



## REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 23-031

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**DATE:** April 19, 2023

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**Project Title:** Wellington Pump Station Upgrade Construction Design Support Services

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The Regional District of Nanaimo invites qualified and experienced general contractors to submit Statements of Qualifications to join a collaborative effort to complete the detailed design and construction for the above-noted Project.

### **A. Intent**

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider to meet the Regional District of Nanaimo's requirements, expectations, and timeline for Phase 1 and Phase 2 of the above-named project. RDN's intention is to award Phase 1 of the project to the successful Proponent. Upon satisfactory performance and successful completion of Phase 1, the RDN intends to negotiate with the successful Proponent to enter into a contract to construct the works as Phase 2 of the project subject to available budget and Regional District of Nanaimo Board approval.

#### Phase 1: Pre-Construction Services (2023)

Preconstruction services are required to support preliminary and detailed design. The main goal of the preconstruction services is to integrate the general contractor into the project team at the design stage to optimise constructability, level of detail on drawings and specifications, and cost/schedule estimates. A collaborative and teamwork-oriented mindset, and solutions focused approach will be critical to the successful completion of Phase 1. The RDN intends to award the Engineering and Design scope to Kerr Wood Leidal Associated Ltd.

#### Phase 2: Construction Services (2024)

Multidisciplinary project including foreshore bypass pumping works, piping and structural steel demolition and replacement, HVAC modifications, civil and structural works, architectural works, electrical and instrumentation demolition and installations, controls upgrades, mechanical demolitions, and installations, and liaising with the City of Nanaimo for permit requirements.

The Regional District of Nanaimo will review and evaluate submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the Regional District of Nanaimo may then elect to negotiate with the next highest-ranked service provider and so on until an agreement is reached or the process is cancelled.

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In any event, the Regional District of Nanaimo shall not be bound to enter a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

## **B. Background**

The Wellington Pumpstation (WPS) was built in 1978 and is owned and operated by the Regional District of Nanaimo (RDN). The WPS is located at 5200 Fillinger Crescent in Nanaimo, B.C., and its force main runs south under Entwhistle Drive approximately 470m, at which point it connects to the Wellington North Slope Interceptor and flows east by gravity to the Greater Nanaimo Pollution Control Centre (GNPCC) at 4600 Hammond Bay Road for treatment.

The pumpstation has a current firm capacity of approximately 208 L/s and provides conveyance of approximately 25% of the wastewater flows directed to GNPCC. Based on a recent hydraulic study and capacity analysis, the firm capacity of the station is insufficient to meet the current design peak wet weather flow (PWWF) requirement. Pump station internals are nearing end of life and need replacement: Piping, structural steel, wet well liner, electrical power and MCC, instrumentation, and control systems. The pump station will also require upgrades: Addition of a new stair access to remove confined space entry requirements, a new odour control system, above ground force main valve chamber, and backup power.

The pump station property is approximately 8m wide and 60m long, with the pump station itself built at the north end of the property next to the foreshore. The property and the existing stair access around the exterior of the wet well is shared as a pedestrian beach access. Siting and installation of the generator, new electrical room, valve chamber, and odour control will require a balance of practicality and maintaining the aesthetic and use of a public space.

## **C. Contemplated Scope of Services**

### **1. Phase 1: Pre-Construction Services (2023)**

The Successful Proponent will work collaboratively with the project engineering design consultant and the RDN to advance the 30% preliminary design drawings to the 100% final design stage - ready for construction. It is anticipated the Successful Proponent will enhance the design with:

- General: Provide advice to the Owner and the Consultant with respect to construction and market conditions
  - General Constructability: Provide advice on site use and possible improvements, selection of materials, assembly systems, and equipment and provide recommendations on construction feasibility, methodology, availability of materials and labour, time requirements for installation and construction
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- Design Documents Constructability: Review the Specifications and Drawings and make recommendations to the Owner and the Consultant as to content detail, constructability, and coordination among the contractors
- Construction Cost Estimates: Prepare and update construction cost estimates at major design stage gates 30% (Class C), 60% (Class B), 90% (Class A).
- Construction Schedule: Prepare, in consultation with the Consultant and the Owner, and update a preliminary project construction schedule for the Owner's review at the 60% and 90% design stage gates.

The Successful Proponent will enter into a Pre-Construction Services Agreement with the RDN.

A preliminary schedule of design milestones is identified in Section D.

## **2. Completion of Phase 1: Pre-Construction Services**

Upon successful completion of the Phase 1: Pre-Construction Services, the RDN intends to:

- a) Enter into negotiations for the completion of Phase 2: Construction Services with the Successful Proponent;
- b) If negotiations fail to result in a construction contract, the RDN reserves the right to return to the market with a public Request for Qualifications and/or Invitation to Tender for the construction of the Project; or
- c) Cancel the Project.

In the event the Successful Proponent is not awarded the Phase 2: Construction Services, the Successful Proponent will be precluded from bidding on the open market Request for Qualifications and/or Invitation to Tender due to the significant knowledge gained during the Phase 1: Pre-Construction Services giving an unfair competitive advantage.

## **3. Phase 2: Construction Services (2024)**

Based on satisfactory performance of the Successful Proponent, adequate budget, permit approvals, and RDN Board approval, it is anticipated the Successful Proponent will enter into a construction contract to construct the works based on updated pricing following the successful completion of Phase 1.

The construction services scope will be refined throughout the design process. The general anticipated scope includes:

- a) Upgrade the electrical utility and add backup power capacity;
  - b) Replace the electrical system including the aging MCC;
  - c) Create new electrical room to accommodate a new MCC;
  - d) Replace internal lighting to provide better lighting inside wet well;
  - e) Replace the instrumentation, PLC and control system;
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- f) Replace degrading piping and structural steel below and including the wet well platform;
- g) Relocate a flow meter to a new above ground valve metering station;
- h) Relocate force main section to accommodate new facilities as required;
- i) Add instrument air system to control pump discharge valves;
- j) Upgrade the capacity of the WPS to meet future PWWF requirements;
- k) Replace pump bases and guide rails;
- l) Replace hoist and monorail;
- m) Upgrade HVAC system to improve supply air flow rate, mixing inside the wet well, relocate an exhaust fan outside of the wet well, and alleviate access obstructions.
- n) Upgrade odour control system to reduce impact on public;
- o) Create new stair access to wet well to eliminate confined space;
- p) Create new operator workstation space and toilet facility;
- q) Improve site vehicle access/egress safety;
- r) Create new public beach access;
- s) Replace pump station inlet gate and add powered actuator;
- t) Implement bypass pumping near the fore shore to allow for construction activities;

**D. Contemplated Schedule**

1. Final agreement in place by May 26, 2023.
  2. Preliminary 30% design completion by June 20, 2023.
  3. 60% design completion by Aug 30, 2023
  4. Early procurement POs issued by September 6, 2023.
  5. 90% design completion by Oct 31, 2023.
  6. Detailed design completion by December 22, 2023.
  7. Construction June-September 2024
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## **E. Statement of Qualifications and Evaluation**

The Statement of Qualifications submission (the SoQ) should include the information outlined in this section. To facilitate uniformity of presentation and ease of evaluation, the SoQ should be limited to a **maximum of 30 pages** (including the appendix). A clear and concise presentation of information is encouraged. No assumption should be made that the information regarding a Respondent is known to the RDN except as provided in its Submission.

Notwithstanding the requirements listed elsewhere in the request, responses to this request are being sought from general contractors who can demonstrate:

- Capacity to undertake the proposed Phase 1 Work, commencing in June 2023 and completion anticipated by December 22, 2023;
- Capacity to undertake the proposed Phase 2 Work, anticipated duration from June 2024 to September 30, 2024;
- Applicable corporate experience;
- Experiencing in early contractor engagement, and working collaboratively with engineering design consultants to support the design phase of projects;
- Experience undertaking brownfield construction on active pump station systems with similar scale projects;
- Experienced key personnel wastewater sites, such as project manager, superintendent, foreman;
- Established corporate programs pertaining to safety, and quality control; and
- Record of superior performance by the Respondent and proposed sub-contractors as verified by references.

Each Submission should be arranged as follows:

1. **Title Page:** includes RFQ number, closing date and time, Respondent name, address, telephone number, e-mail, physical and mailing address and contact person.
  2. **Letter of Introduction:** One page introducing the Respondent, signed by the person(s) authorized to sign on behalf of the Respondent.
  3. **Table of Contents:** include page numbers.
  4. **Completed CCDC 11 – 2019 Contractor’s Qualification Statement** (See Appendix B) including required attachments.
  5. **Corporate Experience and Corporate Programs:** List the number of employees in the company, the number of employees in and location of the office that will support this project, and the type of work that the company specializes in. Please refer to any corporate environment policy, sustainability policies and/or Third-party standards the company follows such as voluntary Greenhouse Gas Emissions disclosure. Company must have the ability to provide bonding.
  6. **Key Personnel:** For all key office and site personnel identified for the Phase 1 and Phase 2 work outlined in this RFSQ, include details of their roles in the listed reference projects. Indicate their relevant experience with wastewater pump station related projects.
  7. **Safety Record:** Complete the attached Safety Record form (See Appendix C).
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8. **Sustainable Procurement Policies:** Briefly demonstrate or elaborate on any sustainable procurement considerations the company implements. Please refer to any corporate programs, commitments, or plans.
9. **Technical Challenges:**
  - a. Discuss the role of contractors in design and consultants during construction, focus on collaborative methodology;
  - b. Provide examples or description of experience with installing and operating temporary bypass pumping systems;
  - c. Provide examples or description of experience performing work on the foreshore;
  - d. Provide examples or description of experience in brownfield live plant projects;
  - e. Provide examples or description of experience in small footprint projects;
  - f. Provide examples or description of experience or creating construction cost estimates at 30% and 60% design completion stages for projects of similar scale.

Statements of Qualifications (the “SOQ”) will be initially evaluated by the Regional District of Nanaimo based on the above and assigned a qualitative score out of 50 points. Any or all SOQs will not necessarily be accepted.

**F. Budget**

The RDN’s total project budget is approximately \$3,500,000 & GST

**G. Additional Information**

If the RDN determines that additional information is required, the RDN will post this information as an Addendum on the RDN (<https://www.rdn.bc.ca/current-bid-opportunities>) and the new BC Bid (<https://new.bcbid.gov.bc.ca/>) websites. It is the sole responsibility of interested vendors to check for additional information prior to submitting their response.

**H. Submission Date & Time**

Statements of Qualifications should be received **BY EMAIL ONLY** on or before 3:00:00 p.m. local time on the 12<sup>th</sup> day of May, 2023. The RDN reserves the right to accept late submissions.

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I. **Questions and Submissions**

Questions are requested five (5) calendar days before the closing date.  
Questions and submissions should be directed to:

**Duncan Taylor**  
**Manager of Capital Project Delivery**  
**Regional District of Nanaimo**  
**6300 Hammond Bay Road, V9T 6N2**  
**Phone: 250-390-6560**  
**Email: [dtaylor@rdn.bc.ca](mailto:dtaylor@rdn.bc.ca)**



## List of Appendices

Appendix A: Photographs

Appendix B: CCDC 11 – 2019 Contractor’s Qualification Statement

Appendix C: Safety Record





## **APPENDIX A: Photographs**













WFS  
5200 FOLLOW-UP COPY



CHECK TELEMETRY UNIT  
BEFORE AND AFTER OPERATING  
OR RESETTING

**DANGER**  
HIGH VOLTAGE

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**DANGER**  
CONFINED SPACE  
AUTHORIZED  
PERSONNEL ONLY









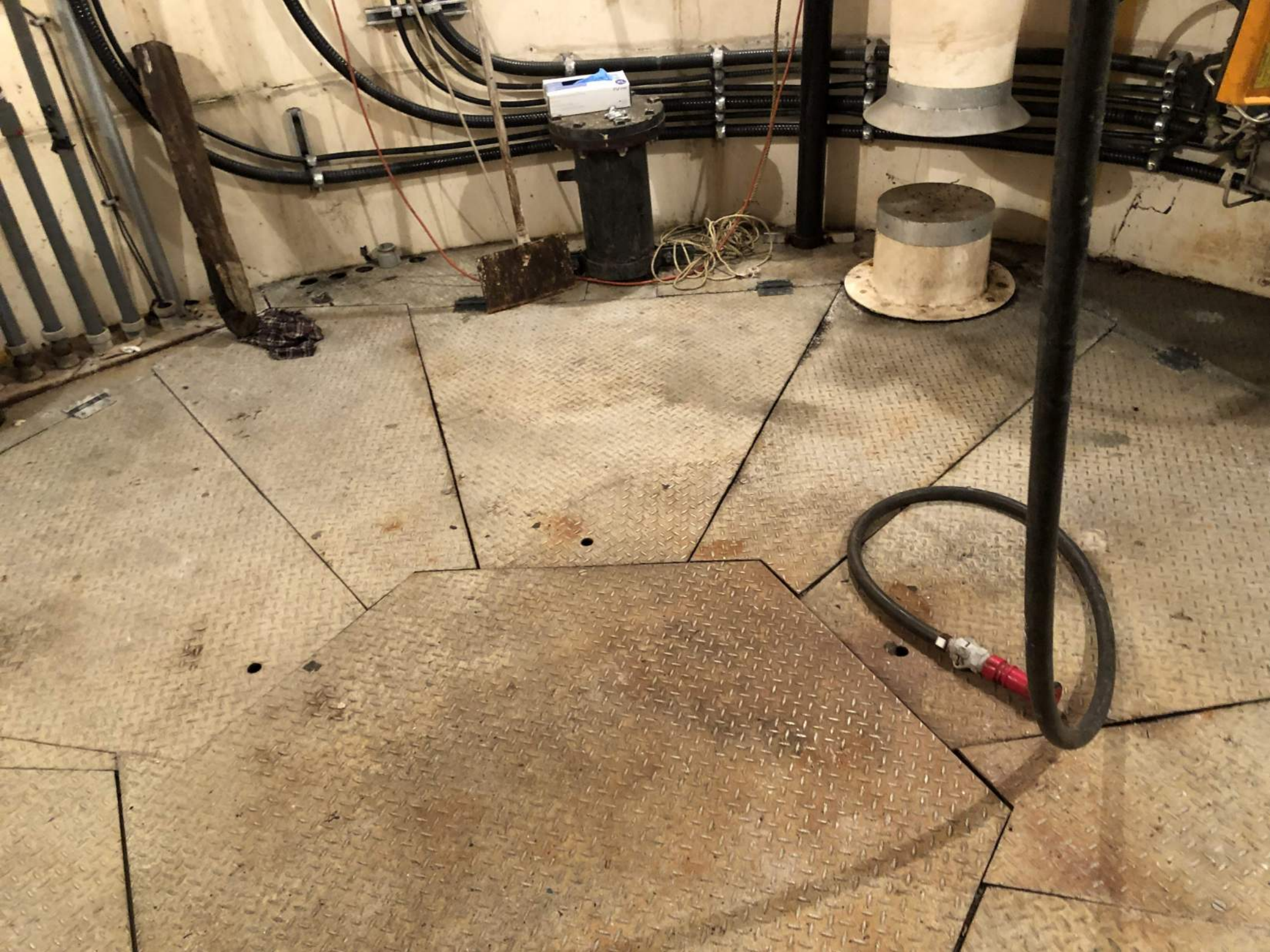


















**APPENDIX B: CCDC 11 – 2019 Contractor’s Qualification Statement**

# Contractor's Qualification Statement

Standard Construction Document

**CCDC 11 – 2019**

CONFIDENTIAL

This document is intended to provide information on the Contractor's company, capacity, skill, and experience. Information requested may be supplemented with additional sheets if required.

## CONFIDENTIALITY AND ACCESS TO INFORMATION

*All information contained herein is submitted in confidence and may not be disclosed without the express written consent of the Contractor. If the party to whom this document is submitted, or any other party that is in possession of this document, receives a request, including pursuant to any applicable freedom of information legislation or related laws, for disclosure of the information contained herein or information which would directly or indirectly reveal the information contained herein, the party receiving the request shall promptly notify the Contractor's company in writing of such request and shall afford the Contractor's company the opportunity to make submissions concerning non-disclosure prior to making any disclosure of the information contained herein.*

## PROJECT

Project Title:

Project Number:

Location:

## SUBMITTED TO

Name:

Address:

Phone:

E-mail:

## SUBMITTED BY

Name:

Address:

Phone:

E-mail:

## COMPANY INFORMATION

### 1. Legal Structure

Year Established:

Corporation  Partnership  Joint Venture  Registered  Sole Proprietor  Other

Names and Titles of Officers, Partners, or Principals:

Name	Title/Position

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Canadian Construction Documents Committee

**Apply a CCDC 11  
copyright seal here.**

Project Title:

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## 2. Financial Reference

Bank Name:

Address:

Contact Person:

Phone:

E-mail:

## 3. Bonding or other Contract Security Reference

Company Name:

Address:

Contact Person:

Phone:

E-mail:

## 4. Insurances References

General Liability Insurance Limit of \$5,000,000 or more? Yes  No

Insurance Company Name:

Insurance Broker or Representative:

Address:

Phone:

E-mail:

Automobile Liability Insurance Limit of \$5,000,000 or more? Yes  No

Insurance Company Name:

Insurance Broker or Representative:

Address:

Phone:

E-mail:

Broad Form Contractors' Equipment Insurance? Yes  No

Insurance Company Name:

Insurance Broker or Representative:

Address:

Phone:

E-mail:

## 5. Health and Safety

Certificate of Recognition program (COR™)? Yes  No

If "No",

equivalent to COR™

attach details to demonstrate the effectiveness of your health and safety plan.

# Contractor's Qualification Statement

As listed below if applicable to the Place of the Work, provide worker's compensation information for the previous three calendar years:

<b>Calendar year</b>			
Industry classification code, or equivalent			
Industry base rate			
Company's experience rate			
Fatalities (actual numbers)			
Lost time incident frequency (LTIF) rate based on 200,000 hours			

Remarks:

**6. Value of construction work projected for current year and the actual value for the past four years.**

<b>Calendar year</b>	<b>Current year</b>				
Annual value of construction work	\$	\$	\$	\$	\$

Remarks:

**QUALIFICATIONS AND EXPERIENCE OF PERSONNEL**

**1. Key office personnel proposed for the purpose of this qualification statement.**

Attach resume of qualifications and experience: (e.g. Project Executive, Project Director, Project Manager)

<b>Name</b>	<b>Title/Position</b>



# Contractor's Qualification Statement

### 2. Key site personnel proposed for the purpose of this qualification statement

Attach resume of qualifications and experience: (e.g. Superintendent, Health and Safety Officer)

Name	Title/Position

### PROJECT EXPERIENCE

Unless otherwise specified in the Request for Qualifications, provide a list of five relevant projects for each of the following Appendices:

1. Key construction projects completed in the past five years (Appendix A).
2. Comparable construction projects completed (similar type, size and complexity) (Appendix B).
3. Key construction projects underway as of the date of submission of Contractor's Qualification Statement (Appendix C).

I declare the information in this form to be true and correct to the best of my knowledge

Signature of Contact Person: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Title of Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

# Contractor's Qualification Statement

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## APPENDIX A

### Key construction projects completed in the past five years

**Project Title:**

**Location:**

Date Project Substantially Completed:

Date Project Completed:

Project Value at Completion: \$

Project Manager:

Project Superintendent:

**Owner:**

Contact Person:

Phone:

E-mail:

**Consultant:**

Contact Person:

Phone:

E-mail:

**Other Party**, if applicable:

Contact Person:

Phone:

E-mail:

**Contract Type:** (e.g. Design-Bid-Build / Construction Management / Design-Build, Prime Contractor/Subcontractor)

**Description of Project and Scope of Services:**

**Remarks:**

# Contractor's Qualification Statement

Standard Construction Document

**CCDC 11 – 2019**

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## APPENDIX B

### Comparable projects completed (similar type, size and complexity)

**Project Title:**

**Location:**

Date Project Substantially Completed:

Date Project Completed:

Project Value at Completion: \$

Project Manager:

Project Superintendent:

**Owner:**

Contact Person:

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## APPENDIX C

### Key construction projects underway as of the date of submission of Contractor's Qualification Statement

**Project Title:**

**Location:**

Scheduled Completion Date:

Percent Completed:        %

Project Value at Award: \$

Project Manager:

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**Remarks:**





## **APPENDIX C: Safety Record**



APPENDIX C - SAFETY RECORD  
INFORMATION REQUIREMENTS

For Respondents operating outside the province of British Columbia please submit documentation from the local agency responsible for overseeing safety. The documentation should match, as closely as possible, to that required from Contractors operating under the jurisdiction of the Worker's Compensation Board of British Columbia (WorkSafe BC).

Is Respondent registered with WorkSafe BC?

Yes  No Registration #

(If no, state name of workplace safety agency having jurisdiction).

Does Respondent have a valid Certificate of Recognition (COR) recognized by WorkSafeBC?

Yes  No Certificate #

(If yes, state jurisdiction in which registered).

How many years has Respondent's organization been in business under Respondent's present Firm Name?

Is your company qualified and willing to undertake the responsibilities of Prime Contractor in charge of safety if awarded project?  Yes  No

Who is responsible for coordinating Respondent's Safety Program?

Name: Title:

Telephone:

Provide a copy of current WorkSafe BC (or other agency) Clearance Letter.

Has Respondent at any time in the last three (3) years been assessed a penalty by WorkSafe BC (or other workplace safety agency having jurisdiction)?  Yes  No

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