



REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

Title: PRE-QUALIFICATION FOR CIVIL CONTRACTORS
City of Surrey Watermain Rehabilitation by Cured in Place Pipe
(CIPP) Lining

Reference No.: 1220-050-2017-027

**REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS
PREQUALIFICATION FOR CIVIL CONTRACTORS (CIPP)**

TABLE OF CONTENTS

1. INTRODUCTION	3
1.1 Purpose	3
1.2 Definitions.....	3
2. INSTRUCTIONS TO RESPONDENTS	4
2.1 Address For Submission Delivery	4
2.2 Date.....	4
2.3 Inquiries.....	5
2.4 Addenda	5
2.5 Status Inquiries.....	5
3. SUBMISSION FORM AND CONTENTS.....	5
3.1 Package (Hard Copy)	5
3.2 Form of Submission.....	6
3.3 Signature	6
4. EVALUATION AND SELECTION.....	7
4.1 Evaluation Team.....	7
4.2 Evaluation Criteria	7
4.3 Litigation	7
4.4 Additional Information	8
4.5 Interviews	8
5. GENERAL CONDITIONS	8
5.1 No City Obligation.....	8
5.2 Respondent's Expenses	8
5.3 No Contract	8
5.4 Conflict of Interest.....	8
5.5 Solicitation of Council Members and City Staff.....	9
5.6 Confidentiality	9

SCHEDULE A – SCOPE OF SERVICES

SCHEDULE B – SAMPLE FORM OF SUBMISSION

REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

1. INTRODUCTION

1.1 Purpose

The purpose of this request for expressions of interest / statements of qualifications (the “RFEOI/SOQ”) is to:

- (a) invite submissions (the “Submission”) from respondents (the “Respondent”) that describe the desire, relevant expertise, capability, reputation and resources of the Respondent to undertake the project as generally set out in Schedule A – Scope of Services; and
- (b) to select a Respondent or Respondents who may be invited to participate in the next stage of the competitive selection process, when called.

All information provided by Respondents shall be reviewed by the City. It shall be at the discretion of the City to accept or reject responses from any Respondent who elect to submit a response to this RFEOI/SOQ.

The RFEOI/SOQ process is intended to establish a shortlist of preferred civil contractors with the required expertise, capabilities and resources to complete watermain rehabilitation via the installation of Cured in Place Pipe (CIPP) lining in the City of Surrey.

All interested parties should respond to this RFEOI/SOQ as the City does not guarantee that a competitive solicitation will be issued following this RFEOI/SOQ and may elect to directly negotiate with one or more interested parties, or the City may at any time and at its sole discretion decide to cancel this process for any reason.

1.2 Definitions

In this RFEOI/SOQ the following definitions shall apply:

“**BC Bid Website**” means www.bcbid.gov.bc.ca;

“**City**” means the City of Surrey;

“**City Representative**” has the meaning set out in section 2.4;

“**City Website**” means www.surrey.ca;

“**Date**” has the meaning set out in section 2.3;

“**Evaluation Team**” means the team appointed by the City;

“**Preferred Respondent(s)**” means the Respondent(s) selected by the Evaluation Team;

“Respondent” means an entity that submits a Submission;

“RFEOI/SOQ” means this Request for Expressions of Interest and Statements of Qualifications;

“Services” has the meaning set out in Schedule A; and

“Submission” means a submission submitted in response to this RFEOI/SOQ;

2. INSTRUCTIONS TO RESPONDENTS

2.1 Address for Submission Delivery

A Submission should be labelled with the Respondent’s name, RFEOI/SOQ title and reference number. A Submission should be submitted in the form attached to this RFEOI/SOQ as Schedule B – Form of Submission, including Appendices A and B.

The Respondent may submit a Submission either by email or in a hard copy, as follows:

(a) Email

If the Respondent chooses to submit by email, the Respondent should submit the Submission electronically in a single pdf file to the City by email at: purchasing@surrey.ca. PDF emailed Submissions are preferred and the City will confirm receipt of emails. Note that the maximum file size the City can receive is 10Mb. If sending large email attachments, Respondents should phone to confirm receipt. A Respondent bears all risk that the City’s equipment functions properly so that the City receives the Submission.

(b) Hard Copy

If the Respondent chooses NOT to submit by email, the Respondent should submit one original unbound Submission and FOUR (4) copies FIVE (5) in total) which should be delivered to the City at the office of:

Name: Richard D. Oppelt, Purchasing Manager
at the following location:

Address: Surrey City Hall
Finance & Technology Department – Purchasing Section
Reception Counter, 5th Floor West
13450 – 104 Avenue, Surrey, B.C., Canada, V3T 1V8

2.2 Date

The City would prefer to receive Submissions on or before **November 16, 2017**. The City's office hours are 8:30 am to 4:00 pm, except holidays.

2.3 Inquiries

All inquiries related to this RFEOI/SOQ should be directed in writing to the person named below (the "**City Representative**"). Information obtained from any person or source other than the City Representative may not be relied upon.

Name: Richard D. Oppelt, Purchasing Manager
Email: purchasing@surrey.ca

Reference No.: 1220-050-2017-027

Inquiries should be made no later than seven (7) business days before the closing Date. The City reserves the right not to respond to inquiries made within seven (7) business days of the closing Date. Inquiries and responses will be recorded and may be distributed to all Respondents at the discretion of the City.

Respondents finding discrepancies or omissions in the RFEOI/SOQ documentation or having doubts as to the meaning or intent of any provision should immediately notify the City Representative. If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will issue an addendum in accordance with section 2.4. No oral conversation will affect or modify the terms of this RFEOI/SOQ nor be relied upon by any Respondent.

2.4 Addenda

If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will issue a written addendum by posting it on the BC Bid Website at www.bcbid.gov.bc.ca (the "BC Bid Website") and the City Website at www.surrey.ca (the "City Website") that will form part of this RFEOI/SOQ. No amendment of any kind to the RFEOI/SOQ is effective unless it is posted in a formal written addendum on the City Website.

2.5 Status Inquiries

All inquiries related to the status of this RFEOI/SOQ, including whether or not a Respondent has been selected, should be directed to the City Website and not to the City Representative.

3. SUBMISSION FORM AND CONTENTS

3.1 Package (Hard Copy)

If the Respondent chooses NOT to submit by email, the Respondent should submit a Submission in a particular submittal format, to reduce paper, encourage our recycled product expectations, and reduce package bulk. Bulk from binders and large packages are unwanted. Vinyl plastic products are unwanted. The City also has an environmentally-preferable purchasing commitment, and seeks a package format to support the green expectations and initiatives of the City.

Please do not use any plastic or vinyl binders or folders. The City prefers simple, stapled paper copies. If a binder or folder is essential due to the size of your submission, they should be fully 100% recycled stock.

The City seeks and prefers submittals on 100% Post Consumer Fibre (PCF) paper, consistent with the City's policy and the City environmental practices.

Please double-side any printed material in your Submission.

Submissions should be in a sealed envelope/package, marked on the outside with the Respondent's name, title of the Submission and reference number.

3.2 Form of Submission

Respondents should complete the form of Submission attached as Schedule B – Form of Submission, including Appendices A and B. Respondents are encouraged to respond to the items listed in Schedule B in the order listed. Respondents are encouraged to use the forms provided and attach additional pages as necessary.

Upon submitting a response to this RFEOI/SOQ, Respondents consent to the City and their representatives checking and verifying the information provided. References may also be contacted.

3.3 Signature

The Submission should be signed by a person authorized to sign on behalf of the Respondent and include the following:

- (a) If the Respondent is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Submission should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Submission on behalf of the corporation is submitted;
- (b) If the Respondent is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the City that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Respondent is an individual, including a sole proprietorship, the name of the individual should be included.

4. EVALUATION AND SELECTION

4.1 Evaluation Team

The evaluation of Submissions will be undertaken on behalf of the City by an Evaluation Team. The Evaluation Team may consult with others including City staff members, third party consultants and references, as the Evaluation Team may in its discretion decide is required. The Evaluation Team will give a written recommendation for the selection of a Preferred Respondent or Preferred Respondents to the City.

4.2 Evaluation Criteria

The Evaluation Team will compare and evaluate all Submissions to determine the Respondent's strength and ability to provide the Services in order to determine the Submission(s) which is most advantageous to the City, using the following criteria:

(a) Experience, Reputation, and Resources

The Evaluation Team will consider the Respondent's responses to items listed in Schedule B – FORM OF SUBMISSION, including Appendices A and B.

(b) Technical

The Evaluation Team will consider the Respondent's responses to items listed in Schedule B – FORM OF SUBMISSION.

The Evaluation Team will not be limited to the criteria referred to above, and the Evaluation Team may consider other criteria that the team identifies as relevant during the evaluation process. The Evaluation Team may apply the evaluation criteria on a comparative basis, evaluating the Submissions by comparing one Respondent's Submission to another Respondent's Submission. All criteria considered will be applied evenly and fairly to all Submissions.

4.3 Litigation

In addition to any other provision of this RFEOI/SOQ, the City may, in its absolute discretion, reject a Submission if the Respondent, or any officer or director of the Respondent submitting the Submission, is or has been engaged directly or indirectly in a legal action against the City, its elected or appointed officers, representatives or employees in relation to any matter, or if the City has initiated legal action against any officers or directors of the Respondent.

In determining whether or not to reject a Submission under this section, the City will consider whether the litigation is likely to affect the Respondent's ability to work with the City, its consultants and representatives and whether the City's experience with the Respondent indicates that there is a risk the City will incur increased staff and legal costs in the administration of an agreement if it is awarded to the Respondent.

4.4 Additional Information

The Evaluation Team may, at its discretion, request clarifications or additional information from a Respondent with respect to any RFEOI/SOQ, and the Evaluation Team may make such requests to only selected Respondents. The Evaluation Team may consider such clarifications or additional information in evaluating a Submission.

4.5 Interviews

The Evaluation Team may, at its discretion, invite some of all of the Respondents to appear before the Evaluation Team to provide clarifications of their Submissions. In such event, the Evaluation Team will be entitled to consider the answers received in evaluating Submissions.

5. GENERAL CONDITIONS

5.1 No City Obligation

This RFEOI/SOQ is not a tender and does not commit the City in any way to pre-qualify a Preferred Respondent(s), or to proceed to negotiations for an agreement, or to award any agreement, and the City reserves the complete right to at any time reject all Submissions, and to terminate this RFEOI/SOQ process.

5.2 Respondent's Expenses

Respondents are solely responsible for their own expenses in preparing, and submitting a Submission, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from this RFEOI/SOQ. The City and its representatives, agents, consultants and advisors will not be liable to any Respondent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Respondent in preparing and submitting a Submission, or participating in subsequent proposal requests, negotiations for an agreement, or other activity related to or arising out of this RFEOI/SOQ.

5.3 No Contract

By submitting a Submission and participating in the process as outlined in this RFEOI/SOQ, Respondents expressly agree that no contract of any kind is formed under, or arises from this RFEOI/SOQ, prior to the signing of a formal written agreement.

5.4 Conflict of Interest

A Respondent shall disclose in its Submission any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

5.5 Solicitation of Council Members and City Staff

Respondents and their agents will not contact any member of the City Council or City staff with respect to this RFEOI/SOQ, other than the City Representative named in section 2.3, at any time prior to the award of an agreement or the cancellation of this RFEOI/SOQ.

5.6 Confidentiality

All Submissions become the property of the City and will not be returned to the Respondent. All Submissions will be held in confidence by the City unless otherwise required by law. Respondents should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

SCHEDULE A – SCOPE OF SERVICES

**Project Title: Pre-Qualification for Civil Contractors
for the City of Surrey Watermain Rehabilitation by Cured in Place Pipe (CIPP)
Lining.**

Project Reference No.: 1220-050-2017-027

1. PROJECT DESCRIPTION

The City of Surrey has identified aged and deficient watermains that are currently in need of replacement or rehabilitation. The City is considering both replacement and watermain rehabilitation via Cured in Place Pipe (CIPP) Lining with a fully structural liner. It is the City's intention to tender both alternatives, and to award the one that represents the best value to the City.

This RFEOI/SOQ is a formal request for submission from interested contractors, or contracting teams, who are capable of demonstrating expertise in CIPP projects of similar size and complexity. The City anticipates that this RFEOI/SOQ will result in a formal tender process, at which time only pre-qualified contractors will be eligible to submit a bid for rehabilitation using CIPP.

There will not be a RFEOI/SOQ for the watermain replacement alternative.

2. SCOPE OF WORK

The City has identified four (4) sections of aging 300mm watermain on 96th Avenue and 116th Avenue in the City of Surrey that will require replacement or rehabilitation. The project areas are as follows:

Project ID	Project Number	Description	Location
11581	1210-3310-00	1000m of 300mm diameter	96 Ave: 120 St to 125 St
13840	1215-3610-00	2300m of 300mm diameter	116 Ave: 112a Ave to 132 St
9934	1215-2620-00	1000m of 300mm diameter	96 Ave: 131 St to 136 St
13884	1215-3620-00	830m of 300mm diameter	96 Ave: 156 St to 160 St

The scope of work for this project includes, but is not limited to, that set out in this RFEOI/SOQ. A more thorough scope of work and specifications will be included in the subsequent tender documents.

The scope of work for rehabilitation using CIPP includes, but is not limited to, the following works:

1. The design, installation, and maintenance of temporary bypass system to service all residential, commercial, and industrial properties.

2. Cleaning the interior of the existing watermain to remove all rust, tuberculation, deposits, or existing lining prior to the installation of the CIPP liner.
3. Watermain Rehabilitation using a fully structural CIPP liner, including all large-diameter (100mm and greater) water services from the watermain to property line, as well as sidelines on perpendicular streets where necessary.
4. Replacement of all tees, hydrants, main-line valves, and valve boxes.
5. Replacement of all sub-standard water services, as identified by the City.
6. Testing, disinfection and commissioning of the newly rehabilitated pipelines.
7. Full permanent restoration of disturbed roads, sidewalks, curbs, and sod.
8. All traffic control required to safely maintain traffic during the construction activities.

The Contractor will undertake all health and safety matters in accordance with company occupational health and safety programs and the site-specific safety program that will be developed based on the safety, environmental and operational risks associated with the proposed construction project.

The Contractor will promote, assist at, and demonstrate a positive safety attitude at the *Place of the Work*.

3. PREFERRED EXPERIENCE, CAPABILITY, CAPACITY AND RESOURCES

In order to qualify for the project detailed in Sections 1 and 2, Respondents should provide evidence that they have the experience, capability, and resources to perform work of this nature. The City prefers that the Respondent meets or exceeds the following requirements:

1. The Respondent should have no less than than five years of experience in completion of watermain rehabilitation using CIPP and/or watermain construction by open cut methods. Relevant documentation should be provided with submission in Appendix A.
2. The Respondent and/or lining subcontractor should have completed a minimum of 15,000 m of CIPP liner installation in pressurized potable water distribution systems in watermains of 150mm to 400mm in diameter. Relevant documentation should be provided with submission in Appendix B.
3. Respondent should submit names of any and all sub-contractors that will be used to perform various works related to this project. The above noted watermain lining experience may be provided by the general contractor, or the Lining subcontractor. Relevant documentation should be provided with submission in Schedule B – Section D.

4. LINER REQUIREMENTS

In order to qualify, Respondents should submit product information for the liner that they propose to supply and install for this project. The product information submitted should include the design calculations that demonstrate the CIPP liner meets the following

requirements. The design is to be stamped by an experienced professional engineer licenced to practice in the Province of British Columbia.

1. The liner must be classified as a Class IV Fully Structural CIPP liner according to AWWA M28, ASTM F1216, ASTM F1743, or ASTM F2019.
2. The liner thickness shall be designed in accordance with ASTM F1216-07a, Appendix X1. The design method presented in later editions of the ASTM F1216 shall not be permitted.
3. The liner shall be approved for potable water use as per ANSI/NSF Standard 61.

The CIPP liner design to be submitted shall be based on the following parameters:

Parameter	Requirement
Design Method	ASTM F1216-07a, Appendix X1 for a Fully Deteriorated Pressure Pipe. Design by later versions of the ASTM F1216 is not permitted.
Design Life	50 years or greater
Safety Factors	External Loads: 2.0; Internal Pressure: 2.0; Vacuum Pressure: 2.0
Host Pipe Diameter	300mm
Design Pressure	690kPa (100 psi) internal pressure
Vacuum	50 kPa below atmospheric pressure
External Hydrostatic Pressure	Based on ground water table at 2.0 m below ground surface
External Earth Load	3.0 metres
Live Load	AASHTO HS-20
Ovality	2%
Soil Weight	1920 kg/m ³
Soil Modulus	6.9 MPa
CIPP Liner Flexural Modulus	The flexural modulus for design equations X1.1, X1.3, and X1.4 shall be the long-term flexural modulus and shall be the amount of short-term flexural modulus (according to ASTM D790) retained for the design life. The retention factor shall be derived from long-term testing (according to ASTM D2990). Independent third party test data is required to substantiate the short-term and long-term values used in the design. Minimum short-term value shall be in accordance with the minimum requirement in ASTM F1216-07a (1724 MPa).
CIPP Liner Tensile Strength	The liner tensile strength for design equation X1.7 shall be in the long-term tensile strength and shall be the amount of short-term tensile strength (according to ASTM D638) retained for the design life. The retention factor shall be derived from the long-term testing (according to ASTM D2990). Independent third party test data is required to substantiate the short-term and long-term values used in the design. Minimum short-term value shall be in accordance with the minimum requirement in ASTM F1216-07a (21 MPa).

Respondents must also submit burst testing results indicating the tested liner thickness, flexural modulus test results according to ASTM-D790, and tensile strength test results according to ASTM D638. In addition, flexural and tensile creep test results should be provided if possible, according to ASTM D2990.

5. PROJECT SCHEDULE

The RFEOI/SOQ process may be governed by the following tentative schedule. Although every attempt will be made to meet all dates outlined below, the City reserves the right to modify or alter any or all dates at its sole discretion by notifying all Respondents in writing at the address indicated in the completed submission to the City. The proposed schedule is as follows:

No.	Description	Date
1.	Release of RFEOI/SOQ	November 2, 2017
2.	Prefer submission of questions from Respondents	November 10, 2017
3.	RFEOI/SOQ closing	November 16, 2017
4.	Submission Evaluation	December, 2018
5.	Notice of RFEOI/SOQ	January, 2018
6.	Tender	March, 2018
7.	Award	April, 2018
8.	Construction start	May, 2018
9.	Construction completion	December, 2018



SCHEDULE B – FORM OF SUBMISSION

RESPONDENT’S REQUEST FOR EXPRESSIONS OF INTEREST

AND

STATEMENTS OF QUALIFICATIONS

Type of Pre-Qualification: CIVIL Contractor (CIPP)

This Request for Expressions of Interest and Statements of Qualifications (RFEOI/SOQQ) will enable the City of Surrey (the “City”) to determine your relevant experience, capacity, resources, and financial capability for eligibility to submit tenders for contractor work packages for the City of Surrey Watermain Rehabilitation by CIPP Lining.

Materially incomplete RFEOI/SOQ submissions may be deemed to fail the qualification process. Respondents may supplement information requested with additional sheets if required. All information provided should be relevant to the prequalification.

Project Description:

Project Title: Pre-Qualification for CIVIL Contractor for the City of Surrey Watermain Rehabilitation by Cured in Place Pipe (CIPP) Lining.

Project Reference No.: 1220-050-2017-027

The City invites experienced and qualified “civil” contractors (CIPP) for the general construction works associated with the installation of CIPP watermain lining including, but not limited to, all labour, materials, and equipment costs associated with the isolation and plugging of all relevant watermains and water services, installation and maintenance of a temporary bypass system, watermain removal and replacement where necessary to install the CIPP liner, hydrant and valve replacement, and all additional works associated with the installation of CIPP watermain liner.

Submitted To:

City Representative: Richard D. Oppelt, Purchasing Manager

Address: Surrey City Hall
Finance & Technology Department – Purchasing Section
Reception Counter, 5th Floor West
13450 – 104 Avenue, Surrey, B.C., V3T 1V8, Canada

Telephone: 604-590-7274
Fax: 604-599-0956
Email for PDF Files: purchasing@surrey.ca

SECTION A. GENERAL INFORMATION

This document is intended to provide information on the capacity, skill, and experience of the Respondent. Respondents may supplement information requested with additional sheets if required.

1. _____
Full Legal Name of Firm

2. _____
Business Address

3. Phone No.: _____ Fax No.: _____

4. Email _____ Website _____
Address: _____ Address: _____

5. Contact for prequalification inquiries (full name, position and email address):

6. Contact for general inquiries (full name, position and email address):

7. Membership of industry associations (please list):

SECTION B. COMPANY PROFILE

8. How many years has your organization been in business as a contractor? _____

9. How many years has your organization been in business under its present business name?

10. Form of Business Organization
Corporation _____ Partnership _____ Sole Proprietorship _____

11. If Corporation/Partnership, year incorporated/established: _____

12. If the Respondent is a company, the company name indicated above is registered with the Registrar of Companies in the Province of British Columbia, Canada, and Incorporation Number
_____.

SECTION C. FINANCIAL CAPACITY

Insurance Reference:

13. Name of Insurance Company: _____

14. Address: _____

15. Contact Person: _____

16. Telephone/Fax Numbers: Phone: _____ Fax: _____

17. Are you able to provide General Liability Insurance, on an occurrence basis, in the amount of not less than \$5,000,000 (CAD) with an insurer licensed in British Columbia for bodily injury, (including death) and damage to property including loss of use thereof? Yes No

18. Are you able to provide Automobile Liability Insurance for a limit of not less than \$3,000,000 (CAD) for all owned, leased or rented licensed vehicles used in the performance of Work and shall include third party liability? Yes No

19. Are you able to provide All Risk Course of Construction (Builder's Risk) Insurance for the value of the work performed and the full value of products specified by the City, if any, for incorporation into contract works? Yes No

20. Are you able to provide Contractor's Equipment Insurance covering at least the actual cash value of owned or leased construction machinery and equipment used in the performance of the Work and shall include a waiver of rights of subrogation against the Owner and the Consultant? Yes No

21. Do you carry Professional Errors and Omissions Insurance? Yes No If "Yes", provide the following details:

(i) Amount of coverage:

- (a) Per Occurrence / Claim: _____
- (b) Aggregate: _____

(ii) Detail specific exclusions (if any):

Comment:

(iii) Detail whether there is a limit on the number of claims per annum:

Comment:

Note: Refer also to the City's sample insurance certificate form available on the City's web site at www.surrey.ca (search "Insurance Certificates") titled City of Surrey Certificate of Insurance Standard Form.

Bonding Reference:

22. Name of Bonding Company: _____
23. Address: _____
24. Contact Person: _____
25. Telephone/Fax Numbers: Phone: _____ Fax: _____
26. Email of Surety Reference: _____
27. Can your firm provide a Bid Bond? Yes No BONDING LIMIT (\$) _____
28. Can your firm provide a Performance Bond? Yes No BONDING LIMIT (\$) _____
29. Can your firm provide a Labour & Material Payment Bond? Yes No BONDING LIMIT (\$) _____
30. Current Bonding In Effect: \$ _____

Annual Project Volumes:

31. Approximate annual value of construction projects completed in each of the last five years:

Year		Value (Labour, Equipment and Materials)
<input type="text"/>	\$	<input type="text"/>
<input type="text"/>	\$	<input type="text"/>
<input type="text"/>	\$	<input type="text"/>
<input type="text"/>	\$	<input type="text"/>
<input type="text"/>	\$	<input type="text"/>

32. Indicate the dollar volume of work for which you presently have contracts, but have not started or completed to date: \$ _____.

SECTION D. WORK EXPERIENCE PROFILE

33. Respondents should provide details, in order of date, of relevant project experience over the past five years – Schedule B – Appendix A (data sheet).
33. Respondents should provide details, in order of date, of relevant CIPP projects completed in the past five years – Schedule B – Appendix B (data sheet). Respondents should provide as many projects as required to demonstrate that the minimum lining requirements have been met.
35. Management and Personnel: Qualifications and relevant experience of senior management and key technical staff:
 - (a) brief resume identifying each individual’s qualifications and relevant professional experience and the number of years they have worked for the Respondent;
 - (b) specific projects worked on; and
 - (c) details of the training that will be provided to field personnel.

36. Subcontractors: Respondents should provide the following information on the background and experience of all sub-contractors (including consultants and material suppliers) proposed to undertake a portion of the Services (use the spaces provided and/or attach additional pages, if necessary):

DESCRIPTION OF SERVICES	SUB-CONTRACTORS NAME	YEARS OF WORKING WITH RESPONDENT	TELEPHONE NUMBER AND EMAIL
Excavation			
Hydrovac Excavation			
Lining			
Water Service Replacement			
Asphalt			
Landscape Restoration			
Traffic Control			
Water Disinfection and Testing			
CIPP Liner Testing			

Do you evaluate the ability of subcontractors to comply with applicable Health, Safety and Environment requirements as part of the selection process? Yes No

Do you include subcontractors in:

- Audits? Yes No
- Health, Safety and Environment Meetings? Yes No
- Health, Safety and Environment Orientation? Yes No
- Inspections? Yes No
- Do your subcontractors have a written Health, Safety and Environment Management Program or System? Yes No
- Do you use Health, Safety and Environment performance criteria in the selection of subcontractors? Yes No

37. Respondents should provide details of your approach to selecting subcontractors, suppliers addressing in particular:

- The subcontractors and suppliers you have successfully used on previous construction and related works projects that could be used in the future on various procurement opportunities that may arise within the time period of this RFEOI/SOQ; and
- Your approach to achieve competitive pricing and excellent quality:

Comments:

38. Management of consultants, subcontractors and material supplier(s). Respondents should provide details of the approach to the management of its consultants, subcontractors and material suppliers:

Comments:

39. Respondent should describe the availability of staff to work on this project including your capacity to undertake project, in terms of maximum available crew size (Estimated):

Comments:

SECTION E. TECHNICAL CAPACITY

40. Workers' Compensation Board Information:

Workers' Compensation Registration Number: _____

Letter of Good Standing attached: Yes No

41. Equipment and Materials:

Do you maintain a list of the major equipment (e.g., cranes, forklifts) your company has available for work at this site, and the method of establishing the competencies to operate this equipment?

Yes No. Respondent should provide a representative list of major equipment and size.

Do you conduct inspections on operating equipment (e.g., cranes, forklifts) in compliance with the regulatory requirements? Yes No

Do you have a system for establishing the applicable Health, Safety and Environmental specifications for the acquisition of materials and equipment? Yes No

Do you maintain operating equipment in compliance with the manufacturer's and any local legislative requirements? Yes No

Do you maintain the applicable inspection and maintenance certification records for operating equipment? Yes No

42. Quality Control Program: Respondents should provide a description of their quality control program; how it works, personnel who provide it, standards by which the effectiveness of the program can be measured, record of results on previous projects, etc.

Comments:

43. Health and Safety: Utilization of Occupational Health and Safety (OH&S) – Respondents should provide evidence of a current program in place, a sample or example OH&S program with a general construction safety program for all workers.

Do you have specific Health and Safety Training Program for supervisors? Yes No

Have your employees received the required Health and Safety training and retraining?
 Yes No

Corporate OH&S policy attached (please tick to confirm).

Has your company received any awards for health and safety performance achievement?
 Yes No

If Yes, please list.

44. Utilization of Waste Management & Reduction Policy and Plan: Respondents should provide evidence of a system in place, a sample or example Waste Management & Reduction Plan.

Corporate Waste Management & Reduction policy attached (please tick to confirm).

Corporate Waste Management & Reduction Plan attached (please tick to confirm).

45. Utilization of Traffic Management: Respondents should provide evidence of a system in place, a sample or example traffic management policy and appropriate procedures.

Corporate Traffic Management policy attached (please tick to confirm).

Corporate Traffic Management Plan attached (please tick to confirm).

46. Contracts:

(a) Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? Yes No If "Yes", Respondent should briefly describe the project, owner, date and the circumstances/reason(s):

Comments:

(b) Respondent should identify projects where there were any outstanding deficiencies. List any contractor charge backs or liquidated damages assessed for failure to complete on time:

Comments:

(c) Respondent should briefly describe any work that was rejected by an owner or that was not paid for or had to be removed and replaced.

Comments:

(d) Respondent should briefly describe any work that conditionally accepted by an owner but with a contractor charge back or partial payment:

Comments:

47. Scheduling:

- (a) Does your firm use the critical path method? Yes No
(b) Does your firm use computerized scheduling? Yes No
(c) If so, what software is used?

Comments:

48. Respondent should list the categories of work that your organization normally performs with its own forces.

Comments:

49. Customer Service: Respondents should briefly describe your company's standards and associated process with respect to response time regarding resolution of service issues. This includes but is not limited to technical support, warranty claims, non-conformance, and order placement issues.

Comments:

50. Technical Support Service: Respondents should provide an overview of technical support services available from your company, such as product assessment, identification of specification changes, and troubleshooting problems.

Comments:

51. What other information is not requested here but which you think the City should consider in evaluating your company?

Comments:

I/We confirm that this Submission is accurate and true to best of my/our knowledge.

This Submission is submitted this _____ day of _____, 201_.

I/We have the authority to bind the Respondent.

(Name of Respondent)

(Name of Respondent)

(Signature of Authorized Signatory)

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

Last Modified: October 3, 2016
RDO

APPENDIX A

RESPONDENTS RELEVANT GENERAL CONTRACTING EXPERIENCE (in order of date) IN THE PAST FIVE YEARS:

Attach additional pages, if necessary as follows (as applicable).

Ref. #1. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

Project Manager: _____ Superintendent: _____

Original Planned Completion Date: _____ Actual Completion Date: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Ref. #2. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

Project Manager: _____ Superintendent: _____

Original Planned Completion Date: _____ Actual Completion Date: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Ref. #3. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

Project Manager: _____ Superintendent: _____

Original Planned Completion Date: _____ Actual Completion Date: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

APPENDIX B

CIPP LINER INSTALLATION EXPERIENCE (in order of date) IN THE PAST FIVE YEARS:

Attach additional pages, if necessary as follows (as applicable).

Ref. #1. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

CIPP Liner Installation:
150 mm diameter: _____ m
200 mm diameter: _____ m
300 mm diameter: _____ m
400 mm diameter: _____ m

Original Planned Completion Date: _____ Actual Completion Date: _____

Was CIPP Installation completed by Respondent? Yes No

If NO, provide details of Lining Sub-contractor: Name of sub-contractor: _____
Project Manager: _____
Telephone Number: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Ref. #2. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

CIPP Liner Installation:
150 mm diameter: _____ m
200 mm diameter: _____ m
300 mm diameter: _____ m
400 mm diameter: _____ m

Original Planned Completion Date: _____ Actual Completion Date: _____

Was CIPP Installation completed by Respondent? Yes No

If NO, provide details of Lining Sub-contractor: Name of sub-contractor: _____
Project Manager: _____
Telephone Number: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Ref. #3. **Project Title:** _____ **Year:** _____

Scope of Work: _____

Location of Project: _____

Original Project Value: \$ _____ Final Contract Value: \$ _____

CIPP Liner Installation: 150 mm diameter: _____ m

200 mm diameter: _____ m

300 mm diameter: _____ m

400 mm diameter: _____ m

Original Planned Completion Date: _____ Actual Completion Date: _____

Was CIPP Installation completed by Respondent? Yes No

If NO, provide details of Lining Sub-contractor: Name of sub-contractor: _____

Project Manager: _____

Telephone Number: _____

Name of Contract Owner: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____

Name of Consultant: _____

Refer To: _____

Telephone/Fax Numbers: **Phone:** _____ **Fax:** _____