

COMMITTEE OF THE WHOLE – JANUARY 22, 2007

PREQUALIFICATION OF GENERAL LANDSCAPE CONTRACTORS

Recommendation

The Commissioner of Community Services in consultation with the Directors of Parks Development, Legal Services and Purchasing Services recommends:

1. That Council approve the process for prequalification of general landscape contractors for the construction and renovation of various parks and open spaces in the City of Vaughan.

Economic Impact

Utilization of pre-qualified Contractors may result in cost savings to the City of Vaughan.

Purpose

The purpose of this report is to receive Council approval of the prequalification process whereby general landscape contractors for the construction and renovation of various parks and open spaces in the City of Vaughan will be determined.

Background - Analysis and Options

On May 9, 2005 Council directed staff to develop a list of qualified landscape contractors through a prequalification process to bid on the construction and renovation of various parks and open spaces in the City of Vaughan.

Research into other GTA municipalities shows that they utilize the contractor pre-qualification process. Staff have consulted with the Town of Markham, Town of Richmond Hill, and the City of Brampton regarding their current prequalification process and evaluation criteria. Reference material has also been collected from Landscape Ontario.

The prequalification process will be open to any general landscape contractor that wishes to submit required documentation. This request for prequalification will be advertised in the Daily Commercial News (DCN), on the Electronic Tendering Network (ETN), and in the Vaughan City page in accordance with the Purchasing Department's procedures. The document that the general landscape contractors must complete is the Canadian Construction Document 11 (CCDC 11-1996 (R2006) (refer to Attachment 'A'). In addition to the requirements of CCDC 11-1996 (R2006), through RPQ-07-017, the general landscape contractors will be asked to provide the following information:

- a. Ability to meet bonding and insurance requirements;
- b. Experience constructing municipal parks and open space projects;
- c. Value and quality of relevant projects;
- d. Consultant and owner references on municipal park construction projects
- e. Proponent safety rating (CAD 7 or WSIB rating)
- f. Proponent health and safety policies

Proposals will be assessed on the basis of information provided by the Proponent at the time of submission and shall take into account subsequent interviews with the Proponent as may be required. The evaluation of the proposals will be conducted by an evaluation team or committee comprised of representatives assigned by the Commissioner of Community Services, relevant City department staff, and other such persons as may be selected by the City of Vaughan.

This prequalification of general landscape contractors will have a two (2) year duration and would be applied to various construction and renovation works included under the Parks Development Division and Parks Operations Capital Projects for 2007 and 2008. The Contractor Prequalification document will be issued in early 2007, and a listing of the successful landscape contractors is anticipated by early summer 2007. The list will be provided to Council that identifies the pre-qualified general landscape contractors once the prequalification process has been completed.

Relationship to Vaughan Vision 2007

The provision of a General Landscape Contractor Prequalification Document is consistent with Vaughan Vision as it provides effective and efficient delivery of services and helps to develop an effective service measurement system.

Conclusion

That Council approve the prequalification process whereby general landscape contractors for the construction and renovation of various parks and open spaces in the City of Vaughan will be determined.

Attachments

Attachment 'A' – Canadian Construction Documents Committee Document 11-1996 (R2006)
(5 pages total)

Report prepared by:

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Respectfully submitted,

Marlon Kallideen
Commissioner of Community Services

Attachment 'A'

Contractor's Qualification Statement

Standard Construction Document

CCDC 11- 1996 (R2006)

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

Project Number:

Project Title:

Location:

1. Submitted to:

Firm Name:

Address:

Phone: Fax:

E-mail:

2. Submitted by:

Firm Name:

Address:

Phone: Fax:

E-mail:

3. Legal Structure of Contractor:

Year Established:

Joint Venture, Corporation, Partnership, Registered, Sole Proprietor ,

Other:

Names and Titles of Officers, Partners, Principal:

Name	Title / Position
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

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

Name of Contact Person:

Title of Contact Person:

Apply CCDC 11 copyright seal here.

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Canadian Construction Documents Committee

Contractor's Qualification Statement

Standard Construction Document

CCDC 11- 1996 (R2006)

4. Financial References

a. Bank Name:

Address:

Contact Person(s):

Phone: Fax:

E-mail:

b. Bonding Company:

Address:

Contact Person(s):

Phone: Fax:

E-mail:

5. Annual value of construction work for the past five years

Year	Value
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>
<input type="text"/>	\$ <input type="text"/>

6. Key office personnel proposed for the project (e.g. Principal in Charge, Project Manager, Estimator, etc) attach resume of qualifications and experience:

Name	Title / Position
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

7. Key site personnel proposed for the project (e.g. Project manager, Superintendent, Foreman, etc) attach resume of qualifications and experience:

Name	Title / Position
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

8. Principal projects completed in the past five years. Listed in Appendix A.

9. Similar or related projects completed. Listed in Appendix B.

10. Major construction projects underway this date. Listed in Appendix C.

Contractor's Qualification Statement

Standard Construction Document
CCDC 11- 1996 (R2006)

APPENDIX A Principal projects completed in the past five years.

Project Title

Date Completed: **Project Value: \$**

Location:

Owner:

Contact Person(s):

Phone: **Fax:**

E-mail:

Consultant:

Contact Person(s):

Phone: **Fax:**

E-mail:

Description:

Project Title

Date Completed: **Project Value: \$**

Location:

Owner:

Contact Person(s):

Phone: **Fax:**

E-mail:

Consultant:

Contact Person(s):

Phone: **Fax:**

E-mail:

Description:

Contractor's
Qualification Statement

Standard Construction Document
CCDC 11- 1996 (R2006)

APPENDIX B
Similar or related projects completed.

Project Title

Date Completed: **Project Value: \$**

Location:

Owner:

Contact Person(s):

Phone: **Fax:**

E-mail:

Consultant:

Contact Person(s):

Phone: **Fax:**

E-mail:

Description:

Project Title

Date Completed: **Project Value: \$**

Location:

Owner:

Contact Person(s):

Phone: **Fax:**

E-mail:

Consultant:

Contact Person(s):

Phone: **Fax:**

E-mail:

Description:

Contractor's
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CCDC 11- 1996 (R2006)

APPENDIX C
Major construction projects underway as of the date of submission.

Project Title

Scheduled Completion Date: Project Value: \$

Percent Completed:

Location:

Owner:

Contact Person(s):

Phone: Fax:

E-mail:

Consultant:

Contact Person(s):

Phone: Fax:

E-mail:

Description:

Project Title

Scheduled Completion Date: Project Value: \$

Percent Completed:

Location:

Owner:

Contact Person(s):

Phone: Fax:

E-mail:

Consultant:

Contact Person(s):

Phone: Fax:

E-mail:

Description: