



October 7, 2022

**THE LOWER COLUMBIA INITIATIVES
CORPORATION (LCIC)
IS SEEKING
Proposals
FOR
A FEASIBILITY STUDY**

LOWER COLUMBIA INITIATIVES CORP.

Request for Proposal – Western Canada Battery Hub Feasibility Study

Contact Person:

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Closing Date: 4:00 PM Pacific Time, November 22, 2022

i. BACKGROUND/INTRODUCTION

Lower Columbia Initiatives Corporation:

The Lower Columbia Initiatives Corporation (LCIC) is the result of a partnership between the City of Rossland, City of Trail, Village of Warfield, Village of Montrose, Village of Fruitvale and electoral areas A & B of the Regional District of Kootenay Boundary. The LCIC works collaboratively with the communities in the Lower Columbia region, local agencies, organizations and businesses to develop and implement strategies that will assist in strengthening our local economy while identifying and pursuing new economic opportunities. As the regional economic development agent that supports and drives growth and prosperity, the LCIC is committed to a cohesive, comprehensive, region-wide approach to the challenges and opportunities of economic development in the Lower Columbia Region.

Background:

Metal Tech Alley <https://metaltechalley.com/> is a marketing strategy for the Lower Columbia Initiatives Corporation <https://lcic.ca/>. Metal Tech Alley is supporting businesses and professionals to become circular economy leaders in industrial supply chains and bringing the benefits of circular economy to the West Kootenay region. Its priorities for promoting industrial circular economy action are education, circular design, and traceability.

By 2040, all new light-duty cars and trucks sold in British Columbia will be zero-emission vehicles – A reliable system to safely repurpose and recycle hybrid and electric vehicle batteries will have to be expanded. Even though there already are existing battery recycling facilities at Metal Tech Alley, this will have to be expanded to keep up with the future demand of EV battery recycling. Recycling is a key component to support a successful circular economy.

According to “A Roadmap for Canada’s Battery Value Chain – Building a national strategy for critical minerals and green battery metals” issued by the Battery Metals Association Canada and others,

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https://www.bmacanada.org/wp-content/uploads/2022/06/A_Roadmap_Full_Report_vf.pdf

- There needs to be 3 innovate battery ecosystem hubs in Canada. One should be in the West so it can connect Alberta and BC into a future Canada-to-Fremont battery and vehicle corridor.
- There also needs to be an efficient long-term ecosystem around 2-3 regional recycling hubs – one in the West and two in the East.

1.0 PURPOSE

The goal of this project is to clearly document a roadmap that will identify the factors for establishing this area as a battery hub for Western Canada. These will include, but not limited to, raw materials, R&D, battery storage manufacturing, battery refurbishment and battery recycling.

1.1 PROJECT DESCRIPTION

This project requires the following:

- Define what a battery hub is – definition to be constructed by the contact person, the proponent and a representative of the Battery Metals Association of Canada
- Drafting of an asset map – what do we have?
- A list of needs to fulfill the purpose of the project
 - Including but not limited to labor force, locations, resources/utilities and access to markets
- Any barriers to obtaining the purpose of the project
- A risk analysis for obtaining the purpose of the project
- Cost analysis for different phases of the project;

The impact assessments should pertain to the economic, environmental, and social conditions of the West Kootenay Region.

1.2 PROJECT SCOPE

The geographic scope for this project is the West Kootenay region of British Columbia.

The economic scope should focus on the region as mentioned above and consider opportunity costs and externalities as much as possible. The social scope should focus on type and availability of skilled and unskilled labor and housing. The environmental scope must include an assessment of GHG emissions, the impact of hydro power on such a project as well as the impacts on the physical landscape and fauna/flora.

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Further scope details:

Economic benefits of establishment of a battery hub	Benefits for tourism
Costs to new and existing businesses (ex. Shipping, maintenance, fuel)	Environmental impacts of a battery hub
Costs of pollution (GHG emissions) & waste	Costs of increased road maintenance
Community safety risks	Assessment of existing battery hub infrastructure
Traffic safety risks	Assessment of future investment
Disaster-specific risks	

1.3 PROJECT DELIVERABLES

The expected project deliverables are as follows:

- Kick-off meeting
- Create a project plan as required by grant agreement and approved by the contact person
- Final Report detailing:
 - Background information used to inform the assessment
 - Methodology used in execution of the assessment
 - Main findings
 - Discussion of the findings as required
 - to explain any limitations of the assessment or qualifications for using the findings to make decisions
 - to identify the net cost of establishing the West Kootenay area as a battery hub for Western Canada.
 - to identify the benefits of establishing the West Kootenay area as a battery hub for Western Canada.
- Presentation of draft final report to the Board of Directors
- All raw data collected during the assessment process
- Details on how findings were reached based on data and methods used to conduct the assessment
- Commitment to 2 weekly update meetings of approximately 1 hour
- 1st Interim Report Q1 2023
- 2nd Interim Report Q2 2023
- 3rd Interim Report Q3 2023

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- Final Report Q4 2023

2.0 BUDGET

The LCIC has allocated a maximum of \$85,000.00 **inclusive of taxes** for this project.

The LCIC expects to receive proposals that meets the established scope and goals of the project and as such will select the proposal that best fits the project goals with an appropriate budget.

Proposals pricing must be firm for at least 60 days after the final date. Prices will be firm for the entire contract period.

Prices quoted are to be:

- In Canadian dollars;
- Inclusive of duty, where applicable;
- FOB destination, delivery charges and all disbursements to be included where applicable; and
- Inclusive of all taxes

The successful Proponent will receive payment as follows:

- 25% within 30 days after awarding of the study;
- 17% within 30 days after receipt of the 1st Interim Report;
- 16.5% within 30 days after receipt of the 2st Interim Report;
- 16.5% within 30 days after receipt of the 3st Interim Report;
- 25% within 30 days after receipt of the Final Report;

3.0 SUBMISSION DETAILS

3.1 MANDATORY PROPOSAL CONTENT:

- Covering letter highlighting key features of the proposal, to be signed by an authorized signatory of the firm.
- 250 – 500 word description of an example of the firm’s undertaking of similar project(s).
- Details on the approach and methods used to deliver on the full scope of the project.

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- Details on the project management methods and tools used to ensure success of the project.
- Details on experience and qualifications of the personnel planned to be assigned to the project.
- Three (3) references
- Detailed project schedule, not to exceed past December 31, 2023.
- Fee Structure (see 3.2 for details)

3.2 FEE STRUCTURE:

- No additional fees or charges will be payable within this project. The maximum budget amount will include all fees and costs.

3.3 SUBMISSION PROCESS:

Responses should be no longer than fifteen (15) pages including all appendices and supporting documents.

Responses should be emailed to jvantonder@metaltechalley.com in PDF format by 4pm on Tuesday November 22, 2022.

DEADLINE: November 22, 2022 AT 4PM PDT

4.0 SELECTION PROCESS

4.1 SELECTION CRITERIA

The LCIC will take into consideration such matters as it considers appropriate in selecting the Proponent. Those matters will include, but are not limited to:

- Proposed methodology;
- Proponent's understanding of the context, issues and ultimate objectives of the project;
- Experience and qualifications of those involved in the project;
- Fees and disbursements;
- Schedule; and
- Reference checks.

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Decision making will be based on an assessment of the criteria mentioned in the selection process.

4.2 SELECTION PROCESS & SCHEDULE

Closing date for submissions: November 22, 2022 @ 4pm PDT

Review of submissions: November 23-30, 2022

Award of contract: December 5, 2022

Project start: January 1, 2023