

# Corporate Report

NO: R015

COUNCIL DATE: January 30, 2006

## REGULAR COUNCIL

TO: Mayor & Council DATE: January 23, 2006

FROM: General Manager, Engineering FILE: 0520-30 XC: 5600-80

SUBJECT: Pre-Qualification of Contractors for Water Meter Installation and

**Maintenance Projects** 

#### RECOMMENDATION

That the following contractors be pre-qualified and invited to submit proposals, bids, or quotes for the water meter installation and maintenance projects in years 2006, 2007 and 2008.

- C.M.I. Services Inc.
- Neptune Technology Group (Canada) Limited
- Terasen Utility Services Inc.

#### **BACKGROUND**

The purpose of this pre-qualification process is to acquire experienced contractors that have high standard of workmanship and adequate resources to complete the contracts as per City's expectations. We will consider amending the list every year if new contractors come forward and meets the pre-qualifying criteria.

# **DISCUSSION**

The pre-qualification was advertised on August 8, 2005, seeking Statement of Qualifications from contractors. A package outlining the type of potential projects, evaluation criteria and skills requirement was made available to the contractors. Three contractors responded, namely:

- 1. C.M.I. Services Inc.
- 2. Neptune Technology Group (Canada) Limited
- 3. Terasen Utility Services Inc.

All contractors that have metering contracts with the City responded to the call. The submissions were evaluated based on the criteria described under Evaluation section below.

This pre-qualified contractors list will be utilized to obtain quotes for the meter installation, rectification replacement and maintenance projects for the years 2006, 2007 and 2008.

Contractors wishing to be included the pre-qualified list can be added will be in the following year, provided they meet the established criteria. Once they are on the list, they will be invited to submit proposals or bid on contracts.

### **EVALUATION**

Statements of Qualification from contractors were evaluated on the following criteria:

- Experience in water meter installation and maintenance;
- Past performance in completing projects successfully both within the City and outside projects;
- Resource availability experience of staff and financial stability;
- Any competitive advantage enjoyed by the company manufacturing of parts/material like meters, working arrangements with other companies, forward/backward integration for materials and resources, etc.

Based on the criteria given above, all three of the companies that applied for pre-qualification met the criteria and are qualified to become pre-qualified contractors as noted in the Recommendation.

Paul Ham, P.Eng. General Manager, Engineering

VL/SB/brb:rdd

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