



REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

Title: PRE-QUALIFICATION FOR PAVING CONTRACTORS FOR ARTERIAL,
COLLECTOR AND LOCAL ROAD PAVING AND RELATED WORKS

Reference No.: 1220-050-2023-009

(Construction Services)
Issue Date: September 7, 2023

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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 services (the “Services”) as described in Schedule A – Scope of Services. The actual work requirements may vary and will be as established in a tender document; 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.

This 2024-2026 paving contractor prequalification process represents a significant enhancement of the City’s contractor procurement process for paving contractors. This process establishes two levels of procurement capability, which begins with prequalification.

Respondent’s able to demonstrate a sound business structure, financial capability, resources, management systems, recent experience and good performance history may be eligible for prequalification. Prequalified Respondents are eligible to receive opportunities to tender through the City’s Engineering Department, Design & Construction and Operations Divisions. These tenders will follow the MMCD unit price tender format, and the project will follow MMCD standards.

Based on the review of the RFEOI/SOQ Submissions, the City intends to establish a List of Qualified Paving Contractors (the “List”) for provision of the service areas described in Section 2 of Schedule A – Scope of Services.

The City reserves the right, at its sole discretion to determine if a project is to be tendered on by the shortlisted group, another select group, or issued for public tender. The City reserves the right to procure the construction services by any means it deems necessary. This prequalification does not guarantee an exclusive, or any right to supply these Services to the City.

The term during which any List would be maintained would be valid for the years 2024 through to 2026. Before or at the expiry of such periods, the City reserves the right to issue a new RFEOI/SOQ in a similar form, or having similar objectives, to the present RFEOI/SOQ.

The City may, in its sole discretion, consider subsequent requests for inclusion on the List during any time of the term of the List. Any such requests will be subject to those Respondents submitting their qualification information for review in the same manner as originally outlined in this RFEOI/SOQ. There is no assurance that the City will require any future additions to the List or will accept any requests for inclusion.

Pre-qualified paving contractors who consistently fail to submit tenders resulting from this pre-qualification process may be removed from the List, at the sole discretion of the City. Also, the failure of a paving contractor to meet the overall performance requirements of any contract awarded by the City may result in removal from the pre-qualification list.

1.2 Objectives

The City is seeking to satisfy the following objectives in issuing this RFEOI/SOQ:

- enable the City's Engineering Department, Design and Construction and Operations Divisions to group paving contractors according to their expertise, capacity and capability;
- establish service area tiers of suitable paving contractors for specific work types and contract values;
- facilitate the selection and invitation of prequalified paving contractors from a list to tender for specific work;
- encourage continuous improvement and better contract outcomes;
- manage contractor performance in a fair and transparent way; and
- deliver improved project outcomes for the City.

1.3 Benefits of the Prequalification Process to the City

- Allows the City as a major buyer of paving related services to more effectively implement continuous improvement initiatives in the paving industry to achieve better project outcomes;
- Results in significantly reduced tender assessment times and simplified contract administration because prequalified tenderers have already demonstrated an understanding of and compliance with the City's construction industry benchmarks, with management procedures and systems requirements; and
- In line with the City's direction to do business with the best of the private sector.

1.4 No Guarantee of Volume of Work or Exclusivity of Agreement

The information contained in the RFEOI/SOQ constitutes an estimate and is supplied solely as a guideline to Respondents. Such information is not guaranteed, represented, or warranted to be accurate, nor is it necessarily comprehensive or exhaustive.

Nothing in this RFEOI/SOQ is intended to relieve the Respondent from forming their own opinions and conclusions with respect to the matters addressed in this RFEOI/SOQ. Quantities described (if any) are estimates only and may not be relied on by the Respondents.

Nothing in this RFEOI/SOQ is intended to construe an exclusive arrangement with a Respondent for the provision of the goods and services. The City may contract with others for the same or similar goods and services as generally described in this RFEOI/SOQ.

1.5 Contractor Performance Reviews

The City is committed to fostering and supporting strong positive relationships with key contractors to ensure critical Services are maintained and the highest value and corporate-wide economic benefits are realized. As such, contractor performance will be monitored by the City's Engineering Department, Design & Construction and Operations Divisions.

1.6 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;

"**City Website**" means www.surrey.ca;

"**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.

1.7 Description of Construction Contracts

Once pre-qualified, successful contractors shall be invited to submit bids through the City's ITT process:

- (a) The tenders will be issued for a minimum period of three (3) weeks.
- (b) The requirement for a 10% bid bond is anticipated.

- (c) The requirement for a performance bond and a material payment bond is anticipated.
- (d) The schedules for the specific construction and scope of work are provided in the ITT document.
- (e) The form of the contract for these projects will be based on the Master Municipal Construction Documents (MMCD) Platinum edition 2009, modified by the City's supplementary general conditions, supplementary specifications, and supplementary standard drawings (as applicable) and other requirements of the City.
- (f) The general contractors will have full control and responsibility for the construction site(s) during the construction periods for all the work.

2. INSTRUCTIONS TO RESPONDENTS

2.1 Address for Submission Delivery

The Respondent should submit the Submission **electronically** in a single pdf file which must be received by the City by email at: purchasing@surrey.ca

Confirmation of receipt of email will be issued. Submissions that cannot be opened or viewed may be rejected. A Respondent bears all risk that the City's receiving computer equipment functions properly so that the City receives the Submission.

Note: The maximum file size the City can receive is 10Mb. If sending large email attachments, Respondents should phone [604-590-7274] to confirm receipt.

2.2 Date

The City would prefer to receive Submissions on or before **October 3, 2023** (the "Date")

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: Sunny Kaila, Manager, Procurement Services

Email: purchasing@surrey.ca

Reference No.: 1220-050-2023-009

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 and the City Website at www.surrey.ca (collectively, the “Websites”), and upon posting, any addenda will form part of this RFEOI/SOQ. It is the responsibility of Respondents to check the Websites 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, the 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. SUBMISSION FORM AND CONTENTS

3.1 Form of Statements of Qualifications

Respondents should complete the Expressions of Interest and Statements of Qualification statement in the form attached as Schedule B - including Appendices A and B.

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.

3.2 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 venture should be included, and each partner or joint venture 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 venture 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 appointed by the City (the "Evaluation Team"), which may consist of one or more persons. 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. Such discussions will not in any way create a binding contract between the City and any such Respondents.

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, or Submissions, which are most advantageous to the City, using the following criteria:

- Criterion 1: Experience, Reputation and Resources – The Respondent's experience, reputation and resources as applicable to the performance of the Services;
- Criterion 2: Relevant availability of suitable equipment and capacity;
- 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;
- Criterion 4: Relevant Arterial, Collector and Local road paving or rehabilitation and related projects completed in the past five years; and

Criterion 5: Relevant Arterial, Collector and Local road paving or rehabilitation and related works projects underway as of Submission Date.

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.

All paving contractors, by submitting a Submission for pre-qualifications, are consenting to allow the City and their representatives to check and verify the information provided. Reference checks will be kept confidential and will not be reviewed by or discussed with the other paving contractors applying for pre-qualifications.

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 or request for proposals 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(s).

5.4 Conflict of Interest

Respondents shall disclose 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 reject a Submission from any Respondent that the City determines would be in a conflict of interest if the Respondent is awarded a contract. 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, and the City may, at its discretion, reject the Submission of any Respondent that make any such contact.

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.

6. CITY DISCLAIMER

- a. The information in this RFEOI/SOQ and any further supporting documentation is provided for reference purposes only. It is the responsibility of interested parties to confirm the accuracy and applicability of this information. All costs related to updating or acquiring additional information shall be born solely by the Respondent. The information contained in this RFEOI/SOQ has been prepared, in part, on information provided by others, and such information is believed to be accurate and reliable. However, by its receipt of this RFEOI/SOQ, each Respondent remises, releases, and forever discharges the City and its representatives (including staff and consultants and other professional advisors) from any and all claims which such person has, have, or may hereafter have arising out of any information contained herein. Any party who intends to submit a response to this RFEOI/SOQ is specifically invited to independently verify the accuracy of the information contained herein.
- b. The City shall not be obligated to review or accept any Submission and may reject any or all Submissions without giving reasons therefore.
- c. All negotiations and discussions with Respondents are on a "without prejudice" basis and cannot be construed as an agreement, and/or otherwise unless expressly approved by City Council and a written agreement is signed by the City.
- d. The City may negotiate with any one or more of the Respondents without having any duty or obligation to advise or allow any other Respondents to vary their Submission or otherwise negotiate with the City.
- e. The City may enter into discussions to clarify issues related to any Submission. If at any time the City reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached, the City may give notice terminating discussions, but is under no obligation to do so.
- f. The City does not authorize any other person or agency to represent the Project on its behalf without the prior written approval of the City.
- g. 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 process.

7. DISCLAIMER

Notwithstanding anything contained herein, the Respondent agrees that he shall take all necessary steps to confirm the accuracy of this RFEOI/SOQ and agrees that the City shall

have no liability whatsoever in respect of any losses or damages of any kind howsoever arising in relation to this RFEOI/SOQ.

SCHEDULE A – SCOPE OF SERVICES

Project Title: PRE-QUALIFICATION FOR PAVING CONTRACTORS FOR ARTERIAL, COLLECTOR AND LOCAL ROAD PAVING AND RELATED WORKS

Project Reference No.: 1220-050-2023-009

1. PROJECT DESCRIPTION

The pre-qualified paving contractors may be invited to tender on projects for the City's Engineering Department, Design & Construction and Operations Divisions. The project components included under this prequalification process will be tendered under various contracts. In general these contracts consist of paving of arterial, collector and local roads.

2. PRE-QUALIFICATION SERVICE AREAS AND ESTIMATED PROJECT VALUES

The current service areas and estimated project values are as follows:

<u>Service Areas</u>	<u>Estimated Project Values</u>
Tier 1 - Major Road / Arterial Projects	generally greater than \$3.5M
Tier 2 - Medium Road (Arterial/Collector/Local) Projects	generally \$1.0M up to \$3.5M
Tier 3 - Minor Road (Local Road/lane/Parking lot)	less than \$1.0M

3. PREFERRED EXPERIENCE, CAPABILITY, CAPACITY AND RESOURCES

The City prefers that the Respondent is a paving contractor that has a sound business structure, financial capability, resources, management systems, recent experience and good performance history with projects consisting of the following:

The work may include a) cold milling of existing paved surface; b) full depth reclamation; c) replacing / adjusting manholes, valve boxes, and catch basins to grade; d) supply and install granular materials; e) pavement patching and repairs; f) asphalt paving – MMCD, SuperPave, warm mix asphalt; g) concrete or asphalt curbs and walkways; h) utility trench paving, i) lane paving, j) parking lots, k) thermoplastic pavement markings; l) and all associated works.



SCHEDULE B – FORM OF SUBMISSION

REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

Type of Pre-Qualification: Paving Contractor

This Request For Expressions of Interest and Statements of Qualifications (RFEOI/SOQ) will enable the City of Surrey (the “City”) to determine your relevant experience, capacity, resources, and financial capability for eligibility to submit tenders for **arterial, collector, and local road paving, and related works.**

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.

RFEOI/SOQ Project Title: PRE-QUALIFICATION FOR PAVING CONTRACTORS FOR ARTERIAL, COLLECTOR AND LOCAL ROAD PAVING AND RELATED WORKS

RFEOI/SOQ Reference No.: 1220-050-2023-009

To: CITY OF SURREY

City Representative: Sunny Kaila, Manager, Procurement Services

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 Respondent

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, Incorporation Number

_____.

SECTION C. RESPONDENT'S 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 paving projects for arterial, connector local road paving and related works contracts completed in each of the last five years:

Year	Value (Labour, Equipment and Materials)
	\$
	\$
	\$
	\$
	\$

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

33. Prequalification Service Areas and Estimated Project Values:

Respondents should tick below to indicate which prequalification service area or service areas are being applied for. Final estimated project values will be determined by the City.

Service Areas

Estimated Project Values

- | | |
|--|-------------------------------|
| <input type="checkbox"/> Tier 1 Major Arterial Road Projects | generally greater than \$3.5M |
| <input type="checkbox"/> Tier 2 Medium Road (Arterial/Collector/Local) Projects | generally \$1.0M up to \$3.5M |
| <input type="checkbox"/> Tier 3 Minor Road (Local Road/Lane/Parking Lot) Projects | less than \$1.0M |

SECTION D. RESPONDENT'S EXPERIENCE, REPUTATION AND RESOURCES

34. Respondents should provide details, in order of date, of relevant paving projects completed in the past five years – Listed in Appendix "A". (As attached)

35. Respondents should provide details, in order of date, of relevant paving projects underway as of Submission Date – Listed in Appendix B. (As attached)

36. Management and Key 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.

37. Subcontractors: Respondents should provide the following information on the background and experience of all preferred 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 SUBCONTRACT SERVICES	PREFERRED SUB-CONTRACTORS NAME	YEARS OF WORKING WITH SUBCONTRACTOR	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

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

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

Comments:

39. 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:

40. 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. RESPONDENT'S TECHNICAL RESPONSE

41. Workers' Compensation Board Information:

Workers' Compensation Registration Number: _____

Letter of Good Standing attached: Yes No

42. 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

Asphalt Plant:

(a) Do you have your own asphalt plant? Yes No

(b) Distance from Surrey City Center in km's. _____

(c) Asphalt Plant Capacity: _____

(d) Indicate an average number of Tonnes of Warm Mix Asphalt (WMA) placed in the past three (3) years: _____ Tonnes.

(e) If no WMA placed, will you be able to do so in 2024 through to 2026. Yes No

(f) Do you have your own asphalt milling equipment? Yes No

(g) If Yes to the above, Respondent should provide a list of milling / reclaiming equipment.

(h) Respondent should indicate below (preferably three (3) projects where more than 1,000 Tonnes of asphalt placed in a single shift.

20 _____	\$ _____
----------	----------

20 _____	\$ _____
----------	----------

20 _____	\$ _____
----------	----------

(i) Do you produce / crush your own construction aggregates? (NOT SCREENED MATERIAL)
 Yes No

(j) Quality Control and Quality Assurance procedures for reclaimed asphalt pavement (RAP). Respondent should provide a description of their Quality Control/Quality Assurance (QC/QA) control documentation regarding the use of RAP materials in the production of hot mix asphalt:

Comments:

43. 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:

44. 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.

45. 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).

46. 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).

47. 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:

48. Scheduling:

(a) Does your firm use critical path scheduling method? Yes No

(b) Does your firm use computerized scheduling? Yes No

(c) If so, what software do you prefer to use? _____

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

Comments:

50. 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:

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

Comments:

52. 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 _____, 2023.

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

RESPONDENT'S RELEVANT ARTERIAL, COLLECTOR AND LOCAL ROAD PAVING OR REHABILITATION AND RELATED PROJECTS 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: _____
Original Contract Value: \$ _____ Final Contract Value: \$ _____
Project Manager: _____ Superintendent: _____
Subcontract Value: \$ _____
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 and Date: _____ **Date:** _____
Project Description: _____
Location of Project: _____
Original Contract Value: \$ _____ Final Contract Value: \$ _____
Project Manager: _____ Superintendent: _____
Subcontract Value: \$ _____
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 and Date: _____ **Date:** _____
Project Description: _____
Location of Project: _____
Original Contract Value: \$ _____ Final Contract Value: \$ _____
Project Manager: _____ Superintendent: _____
Subcontract Value: \$ _____
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

RESPONDENT'S RELEVANT ARTERIAL, COLLECTOR AND LOCAL ROAD PAVING OR REHABILITATION AND RELATED WORKS PROJECTS UNDERWAY AS OF SUBMISSION DATE:

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

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

Project Description: _____

Location of Project: _____

Original 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: _____