

RURAL MUNICIPALITY OF ST. CLEMENTS
REQUEST FOR PROPOSAL (RFP)
PROJECT MANAGER FOR A DESIGN BUILD FACILITY
FOR
SOUTH ST. CLEMENTS ACTIVITY CENTER

Request for Proposal 2023-05

Due Date: Monday, May 15th, 2023

3:00 pm Central Standard Time



St. Clements

The place to be



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1. INTRODUCTION

1.1 Invitation to Propose

The Rural Municipality of St. Clements (RM) seeks qualified individual to enter into a contract for the Project Management and to provide Design Build services for Activity Center Facility, currently know as the South St. Clements Activity Center, under RFP 2023-06 to be located in South St. Clements on Donald Road, between Henderson Highway and Rebeck Road.

The Rural Municipality is within the Capital Region and has a population of 11,586 in which approximately 5,000 residents reside in the area. The Activity Center has been in the sites of Council for the past 5 years and it is a well needed facility for our residents. The Municipality itself is large and consists of 730 sq km and has a property density per sq. km. of 14.9. The Municipality has a number of small unincorporated communities within its boundaries, including Grand Marais, Libau and the Brokenhead Ojibway Nation, East Selkirk, Lockport, Gonor and Narol. The Activity Center will be designed to serve all age groups in the community. The Municipality is experiencing growth, diversification, and densification and by the creation of this facility and as our logo outlines St. Clements is “The Place to Be!”.

This Activity Center Facility should be approximately 10,300 sq. ft. that would host recreational opportunity and spaces for fitness, performing arts, multipurpose facilities, a gym, and a kitchen area. The Activity Center shall be constructed in accordance with a general architectural design complete to compliment the surrounding area. The facilities should be energy efficient while ensuring quality control measures are in place. The building should take into consideration the Manitoba Green Building Program and incorporate some LEED Design efficiencies.

This Project is to be delivered within the time schedule as listed and meet the guidelines of the contribution agreement under the Investing in Canada Infrastructure Program. The Rural Municipality of St. Clements encourages competent and experienced parties who are committed to quality and have extensive and proven experience in delivering public amenity design build projects in Canada, to submit tender proposals for the position of Project Management.

1.2 Project Overview

1.2.1 South St. Clements Activity Center

The Rural Municipality of St. Clements had undertaken a Feasibility Study and the vision for an Activity Center was created by a committee of residents, elected officials, and information from surveys and open houses and the Activity Center design need to meet the recreation wants of the residents. The building and site options were developed after a review of the South St. Clements Recreation Needs Assessment and feedback from the community consultation process. The objective of the Activity Center is to meet the long-term needs of the Municipality and its residents. Providing a center that would include a multipurpose/fitness center/walking space, community hall/performing arts center and multipurpose outdoor space and kitchen space. The Activity Center should support the delivery of necessary services and high-quality facilities that meet best practice standards for resiliency, sustainability, and functionality.

1.2.2 Funding

The Activity Center is funded through the Investing in Canada Infrastructure Program which is a three-way partnership with the Government of Canada, Government of Manitoba, and the Rural Municipality of St. Clements this collaboration requires adherence to The Green Building Program for the Government of Manitoba Funded Projects. Consideration of a center that is designed to be eligible for Efficiency Manitoba and consideration of the Pan-Canadian Framework. Accessibility plays a large role to meet the needs of all residents of St. Clements. The Rural Municipality is seeking Project Manager to complete the construction of a Design Built facility to streamline communication and promoting collaboration among the design and construction team and to potentially lead to cost savings as well and other experts for legal, insurance, and contract and construction management services. The estimated budget for the Activity Center is \$6.3 million for the construction of the Center. With this Project, the Activity Center will be located in South St. Clements on Donald Road, between Henderson Highway and Rebeck Road the property is legally described as Lot 1 Block 2 Plan 32799, which is 10.41 acres in size. The land has already been partially landscaped with a pond, a small playground area and gravel parking lot. Further infrastructure is being planned with options for incremental development and expansion, which would include indoor and outdoor facilities.

1.2.3 Project Manager Requirements

The successful Project Manager should have a background in business skills, management, budgeting, and analysis. They will need to be an excellent communicator and comfortable managing multiple tasks. The Project Manager should also be a team player and have a problem-solving aptitude. The role of the Project Manager would be to manage the construction of the Activity Center from the point of approval through design, tendering construction, and commissioning. Working directly with the Chief Administration Officer, seeing the construction project from start to finish. They will be organized and oversee construction procedures and ensure they are completed in a timely and efficient manner. Demonstrate knowledge of construction, engineering and architecture principles and have the ability to budget, schedule, negotiation, and a high degree of familiarity with contracts and subcontracts documents and the terms and conditions of them. Must be well versed in all construction methodologies and procedures and able to coordinate a team of professionals of different disciplines to achieve the best results. The ideal candidate will have an analytical mind and great organizational skills. The goal will be to ensure that the project is delivered on time according to the requirements and without exceeding budget. The Project Manager will work closely with The Council and Administration of the Rural Municipality of St. Clements on a design-build Activity Center. The successful Manager should have experts in contract and construction management and will be responsible for the complete design and construction of the Activity Center (please refer to 1.2.3). The design and construction process must follow all applicable codes, standards and by-laws regarding quality, accessibility, and sustainability guidelines.

1.2.4 Project Manager Responsibilities

The responsibilities of the Project Manager include, but are not limited to:

- Preparation and execution of an overall work plan and schedules and deliver an Activity Center for the Rural Municipality of St. Clements.
- Determine and define the scope of work and deliverables as directed by Council and Administration
- Administration and management of prime contract and subcontracts; includes negotiation and awarding of subcontracts for scopes of work as well as review and evaluation of subcontractor performance.
- Actively seek all information required to deliver the scope as identified in this RFP from The Rural Municipality of St. Clements and adhere to the funding contract under the Investing in Canada Infrastructure Program.
- Undertake the facility design based on the requirements outline above responsibility to oversee the development of construction drawings.
- Liaises with architects, consulting engineers, subcontractors and suppliers regarding contract and change notices, design revisions, tenders, and request for proposals.
- Ensure and demonstrate compliance with all applicable guidelines, standards, by-laws, and codes.
- Organizes and maintains project site files and documents; manages electronic documents database and/or file sharing site.
- Ensure compliance with all project timelines, responsibilities and benchmarks as identified by, The Rural Municipality of St. Clements Council and Administration, contract, and construction management with all parties.
- Expedite the construction of the Activity Center including foundations, superstructure, utilities, finishes, fixtures, as per the scope of the contract.
- See that all necessary permits, approvals, and other regulatory prerequisites are obtained.
- Draft and submit a budget based on the funding and the scope of work and resources that are required.
- Manage costs in order to meet budget and billings and work with accounting administration to ensure timely payments.
- Enter into contracts with construction companies, subcontractors and direct in creating a sustainable building.
- Ensure work is done in compliance with all relevant building and safety codes.
- Issue progress updates to Council and Administration biweekly, or as per project schedule, and provide project progress updates including costs and timelines.
- Ensure project closeout activities such as coordinating documentation for deficiencies, warranties, operation, and maintenance information are completed in a timely and accurate fashion including supplying an owner's manual for the facility operations.
- Responsibility of the Project Manager to see that the building site is secured and to monitor all safety activities and plans of the construction.

1.2.4 Request for Proposal Summary

The Rural Municipality of St. Clements is issuing this RFP for the provision of the following services:

- Complete turn-key of a design-built construction of a multi-purpose/fitness center/walking space, community hall/performing arts center, kitchen, and multi-purpose indoor facilities.
- Complete with the following Utilities (including electrical, water supply, low pressure wastewater and plumbing, geothermal heating and cooling, fire fighting, surveillance, telecom. and internet) requirements.

A detailed list of tasks and activities to guide the Proponents is as follows:

Project Planning, Coordination, and Reporting

- Align design and construction with overall project schedule, budgets, and benchmarks schedule.
- Coordinate with the Rural Municipality of St. Clements and their employees, contractors, and experts to seek approvals or identify concerns/issues, as required.
- Coordinate with utility providers and the Municipality to ensure procurement and connectivity for all necessary utilities for construction and post-construction operation of the Activity Center.
- Manage project needs with the Municipality and utility providers to meet project schedule as required. Work proactively to avert problems and identify solutions.
- Attain all necessary approvals and certifications as required.
- Prepare, tender, and recommend any construction activities in accordance with standard procurement policies.
- Attend project meetings and provide construction progress reports biweekly, or as determined by the Municipality or on the contract and construction management team.

Design

- Hire and engage all experts needed to develop all designs and details based off the designs and footprint as included in the RFP, including but not limited to architectural, interior, civil, foundation and structural, signage (as required) and utilities (including electrical, water, and low-pressure wastewater and geothermal heating and cooling, fire fighting, surveillance, telecom, and internet) design for indoors of the Activity Center.
- Hire design personnel to prepare all design and construction drawings, and schedules as required, including but not limited to site plans, floor plans, roof plans, sections, elevations, renderings, and details, based off the designs and footprint as included in the RFP.
- Arrange all samples, and product specifications for materials, finishes, fixtures etc. and seek approved as required.
- Coordinate with the Municipality to receive feedback on proposed design of the facilities.
- Ensure compliance with all applicable by-laws, codes, standards, and guidelines.
 - Ensure adherence to the requirements of The Manitoba Green Building Program for Government of Manitoba Funded Projects. Refer to website: <http://www.gov.mb.ca/finance/greenbuilding>
 - Ensure that the proper energy initiatives are taken into account when designing the facility to ensure utilization of the appropriate technology where applicable. Designed to be eligible for Efficiency Manitoba's or Manitoba Hydro's energy efficiency programs. Refer to the website: [Home — Efficiency Manitoba \(efficiencymb.ca\)](http://Home—EfficiencyManitoba(efficiencymb.ca))

- Must meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian framework on Clean Growth and Climate Change Refer to the website: [Pan-Canadian Framework on Clean Growth and Climate Change - Canada.ca](https://www.pan-canadian-framework.ca)
- The construction project must meet or exceed the requirements of the highest published accessibility standards in a jurisdiction in addition to the Provincial Building codes and relevant municipal bylaws, reference can also be made by the Rural Municipality of St. Clements Accessibility Plan.

Construction

- Overseeing construct and install all components of the Activity Center, including but not limited to foundations, structural framing, fenestration, roofing, walls and partitions, ceilings, and all internal utilities. Install all indoor fixtures, including but not limited to plumbing, lighting, mirrors and washroom fixtures, blinds, curtains, exterior lighting, locks and handles, storage units, cabinets etc.).
- Track construction process to ensure compliance with budgets and timelines.
- Track construction process to ensure compliance with applicable laws, codes, and standards.
- Coordinate with builders and other authorities for arranging required inspections.
- Coordinate all materials testing and inspections.

2. PROPOSAL INFORMATION

The proponents must note the following details for submitting their proposals via email or by hardcopy submissions.

2.1 Contact Information

Primary Contact:

NAME: Deepak Joshi
TITLE: Chief Administrative Officer
EMAIL: cao@rmofstclements.com
MOBILE: 204-482-3300

Secondary Contact:

NAME: Sue Sutherland
TITLE: Project Administrator
EMAIL: sue@rmofstclements.com
MOBILE: 204-485-3428

2.2 Due Date of Submission

All submissions must be received by: May 15th, 2023 at 3:00 p.m. Central time, either by electronic submission at sue@rmofstclements.com or by hard copy delivered to the Rural Municipality of St. Clements, 1043 Kittson Road, Box 35 Group 2, East Selkirk, Manitoba R0E 0M0

2.3 Pre-proposal Conference

There may be a pre-proposal conference, if required. Date to be arranged subject to availability of Proponent.

Date: May 19th, 2023, OR as determined and arranged with the Rural Municipality of St. Clements.

Time: 9 am CST OR as determined and arranged by the Rural Municipality of St. Clements.

Location: 1043 Kittson Road, East Selkirk, Manitoba, OR as determined by The Rural Municipality of St. Clements.

2.4 Confidentiality

Manitoba, the Rural Municipality of St. Clements and the Proponent, and their officers, employees, and agents, agree to treat as confidential, and not to disclose or permit to be disclosed to any person, corporation or entity, any information provided by one Party to the other Party in confidence or information received by a Party in confidence from any other source, in connection with the Project or this agreement. However, a Party may disclose such report, document, or information if:

- (a) the other Party agrees to the disclosure.
- (b) another funder of the Project requires the information.
- (c) disclosure is required by law.
- (d) requested for law enforcement purposes; or
- (e) the Party that provided the information claimed to be confidential has since made the information public.

To the extent permitted, The Rural Municipality of St. Clements shall treat as confidential information those aspects of a Proposal identified by the Proponent as such in accordance with and by reference to Part 2, Section 17 or Section 18 or Section 26 of *The Freedom of Information and Protection of Privacy Act* (Manitoba) ("FIPPA"). The Proponent is advised that any information contained in any Proposal may be released if required by other authorities having jurisdiction or by law.

3. SUBMISSION REQUIREMENTS

3.1 General Requirements

The Rural Municipality of St. Clements expects Proposals submitted in response to this Request for Proposal to provide enough information about the requested items to allow the Municipality to evaluate and identify the best-value Proponent. All costs to develop proposals will be the responsibility of the Proponent.

Proponents are solely responsible for assuring that the Rural Municipality receives their Proposals by the specified deadline date and time (*see cover page*) at the email addresses listed in *section 2.1*. The

3.2 Technical Submission Requirements

3.2.1 Cover Page

The cover page should clearly indicate name of the Proponent, address of the Proponent, submission address, Request for Proposal title.

3.2.2 Table of Contents

The table of contents should clearly indicate Section headings, subheadings, and associated page numbers. The PDF Table of Contents does not require book marked short cuts.

3.2.3 Insurance

The Proponent must provide a letter from an insurance broker, or an insurance company licensed to operate in Canada stating that the Proponent, if awarded a Contract, can be insured in accordance with the following:

Commercial General Liability Insurance

In the amount of at least two million dollars (\$2,000,000.00) inclusive for Bodily Injury and Property Damage for any one occurrence or series of occurrences arising out of one cause. The Rural Municipality of St. Clements shall be added as additional insureds with a cross-liability clause.

Professional Liability insurance

Shall be maintained for an additional, uninterrupted period of at least One (1) year after completion of Substantial Performance of Work (end of warranty period). The amount of insurance shall not be less than two million dollars (\$2,000,000) inclusive for loss or damage including personal injuries and death resulting from any one accident or occurrence. The Proponent and or Consultant team are responsible for the deductibles:

- The Proponent shall bear deductibles.
- The Preferred Proponent shall provide the Municipality with a certificate(s) of insurance, in a form satisfactory to the Municipality, at least seven (7) days prior to the commencement of any Work on the Site.
- The Preferred Proponent shall not cancel, materially alter, or cause each policy to lapse without providing at least thirty (30) days prior written notice to the Municipality.

3.2.4 Company Introduction, Capability and Capacity

The statement will introduce the firm(s) and subcontractors as well as provide an overview of the submission that represents the proponent's understanding of the project. The statement will provide the Municipality, its experts and contractors, and the evaluation team an overview of the proponent's ability to service and complete the project. This letter shall include the registered name and address of the Proponent that will be responsible for the Project.

3.2.5 Company or Individual Experience and Qualifications

Demonstrate the firm(s) has experience working on similar projects of size and complexity. The proponent must provide a history for their firm's capabilities and must include:

- A CCDC11-2019 Contractor's Qualification Statement
- Include Photos of the projects noted within the CCDC11-2019

3.2.6 Dedicated Project Team Member or Individuals

List of key personnel who will be assigned to this project. In addition to the resumes and Curriculum Vitae within the CCDC11-2019 in Section 3.2.5. Include statements of roles and responsibilities of each personnel, experience, and references of similar projects. Include a Project Organization Chart for your firm(s).

3.2.5 Dedicated Project Design Team Members or Individuals

List key firms and personnel of the Design team including Architects, Engineers, Interior Designers, and any sub consultants. Demonstrate the Design Team's firm(s) and or individuals who will be assigned to this project's experience and references of similar projects. Or if you are an individual, a list of firms that you have worked with from your past experiences.

3.2.6 Pre-Construction Approach and Project Methodology Statement

Proponents are to demonstrate their Pre-Construction and Project Methodology Approach. Provide a statement indicate the proponents intent in the following but not limited to, consultation during the design phase, planning, procurement, strategy, scheduling, preliminary budgeting, and coordination of project documents.

3.2.7 Value Added Considerations

Include any additions or other matters in the Proposal that the Respondent believes should be considered to distinguish the Respondent's proposal. Describe any specific challenges and/or obstacles that the Respondent foresees in delivering the Project on time and within budget and describe how the Respondent intends to overcome these challenges. The Respondent is expected to provide a preliminary risk analysis with mitigation strategies under the Risk Management Statement section. Indicate the value the Proponent adds to the project.

3.2.8 Quality Management Statement

Proponents should provide a description of their quality management plan, specific to this project. Generic responses may result in lower evaluation points. Describe the project teams' or individuals' organizational structure, individual responsibilities, levels of authority and lines of communication. A copy of the company Quality Assurance / Quality Control program is welcome.

3.2.9 Cost Escalation and Budget Management Statement

Proponents should describe their plan to manage cost escalation during the duration of the Project. Provide a description on how your team will manage the budget. Include information on systems, processes, coordination, and reporting.

3.2.10 Worker's Compensation Standing

Where the proponent's industry is included in the scope of The Worker's Compensation Act (Manitoba) and the proponent is required under the Act to maintain coverage, the selected proponent must provide the RFP Contact with a clearance letter from the Workers Compensation Board of Manitoba indicating that the Proponent's workers compensation coverage is in good standing with the Board. The clearance letter must be dated no earlier than the date the proponent submits the proposal.

3.2.11 Worker's Compensation Safety Experience and History

Similar to Section 3.2.16, include a Workers' Compensation Board safety experience history for the Proponent.

3.2.12 Health and Safety Policy

Include a copy of the Proponent's Health and Safety Policy. This can be included as a download link rather than as part of the body of the Request for Proposal response.



3.3 BASE BID FORM

This form must be signed and returned with the Request for Proposal Submission.

3.3.1 Declaration

Pursuant to and in compliance with the Request for Proposal Documents and any addenda issued, I/We agree having been familiar with the Request for Proposal Documents, all laws, rules, notices, regulations, codes, licensing, permit requirements and any circumstances which may affect this submission, hereby submit a proposal to design build an Activity Center for the Rural Municipality of St. Clements .

The Proponent declares:

That it has complied with the instructions and that it accepts all the terms, provisions, stipulations, and requirements set out in the Request for Proposal.

That it is not relying on any information other than that set out in the Request for Proposal and any addenda issued pursuant thereto by the Rural Municipality of St. Clements.

That all statements and information set out in its Request for Proposal Submission Form or otherwise provided to The Rural Municipality of St. Clements in connection with the Request for Proposal, including statements and information hereafter provided, are and will be true, accurate and complete, not misleading and in accordance with the principles of full, true and plain disclosure.

I/We agree to design and build and Activity Center for the Rural Municipality of St. Clements including all taxes and charges (excluding GST) for the sum of:

\$ _____
(Base Bid). In Canadian Funds, inclusive of freight, cash allowances and duties.

(Affix Seal)

(Signature)

(Witness)

(Print Name)

(Print Name)

Position in Firm

e-mail Address

Phone number

4. SUBMISSION INSTRUCTIONS

4.1 Instruction to bidders

This Request for Proposal is not a contract. No contractual, tort, or other legal obligations are created or imposed on The Rural Municipality of St. Clements or any other agency by this Request for Proposal or by the making of any Proposal or by consideration of or failure or refusal to consider any Proposal by the Municipality.

The Proponent shall not revoke its offer until after expiration of sixty (60) days after the Closing Time of the RFP.

Proposal prices must remain firm for the entire period of construction. No separate provision for escalation in price will be accepted.

It is the Proponent's responsibility to ensure that they have received a complete Request for Proposal along with any and all addenda. The submission of a Proposal constitutes representation by a Proponent that it has verified receipt of a complete Request for Proposal including any and all Addenda. Each and every Proposal will be deemed to be made on the basis of the entire Request for Proposal, including any and all Addenda issued prior to the Closing Time.

All costs associated incurred by a Proponent in preparing their Proposals, incurred in connection with this Request for Proposal process are the sole responsibility of the Proponent and will not be reimbursed.

All Addenda issued shall become an integral part of the Request for Proposal Documents and Contract. Proponents shall submit with their Proposal, written confirmation of Addenda received by them during the Request for Proposal Period.

The Rural Municipality of St. Clements shall not be held liable for any errors or omissions in any part of this Request for Proposal. The information is not guaranteed or warranted to be accurate by the Municipality nor is it necessarily comprehensive or exhaustive. Nothing in the Request for Proposal is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in the Request for Proposal.

4.2 Submission Process and Contact Information

An authorized representative of the Proponent must sign and seal the Proposal. If the Proponent is a partnership or Joint Venture, each partner or Joint venture authorized representative must jointly sign and agree to be held jointly liable for any and all duties and obligations of the Proponent.

Note the following when submitting:

The submission should be received in its entirety before the submission deadline as per cover page, at the address and/or email as applicable, as per sections 2.2 & 4.4.

4.3 Evaluation Process

Proposals will be opened and evaluated privately. The Rural Municipality of St. Clements evaluation team in its sole discretion will assess the proposals in accordance with the entire requirement of this Request for Proposal Solicitation and on the content of responses. The Rural Municipality of St. Clements discretion the lowest price and/or highest scored of any proposal received may not be accepted.

4.4 Delivery of Proposals

Proposals must be submitted no later than the **due date** (see cover page). Hard copy proposals are not excepted as well as electronic submission package should be emailed to and addressed to the **primary contact** (see 2.1 *Contact information*). All submissions must reference Activity Center Design Build in the subject of the email, on the proposal title, all attachments, and filenames. Email attachments must be less than 10 MB total, and unnecessary photos and graphics should be limited to reduce the file sizes.

4.5 Terms of Negotiation

Proponent's response to this Request for Proposal indicates its understanding and agreement that the Request for Proposal is not an offer to contract to Proponent and neither the Request for Proposal nor the response constitutes a contract between Proponent and the Municipality. The Municipality reserves the right, in its sole discretion, to reject or to disqualify Proposals and select a Project Manager without explanation. In addition, the Municipality retains the right to withdraw this Request for Proposal any time, to select or not select a Project Manager and to modify the terms of the Request for Proposal without explanation.

4.6 Confidential Information

A Proponent shall not use Proprietary Information for any purpose other than performing Services under this Request for Proposal. All tangible Proprietary Information in Proponent's possession or control shall be promptly returned on request or upon termination of this Proposal, whichever first occurs.

In the event Proponent believes any materials included in the proposal are confidential or proprietary, the proposal must be so noted. Proponent agrees that, unless an option, scenario, opportunity, idea or process which is included in its proposal, is clearly identified as proprietary to Proponent AND meets the generally accepted criteria which give rise to intellectual proprietary rights, Proponent will not be entitled to claim any compensation of any nature if the said option, scenario, opportunity, idea or process is later used or implemented by the Municipality.



5. SELECTION PROCESS

5.1 General

The Rural Municipality of St. Clements will review the information presented in the submission requirements above and will select the Proponent based on the proposal that best meets the needs of the project. While the proposed fee will be a determining factor, it will not be considered the sole factor in the selection process. See the following for Selection Criteria which the Municipality may use.

The evaluation and selection process is subject to modification by the Municipality, at its sole discretion.

5.2 Selection Criteria

Proposals will be evaluated and scored according to the following criteria.

SELECTION CRITERIA	POINTS
<p>Experience, Expertise and References Demonstrated experience on projects of similar type, size, and complexity, including a brief description of past projects, key personnel that worked on the project and their roles, and point of contact for references.</p>	10
<p>Key Project Personnel/ Workforce, Designation, Architects, Engineers etc. Resumes of “Key Personnel” or individual (no more than one page each) demonstrating the specialized knowledge, experience, and skill they would bring to this project.</p>	10
<p>Work Plan and Approach to Project The Proponent’s understanding of the complexity of the Project and its approach to completing the tasks specified in the scope of work, including pre-construction approach, Project diligence and delivery methodology, potential design issues and / or conflicts and methods to resolve them if applicable.</p> <p>Demonstrate ways to increase local employment opportunities by preferring to hire, employ or contract and/or train local workforce and equipment, and buying local materials as much as feasible.</p>	25
<p>Timelines The Proponent’s understanding of project benchmarks and timelines including demonstrated experience in expedited delivery of past projects, and timeline compliance strategy and delay avoidance and mitigation strategy.</p> <p>A demonstration of fast tracking the delivery of the project, without compromising quality or quantity in any manner, shall be considered an asset.</p>	25
<p>Education and Certification The Proponent’s background and education to aid in the creation of a design build Activity Center</p>	10
<p>Availability- Risk Management Statement and Assurances The Proponent’s ability to provide responsive services considering their organization, scheduling, current and future workload projections, and other relevant information</p>	10



about their ability to complete the work in a timely manner. The Proponent’s use of in-house staff and sub-contractors should be described.	
Knowledge A demonstration of the Proponent’s knowledge in construction and project management with surety to deliver the project on time and within budget.	10
Innovation & Sustainability The Municipality recognizes that the purchasing decisions made by the Proponent can have an impact on the sustainability of the region’s communities and environment. Consideration may be given to the impact of goods, materials or services on the environment, economy, and human health and well-being. The Municipality also encourages the Proponents to demonstrate the use of innovative products and processes to increase efficiency, sustainability and reduce negative impacts. Also, knowledge and compliance of the documents outlined in Section 1.2.6 Design	5 (BONUS)
Total Points	100 + 5 bonus points

5.3 Award of Contract

The Rural Municipality of St. Clements will give notice of the award of contract or will give notice that no award will be made.

The Rural Municipality of St. Clements will have no obligation to award a contract to a Proponent, even though one or all of the Proponents are determined to be qualified and the Proposals are determined to be responsive. Without limiting the generality of the foregoing, the Municipality will have no obligation to award a contract where:

1. the proposal exceeds the available funds for the work; or
2. the proposals are materially in excess of the prices received for similar work in the past; or
3. the proposal is materially in excess of the Municipalities’ cost to perform the work, or a significant portion thereof, with its own forces; or
4. only one Proposal is received: or
5. in the judgment of the Municipality, the interests of the Municipality and/or the project would be best served by not awarding a contract.