



REQUEST FOR EXPRESSIONS OF INTEREST

AND

STATEMENTS OF QUALIFICATIONS

Title: PRE-QUALIFICATION FOR GENERAL CONTRACTOR FOR WATER METERING PROGRAM

Reference No.: 1220-050-2016-014

(Goods & Services)

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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.

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 2.3;

“**Date**” has the meaning set out in section 2.2;

“**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 to C.

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 one (1) copy (two (2) 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 **October 11, 2016**. 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: #1220-050-2016-014

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. It is the responsibility of Respondents to check the BC Bid Website and the City Website for addenda. The only way this RFEOI/SOQ may be added to, or amended in any way, is by a formal written addendum. No other communication, whether written or oral, from any person will affect or modify the terms of this RFEOI/SOQ or may be relied upon by any Respondent. By delivery of a Submission, Respondent is deemed to have received, accepted and understood the entire RFEOI/SOQ including, any and all addenda.

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. RFEOI/SOQ 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 to C. 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 to the City, generally using the following criteria. The City requires that Respondents submit a response that adheres to the preferred scope of Services and provides the necessary deliverables for a successful metering program:

- Criterion 1: Relevant reputation, capacity, availability of resources, qualifications, competencies, and financial capability (Schedule B);
- Criterion 2: Relevant availability of suitable equipment and capacity (Schedule B);
- Criterion 3: Strength and relevance of demonstrated experience, qualifications and capability of the proposed Respondent's key personnel (including sub-contractors) with projects of comparable size, scope and complexity showing proven results (Schedule B);
- Criterion 4: Relevant water meter program projects completed in the past five years (Schedule B - Appendix A) (data sheet);
- Criterion 5: Water meter program projects of similar nature completed (Schedule B - Appendix B) (data sheet); and
- Criterion 6: Water meter program projects underway as of Submission date (Schedule B - Appendix C) (data sheet).

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 RFEI/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. The

Respondent may cancel or revoke its Submission at any time, until acceptance by the City.

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.

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SCHEDULE A – SCOPE OF SERVICES

Project Title: Pre-Qualification for General Contractor for Water Metering Program

Project Reference No.: 1220-050-2016-014

(Engineering Dept. Reference No.: MS 1716-017-11)

1. PROJECT DESCRIPTION

The scope of the City's Water Meter Program shall include, but not limited to, the following:

- (a) Supply and installation of new water meters, including boxes, setters, and all ancillary components, through the City's voluntary meter initiative;
- (b) Supply and installation of new water meters, within boxes previously installed by the developer, for new single family residential homes;
- (c) Supply and installation of new water meters, including boxes, setters, and all ancillary components at multi-family residential and institutional / commercial / industrial (ICI) properties, as identified by the City;
- (d) Maintenance, repair, or replacement of existing meters (or ancillary components) that are not performing as intended;
- (e) Testing of existing meters to confirm accuracy through in-situ, field, and bench testing;
- (f) Supply and installation of replacement meters for customers identified by the City; and
- (g) Establishing a call center for scheduling appointments and the ability to report on all data collected.

2. PROJECT BACKGROUND

The City has a meter population of approximately 65,000 meters, which serve single family residential as well as ICI properties. Approximately 70% of single family residential properties in the City are fitted with a water meter. There are approximately 23,000 single family residential homes that do not yet have a water meter.

Existing single family residential customers are encouraged to volunteer to have a water meter installed by the City. The installation of a meter provides a direct benefit to a home owner since it provides information to the owner on their water usage and allows the home owner to make adjustments to using water with a view to conserving water and reducing their water bill.

All new single family residential and ICI properties are fitted with a water meter in accordance with City requirements.

Responsible stewardship of the City's water meter infrastructure requires regular maintenance and eventually asset replacement. The City proactively tests existing meters to gauge the performance of their metering infrastructure and plan for future replacements.

The City of Surrey Water Meter Design Criteria Manual & Supplementary Specifications (which is available at www.surrey.ca) provides further information regarding the City's water meter installation requirements and approved products.

3. PROJECT OBJECTIVES

The works to be completed may include, but are not limited to, the following:

- (a) Supply and installation of water meters for existing single family residential customers;
- (b) Supply and installation of water meters for new single family residential homes;
- (c) Supply and installation of water meters for multi-family residential and ICI sites;
- (d) Maintenance of existing residential and ICI water meters;
- (e) Testing of existing water meters;
- (f) Supply and installation of replacement meters for existing residential and ICI properties; and
- (g) Establishing a call center for scheduling appointments and the ability to report on all data collected.

4. WORK SCHEDULE

The City's Water Meter Program is an ongoing initiative. The City intends to engage a Contractor in a multi-year contract to perform the Services.

The project schedule and work flow will be dependent on several factors, some of which are beyond the City's control. Respondents are advised that:

- (a) The quantity and frequency of voluntary water meter installations at existing single family residential properties is based on customers' willingness to volunteer to have a meter installed;
- (b) The quantity and frequency of water meter installations at new single family residential homes is based on the number of house starts in the City; and
- (c) Although the City attempts to issue meter maintenance work in a manner that facilitates consistent and predictable work flow for the Contractor, the need for meter maintenance often arises unexpectedly.

The Contractor will undertake all health and safety matters in accordance with their company occupational health and safety program 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.

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SCHEDULE B – FORM OF SUBMISSION

**RESPONDENT’S REQUEST FOR EXPRESSIONS OF INTEREST
AND
STATEMENTS OF QUALIFICATIONS**

Type of Pre-Qualification: General Contractor

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 a proposal for general contractor work generally consisting of installation of water meters for new and existing single family homes.

Materially incomplete 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 General Contractor for Water Metering Program.

Reference No.: 1220-050-2016-014

(Engineering Dept. Reference No.: MS 1716-017-11)

The City invites experienced and qualified general contractors for the installation of water meters for new and existing single family homes. The Contractor will be responsible to survey existing multi-family stratas to determine scope of work required to install meters at property line and inside utility rooms. In addition the Contractor will be responsible for maintaining data related to the installations and establishing a call center.

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., Canada, V3T 1V8

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.: _____
Email _____ Website _____
- 4. 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

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:

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

Annual Project Volumes:

30. Approximate annual value of water meter program contracts completed in each of the last five years:

Year	Value (Labour, Equipment and Materials)
<input style="width: 90%; height: 20px;" type="text"/>	\$ <input style="width: 500px; height: 20px;" type="text"/>

	\$	
	\$	
	\$	
	\$	

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

SECTION D. EXPERIENCE, REPUTATION AND RESOURCES

- 32. Respondents should provide details, in order of date, of relevant principal projects completed in the past five years – Schedule B – Appendix A (data sheet).
- 33. Respondents should provide details, in order of date, of projects of similar nature completed – Schedule B - Appendix B (data sheet).
- 34. Respondents should provide, in order of date, of relevant projects underway as of submission date – Schedule B - Appendix C (data sheet).
- 35. Key Personnel: Respondents should provide a complete listing of all key personnel who could be assigned to this project, including an organizational chart (e.g., senior management, project management, supervisory personnel), including but not limited to the following:
 - (a) brief resume identifying each individual's qualifications and relevant 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

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 and suppliers addressing in particular:

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

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:

39. Respondent's capacity to undertake project, in terms of maximum available crew size (Estimated):
_____.

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 sample of list of major equipment.

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. Utilization of Quality Assurance and Quality Control: Respondents should provide evidence of a system in place, a sample or example Quality Plan.
 Corporate Quality Assurance and Quality Control Plan attached (please tick to confirm).
 Inspection and Test Plan attached (please tick to confirm).

43. Health and Safety: 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 ever failed to complete a contract? Yes No
(b) Has your firm ever been in a lawsuit regarding project performance, payments or scheduling? Yes No
(c) Within the last five years, has any officer or principal of your firm been an officer or principal of another organization when it failed to complete a construction contract? Yes No

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?

48. List the categories of work that your organization normally performs with its own forces.

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)

APPENDIX A

RELEVANT WATER METER PROGRAM PROJECTS (in order of date) COMPLETED IN THE PAST FIVE YEARS:

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

Ref. #1. Project Title and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

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 and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

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 and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

Name of Contract Owner: _____

Refer To: _____

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

Name of Consultant: _____

Refer To: _____

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

APPENDIX B

WATER METER PROGRAM PROJECTS (in order of date) OF SIMILAR NATURE COMPLETED:

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

Ref. #1. Project Title and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

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 and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

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 and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____

Project Manager: _____ Superintendent: _____

Subcontract Value (\$): _____

Name of Contract Owner: _____

Refer To: _____

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

Name of Consultant: _____

Refer To: _____

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

APPENDIX C

WATER METER PROGRAM PROJECTS (in order of date) UNDERWAY AS OF SUBMISSION DATE (in order of date):

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

Ref. #1. Project Title and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____ Subcontract Value (\$): _____

Project Manager: _____ Superintendent: _____

Scheduled Completion Date: _____ Percent (%) Completed: _____

Name of Contract Owner: _____

Refer To: _____

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

E-Mail of Project Reference: _____

Name of Consultant: _____

Refer To: _____

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

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

Ref. #2. Project Title and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____ Subcontract Value (\$): _____

Project Manager: _____ Superintendent: _____

Scheduled Completion Date: _____ Percent (%) Completed: _____

Name of Contract Owner: _____

Refer To: _____

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

E-Mail of Project Reference: _____

Name of Consultant: _____

Refer To: _____

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

Ref. #3. Project Title and Date: _____ **Date:** _____

Project Description: _____

Location of Project: _____

Contract Value (\$): _____ Subcontract Value (\$): _____

Project Manager: _____ Superintendent: _____

Scheduled Completion Date: _____ Percent (%) Completed: _____

Name of Contract Owner: _____

Refer To: _____

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

Name of Consultant: _____

Refer To: _____