experience. The applicants may be asked to identify and provide specific examples of previous related work.
 - **Methods and Workplan:** Identify and provide supporting evidence for the methodology being used.
 - **Cost:** Provide information on the project cost and for the individual components or tasks as identified in the workplan. Each workplan task and the overall project may be evaluated on the basis of time and resource management and in relation to the allocated budget.
3. **Further Information:** Once proposals to the RFP call are received, the PCF Board will review the applications/proposals based on the above criteria. Proposals will be evaluated based on the quality and should provide a well thought out document with applicable actions, a clear methodology and itemized deliverables that are achievable within the timelines identified in the RFP call.
 - Applicants that the board agrees to fund will be sent a letter or email indicating their successful application.
 - A contract will be prepared for signing between the successful applicant and the PCF outlining and confirming the deliverables, deadlines for delivery and payment, consequences for late or non-delivery as well as any related optional obligations.
 - All successful applicants will be notified by email. Some applicants may be asked to provide amendments such as clarification and upon receipt of an amended proposal, will be subject to re-evaluation by the PCF board.
 - In the event of a tie, identified applicants will be requested to provide an in-person or web/skype presentation to the board with a focus on particular project components for further consideration and to answer any questions.
 - The applicant is responsible for the cost of submissions and presentations for the RFP and will not be reimbursed by the PCF.