

**All enquiries** related to this Request for Proposals, including any requests for information and clarification, are to be submitted by April 10, 2026, and directed, in writing, to [procurement@bc-er.ca](mailto:procurement@bc-er.ca), who will respond if time permits. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses will be recorded and may be distributed to all Proponents at the BCER's option.

**RFP# 21427002**

Posted: Amd 2 April 8, 2026 (updated Q&A)

## **Data Solutions Consultant**

**Closing Time:** Proposal must be received electronically  
**before 2:00 PM Pacific Time on: April 15, 2026**

### **Delivery of Proposals**

**Proposals must be submitted electronically.**

To: <https://procurement.bc-er.ca/>

### **Organization Overview**

The British Columbia Energy Regulator (BCER) oversees the full life cycle of energy resource activities in B.C., from site planning to final restoration. Our role includes the regulation of natural gas, oil, hydrogen, ammonia, methanol and renewable energy sources such as geothermal, solar and wind power.

Our authority is established by way of the Energy Resource Activities Act (ERAA) and additional legislation related to heritage conservation, roads, land and water use, forestry, and other natural resources. We work to ensure industry compliance with provincial legislation to protect public safety and the environment, support reconciliation with Indigenous peoples, conserve energy resources and foster a sound economy and social wellbeing.

Our employees work out of seven locations to ensure our presence near energy resource activities: Fort Nelson, Fort St. John, Dawson Creek, Terrace, Prince George, Kelowna and Victoria.

We acknowledge and respect the many First Nations, each with unique cultures, languages, legal traditions and relationships to the land and water, on whose territories the BCER's work spans.

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## **A. Definitions and Administrative Requirements**

### **1. Definitions**

Throughout this Request for Proposals, the following definitions apply:

“Contract” means the written agreement resulting from this Request for Proposals executed by the BCER and the Contractor;

“Contractor” means the successful Proponent to this Request for Proposals who enters into a written Contract with the BCER;

“Must”, or “mandatory” means a requirement that must be met in order for a proposal to receive consideration;

“Proponent” means an individual or a company that submits, or intends to submit, a proposal in response to this Request for Proposals;

“BCER” means British Columbia Energy Regulator;

“Request for Proposals” means the process described in this document; and

“Should” or “desirable” means a requirement having a significant degree of importance to the objectives of the Request for Proposals.

### **2. Terms and Conditions**

Submitting a proposal indicates acceptance of all the terms and conditions set out in the RFP, including those that follow and that are included in all appendices and any addenda.

A proposal must be signed by a person authorized to sign on behalf of the Proponent with the intent to bind the Proponent to the RFP and to the statements and representations in the Proponent’s proposal. A scanned copy of the signed cover page of this RFP is acceptable as is a cover letter identifying the Proponent, identifying the RFP and including a signature of an authorized representative of the Proponent that confirms the Proponent’s intent to be bound. An electronic proposal constitutes the signature of an authorized representative of the Proponent and is acceptable without additional signature.

### **3. Electronic Submissions**

For electronic submissions the following applies:

- a) The Proponent is solely responsible for ensuring that the complete electronic Proposal, is received before Closing Time;
- b) The maximum size of each attachment must be 500 MB or less and uploaded in a single attachment;
- c) Proponents should submit proposal submissions in a single upload and avoid sending multiple submissions for the same opportunity;
- d) Attachments must not be compressed, must not contain a virus or malware, must not be corrupted and must be able to be opened. Proponents submitting by electronic submission are solely responsible for ensuring that any emails or attachments are not corrupted. The BCER may reject proposals that are compressed, cannot be opened or that contain viruses or malware or corrupted attachments.

### **4. Additional Information Regarding the Request for Proposals**

All subsequent information regarding this Request for Proposals, including changes made to this document will be posted on the BC Bid website at [www.bcbid.ca](http://www.bcbid.ca). It is the sole responsibility of the Proponent to check for amendments on the BC Bid website.

### **5. Late Proposals**

Proposals will be marked with their receipt time once submitted. Only complete proposals received and marked before closing time will be considered to have been received on time. Proposals that are received late will be marked late and will not be considered or evaluated. In the event of a dispute, the proposal receipt time as recorded by the electronic date stamp shall prevail whether accurate or not.

### **6. Eligibility**

- a) Proposals will not be evaluated if the Proponent’s current or past corporate or other interests may, in the BCER’s opinion, give rise to a conflict of interest in connection with the project described in this Request for Proposals. This includes, but is not limited to, involvement by a Proponent in the preparation of this Request for Proposals. If a Proponent is in doubt as to whether there might be a conflict of interest, the Proponent should consult with the BCER Contract Management Analyst prior to submitting a proposal.
- b) Proposals from not-for-profit agencies will be evaluated against the same criteria as those received from any other Proponents.

### **7. Evaluation**

Evaluation of proposals will be by a committee formed by the BCER and may include employees and contractors of the BCER. All personnel will be bound by the same standards of confidentiality. The BCER’s intent is to enter into a Contract with the Proponent who has the highest overall ranking.

### **8. Negotiation Delay**

If a written Contract cannot be negotiated within thirty days of notification of the successful Proponent, the BCER may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent and either negotiate a Contract with the next qualified Proponent or choose to terminate the Request for Proposals process and not enter into a Contract with any of the Proponents.

**9. Debriefing**

At the conclusion of the Request for Proposals process, all Proponents will be notified of the award by email. Unsuccessful Proponents may request a debriefing meeting with the BCER.

**10. Alternative Solutions**

If alternative solutions are offered, please submit the information in the same format, as a separate proposal.

**11. Changes to Proposals**

By submission of a clear and detailed written notification, the Proponent may amend or withdraw its proposal prior to the closing date and time. Upon closing time, all proposals become irrevocable. The Proponent will not change the wording of its proposal after closing and no words or comments will be added to the proposal unless requested by the BCER for purposes of clarification.

**12. Proponents' Expenses**

Proponents are solely responsible for their own expenses in preparing a proposal and for subsequent negotiations with the BCER, if any. If the BCER elects to reject all proposals, the BCER will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

**13. Limitation of Damages**

Further to the preceding paragraph, the Proponent, by submitting a proposal, agrees that it will not claim damages, for whatever reason, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing its proposal and the Proponent, by submitting a proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

**14. Proposal Validity**

Proposals will be open for acceptance for at least 90 days after the closing date.

**15. Firm Pricing**

Prices will be firm for the entire Contract period unless this Request for Proposals specifically states otherwise.

**16. Currency and Taxes**

Prices quoted are to be:

- a) In Canadian dollars;
- b) Inclusive of duty, where applicable; FOB destination, delivery charges included where applicable; and
- c) Exclusive of taxes

**17. Completeness of Proposal**

By submission of a proposal the Proponent warrants that, if this Request for Proposals is to design, create or provide a system or manage a program, all components required to operate the system or manage the program have been identified in the proposal or will be provided by the Contractor at no charge.

**18. Subcontracting**

- a) Using a subcontractor (who should be clearly identified in the proposal) is acceptable. This includes a joint submission by two Proponents having no formal corporate links. However, in this case, one of these Proponents must be prepared to take overall responsibility for successful performance of the Contract and this should be clearly defined in the proposal.
- b) Subcontracting to any firm or individual whose current or past corporate or other interests may, in the BCER's judgment, give rise to a conflict of interest in connection with the project or program described in this Request for Proposals will not be tolerated. This includes, but is not limited to, any firm or individual involved in the formulation of this Request for Proposals. If a Proponent is in doubt as to whether a proposed subcontractor gives rise to a conflict of interest, the Proponent should consult with the BCER Contact Person listed on page 1 prior to submitting a proposal.
- c) Where applicable, the names of approved sub-contractors listed in the proposal will be included in the Contract. No additional subcontractors will be added, nor other changes made, to this list in the Contract without the written consent of the BCER.

**19. Acceptance of Proposals**

This Request for Proposals should not be construed as an agreement to purchase goods or services. The BCER is not bound to enter into a Contract with the Proponent who submits the lowest priced proposal or with any Proponent. Proposals will be assessed in light of the evaluation criteria. The BCER will be under no obligation to receive further information, whether written or oral, from any Proponent.

Neither acceptance of a proposal nor execution of a Contract will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute, regulation or by-law.

**20. Definition of Contract**

Notice in writing to a Proponent that it has been identified as the successful Proponent and the subsequent full execution of a written Contract will constitute a Contract for the goods or services, and no Proponent will acquire any legal or equitable rights or privileges relative to the goods or services until the occurrence of both such events.

**21. Contract**

By submission of a proposal, the Proponent agrees that should its proposal be successful, the Proponent will enter into a Contract with the BCER in accordance with the terms of the BCER's Information Technology Professional or General Service Agreements.

**22. Liability for Errors**

While the BCER has used considerable efforts to ensure the information in this Request for Proposals is accurate, the information contained in this Request for Proposals is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the BCER, nor is it necessarily comprehensive or exhaustive. Nothing in this Request for Proposals is intended to relieve Proponents from forming their own opinions and conclusions with respect to the matters addressed in this Request for Proposals.

**23. Modification of Terms**

The BCER reserves the right to modify the terms of this Request for Proposals at any time in its sole discretion. This includes the right to cancel this Request for Proposals at any time prior to entering into a Contract with the successful Proponent.

**24. Ownership of Proposals**

All proposals submitted to the BCER become the property of the BCER. They will be received and held in confidence by the BCER, subject to the provisions of the *Freedom of Information and Protection of Privacy Act* and this Request for Proposals.

**25. Use of Request for Proposals**

Any part of this document, or any information provided by the BCER in relation to this Request for Proposals may not be used or disclosed, for any purpose other than for the submission of proposals. Without limiting the generality of the foregoing, by submission of a proposal, the Proponent agrees to hold in confidence all information provided by the BCER in relation to this Request for Proposals.

**26. Reciprocity**

The BCER may consider and evaluate any proposals from other jurisdictions on the same basis that the BCER purchasing authorities in those jurisdictions would treat a similar proposal from a British Columbia supplier.

**27. No Lobbying**

Proponents must not attempt to convey directly or indirectly with any employee, contractor or representative of the BCER, including the evaluation committee and any elected officials of the BCER, or with members of the public or the media, about the project described in this Request for Proposals or otherwise in respect of the Request for Proposals, other than as expressly directed or permitted by the BCER.

**B. Requirements and Responses**

**Summary of the Requirement**

The British Columbia Energy Regulator (BCER) is seeking a Data Solutions Consultant to provide specialized, on-demand professional services to support a broad range of data architecture and integration initiatives.

The successful proponent will support multiple business areas and systems by delivering services such as data modeling, data flow mapping, data quality improvement, system-to-system data integration, and data enablement to support advanced analytics and artificial intelligence (AI) initiatives.

The scope of the work is adaptive, requiring professional judgement, collaboration with BCER staff, and the ability to support evolving priorities.

**1. Anticipated Schedule**

The following table outlines the anticipated schedule for this RFP. All times identified in the table are in Pacific Time.

<b>Event</b>	<b>Anticipated Date</b>
Enquiries deadline	April 10, 2026
Request closing time	April 15, 2026 at 2:00PM PST
Review, interviews, and reference checks as required	April 20 – May 1, 2026
Preferred Proponent selected by	May 4, 2026
Commencement of work	May 2026

**2. BCER Situation/Overview**

The BCER regulates the full life cycle of energy resource activities in B.C., from site planning to restoration. We ensure activities are undertaken in a manner that protects public safety, safeguards the environment, supports meaningful reconciliation, and advances the public interest and contributes to B.C.'s economy. The BCER's current legislated mandate, regulatory framework, core activities and organizational structure are described in the [2023/24 - 2025/26 Service Plan \(PDF\)](#) available on the BCER's website at [www.bc-er.ca](http://www.bc-er.ca).

**2.1 BCER Responsibility**

The BCER mission is as follows:

We regulate the life cycle of energy resource activities in B.C. from site planning to restoration, ensuring activities are undertaken in a manner that:

- Protects public safety
- Safeguards the environment
- Supports meaningful reconciliation
- Advances the public interest and contributes to B.C.'s economy

## 2.2 Background

The BCER relies on data from multiple internal and external systems to support regulatory oversight, compliance, reporting, analytics, and decision-making. As the organization continues to evolve its digital, analytics, and AI capabilities, there is an increasing need for consistent, well-modeled, high-quality, and well-integrated data.

The BCER is seeking specialized consulting support to assist with:

- Improving the structure and quality of data assets
- Clarifying data flows and dependencies across systems
- Enabling consistent KPI and metrics reporting
- Supporting data integration initiatives, including those required for advanced analytics and AI use cases

The intent of this RFP is to establish a qualified consultant who can provide flexible, expert support across these data-related activities, working collaboratively with BCER staff and stakeholders.

## 3. Requirements

### Scope of Services

The successful candidate will provide data consulting and technical advisory services that may include, but are not limited to, the following service areas:

#### 1. Data Architecture and Modelling

- Conceptual, logical, and physical data modelling
- Normalization of existing data structures
- Rationalization of existing schemas and tables
- Alignment of data models with business concepts, regulatory requirements, and data standards
- Assessment of database user and role privileges
- Review of draft data standards documentation

#### 2. Data Flow and Dependency Mapping

- Documentation of end-to-end data flows across systems
- Identification of upstream and downstream data dependencies

#### 3. Data Quality initiatives

- Identification and resolution of data quality issue root causes
- Definition of data quality rules, metrics, and monitoring approaches
- Support for activities tied to data governance initiatives

#### 4. Data Integration and Interoperability

- Assistance with data virtualization, ETL/ELT, or API-based integration approaches
- Support for system-to-system data integration initiatives
- Collaboration with internal and external teams as required

#### 5. Data Enablement for Advanced Analytics and AI

- Preparation and structuring of data to support advanced analytics and AI initiatives
- Identification of data readiness gaps for advanced use cases
- Support for data structures and pipelines

The BCER anticipates issuing work on an as-needed basis, with scope and priorities evolving over time. Work will be scheduled in advance, with planning typically occurring **two to four weeks** ahead to align with business resource availability and changing priorities. While the BCER expects some flexibility from the proponent, work planning will account for the proponent's availability and capacity for the period.

## Deliverables

In addition to the services outlined above, the successful proponent will be responsible to provide the following:

- Status reports (format to be approved by Regulator).
- Monthly invoicing including detailed hours worked.

## Format Requirements

The following format, sequence, and instructions must be followed to provide consistency in Proponent response and ensure each proposal receives full consideration. With all pages consecutively numbered, the proposals should contain the following parts:

- a) Table of contents with page numbers.
- b) Executive summary.
- c) The body of the proposal in accordance with the above content requirements, to a maximum length of 5 pages.

## Content Requirements

Responses should be succinct and should focus on specific services and deliverables being proposed – please be considerate of the time it will take to review the submission.

In order to expedite a fair and unbiased proposal review process, the BCER's preference is for all proposals to use the following outline:

### 1. Section outlining fulfilment of mandatory criteria

- Confirm compliance with all mandatory requirements listed in the RFP.
- Include an independence and objectivity statement confirming the proponent is free of any actual or perceived conflicts of interest.

### 2. Summary of proponent's qualifications

- Highlight relevant credentials, including:
  - Certifications (e.g., TOGAF, CDMP)
  - Professional designations
  - Educational background

### 3. Summary of proponent's relevant experience

- Detail experience leading end-to-end delivery of data-focused initiatives, including architecture design, data modelling, integration, and rollout
- Outline hands-on experience working with relational database management systems (RDBMS), noting specific tasks such as complex query development, creation of view logic, stored procedure work, and performance optimization activities. Oracle-based experience is preferred and should be clearly identified where applicable

- Describe any previous work where version control practices have been applied to manage source code and incremental changes across development and deployment cycles
  - Highlight any experience with data virtualization technologies in streamlining data access, logic control, and integration across enterprise systems
  - Describe relevant experience in leading and managing cross-functional initiatives
  - Highlight previous experience in communicating complex technical information clearly to varied audiences
- 4. Proposed resources and availability, including any constraints**
- Confirm willingness to work on a part-time, as-needed basis.
  - Describe how availability will be managed and planned 2 – 4 weeks in advance.
  - Identify any known scheduling limitations or blackout periods.
- 5. Costs (hourly rates) provided in Canadian dollars (CAD)**
- Include a clear breakdown of hourly rates
- 6. Resume(s)**
- Provide concise bios for all personnel, focusing on relevant experience and qualifications.

#### **4. Evaluation of Proponent Response**

The evaluation of responses will be conducted by a team consisting of employees and/or contractors of the BCER. All members of the team will be bound by the same standards of confidentiality.

This section details the mandatory and desirable criteria against which proposals will be evaluated. Proponents should ensure that they fully respond to all criteria in order to receive full consideration during the evaluation.

The lowest priced proposal will not necessarily be accepted. The BCER reserves the right to refuse any proposal based on quality, service, price, reputation, experience and other criteria.

The Preferred Proponent will be the Proponent scoring the most points after evaluation. The evaluation process will consist of the following stages:

- Stage One – Mandatory Criteria
- Stage Two – Desirable Criteria

**Mandatory Criteria**

Proposals not clearly demonstrating that they meet the following mandatory criteria will be excluded from further consideration during the evaluation process:

- **The Proposal must be received before the designated closing date and time.**
- **The Proposal must be in English and submitted electronically to <https://procurement.bc-er.ca/>**
- **The Proponent must confirm that any personal information received, collected or held over the course of the review will be stored and used only in Canada.**
- **The Proposal must contain an independence and objectivity statement confirming the Proponent is free of any actual or perceived conflict of interest and free of bias with respect to the BCER, its officers and employees.**

**Failure to meet all mandatory criteria above will disqualify the Proponent’s Proposal from further review. If you have issues uploading to the procurement portal contact [procurement@bc-er.ca](mailto:procurement@bc-er.ca) before the deadline.**

**Desirable Criteria**

The BCER seeks to enter into an agreement with the Proponent who, in the opinion of the BCER, has the resources with the knowledge and competence to provide the greatest value. Proposals meeting all of the mandatory criteria will be further assessed against the desirable criteria.

Desirable Criteria	Weight
<b>Proponent’s Qualifications</b> <ul style="list-style-type: none"> <li>• Relevant credentials, including certifications, professional designations, and education</li> </ul>	5%
<b>Proponent’s Relevant Experience</b> <ul style="list-style-type: none"> <li>• Demonstrated experience leading end-to-end data solution delivery, including architecture design, data modeling, integration, and rollout</li> <li>• Demonstrated experience working within Oracle environments, including advanced SQL, complex view logic, PL/SQL development, and performance tuning</li> <li>• Demonstrated experience leveraging Git-based version control for managing code, configuration, and deployment assets</li> <li>• Demonstrated experience with data virtualization technologies considered an asset</li> <li>• Demonstrated ability to lead and manage cross-functional initiatives</li> <li>• Demonstrated proficiency in strong written and verbal communication skills, including the ability to convey complex technical concepts to diverse audiences</li> </ul>	55%
<b>Proponent Fit and Resource Availability</b> <ul style="list-style-type: none"> <li>• Clear and practical approach to delivering scope of services</li> <li>• Demonstrated understanding of BCER environment</li> <li>• Confirmation of availability and ability to meet timelines</li> </ul>	25%
<b>Pricing</b> <ul style="list-style-type: none"> <li>• Hourly rates for proposed resources</li> <li>• Transparency and clarity of pricing structure</li> </ul>	15%

## **Informational Interviews**

The top ranking (to a maximum of three) Proponents may be asked to attend an interview with the evaluation team. During the interview, the evaluation committee may clarify and/or verify statements made in the written Response.

The requirement for interviews is optional. The BCER reserves the right to complete the evaluation process without Proponent interviews.

Interview scoring criteria will be provided to candidates prior to the interview, if one is conducted.

The highest scoring Proponent (Preferred Proponent) will be selected by adding the scores from the desirable criteria and the interview.