

Facing Disruption: Building Sustainably

Request for Presenters/Speakers/Workshops The 2019 ACSA Conference (formerly the NCSO Professional Development Conference)

Submit your proposal by clicking on the link (or copying and pasting it into your web browser) and using our online process at <https://www.xcdsystem.com/2019acsaconference/abstract/index.cfm?ID=Llr6GWw>

Issue Date: Wednesday, November 7, 2018
Closing Date: Thursday, November 22, 2018
Closing Time: 4:00 pm
Event Date: April 1 & 2, 2019
Event Location: Edmonton, Alberta

1.0 Background

For the last 26 years, the Alberta Construction Safety Association (ACSA) has held a conference for its community of National Construction Safety Officers (NCSO) and Health & Safety Administrators (HSAs). In 2018, we renamed the conference as The ACSA Conference, and expanded its appeal to include not just NCSOs & HSAs, but also owner-operators, senior managers, and company leaders with an interest in safety. Our 2018 conference in Calgary drew over 500 attendees.

Speakers are invited to present on health & safety related topics and workshops related to our theme, **Facing Disruption: Building Sustainably**. We intend for participants to gain new knowledge and ideas that are applicable in their workplaces.

2.0 Program

This two day conference will consist of a series of breakouts / workshops at different times across the two days. Each breakout is scheduled to be 90 minutes long.



Alberta Construction
Safety Association

3.0 Proposal Requirements

We are seeking presentations on a range of topics, but suggest you consider the following as being most **related to Alberta's construction industry and its safety sector**:

- Alberta general provincial general election in spring (May?), 2019
- Federal general election in fall (October?), 2019
- First nine months of new worker health / safety legislation
- Government of Alberta's changes to transportation / driving safety
- Changes to COR / SECOR
- Changes at WCB Alberta
- Global trade tensions / USMCA
- Rise of bigotry / #MeToo / populism / tolerance and similar
- Truth & reconciliation
- Legalised cannabis
- Energy issues & conservation & sustainability
- Global climate changes & sustainable building practices

3.1 Submission Requirements

The proposal should be submitted through our online process at <https://www.xcdsystem.com/2019acsaconference/abstract/index.cfm?ID=Llr6GWw>

Your proposal should include the following:

- A summary outlining the applicant's relevant background and experience
- A description of the workshop or presentation proposed, and for which session & day
- A brief description of "What separates you from your competitors?"
- A sample of previous work (workshop handouts, YouTube video, books etc.)
- AV requirements
- Maximum number of participants in the workshop
- Type of presentation – workshop or lecture style
- Preferred session type (plenary or workshop) and the length of your presentation (45 mins, 90 mins, or 60 mins)
- Cost for services

3.2 References

We would like to see three references accompanying the submission with a statement of permission for ACSA to contact each of them.

3.3 Mandatory Submission Requirements

- Applications must be submitted through the online system available at this webpage: <<<LINK>>>
- Samples of material produced for other projects can be sent electronically, dropped off or mailed. All material must be received by the closing deadline, and will not be returned to the applicant.
- All identified requirements as per 3.1 and 3.2

4.0 Proposal Due Date

Proposal, including mandatory submission requirements, to be received in electronic format via mail at the following address by **4:00 pm on Thursday, November 22, 2018**:

Submit your proposal by clicking on the link (or copying and pasting it into your web browser) and using our online process at <https://www.xcdsystem.com/2019acsaconference/abstract/index.cfm?ID=Llr6GWw>



**Alberta Construction
Safety Association**

5.0 Evaluation Criteria

The following criteria will be used in the selection of the successful speaker/presenter:

5.1 Total Cost (Weight 50%)

Total cost for the workshop or presentation

5.2 Relevant Workshop/Presentation (Weight 45%)

Previous experience, including references

5.3 Presentation of Proposal (Weight 5%)

Clarity of the written proposal and the thoroughness of proposal

6.0 Terms and Conditions

6.1 Questions Pertaining to RFP

Applicants will be able to submit questions pertaining to content to marketing@youracsa.ca. Questions pertaining to the submission process should be sent to ACSAConference@buksa.com. Questions will not be accepted after Thursday, November 15, 2018.

6.2 Cancellation

The ACSA reserves the right to amend terms of this RFP or to withdraw the RFP at any time, regardless of how much time and effort applicants have spent on their responses.

6.3 Costs Associated with Submission

All applicants are participating in this RFP process at their own cost and understand that the ACSA is in no way whatsoever responsible for any fees or costs associated with submitting an RFP proposal.

6.4 Applicant's Acceptance of RFP Terms and Conditions

Each applicant, by submitting a proposal, signifies that the applicant has read, completely understands, and accepts the terms and conditions of the RFP in full.

6.5 Rejection of Proposal

ACSA reserves the right in its sole discretion to reject any or all proposals which do not adhere to the rules or any other part of this RFP or for any other reason.

6.6 Irrevocable

All proposals will be irrevocable for a period of (30) days from the closing date of the RFP, or until the RFP is counter-signed and returned to the successful applicant, whichever comes first.

6.7 Freedom of Information

Applicants are advised and acknowledge that all replies received in response to this request will be subject to the Freedom of Information and Protection of Privacy Act. This acknowledgement shall not be construed as a waiver of any right to object to the release of any information or documents.



Alberta Construction
Safety Association

6.8 Confidentiality

This RFP, or any portion thereof, is strictly confidential and is not to be copied or used for any purpose other than the submission for proposal to ACSA. Any information pertaining to ACSA obtained by applicants as a result of this RFP is not to be disclosed without prior written authorization from ACSA.

Thank-you for your interest in presenting at the
2019 ACSA Conference.

THIS
SPACE
IS
BLANK



**Alberta Construction
Safety Association**