

# Waasmoowin Energy Inc. Request for Proposals (“RFP”)

## Procurement Specialist

Waasmoowin Energy Inc. (“**Waasmoowin**”) would like to invite you to submit a proposal for the role of Procurement Specialist. This is a 3<sup>rd</sup> party consultant position and not an employment position. The successful applicant will provide administrative services to Waasmoowin in relation to its participation in the Project (defined below) and such other key deliverables as is set out below.

### Background and Context

Waasmoowin and Hydro One Networks Inc. (“**HONI**”) wish to proceed with the construction and operation of two transmission lines. A new ~205 km single circuit 500 kV transmission line between Mississagi TS and Hanmer TS and addition of two new autotransformers at Mississagi TS; and a new ~75 km double circuit 230 kV transmission line between Mississagi TS and Third Line TS. (the “**Project**”).

Waasmoowin is a corporation owned by the 9 First Nations located along both lines, who are interested parties in the Project on account of their knowledge of the area that the Project will be passing through and on account of their asserted rights and values therein.

The shareholders of Waasmoowin are currently Wahnapiatae First Nation, Atikameksheng Anishnawbek, Whitefish River First Nation, Sagamok Anishinabek, Serpent River First Nation, Mississaugi First Nation, Thessalon First Nation, Garden River First Nation and Batchewana First Nation. Waasmoowin is governed by a board of directors made up of [9] directors.

Waasmoowin and HONI have initiated discussions concerning Waasmoowin’s confirmed equity participation in the Project through a joint ownership arrangement as well as consultation and accommodation measures for the Project.

The Procurement Specialist will be contracted as a 3<sup>rd</sup> party consultant to provide project services to Waasmoowin. This is not an employment position with Waasmoowin. The Procurement Specialist must be easily accessible to the Waasmoowin Project Team and able to travel amongst the 9 First Nation communities as required. The length of the contract will be approximately 2-3 years, i.e. if and until definitive agreements are signed with HONI and construction commences but could be extended further into the construction phase if Waasmoowin requires.

### Objectives and Key Deliverables

1. **Leads the development and coordination of procurement planning strategies for goods, services and works, focusing on the achievement of the following results:**
  - Identifying Needs
    - Review business listing from Partner First Nations;
    - Research possible joint ventures amongst Partner First Nations;
    - Understanding the project requirements for various goods and services.
  - Sourcing Suppliers
    - Researching and evaluating potential suppliers to ensure they meet quality,

cost, and delivery requirements.

- Provision of supply-market intelligence and analysis;
- Optimal Stakeholder management principles;

**2. Procurement Process Coordination:**

- Creation, implementation and support of proper monitoring and control of procurement processes in the projects including organization of RFQ or RFP, receipt of quotations, bids or proposals, their evaluation, negotiation of certain conditions of contracts.
- Procurement contracts and contractors optimally managed through supplier and contract performance management against agreed benchmarks and through agreed reporting mechanisms.
- Implementation of internal control system,

**3. Knowledge building and Knowledge sharing:**

- Organize, facilitate and/or deliver training and learning initiatives for Partner First Nation businesses on procurement-related topics.
- Lead and conduct initiatives on capacity development and knowledge building for procurement personnel, including network development, plans, learning plans, and activities, procurement practice information and best practice benchmarking.

**4. Contract Negotiation and Support**

- Negotiating terms and conditions with suppliers to secure favourable prices and contracts that may fall under the role of WEI.
- Provide advice on contract management, negotiation, and risk management strategies.
- Provide support to streamlining pre-negotiations during ECI process and negotiations during EPC process for direct engagement between ECI/EPCs and First Nation businesses.

**5. Quality Control**

- Collaborating with project partners to ensure that products and services meet the required quality standards.
- Analyzing costs to identify opportunities for savings and cost reduction.
- Maintaining strong relationships with suppliers to ensure ongoing cooperation and access to competitive pricing.

**6. Other duties as requested by the Board**

**Logistics of RFP for Procurement Specialist:**

**RFP Opening:** The RFP process is open as of **April 4, 2025**

**RFP Closing:** The RFP process will close, and proposals are due by **April 22, 2025**

## Communications

Proposals are to be submitted by email to:

Waasmoowin Recruitment Committee

**Attn:** Leslie Recollet, Admin Lead

**Email:** [admin@waasmoowin.com](mailto:admin@waasmoowin.com)

**Phone:** 705-863-0255

The proposal must be submitted no later than the deadline noted above.

Questions about the RFP proposal and/or process may be submitted at any time during the RFP process to the Project Manager at [pm@waasmoowin.com](mailto:pm@waasmoowin.com).

## Proposal Contents

The following format and instructions should be followed in order to provide consistency in proposals received and to ensure that each proposal receives full consideration. The proposal should include:

- a) Candidate name, address, contact information (phone number and email address);
- b) Location of the candidate;
- c) Years and types of experience;
- d) An explanation of how the candidate plans to meet the stated objectives and deliverables (as well as an approximate timeline);
- e) Proposed budget for completion of the work (include rate per hour where applicable);
- f) Relevant work experience including details of the nature of the work, dates, duration and any other relevant details;
- g) Resume and biography;
- h) Confirmation that Certificate of General Liability Insurance will be provided if contract awarded; and
- i) Knowledge of and familiarity with each of the 9 partnering First Nations.
- j) other information relevant for Waasmoowin to assess your suitability to work on the Project.