



**Orphan Well  
Association**

## PROSPECTIVE CONSULTANTS AND CONTRACTORS

### REQUEST FOR INFORMATION

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### **1.0 GENERAL INFORMATION**

#### **1.1 Orphan Well Association**

The Orphan Well Association (OWA) is a not-for-profit organization which operates under the legal authority of the Alberta Energy Regulator (AER). The mandate of the OWA is to manage the abandonment of orphan upstream oil and gas wells, pipelines, facilities and the reclamation of their associated sites.

#### **1.2 Type of Activities**

The OWA retains companies that have qualified personnel that can perform well inspections, well abandonments, pipeline/facility abandonments, and wellsite remediation and reclamation.

### **1.3 Intention/Rejection**

It is the intention of the OWA to consider information provided by companies and to not be precluded from negotiating with one, or more than one, of the parties responding to this information request.

The OWA reserves the right, in its sole discretion, to seek further information from, or clarification of, any information submitted in the company's response, and is entitled to utilize any such information or clarifications received in deciding which company may be of interest to the OWA.

### **1.4 Confidentiality**

All information including specifications, design, drawings, documents and other data contained in the company's documents ("Confidential Information") shall remain confidential and the property of the OWA.

### **1.5 Submissions**

Should your company decide to submit their company information to the OWA, any cost incurred in the preparation of the submission is borne solely by the submitter. Submissions will not be returned to the submitter. The OWA requests that submissions do not exceed 10 pages. After a review of the company's information, the OWA will be in contact with a submitting company should additional information be required. The OWA reserves the right not to be contacting every company that submits their company information.

Please submit the company's information to:

Email: [OWA.Admin@aer.ca](mailto:OWA.Admin@aer.ca)

## **2.0 PRIME CONTRACTOR – SAFETY REQUIREMENTS**

### **2.1 Prime Contractor**

Consulting firms working for the OWA are required to take on the role of Prime Contractor for the Work. As the OWA representative, the Prime Contractor will be responsible for the safety management of all the activities taking place during the project, including all contractors that are retained to complete the project.

### **2.2 Safety Management**

The OWA has a Health, Safety and Environment or HSE Policy which outlines our expectations for consultants and contractors responsibility for safety. The OWA has an active management approach to safety and conduct both office vendor visits and field safety visits during operations.

Consultant companies and contractor companies are to as a minimum follow the OH&S Regulations and Code as well as:

- Subscribe to ComplyWorks;
- Hold a valid COR or SECOR certificate;
- Have a Safety Program or Safety Management System which includes contractors/subcontractors;
- Prequalify all contracted/subcontracted companies for safety and competency prior to working onsite;
- Maintain and execute the emergency response plan (ERP); and
- Conduct incident reporting, tracking and learning opportunities.

### 3.0 **COMPANY PROFILE**

#### 3.1 **Company Information**

Company Legal Name:		
Canadian Address:		
City:	Province:	Postal Code:
Phone:	Website:	
Length of time in business:		
Number of core customers:		
Number of employees:	No. of contract personnel:	
Financial capacity:		
Location of company offices:		

#### 3.2 **Contact Information (person responsible submission)**

Name:	
Title:	
Phone:	E-mail:
Date:	

Describe the company and provide details of the company's expertise in well inspections, well abandonments, pipeline/facility abandonments, and wellsite remediation and reclamation.

#### 3.3 **Safety Information**

The OWA would request that the company's Certificate of Recognition audit score, and Total Recordable Injury Frequency (TRIF) for the past 2 years be included in the information package sent to the OWA.

#### 3.4 **References**

The OWA requests that client references for the company be included in the information package submitted to OWA. Please list the names of recent client companies that the company has worked for recently, including the name of the company, location and type of work completed, contact person name and their telephone or email.

#### **4.0 PRICING SCHEDULE**

##### **CONSULTING COMPANIES**

Consultants are encouraged to complete the pricing schedule listed in the Appendices for which the company chooses to submit to the OWA. For consulting companies managing contractors, in most instances the contracting work will be completed as non-turnkey, as the OWA will reimburse the contractors directly.

##### **CONTRACTING COMPANIES**

For contractors, please submit a pricing schedule for the products/services that the company can provide.

**APPENDIX A**  
**WELL INSPECTIONS**

**PRICING SECHEDULE**

<b>Wellbore/Pipeline Inspections and Testing</b>	<b>\$/Hour</b>	<b>Daily Rate (\$)</b>	<b>Per Well (\$)</b>
D13 Inspections Wellhead pressures, GM test, SCVF test, lease inspection report, digital photos, install OWA sign, pin finder and lease cleanup as required. SCV sample collection and submission Flowline pressures Disconnect flowline from wellhead and secure. Report includes directions and site inventory			
H2S Testing (if not included)			
Second Person required for remote testing			
Vehicle km charge			
Meals/Subsistence			
Accommodation Rate/Hotel at cost			
ATV			
Snowmobile			

**Option for Alternate Pricing Models**

Proponents are allowed to propose alternate pricing models such as lump-sum or fixed price that might apply to wellbore/pipeline inspection and testing.

**APPENDIX B**  
**WELL ABANDONMENT**



**PRICING SECHEDULE**

<b>Typical Well Abandonment</b>			
	<b>\$/Hour</b>	<b>Daily Rate (\$)</b>	<b>Per Well (\$)</b>
Project Management			
Senior Engineer			
Intermediate Engineer			
Junior Engineer			
Technologist			
Flat rate for abandonment program (optional)			
Abandonment office supervision includes ERP/Safety Prgm			
End of well Report – Includes learnings, invoice approval, DDS			
Administrative Services			
Project pricing for multiple wells/day			
- Abandonment program			
- Abd Office Supervision (includes ERP/Safety Prgm)			
Field supervision (includes meals)			
Vehicle km charge			
Accommodation Rate Hotel/Camp at cost			
Office trailer used as accommodation on-site			
Mark up on third party charges %, if any. Note: Consulting companies managing contractors will be completed as non-turnkey, and the OWA will pay majority of contractors directly.			

**Option for Alternate Pricing Models**

Consultants can propose alternate pricing models such as lump-sum or fixed price that might apply to well abandonment.

**APPENDIX C**  
**PIPELINE/FACILITY DECOMMISSIONING**

**PRICING SCHEDULE**

<b>Pipeline/Facility Decommissioning</b>	<b>\$/Hour</b>	<b>Daily Rate (\$)</b>
Project Management		
Senior Engineer		
Intermediate Engineer		
Junior Engineer		
Technologist		
Technician		
Support Staff		
End of Project Report		
Regulatory/DDS submissions		
Administrative Services Fee		
Field supervision (includes meals)		
Vehicle km charge		
Accommodation Rate Hotel/Camp at cost		
Mark up on third party charges %, if any. Note: Consulting companies managing contractors will be completed as non-turnkey, and the OWA will pay majority of contractors directly.		

**Option for Alternate Pricing Models**

Consultants can propose alternate pricing models such as lump-sum or fixed price that might apply to pipeline/facility decommissioning.

**APPENDIX D**  
**REMEDIATION/RECLAMATION**

**PRICING SECHEDULE**

<b>Remediation/Reclamation</b>	<b>\$/Hour</b>	<b>Daily Rate (\$)</b>
Senior Professional		
Intermediate Professional		
Junior Professional		
Senior Technologist		
Junior Technologist		
Technical Assistant		
Drafting Technician		
Administrative Services Fee, if any (OWA prefers \$0 fees)		
List any Miscellaneous Equipment Charges (gas detectors, GPS, metal detector, monitoring probes, personal safety monitors, etc.)		
Field supervision communication package (phones, computers)		
Meals/Subsistence		
Vehicle km charge		
Office Trailer		
Hotel (receipt required)		
Travel time discount		
List any additional disbursement fees on above items, if any		
Mark up on third party charges %, if any. Note: Consulting companies managing contractors will be completed as non-turnkey, and the OWA will pay majority of contractors directly.		

**Lump Sum Pricing**

Consultants can also submit lump sum pricing or fixed pricing for Phase 1 Environmental Site Assessments and Phase 2 Environmental Site Assessments for typical wellsites in Alberta.