



REQUEST FOR PROPOSALS

Atlantic Canada Aerospace, Defence and Securities
Economic Impact Assessment

Release Date:

December 13, 2021

Response Deadline:

January 7, 2022

Client:

Atlantic Canada Aerospace & Defence Association (ACADA)
5151 George Street, Suite 502
Halifax, NS B3J 1M5
Email: allan@ac-ada.ca

About ACADA

The Atlantic Canada Aerospace and Defence Association (ACADA) is a collaborative SME-focused organization representing the interests of the aerospace, defence, and security industries in Atlantic Canada. The pan-Atlantic non-for-profit organization was formed in 2016 when the four individual provincial associations amalgamated to form a united voice for the sector in the region. ACADA represents 170+ industry members and organizations across Atlantic Canada.

ACADA has a mandate to promote and facilitate the growth of Atlantic Canadian aerospace, defence, and security industries.

ACADA plays an important leadership role as the regional voice and facilitator for strategic industry engagement and has a proven record of accomplishment as an effective vehicle for harmonizing national and global promotion and advancement of the sector in Atlantic Canada.

In April 2020, ACADA signed a new three-year agreement with ACOA that expands the scope and mandate to include the following strategic priorities:

- *Workforce Development* – develop member organizations by building workforce capacity and promoting human capital attraction, retention and recruitment initiatives.
- *Business Competitiveness* – advance productivity, business excellence and innovation
- *Business Development* – business development opportunities through readiness, market preparation, and access to potential customers, markets, and partnerships
- *Sector and Industry Promotion* - champion Atlantic Canadian interests in the aerospace, defence, and security sector and communicate sector issues and concerns

1) Project Overview

ACADA is seeking a consultant to assess the economic and fiscal impact of the Atlantic Canada aerospace and defence industry, with an emphasis on the impact of the private sector supply chain excluding the military (public defence). With an updated economic and fiscal impact study that builds upon [previous analysis](#) completed for ACADA in 2018, we hope to generate comparative data to allow for an assessment of changes over time as well as collect new information.

This impact study will inform key industry stakeholders of the relative importance of the Atlantic Canada aerospace and defence industry, including its supply chain linkages throughout the region, as it prepares for future growth during the post-pandemic recovery

2) Project Scope

The impact study should include statistical analysis that provides a concise overview of Atlantic Canada's aerospace and defence industry, including brief commentary on recent trends, the effects of COVID-19, and the outlook for the sector. This should include the relative size of the industry versus the total economy and other industries, in terms of output, GDP, incomes and employment. It should also examine average wages and incomes versus the total economy and other industries. The study should discuss labour productivity, export activity and number of businesses (by employment range) in Atlantic Canada's aerospace and defence industry.

The economic study should assess the direct, indirect and induced economic impacts on output, Gross Domestic Product, labour income and employment (see Measuring Economic Impacts). In addition, the economic impact analysis should estimate the economic impacts on the above key economic indicators by Atlantic province, utilizing the latest province-specific economic impact multipliers available from Statistics Canada.

The economic impact and contributions of the industry should also be provided in aggregate for the Atlantic region. The consultant should provide comparative information with the industry nationally and regionally, to the extent feasible based upon what is available to the public. The impact study should also estimate the fiscal impact on federal, provincial, and municipal tax revenues by Atlantic province.

Measuring Economic Impacts

There are three types of economic impacts to be considered.

Direct Economic Impact: The direct economic impact usually refers to the direct impact of a specific industry, such as the output value of the aerospace and defence industry for this impact study.

Indirect Economic Impact: The indirect economic impact measures the impact of the aerospace and defence industry on other sectors of the economy, as part of its supply chain. For example, an expansion in output of the shipbuilding industry requires more steel or sheet metal from the primary metal and metal fabrication manufacturing industries. This necessitates increased trucking services from the trucking industry along with increased gasoline or diesel fuel to operate the trucks to deliver the steel or sheet metal to the ship builder.

Induced Economic Impact: The induced economic impact measures the impact of consumer spending, both by workers directly and indirectly employed in the aerospace and defence industry and/or its supply chain industries.

This impact study will provide estimates for the direct, indirect and induced impact of the aerospace and defence industry on output, GDP, household income and employment.

3) Project Deliverables

Proposals must include (but are not limited to):

- A brief research report in English only in an electronic pdf on the economic and fiscal impact of the Atlantic Canada aerospace and defence industry..
- A two-page fact sheet and infographics, in a format that can be shareable, to be used by ACADA staff for future presentation purposes, along with a news release to be provided by the consultant to help inform key industry stakeholders of the economic and fiscal impacts.
- A brief webinar presentation for the ACADA Board of Directors and key stakeholders highlighting the report findings should also be included in a consultant's project bid.

4) Pricing

Prices quoted shall include Harmonized Sales Tax (HST), must be in Canadian currency, and shall be firm until the contract has expired. It is the intent that these prices remain fixed until completion and that no contract containing price escalations will be accepted prior to the anticipated completion date outlined in this RFP. The anticipated cost to successfully complete this project not to exceed **\$38,000 inclusive of HST**.

5) Project Management & Summary of Qualifications/Experience

- Background and experience of all qualified personnel and/or subcontractors involved in the project, including their roles and professional qualifications and experience (short-form résumés or corporate profiles)
- Clearly identify the project lead and your approach to project management and reporting to ACADA
- At least two case studies of recent projects similar in scope, citing the work completed, and links to live sites.
- At least two former client references for whom similar or relevant work has been performed (including a contact person, description of work completed, and results achieved). Preference will be given to Suppliers with a proven ability to complete the task, evidenced by similar reference projects and clients.
- Identification of any potential challenges associated with this effort, including associated strategies to overcome these challenges.

6) General Conditions

Verbal information or representations shall not be binding on the Client. Only written changes, alterations, modifications, or clarifications are binding. In order to be valid all such changes, alterations, modifications or clarifications shall be issued in the form of addenda and all such addenda shall become a part of this RFP.

The proposal of the successful Proponent will form part of any resultant contract agreement by attachment and incorporation by reference. Claims made in the proposal will constitute contractual commitments. Any provision in the proposal may be included in the resultant contract as a direct provision thereof. The successful Supplier, as a condition of submitting its proposal, accepts a customized contract will be negotiated.

Any resultant contract from this RFP will be governed by the laws of Nova Scotia (where the ACADA Head Office resides) and shall be issued in the name of the successful Supplier exactly as that successful Supplier's personal or corporate name is stated in the RFP response document. Funds payable for materials delivered pursuant to any resultant contract shall be paid only to the Supplier who is so listed as party to any resultant contract. Only legal registered names of Proponents are acceptable.

The proposal will contain the signature, name and title of the person authorized to sign on behalf of the Supplier on the proposal submitted in response to this RFP.

The responsibility rests with the Supplier to submit a complete proposal, with proper and adequate detail to substantiate all aspects of its proposal. Incomplete proposals shall be deemed to be non-compliant. A complete proposal should include but not be limited to:

- Legal name and status: The proposal shall state the correct legal name and legal status of the proposing entity and the correct mailing address.
- Supplier contact: The name, title, telephone numbers, E-mail address and civic address of a representative who may be contacted for clarification or other matters relating to the proposal shall be provided.
- Content: The proposal will be clear, concise, and must include sufficient detail for effective evaluation and for substantiating the validity of stated claims. The proposal shall not simply rephrase or restate the requirements, but rather shall provide convincing rationale to address how the Supplier intends to meet these requirements.

This RFP is open to both Canadian and International bidders with demonstrative qualifications and experience. The successful Supplier must be licensed to conduct business in its own jurisdiction and may be required to produce a certificate of good standing for that jurisdiction.

The Client welcomes proposals that include subcontractors or partners but will only deal directly with the lead or prime Supplier. All terms and conditions will apply to all subcontractors

and the Supplier will be responsible for subcontractors' compliance. The Supplier will be responsible for all work done by the subcontractors. The Supplier will be responsible for all damages and will complete any work unfinished by the subcontractors.

7) Awarding of Contract

The resulting contract will contain such reasonable terms as the Client may require. The award of contract will be made by the Client, based upon the results of the evaluation of submitted proposals.

The Client will notify the successful Contractor in writing via electronic means. Those that are not successful will receive written notification via electronic correspondence as soon as possible once the award of contract has been accepted and the negotiations have been concluded with the successful consultant. The Client reserves the right not to explain in detail why unsuccessful consultants were not selected.

8) Project & Payment Schedule

The project schedule should assume an approximate starting date of **January 17, 2022**. Bidders are asked to submit a proposed milestone payment schedule with their proposals which will be agreed to by the client/contractor through the contract arrangement.

9) Intellectual Property

Any intellectual property that is developed as a result of this project, including all data, specifications, concept plans, designs, rationales, presentation materials, economic and technical reports and related information produced by the Contractor in completing this work shall be vested with the Client. The Contractor shall deliver all files and documentation for this project to ACADA upon its completion and shall destroy all files and documentation on hand.

10) Proposal Evaluation

ACADA will evaluate the proposals. The lowest priced proposal may not necessarily be accepted. ACADA reserves the right to reject all proposals and to cancel the RFP or reissue if necessary.

The qualifications, commitment, related experience, and knowledge of the project personnel will be key evaluation factors. The experience of the team in undertaking assignments of this nature and magnitude will be a significant factor in proposal selection. The evaluation framework outlined in table below will be used in the selection.

Evaluation Criteria

Item	Weighting
1) Technical proposal & understanding of work scope	35%
2) Cost proposal	30%
3) Project management proposal and summary of corporate and staff qualifications and experience relating to the execution of Economic Impact Analysis.	20%
4) Past performance with ACADA or similar organizations	15%
	100%

11) Client Contact

ACADA will manage and administer the contract for this project. Contact for this RFP is:

Allan Campbell
Director, Prince Edward Island
Atlantic Canada Aerospace and Defence Association (ACADA)
Tel: 902-314-3946
Email: allan@ac-ada.ca

All correspondence must be in electronic format to Mr. Campbell and questions and responses will be provided to all respondents via e-mail prior to the submission deadline.

12) Submission of Proposals

Proposals must be submitted to the ACADA contact no later than **4:00 PM (AST) on Friday, January 7, 2022.**

- Only digital copies will be accepted.
- No extensions to the submission date will be considered.
- The successful proponent will be contacted within 10 business days of the RFP closing.