

Request for Proposals

Identifying Workforce Capacity Gaps in Newfoundland and Labrador's Growing Clean Energy Industry



RFP Release Date: May 9, 2023
Proposal Due Date: May 26, 2023

Background:

The prospect of significant renewable energy development and clean fuels production in Newfoundland and Labrador (NL) is creating a need for stakeholders to understand what is needed from a labour market and workforce development perspective.

In some cases, such as large-scale wind farms and hydrogen production, these are 'new' industries to NL and, as such, its workforce is not necessarily fully prepared to participate. In other cases, stakeholders in the clean energy industry as it exists today (e.g., operations and maintenance of electricity generation and transmission assets, electrification activities) are already expressing challenges with workforce attraction and retention.

These factors combined demonstrate a clear need for strategic workforce development initiatives for the clean energy industry in NL. It is important to understand where skills gaps exist before advancing next steps.

Objective:

To identify workforce capacity gaps in NL's growing clean energy industry in order to inform future interventions, e.g., the design and delivery of training and professional development programming, attraction and retention strategies, etc.

Scope of Work

Research is required to understand the workforce capacity gaps that exist as they pertain to NL's clean energy future. This will be accomplished through four stages:

1. Delineating Technologies, Products, and Services

First, the technologies, products, and services required for the emerging clean energy industry will be delineated. For example, what does the project lifecycle for an onshore wind farm look like, and what additional requirements are presented with the addition of using generated electricity for the purposes of clean fuels production? While onshore wind is a mature technology and the supply chain is well known, little is known locally about the transportation, handling, processing, safety, environmental, and other considerations related to hydrogen and its derivatives (e.g., ammonia). Results from this exercise will help in the identification of associated jobs and skills.

2. Identifying Associated Jobs and Skills

Second, the jobs and skills associated with the identified technologies, products, and services will be outlined. Efforts will be made to tie these jobs with National Occupation Classification (NOC) 2021 codes where possible. For relatively mature industry activities, such as those in onshore wind, information is readily available. For emerging areas of activity, i.e., green hydrogen production, best efforts will be made to tie to related NOC 2021 codes.

3. Skills Gap Analysis

Third, the jobs and skills identified will be mapped to current post-secondary programming available in NL. What jobs and skills requirements are already met wholly through current and existing programming? Where are needs being met partially, with minor modifications required? Are there certain occupations and/or trades where skillsets are similar and transferrable, offering logical transition pathways? Are there certificates, credentials, or commitments that are required which will demand training and/or professional development? Finally, what jobs and skills requirements are not met through existing programming?

4. Quantifying and Time Scaling Jobs and Skills Requirements

Fourth, the jobs and skills identified will be quantified and scaled chronologically (where possible). For example, the construction phase of clean energy projects will require jobs and skills for a finite period of time, in a specific location, and will differ substantially from those jobs and skills that will be permanently required. It is important to understand what jobs and skills are required (both in terms of time and location) in order to engage appropriately and strategically in workforce development activities. Similarly, to quantify both the skills and number of jobs required, a methodology will be developed to allow for predictive analysis of job quantities for the most likely clean energy developments.

The focus areas of the gaps analysis will include: (1) onshore and offshore wind developments; (2) clean fuels production (e.g., hydrogen); (3) electrification and small-scale renewables integration; and (4) operations, maintenance, and evolution of the domestic electricity grid.

The consultant will be expected to conduct 25 detailed interviews on these subjects with 25 stakeholders. Interview targets will be selected in consultation with the client, ensuring representation from each of the gap analysis focus areas noted above.

The consultant will meet with the client on a bi-weekly basis to provide progress updates and to work with the client to address any barriers that arise. These meetings may take place in person or virtual, pending location, cost, schedules etc.

Deliverables and Timing

Deliverable 1:

A report that presents the findings of Task 1: Delineating Technologies, Products, and Services. A draft version will be provided to allow the client an opportunity to review and provide feedback towards a final output. The findings will be presented to the client to allow for opportunities for discussion and questions.

Deliverable 2:

A report that presents the findings of Task 2: Identifying Associated Jobs and Skills. A draft version will be provided to allow the client an opportunity to review and provide feedback towards a final output. The findings will be presented to the client to allow for opportunities for discussion and questions.

Deliverable 3:

A report that presents the findings of Task 3: Skills Gaps Analysis. A draft version will be provided to allow the client an opportunity to review and provide feedback towards a final output. The findings will be presented to the client to allow for opportunities for discussion and questions.

Deliverable 4:

A report that presents the findings of Task 4: Quantifying and Time Scaling Jobs and Skills Requirements. A draft version will be provided to allow the client an opportunity to review and provide feedback towards a final output. The findings will be presented to the client to allow for opportunities for discussion and questions.

Deliverable 5:

A final report that summarizes the findings of Tasks 1-4 and provides recommended next steps for the client based on the consultant's work and expertise.

Timelines:

1. RFP Release Date: May 9, 2023
2. Proposal Due Date: May 26, 2023
3. Project Kickoff: June 5, 2023

RFP respondents are asked to provide their own proposed schedules for the completion of deliverables sequentially 1-5, with the understanding that the client is motivated to complete this work as time-efficiently as possible. Recommendations are to inform short, medium, and long-term decision making by stakeholders in public, private, and academic sectors.

Evaluation Criteria

Submissions will be evaluated according to the following criteria:

- Knowledge and experience in relation to the work: demonstrated ability to meet expectations based on completion of similar projects and/or quality of previous works;
- Understanding of the scope and objectives of the project: demonstrated comprehension of/adherence to the RFP;
- Proposed approach/workplan and schedule;
- Highlighted potential risks to achieving the project's objectives and mitigations/contingencies to address them;
- Knowledge of and experience working with or within Newfoundland and Labrador's electricity and/or energy industries; and
- Price - value of work proposed versus identified costs.

Proposal Submissions

The contracting organization for this RFP is *econext*. A single electronic document is sufficient. The proposal should be no longer than six (6) pages, and be concisely worded with clearly described

objectives, methods, timelines, and outcomes. The proposal must acknowledge and fully accept the terms and conditions as laid out in this RFP.

The proposal should feature appendices, including (1) a brief description of the respondent's company and its relevant experience with similar projects, and (2) a description of the relevant work experience of the staff assigned to this project.

The partners are asking proponents to provide their own cost estimates for this project. Price is just one of the criteria that will be used in the evaluation of received proposals. Submissions should include detailed budgets that align with the proposed methodology, project components, and timelines.

The electronic copy of submissions should be in DOC and/or PDF format, and sent to Colin Corbett, *econext's* Director – Clean Energy Innovation, via email at corbett@econext.ca no later than 17h00 NST **May 26, 2023**. Questions from interested applicants can be directed to the same address.

Terms and Conditions

- All proposals received will be considered strictly confidential;
- The lowest cost, or any proposal, will not necessarily be accepted;
- Proposed costs must be represented in Canadian dollars;
- Applicants must be a company or organization of legal entities validly incorporated or registered in Canada, with work being undertaken in Canada;
- 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.