

# Annual Consultants Meeting

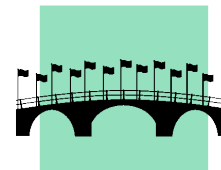
April 1, 2020

Presented by:

Rob Rocca C.E.T

Design Services, Manager

## 2019-2027 Strategic Plan Priorities



# Agenda:

- ▶ CGS Standards Committee
- ▶ Contract Specification Updates
  - ▶ Supplemental Specifications (GSSS's)
  - ▶ Supplemental Drawings (GSSD's)
- ▶ CGS General Conditions
  - ▶ Prompt Payment
- ▶ Prequalification Process
- ▶ Tendering Process



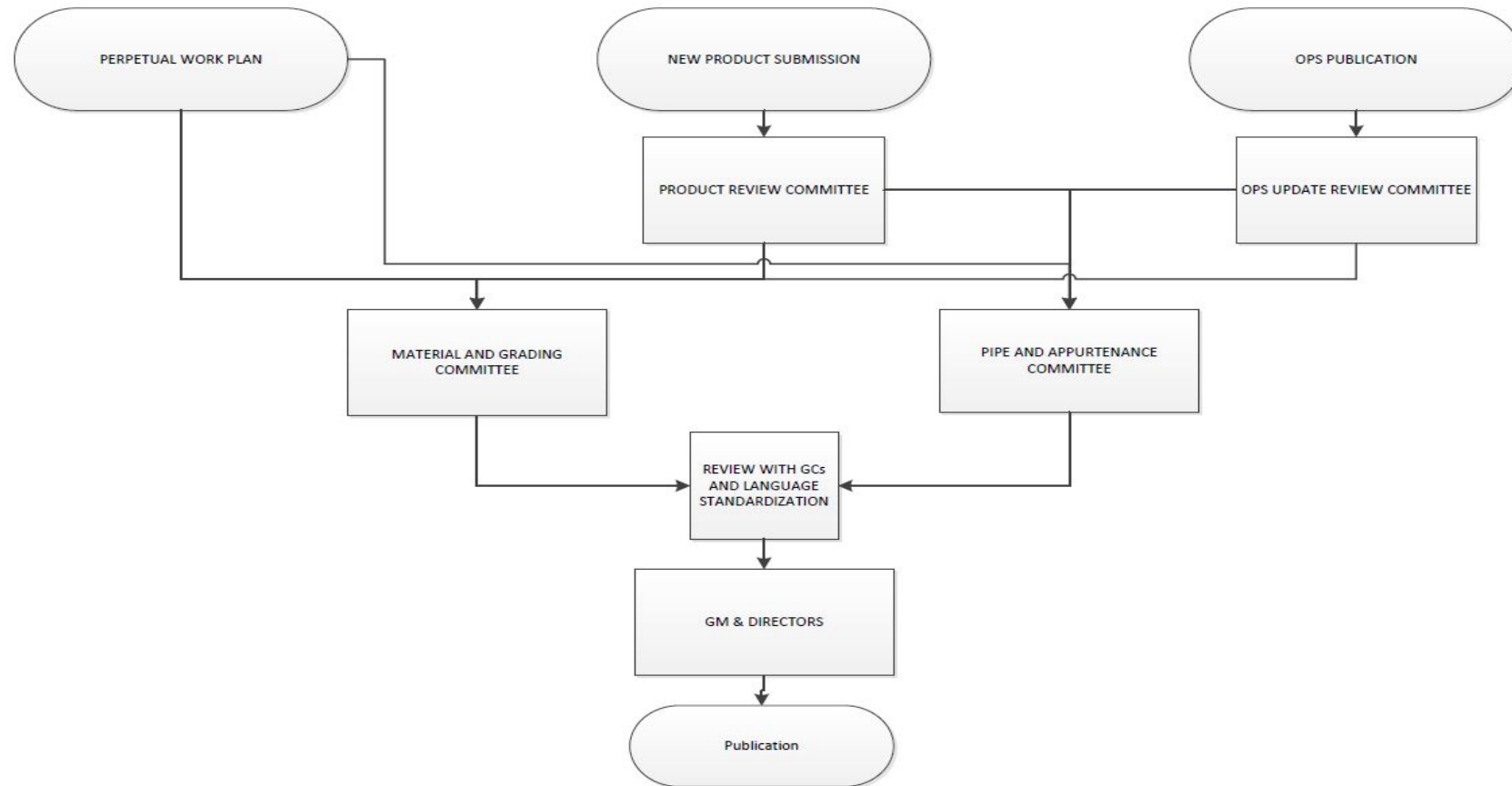
# CGS Standards Committee

- ▶ In 2018 the City restructured its Standards Committee
- ▶ The Standards Committee consists of four (4) subcommittees:
  - ▶ 1) Materials & Grading Committee
  - ▶ 2) Pipe & Appurtenance Committee
  - ▶ 3) Product Review Committee
  - ▶ 4) OPS Update Review Committee



# CGS Standards Committee

## Standards Committee Information Flow



# Contract Specification Updates - GSSS's and GSSD's

- ▶ Updates to the GSSS's and GSSD's for 2020 are complete and published on the City's Website.
- ▶ Some of the highlights for 2020 include:



# Contract Specification Updates - GSSS's and GSSD's

- ▶ Fully adopted current version of OPSS.MUNI 206 - Grading (April 2019).
- ▶ Adopted current version of OPSS.MUNI 310 - HMA (Nov. 2017), including new requirement and acceptance for tack coating in accordance with OPSS.PROV 308.



# Contract Specification Updates - GSSS's and GSSD's

- ▶ Current version of OPSS. MUNI 351 - Concrete Sidewalk (Nov. 2019) and OPSS.MUNI 353 - Concrete Curb and Gutter (Nov. 2019), not fully adopted mainly due to the **ACI flatwork** certification requirement.
- ▶ Concrete material requirements have been adopted to meet industry requirements.
- ▶ Modified compaction testing requirements & frequencies - GSSS 501



# Contract Specification Updates - GSSS's and GSSD's

- ▶ GSSD 310.010, 310.015 & 351.010 revised to include new requirements for sidewalk construction at driveway entrances.



# Contract Specification Updates - CGS General Conditions

- ▶ Updated in December 2019 and published on the City's website.
- ▶ Updates mostly to reflect legislative changes to *Construction Act* that came into effect on October 1, 2019, dealing with Prompt Payment and Proper Invoice.



# Contract Specification Updates - CGS General Conditions

- ▶ City will continue providing the Contractor with monthly estimated quantities.
- ▶ Contractor will be required to submit a Draft Proper Invoice no later than (5) days following the receipt of the estimate from the City.



# Contract Specification Updates - CGS General Conditions

- ▶ Contractor must then submit a Proper Invoice on or after (10) days following submission of a Draft Proper Invoice.
- ▶ Upon receipt of Proper Invoice the City will issue payment within (28) days, subject to a notice of non payment.



# Questions?



# Prequalification Process

- ▶ Annual prequalification for Linear Construction was instituted in December 2019.
- ▶ The Prequalification Document (RFPQ) is currently posted on Bids & Tenders and will be open until December 2020.
- ▶ Once tenders have been posted, interested bidders can submit a prequalification package if not currently prequalified under the annual process.



# Prequalification Process

- ▶ Establish a list of qualified General Contractors for various construction categories:
  - ▶ Asphalt Resurfacing/Rehabilitation
  - ▶ Watermain and Sewer Replacement
  - ▶ Road Reconstruction, Widening
  - ▶ Surface Treatment
  - ▶ Culvert Replacement
  - ▶ Curb and Sidewalk Replacement
  - ▶ Bridges (Recently Added)



# Prequalification Process

- ▶ Evaluation Criteria Consists of the following:
  - ▶ A letter from the Bonding Company
  - ▶ A letter form the Insurance Company
  - ▶ WSIB Clearance Certificate
  - ▶ Health & Safety Policy
  - ▶ Corporate Experience
  - ▶ Project Team Experience
  - ▶ Project References



# Prequalification Process

- ▶ Projects that require a separate prequalification (not part of the annual) must be posted separate from the tender.
- ▶ The City's current purchasing guidelines prescribe a minimum of 15 calendar days, and maybe more, depending on complexity of the procurement.
- ▶ In order to be compliant with CETA requirements, all procurements falling under CETA thresholds ( $\geq \$9.1$  M) must be posted for min. 25 days.





# Tendering Process

- ▶ CGS Project Manager is the Liaison with Consultant.
- ▶ Consultant to ensure they are using most current templates. Templates can be obtained from the Project Manager. The Instruction to Bidders (Division 1) must not be altered with the except of the highlighted sections.



# Tendering Process

- ▶ Consultant to prepare pricing forms in unformatted excel spreadsheet.
- ▶ Tender Documents to be reviewed by Project Manager before they are published. Allow min 2 days.
- ▶ Purchasing Coordinator builds tender and pricing form in bids & tenders.



# Tendering Process

- ▶ The City's current purchasing guidelines prescribe a minimum of 15 calendar days, and maybe more, depending on complexity of the procurement. This applies to procurements with construction value  $\leq$  \$9.1M
- ▶ In order to be compliant with CETA requirements, all procurements falling under CETA thresholds ( $\geq$  \$9.1 M) must be posted for min. 30 days.



# Questions?

