



Request for Expressions of Interest

Project Management Services

EOI Release Date: April 13, 2023

Response Due Date: April 26, 2023 (12pm NST)

Objective:

econext is seeking expressions of interest from experienced project managers and consultants to assist in the implementation of special projects.

Overview and Scope of Work

Special projects will be event-oriented and feature the deployment and demonstration of technologies and equipment on-site for educational purposes.

The project manager will be expected to:

- Manage the logistics associated with venue(s) for the deployment and demonstration of technologies and equipment ;
- Manage multiple stakeholders involved in deployment and demonstration exercises in a dynamic environment;
- Manage the logistics associated with a variety of technology and equipment providers who will demonstrate technologies and equipment at the venue(s);
- Manage a pre-defined budget and subcontractors according to pre-defined timelines;
- Engage with multiple stakeholders to uncover opportunities for economies of scale and mutual benefit; and
- Have experience working in technology and have a technical background.

Additional Context:

The following context may assist in the formulation of EOI responses:

- The size of the budget to be managed is approximately \$200,000 over a two-year period; and
- Approximately 15 stakeholders will be 'managed', including technology and equipment providers, venue management, and *econext*.
- There will be an expectation of continuous communication with the project team to ensure deliverables are being met.

Proposal Submissions

A single electronic document is sufficient. The proposal should be no longer than two (2) pages but can feature appendices should the respondent deem it to be valuable.

Proposals should include the following information:

- Description of experience in managing complex projects of a similar scale
- Summary of experience working in the blue / green economic sectors
- Description of methodology used to effectively manage projects
- Suggested approach for remuneration for the provision of project management / consulting services (e.g., hourly rate, percentage of project costs, etc.)

The electronic copy of submissions should be in DOC and/or PDF format, and sent to Kieran Hanley, *econext*'s CEO, via email at kieran@econext.ca no later than **April 26, 2023 at 12pm NST**. Questions from interested applicants can be directed to the same address.

Terms and Conditions

- All proposals received will be considered strictly confidential;
- Proposed costs must be represented in Canadian dollars;
- No payment will be made for the preparation and submission of proposals for this project;
- No fee will be made on the cost of work incurred to remedy errors or omissions for which the consultant is responsible; and
- *econext* reserves the right to meet with all, or any, of the applicants during the proposal evaluation stage to clarify information in the submissions and seek additional detail which may be used in the evaluation.