

## **EXPRESSION OF INTEREST (including Pre-Qualification Requirements)**

### **Supply of Helicopter Services and Passenger Handling Facilities – Sable Project (EMCP) and Deep Panuke Project (Encana Corporation), Nova Scotia**

Reference: **Project # EMCP 011624 / ECA DC34**

BIDS Categories: 9356

Issue Date: July 12, 2019

Closing Date: July 26, 2019

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#### **Overview:**

- ExxonMobil Canada Properties, by its managing partner ExxonMobil Canada Ltd. (ExxonMobil) and Encana Corporation (Encana), (collectively called “the Operators”), are in the process of pre-qualifying companies who can supply helicopter services inclusive of passenger handling facilities for their offshore Nova Scotia requirements.
- Contractor shall provide helicopter services for the transportation of personnel, equipment and materials to and from the Operators’ offshore operations, including medevac and shall provide all management, personnel, processes, materials, tools, equipment, applicable certifications and facilities as may be required to ensure all services covered by this pending Contract shall be provided to meet all contractual and statutory requirements, codes of practice and applicable specifications (“the Services”).
- While not planned, it should be noted that the resulting Request for Proposal (RFP) and contract may require inclusion of and/or extension to other operators in the area, project co-venturers, contractors and/or affiliated companies.
- The Services must comply fully with all regulations including Canada Nova Scotia Offshore Petroleum Board Regulations.
- For work related to the Sable and Deep Panuke Projects, the Operators support providing opportunities to Canadian, and, in particular, Nova Scotia companies and individuals, on a commercially competitive basis. Contractors expressing interest in providing services or materials, if they are selected to bid, will be required to complete a Canada-Nova Scotia Benefits Questionnaire at the bid stage.
- The Operators encourage the participation of members of designated groups (women; Indigenous peoples; persons with disabilities; and members of visible minorities) and corporations or cooperatives owned by them, in the supply of goods and services.

#### **Scope of Work Overview:**

Estimated duration of the Services: Approximately one (1) year commencing Q4 2019 and ending Q3 2020

The Services include, but is not limited to, the provision of:

- Suitable Aircraft(s) (new technology), (Option to add: multi engine, IFR equipped airframe);
- Hangar / Maintenance Facilities;
- Qualified personnel necessary for the proper execution of the Work (e.g. ground, maintenance, and flight crews);
- Passenger handling services:
  - Flight following;
  - Passenger check-in service and baggage handling;
  - Security screening;
  - Facilities to handle the Operators’ helicopter survival suit issuance and tracking;
  - 24/7 Medevac coverage;
  - All other associated requirements to support an offshore helicopter operation.

Additionally, the Respondents will be required to have a Quality Management System that complies with the requirements of ISO9001:2000, a Safety Management System that complies with Federal HSE law and regulations, as well as Safety, Health, Environmental, and Security (SHE&S) specifications and safe work practices of ExxonMobil, Encana and their affiliates and subcontractors as appropriate. The Respondents will be required to meet all technical (including Quality Management) requirements applicable to the Services that are further described below.

### **Minimum Technical Requirements**

1. Respondent shall provide details of its technical capabilities demonstrating ability/qualification for the provision of the Services, e.g. personnel, equipment, facilities, and necessary resources.
2. Respondent shall have demonstrated previous experience in a similar operating environment and in carrying out work similar to that specified in this Expression of Interest.

### **Submission Requirements**

Respondent's submissions in response to this Expression of Interest (including pre-qualification) **must** include the afore-mentioned reference number, as well as the following information:

1. Completed ExxonMobil Vendor SSHE pre-qualification questionnaire. (Available through BIDS – see contact information below.), as well as a completed Encana Pre-Qualification Questionnaire which can be obtained directly from Encana via email (see contact information below).
2. Completed ExxonMobil QA/QC drilling pre-qualification questionnaire. (Available through BIDS-see contact information below.)
3. Information, including relevant previous experience, demonstrating qualification for the Services detailed above.
4. Information demonstrating Respondent can meet minimum technical requirements detailed above.
5. Completed technical questionnaire. (Available through BIDS – see contact information below.)
6. Describe Respondent's experience operating under and familiarity with, the benefits provisions of the Canada-Nova Scotia Offshore Petroleum Resources Accord Implementation Act, and Respondent's experience with any similar regimes in other parts of Canada or internationally. At the RFP/ITT stage, bidders will be required to indicate how they comply with the above.
7. Please acknowledge that the Respondent's responsible management personnel have read, understand and will support requirements to comply with the following where applicable:
  - Section 45 of the Canada-Nova Scotia Offshore Petroleum Resources Accord Implementation Act
8. Detailed information concerning the Respondent's Health, Safety, Environment and Security, and Quality Management systems. This information will be reviewed at this pre-qualification stage and/or RFP stage of the selection process.
9. Respondent's last three (3) years of audited financial statements.

Submitted information is to be provided in separate PDF (or native file) submissions and not submitted as one combined file. Please be aware that the Operators are limited to a 10MB file size for receiving e-mail.

Contact details for Respondent, including the following:

- a. Full legal company name;
- b. Mailing address and physical address (if different); and
- c. Contact name, position, email and phone number.

The data submitted in response to the aforementioned questionnaires will be used to evaluate the Respondent's company's ability (and those of the Respondent's preferred sub-contractors / vendors where applicable) to perform the Services.

The evaluation will focus primarily on:

- Past safety performance;
- Applicable experiences;
- Project execution skills
- Available aircraft and facilities onshore;
- Current capability;
- Work-load;
- Personnel and pilot qualifications; and
- Financial capacity.

The Operators will evaluate this data and develop a final group of Respondents who will be asked to submit formal competitive bids. The Operators reserve the right to make the final determination of which Respondent will receive the Request for Proposals (RFP) or Invitation to Tender (ITT) and which contractor will be awarded the final contract.

This Expression of Interest (including pre-qualification) is not a pre-qualification of contractors for other Operator work, but is limited to the scope aforementioned. In addition, participation in this Expression of Interest (including pre-qualification), including any statements whether oral or written between the Operators and the Respondent, shall not create or be deemed to create any binding legal relationship or contract, or be construed to do so between the Operators and the Respondent. All costs associated with the preparation of a Respondent's response to this expression of interest shall be at Respondent's expense.

This Expression of Interest (including pre-qualification) may or may not result in the issuance of an RFP/ITT and may or may not result in the award of a contract. If Respondent responds to this Expression of Interest (including pre-qualification) and your company is selected to be on the bidders list, Respondent's company name, its designated company representative's name and business contact information may be posted on public websites. Similarly, if Respondent is selected for award, the same information may also be posted, indicating that the work has been awarded to your company.

**Responses must be submitted electronically by the Closing Date to both the ExxonMobil and Encana e-mail addresses noted below:**

Sable Project  
ExxonMobil Canada Properties  
Attention: Kim Brown  
Senior Contracts Manager  
Email: [kim.brown@exxonmobil.com](mailto:kim.brown@exxonmobil.com)  
Phone: (902) 490 9709

Deep Panuke  
Encana Corporation  
Attention: John Nowlan  
Senior Contracts Specialist  
Email: [john.nowlan@encana.com](mailto:john.nowlan@encana.com)  
Phone: (902) 492-5415  
Template Updated March 2017

Finally, potential Respondents, if they have not already done so, should register with BIDS using following contact information:

Phone: 1-800-270-4611

E-mail: [jayde.mcconchie@bids.ca](mailto:jayde.mcconchie@bids.ca)  
[www.bids.ca](http://www.bids.ca)