



**OIL AND GAS COMMISSION
ADVISORY COMMITTEE**

File: 200-20/ADV

July 16, 2004

Derek Doyle
Commissioner
Oil and Gas Commission
200 10003 110 Avenue
Fort St. John, BC V1J 6M7

Dear Derek Doyle:

Re: Advice from the OGC Advisory Committee

Further to our meeting of June 16, 2004, I am writing to provide our specific advice to the Oil and Gas Commission on behalf of the Committee.

• **Advisory Committee Membership**

- Commissioner Doyle to contact Jim Campbell and Rob Carss regarding their activity on the Committee. The Committee notices a recent lack of participation by Mr. Campbell and would like Mr. Carss to be made aware that it is vital that he participate on a regular basis.

• **SCEK Agreement**

Schedule D – SCEK Fund Processes

- The Advisory Committee feels that they need to have a specific role in the review of projects being solicited through RFPs and therefore would like the following highlighted changes be made to Schedule D of the SCEK Agreement.

PART II – STRATEGY IMPLEMENTATION

PART II (A) – PROJECTS SOLICITED THROUGH RFP's

Goal	Participants	Role
1. List of potential RFP's recommended by FM be created	• FM	• FM is to forward a copy of the list to the AC
2. AC to review the list of recommended RFP's	• AC & FM	• AC to submit feedback to the FM
3. Develop RFP's	• FM • SME's	• FM & SME's to develop jointly – SME's to provide technical input
4. Advertise RFP's	• FM	• Make available on OGC website as well as other mediums (tbd)

5. Evaluate RFP responses	<ul style="list-style-type: none"> • FM • SME's 	<ul style="list-style-type: none"> • Review responses to RFP's and recommend successful proponent
6. Confirm successful proponent	<ul style="list-style-type: none"> • FM • DL 	<ul style="list-style-type: none"> • FM to present rationale for successful RFP proponent to DL • DL accepts/rejects recommendation • FM notifies successful and unsuccessful proponents
7. Monitor (RFP) projects	<ul style="list-style-type: none"> • FM • SME's • DL 	<ul style="list-style-type: none"> • FM and SME's review interim and final reports for quality and adherence to contract • FM reports on quality (comments and recommendations) to DL

We look forward to hearing how you will move forward on the advice given.

Sincerely,

Bob Fedderly,
Chair

pc: Oil and Gas Commission Advisory Committee