

CONSTRUCTION MANAGEMENT EVALUATION

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[illegible]

7 Evaluation Criteria

7.1 Mandatory Criteria

The following are mandatory requirements. Proposals not clearly demonstrating that they meet them will receive no further consideration during the evaluation process.

CRITERIA	
a)	The proposal must be received by the contact by the Closing Time.
b)	The proposal must be signed by a person authorized to sign on behalf of the Proponent.
c)	Pricing must be firm and submitted on forms provided (Appendix C and Completed Schedules A1, A2, B)

7.2 Desirable Criteria

Proposals meeting the mandatory requirements will be further assessed in good faith against the following desirable criteria, based on available information. Submittals should demonstrate the capabilities and experience of the specific construction management team members proposed and not of the company in general.

CRITERION	WEIGHT	MINIMUM SCORE
Proponent background and specific staff related experience (see 8.2.1 for further details)	50% (100 points)	70 points
Cost Criteria Points	25% (50 points)	35 points
References (if contacted) (see Schedule F – References) and Interview (if conducted)	25% (50 points)	35 points

Cost Criteria Points, as expressed as the total fee contained in Appendix C, will be apportioned through a formula of:

The Proposal with the lowest cost will be awarded 100% of the available 50 points.

Higher cost proposals will be awarded fewer points on the following basis:

$$\frac{\text{Lowest Cost}}{\text{Being Evaluated}} \times \text{Maximum Points Available} = \text{Awarded Points Cost}$$

8 PROPONENT'S WRITTEN RESPONSE

In order to receive full consideration during evaluation, proposals should include the following:

8.1 To Meet Mandatory Criteria

- a) Make sure proposal is received at the Closing Location by the specified Closing Time.
- b) Make sure your proposal includes a signed letter or statement(s) substantially similar in content to the sample Proposal Covering Letter (Appendix B).
- c) Quote a firm, *all-inclusive* fee for each of (1.0 Preconstruction Services, 2.0 Construction Services, and 3.0 Post Construction Services) based on current project estimates and/or schedule. Include all applicable taxes except GST. Include reimbursable expenses and own forces work wage schedules A1, A2, B. Do not make bid price conditional. Do not submit bid pricing stated as a percentage of construction cost.

8.2 To Meet Desirable Criteria

8.2.1 Proponent Background and Related Experience

Please address each of the following items in your written proposal.

1. Construction Management..... (30 points)

- a) Provide a brief introduction to your firm and identify how long you have been in the business of construction management and approximately the percentage of your work that is completed as construction management in the past five years. Indicate the total number of construction management projects your firm has been engaged in over the past five years. Identify location of head office and satellite office near the site area.
- b) Provide a list of construction management projects you have worked on in the past five years, with a brief description of the scope of work and the project size, value and completion date. Indicate which projects were completed through a CCDC 5B contract.
- c) Provide a brief introduction to each relevant Health Centre or related project, the challenges that were encountered and the methods employed to successfully overcome them.
- d) Identify, describe roles and provide résumés for each of your firm's proposed project team member(s), both site and office based personnel who have worked on these example projects and who will be specifically assigned to the Malahat Nation Health Centre project. Resumes should identify projects completed under construction management.
- e) Indicate your firm's knowledge of the Vancouver Island construction market.
- f) Describe and provide examples of how you manage projects and report to the owner during the course of a project.

- 2. Working with First Nations(30 points)**
- a) Describe how you intend to utilize qualified First Nations trades in the construction of the Health Centre
 - b) Describe your firm's experience of public tendering procedures and transparency. Describe or reference public tendering and contracting procedures that your firm follows. Give reference to any fairness oversight or other external evaluation of tendering processes.
 - c) Provide three examples of local British Columbia / First Nations construction projects and trade firms that have worked with the Construction Manager.
 - d) Describe your approaches to ensure maximum benefit to the community
 - e) Describe your commitment to the clients' interests and desire for imagination and ingenuity
- 3. Health Care & Similar Type Construction(15 points)**
- a) Describe your firm's experience with construction of Health Care Facilities or building construction / renovations of a similar nature.
- 4. Past Projects on Time and on Budget(15 points)**
- a) Describe the process(es) you employ to manage quality assurance procedures and engineer lifecycle value.

- b) Explain your firm's process and control to ensure only approved work is completed by the Construction Manager.
- c) Provide a list of at least four contact names with telephone numbers as references for your firm's construction management projects, including at least one major sub-trade, one consultant and one owner representative or administrator. The Owner reserves the right to obtain a reference from any of the contacts identified.
- d) Provide one (project and/or client names redacted) report of a final budget to progress cost format for one of the project examples indicating the total final cost to budget.

5. Public Safety.....(10 points)

- a) Describe your firm's safety record and WorkSafeBC Experience Rating
- b) Provide an example of a recent public safety management plan and daily site safety trades meeting minutes for a like-size project.

8.2.2 Cost

Provide firm fee proposal on the Proposal Fee Form attached (Appendix C with Schedules A1, A2, B)

- a) Specify labour, staffing resource capacity to carry out pre-construction surveys and on-site labour throughout construction.
- b) Specify 'all-found' superintendent or on-site labour rates.
- c) Provide time estimate for duration of the project based on the project description.

8.3 Proposal Format

The following format and sequence should be followed in order to provide consistency in Proponent response and ensure each proposal receives full consideration.

- a) Submit three proposals in hard copy, not by fax.
- b) Proposals should **not exceed 20 pages** and all pages should be consecutively numbered.
- c) Proposal covering letter (sample provided in Appendix B).

- d) Table of contents including page numbers.
- e) The body of the proposal of 8.2.1 sectioned into topics 1 to 5.
- f) Separate pricing as per Appendix C with Schedules A1, A2, B)

9 INTERVIEW AND REFERENCE CHECK

9.1 Interview

Following evaluation of written proposals, up to three proponents with highest scores may be invited to attend an interview. Alternatively, the Owner reserves the right to determine at this point that it has sufficient information to proceed with award of a contract and may choose to bypass the interview process.

If the interviews are held, each of the highest ranked proponents may be contacted by the Owner to set up an individual time for an interview. During an interview, the Proponent will be asked to make a brief presentation to outline the proposed approach to management of the Malahat Nation Health Project. The Proponent may subsequently be asked questions, by the evaluation committee, relating to the information presented.

Criterion	Weight
Specific responses to questions on the proponent's approach to management of the Malahat Nation health Centre project	30 points
Reference Review (if conducted)	20 points
Total for Interview and References	50 points (25 % of Total Score)

The Owner may in its discretion elect not to conduct reference reviews or interviews for one or more or all Proponents. A Proponent may be eliminated without either process being conducted, but weighting for competing Proponents will only be compared based on processes that have been conducted. The Owner may in its discretion elect to limit the interview process if the lead Proponent is 10 or more points ahead of the next Proponent at the conclusion of the background, financial and reference evaluations. In that event, an interview with the lead Proponent may be conducted, at the Owner's discretion, without the Owner being obligated to interview any other Proponent.