

NO: R165

COUNCIL DATE: September 12, 2011

REGULAR COUNCIL

TO: **Mayor & Council** DATE: **September 7, 2011**

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

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

RECOMMENDATION

The Engineering Department recommends that Council approve as “pre-qualified contractors” for water meter installation and maintenance works for the years 2011 through 2015 the following contractors:

1. Neptune Technology Group (Canada) Limited;
2. Corix Utilities Inc.; and
3. Metercor Inc.

BACKGROUND

In 2006, the City adopted an approach of pre-qualifying contractors for water meter installation and water meter maintenance works to ensure that experienced contractors with a high standard of workmanship and adequate resources were available to complete contracts in the area of water meter installation and maintenance under the City’s Water Meter Program.

There are only a few contractors who have the expertise and resources to undertake the construction and maintenance works in this area in a manner that does not cause undue disruption to the customer and where the completed works are reliable. The contractor as part of their service is required to provide a call centre.

The “pre-qualified contractor” list is updated periodically in relation to allowing contractors who are new to Surrey or who were found not to be qualified previously but who have improved their qualifications to be included on the list.

The “Pre-qualified contractors” will be invited to bid on tenders for water meter installation projects and for water meter maintenance works to the end of 2015.

DISCUSSION

The current list of “pre-qualified contractors” includes:

1. Neptune Technology Group (Canada) Limited
2. Corix Utilities Inc.
3. Canadian Meter Installation Service Inc. (CMI)

These contractors were invited to submit qualifications for consideration for the 2011 to 2015 period. In addition, advertisements were placed on the City’s website, the BC Bid website, and in the local newspapers inviting interested contractors to submit a Statement of Qualifications (SOQ). A package of materials was prepared for distribution to interested contractors. Included in the package was an outline of the scope of the work related to typical projects under each category of work and the evaluation criteria that would be used as the basis for determining which contractors would be prequalified. Only 3 contractors submitted Statements of Qualifications for consideration by the City. These were:

- Neptune Technology Group (Canada) Limited;
- Corix Utilities Inc.; and
- Metercor Inc. (formerly known as Canadian Meter Installation Service Inc.).

Evaluation of Submissions

The submissions were evaluated using the following criteria:

- Experience in water meter installation and maintenance work;
- Past performance in completing projects successfully – both within the City and in other jurisdictions;
- Resource availability including 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.

All of the contractors that made submissions were determined to be qualified to be included on the “pre-qualified contractors” list for the period from 2011 through 2015.

SUSTAINABILITY CONSIDERATIONS

The pre-qualification of contractors for water meter installation and maintenance supports the development of high quality City infrastructure. This is consistent with scope action item EN8 of the City’s Sustainability Charter as follows:

- EN 8: Sustainable Engineering Standards and Practices

CONCLUSION

Based on the above discussion, it is recommended that Council approve as “pre-qualified contractors” for water meter installation and maintenance works for the years 2011 through 2015 the following contractors:

- Neptune Technology Group (Canada) Limited;
- Corix Utilities Inc.; and
- Metercor Inc.

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