

Clean Technology Sector Development Targets and Tactics

**Tactical Economic Development Plan for Expansion of
the Clean Technology Sector in Summerside**

REQUEST FOR PROPOSALS

Issue Date: April 6, 2023

Due Date for Proposal: May 12, 2023 (4 pm AST)

Contact Person: Mike Thususka, City of Summerside
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1.0 PROJECT PURPOSE

The City of Summerside, is seeking a SUBJECT MATTER EXPERT to undertake a comprehensive review of the cleantech sector for the purpose of recommending economic development strategies, targeted subsectors, and tactics for the continued growth of the clean technology sector in Summerside, Prince Edward Island.

A well-developed road map (sub-sector targets, tactics, and implementation plan) for growing the clean technology sector for the next 5 to 10 years by identifying global and national market forces, innovative technologies, current capabilities, and capacity in Summerside. The goal is to continue to position Summerside as a global centre for innovation, establishment and growth of clean technology for long term sustainable economic development in the creation of employment and wealth in our city with a strong focus on getting our resident and business closer towards net zero.

2.0 BACKGROUND

The City of Summerside is located in the Province of Prince Edward Island, on the east coast of Canada. Summerside is a small but innovative city with a significant level of open enabling infrastructure in which companies thrive. It is ideal for testing and development of scalable and exportable technology.

The City, in addition to owning and operating a municipal electrical utility, has invested in the following infrastructure over the past 20 years on its path to net zero:

- 0.6 MW Solar and Battery Behind the Meter Demonstration Peak Shaving - First in World.
- 12 MW Wind Farm – 4 Vestas v90/3000 turbines – 21 % of City’s power generation requirements.
- 21 MW Solar Farm with 10 MW Power Transfer Battery - 21 % of City’s power generation requirements (Summer 2023).
- AI Smart Grid – partner with private sector in the development of the First in North America end to end AI power grid.
- 40% of the City coverage with bi-directional residential fibre – smart device testing platform including innovative thermal storage for residential customers.
- First in Atlantic Region in 2010 to invest in electric vehicles for municipal fleet.

- First in the region in 2006 to invest in a Level 4 Tertiary Waste Treatment Facility providing 5,000 tonnes of biofertilizers for local use.

The City over the past two decades has partnered with a large number of innovative companies in developing, validating and testing new innovative technologies – to see additional case studies please visit <https://www.bigpossibilities.ca/living-lab> in many cases becoming the “first or only” partner with technology lead businesses seeking to expand into the North American marketplace.

Summerside is widely recognized as a leader and early adopter of green technologies. Our unique municipally owned infrastructure, combined with a business environment that encourages innovation, distinguishes us from other communities in Atlantic Canada.

A commitment to sustainable development and technologies is a driving force in the policies of the City of Summerside. Our businesses and residents expect it. Sustainability makes both fiscal and environmental sense. It is a pillar of our approach to renewable initiatives and economic development in our community.

The City of Summerside is looking ahead to more innovation in the clean technology sector by building on the infrastructure already developed and focussing on more distributed technologies that our residents and business can invest and adopt in. Across North America, communities look to Summerside as a best practice model for leveraging sustainable net zero development as an integral part of an economic development strategy.

The City of Summerside is located in the Province of Prince Edward Island, Canada and is aligned with the Provincial Net Zero Plan 2040 – for more information please see www.princeedwardisland.ca/en/publication/2040-net-zero-framework

3.0 PROJECT OBJECTIVE

The objective of this work is to create a comprehensive business development plan that will detail current and future market conditions in the clean technology sector, identify the core meaningful uniqueness of Summerside to then identify targeted sub-sectors (to the company level) and align a strategic implementation plan for Summerside to continue to develop as a global centre of clean technology development.

The overall goal for the business development and implementation plan is effectively and efficiently target, attract, and establish of high growth potential clean technology businesses to Summerside to continue to develop meaningful employment and wealth generating opportunities for our region.

The scan will:

- Identify current private sector, research and government cleantech sector capabilities and capacities within Prince Edward Island.
- Identify international locations that have successfully developed cleantech sectors
- Identify sub-sector focus areas and technologies in the cleantech sector where PEI has a competitive advantage to support entrepreneurship and attract global companies to establish operations.
- Recommend support programs to encourage new technology adoption by PEI businesses, to support the provincial goal of achieving net zero carbon emissions.
- Detail key infrastructure required to support company growth in the cleantech sector.

4.0 STATEMENT OF WORK DELIVERABLES

The Consultant(s) will work with City of Summerside to meet the following key objectives of the business development plan, at a minimum:

- gain a strong understanding of the critical infrastructure and current clean technology partners in the City.
- Conduct a global and national scan on the current and future state of the cleantech sector, including the market and regulatory forces driving its development.
- Identify Summerside's core competitiveness factors for industry (sub-sector) attraction by providing a SWOT analysis that closely analyses Summerside as a clean technology business location.
- Identify existing company targets within the industrial sub-sectors where Summerside has competitive advantages.
- Identify innovation growth (TRL 7-9+) company target within the industrial sub-sectors where Summerside has competitive advantages.
- Develop achievable strategic objectives for the growth of the cleantech sector with specific targets for number of businesses attracted as well as sector employment and wealth creation targets.

- Identify opportunities for clean technology integration into existing sectors/businesses/homes and identify any additional tools (policy, infrastructure, support programs, etc..) for successful implementation, adoption, and acceleration of new technologies.
- Develop a detailed business development plan that highlights the strategic value of Summerside within the clean technology industry, targeted sub-sectors of industrial development aligned to industry growth opportunities/trends with existing market leaders of existing and high growth technology lead companies.
- Develop a detailed implementation plan with tactics, milestones, deliverable and timelines associated with carrying out the business development plan.

The key milestones and deliverables for the business development plan are outlined below:

- Participation in periodic project meetings and communications (including project updates and draft materials for review) with Summerside – Economic Development.
- Presentation of preliminary findings.
- Preparation of a draft report for review, feedback and approval by Summerside – Economic Development.
- Delivery of the final business development plan with implementation framework.

6.0 PROPOSAL DEVELOPMENT / SUBMISSION REQUIREMENTS

Submissions will include a detailed proposal with a cost estimate and projected timelines for the business development plan that includes deliverables. The development plan will commence May 2023 and must be completed (final report submitted and accepted) no later than September, 2023.

The proposal should include:

- A response that clearly demonstrates the company's understanding of the project.
- Company information including:
 - contact information
 - company background and experience
 - a description of any similar work completed within the last three years

- Demonstrate qualified staff and/or sub-contractors via a description of the project team and resources that will be engaged in the project that addresses:
 - Qualifications, experience (recent and relevant) and knowledge of team.
 - Evidences a strong and thorough understanding of the cleantech sector and economic development, specifically related to national/international attraction of foreign direct investment (FDI).
 - Establishes a strong understanding of clean technologies, climate technologies and other relevant technologies that reduce GHG emissions.
 - Demonstrates ability to conduct research, interviews and other key components of the proposed methodology.
 - Resumes of all project team members including any sub-contractors.
- Proposed approach and methodology.
- Detailed work plan and timelines, identifying time allocation by each team member.
- Detailed budget, including professional fees, travel and other disbursements and applicable taxes allocated for each component of the methodology.
- Minimum of two references on relevant projects.

7.0 VENDOR EVALUATION

The consultant(s) must demonstrate the following minimum mandatory requirements:

- Direct and extensive experience in clean technology industry, relevant technologies and industry leaders.
- Direct and extensive experience in the cleantech sector and economic development, specifically domestic and foreign direct investment attraction.
- Evidence of high standards in the development of business development strategic plans, including the implementation of tactical strategics and report writing.
- International / national connections and ability to leverage existing and new networks.
- Ability to carry out the work within the identified timeframe and budget.

Evaluation Criteria Components

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|-------------------------------------|-----|
| • Company background and experience | 20% |
| • Qualifications and experience | 30% |
| • Approach / methodology | 30% |
| • Cost | 20% |

8.0 GENERAL INFORMATION

8.1 INQUIRIES

Any request for clarifications or inquiries with respect to the Request for Proposals must be submitted by email to Mike Thususka (mike@summerside.ca) by 4 pm (AST) April 24, 2023.

If inquiries result in identification of required additional information, the information will be provided equally to all vendors.

All firms are required to register directly with the City of Summerside Economic Development via email at mike@summerside.ca, with subject line RFP Registration Clean Tech Strategy

8.2 SUBMISSION PROCEDURES

Final proposal is to be submitted to mike@summerside.ca by 4 pm (AST) on May 12, 2023.

Late proposals will not be accepted.

8.3 CONSULTANT SELECTION

City of Summerside will evaluate all proposals and reserves the right to:

- Reject any and all proposals
- Negotiate with any vendor directly
- Accept a bid which may not necessarily be the lowest bid
- Amend or supplement the terms outlined in the Request for Proposals, giving equal information and cooperation to all vendors as a result of such amendments
- Retain all responses to the Request for Proposals
- Reject late proposals

8.4 VENDOR INCURRED COSTS

All costs incurred in the preparation of proposals, in response to the RFP, shall be absorbed by the Vendor.

9.0 CONFLICT OF INTEREST

Proponents are required to disclose any actual, potential or perceived conflict of interest issues. The evaluation committee reserves the right to disqualify a proponent that, in the evaluation committee's sole opinion, has an actual or potential conflict of interest or an unfair advantage, or may permit the proponent to continue and impose such terms and conditions as the evaluation committee, in its sole discretion, may require.

10.0 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Information contained and collected in relation to this Request for Proposal is subject to, and will be treated in accordance with, the Prince Edward Island Freedom of Information and Protection of Privacy Act R.S.P.E.I. 1988, Cap. F-15.01 (the "FOIPP Act"). Any information provided in respect of this Request for Proposal may be subject to release under the FOIPP Act.