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Request for Proposals for
State of Alaska Oil & Gas Competitive Review Board
November 5, 2014

Overview

The State of Alaska requests proposals to conduct a comprehensive survey of oil and gas companies aimed at assessing Alaska’s economic competitiveness as it relates to both current and future industry investment. The information obtained by the survey will be subsequently aggregated and made available to the public. Ultimately, the Oil & Gas Competitive Review Board will review and analyze the aggregated survey results to better inform future projects and strategies.

Scope of Work

AS 43.98.050 mandates that the Oil & Gas Competitive Review Board maintain a salient collection of information related to oil and gas exploration, development, and production in the state and related tax structures, rates and credits. Furthermore, the Oil & Gas Competitive Review Board is tasked with reviewing historical, current, and potential levels of investment, identifying factors likely to affect investment, and evaluating the competitive position of the state as compared to other like regions.

The Oil & Gas Competitive Review Board is to make its first written findings and recommendations to the Alaska State Legislature before January 31, 2015, or as soon thereafter in relation to these four areas:

- 1) Changes to the state’s regulatory environment and permitting structure that would be conducive to encouraging increased investment while protecting the interests of the people of the state and the environment.
- 2) Status of the oil and gas labor pool in the state and the effectiveness of workforce development efforts by the state.
- 3) Status of the oil and gas related infrastructure of the state, including a description of infrastructure deficiencies.
- 4) Competitiveness of the state’s fiscal oil and gas tax regime when compared to other regions of the world.

In order to complete this initial report and maintain a salient collection of information relevant to the assessment of Alaska’s competitiveness, the Oil & Gas Competitive Review Board is obtaining information from a variety of sources and stakeholders, including the following: various state agencies such as the Department of Labor & Workforce Development, Department of Revenue, Department of Environmental Conservation, Department of Natural Resources, previously conducted studies, other workforce development interests, etc. The Oil & Gas Competitive Review Board recognizes that obtaining a complete collection of information requires cooperation and significant input from oil and gas companies.

To obtain accurate data from relevant companies, the Oil & Gas Competitive Review Board solicits proposals for a third party contractor to conduct a confidential survey of oil and gas

companies to obtain pertinent data regarding the four aforementioned areas. The confidential survey will allow companies anonymity as well as the ability to share proprietary information and insight into respective investment strategies. Comparable surveys are routinely conducted across the industry, both domestically and internationally. This survey would be tailored specifically for the needs of Alaska's Oil & Gas Competitive Review Board.

In order to construct an effective and appropriate survey, the contractor will coordinate and consult with the Oil & Gas Competitive Review Board and approved Department of Revenue staff. Although the Oil & Gas Competitive Review Board will be privy to the survey and the results, it will not have access to individual company responses, which will remain confidential.

The Oil & Gas Competitive Review Board would like the contractor to survey oil and gas companies who are current lease holders/explorers/producers in all regions/basins of the state (including the federal Outer Continental Shelf), past lease holders/explorers/producers, and companies that are active in other like resource regions but not currently in Alaska.

Proposals will be evaluated on level of detail in the proposal, relevant past experience, cost and technical qualifications of the team. The project schedule calls for submittal of proposals to the Department of Revenue no later than _____. The successful bidder will be advised of the project award no later than _____.

At a minimum, the proposal must include the following:

1. **Introduction** – A brief introduction that demonstrates familiarity of oil and gas competitiveness factors as described in the scope of work.
2. **Prior experience** – The contractor must outline, in detail, prior experience with conducting like competitiveness review surveys of the oil and gas industry.
3. **Methods** – Describe the methods by which the contractor will compile, analyze and submit necessary information required by the RFP. Include how the contractor will maintain the confidentiality of the information obtained from the oil and gas companies.
4. **Project Team Qualifications** – To be considered for this project, the Consultant/contractor must demonstrate experience and familiarity with the appropriate information required for this project. Experience with oil and gas companies is essential. Please include biographies of those principles that will be involved in the project.
5. **Schedule** – Adherence to the project schedule by the Consultant is essential in order to meet regulatory deadlines. [Note to Board: Would be good to insert draft schedule after more understanding of state procurement processes].
6. **Costs** – Details of the projected labor hours and costs and materials by task must be included in the proposal. Estimated costs should generally be summarized by task as follows:

Professional Labor (Billing Rate X Hours)

Management
Development of Survey & Identifying Companies to respond
Conducting Survey
Data Review & Compilation
Reporting findings

Subtotal Labor Costs
*Materials & Other Incidental Expenses**
Subtotal Expenses
GRAND TOTAL

*Note: it is essential that overhead and benefits are included in the hourly labor rates

The proposal must be submitted electronically or by fax by _____
To:

Department of Revenue
Contact: _____
Address
Etc.