

REQUEST FOR PROPOSALS

ENGINEERING ADVISOR

The board is looking requesting proposals from an individual to provide engineering advisory services to be provided on a as needed basis.

Introduction

The Board of Commissioners of Public Utilities (Board) is an independent, quasi-judicial regulatory body operating in the province of Newfoundland and Labrador with responsibilities with respect to the regulation of public utilities, automobile insurance rates, petroleum products pricing, and motor carrier licensing in the province.

The Board's regulatory mandate requires oversight, examination and determinations in respect of various engineering and technical issues, particularly in relation to Newfoundland and Labrador Hydro and Newfoundland Power Inc.

Scope of Work

The range of services to be provided will vary from year to year but will include a core level of activities relating to the Board's general supervisory role for electric utilities in accordance with the *Public Utilities Act*. In particular the technical advisor will:

- (1) Undertake research and analysis and provide advice to the Board on a variety of technical matters including capital programs, rate design, safety, reliability and quality of service issues;
- (2) Liaise with senior technical staff of the utilities as required;
- (3) Undertake projects related to specific matters before the Board or with respect to special projects initiated by the Board; and
- (4) Work closely with Board staff, expert consultants engaged by the Board, and others as required.

Qualifications and Experience

The necessary qualifications and experience would normally be acquired through a minimum of 10 years of relevant work experience as a professional engineer, in the electrical discipline with a concentration on power systems. Experience in a utility and/or regulatory setting is preferred. Superior analytical, interpersonal and communication skills both written and oral are essential, as well as demonstrated initiative and independence. The person must also be registered in good standing with Professional Engineers and Geoscientists of Newfoundland and Labrador (PEGNL).

Conflict of Interest Declaration

The Board requires that the proponent provide a statement setting out that there are no potential conflicts or declaring any and all possible conflicts of interest. Failure to report any such conflict will be cause for disqualification.

Term of Engagement

It is expected that the contract will be for an initial term of three years; however, the appointment will be on an annual basis with potential renewal based on performance every year over the three-year period. At the end of the initial three-year term the Board may renew for a further term of three years with terms to be negotiated. The Board reserves the unqualified right not to renew the contract.

Proposal Content

Proposals must include the following:

- (1) An outline of the specific qualifications and experience relevant to the services to be provided;
- (2) Proposed fee arrangement for each year of the initial three-year term, with reimbursement for disbursements in accordance with and subject to the Board's policies;
- (3) A Conflict-of-Interest declaration.

Conditions

The Board will not be liable for any costs incurred by the proponents in the preparation and presentation of proposals.

The Board reserves the right to accept or reject any and/or all proposals. The lowest, or any proposal, will not necessarily be accepted and the Board may, at its sole discretion, accept a non-compliant proposal.

Process

We invite applications from all qualified individuals and the Board values diversity in the work place and is an equal opportunity employer.

Applications will be received in confidence. If you are interested in joining the Board's professional and dedicated team, we welcome your application by email to board@pub.nl.ca before 3:00 p.m., December 15th, 2023.

Only those applicants selected for an interview will be contacted.