

REQUEST FOR PREQUALIFICATION OF GENERAL CONTRACTORS
For
NEW CHATHAM CATHOLIC ELEMENTARY SCHOOL

RFPQ NO. 2018-01

Closing Date: March 15, 2018

Closing Time: 2:00:00PM., EST

Sealed Applications will be received at
St. Clair Catholic District School Board
420 Creek St. Wallaceburg, ON N8A 4C4

in the Main Reception Lobby on or before 2:00:00 PM, Local time

Late Applications will not be considered

Date of Issue FEBRUARY 22, 2018



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COMMUNICATIONS NOTICE

All requests for information, questions, instructions or clarification related to this Request for Prequalification are to be directed in writing to:

Tony Prizio
Procurement Services
St. Clair Catholic District School Board
Email: tony.prizio@st-clair.net
Copy: victoria.iaccino@st-clair.net

All requests for information, questions, instructions or clarifications related to this Request for Prequalification or any clarification with respect to this RFPQ must be made no later than seven (7) Business Days prior to the closing date of this RFPQ in order that Board staff may have sufficient time to respond. The Board reserves the right to extend the deadline for questions or clarification with respect to this RFPQ.

The submission of such questions or other queries and the failure of the Board to answer before the closing date and time for the submission of Applications shall not necessarily cause the time for the submission of Applications to be extended.

Written answers or clarifications to issues of substance shall be shared with all prospective Applicants and issued as part of this RFPQ in the form of an addendum. All Applicants are advised that any and all addenda issued with respect to this RFPQ will only be posted on the following website:

<https://www.biddingo.com> and www.st-clair.net bid opportunities

It is the sole responsibility of each prospective Applicant to check the above noted website for any and all addenda that have been issued for this RFPQ.

The Board shall not be bound by, nor shall assume responsibility for, any oral:

- a) Instruction;
- b) Amendment or clarification of the RFPQ;
- c) Information; or
- d) Advice or suggestion,

from any member of the Board's staff (including but not limited to an elected official, employee or agent of the Board), or Consultant to the Board concerning this Request for Prequalification or the proposed Project to which it relates, or the manner in which work is to be carried out. All requests for information, instructions or clarification must be set out in writing and directed only to the named purchasing specialist noted above.

For the purpose of the Request for Prequalification, prospective Applicants shall not contact anyone in the Board other than the designated contact person listed above; any unauthorized communications may result in disqualification.

The Board may, in its sole discretion, request Applicants to provide additional information or to clarify their Applications.

INSTRUCTION TO APPLICANTS

DEFINITIONS

Capitalized words and phrases used in this Request for Prequalification shall have the following meanings, unless expressly stated otherwise,

“Addendum” means a written instruction and/or clarification issued to the Request for Prequalification Document. The term addenda is to mean the same as Addendum.

“Applicant” means any eligible person / entity submitting an Application in response to this Request for Prequalification.

“Application” means a submission made by an Applicant in response to this Request for Prequalification.

“Benchmark” means the minimum evaluation score required of an Applicant's Application in order to prequalify for this Project.

“Board” means the St. Clair Catholic District School Board and includes any of its designated employees, officials, or agents who are engaged to represent the Board for this Project.

“Consultant” means the person or entity engaged by the Board and identified as such in the Agreement. The Consultant is the Architect, the Engineer or entity licensed to practice in the province or territory of the Place of Work. The term Consultant means the Consultant or the Consultant's authorized representative.

“Evaluation Team” means an evaluation team comprised of Board representatives and Board consultants who will evaluate responses to this RFPQ.

“Project” means all goods, services and other things of commercial value, including the supply and delivery of all labour, equipment and incidentals necessary for the proper and satisfactory execution of the work as contemplated in the proposed scope of work, and the fulfillment of all other contractual obligations and undertakings in accordance with the Request for Tenders or Request for Proposals (as applicable), and any written supplementary agreements which form part of the contract (if any).

“RFPQ” means this Request for Prequalification.

“Similar Projects” means a elementary or secondary school projects, completed within the past ten (10) years with a construction value of not less than \$8,000,000,

“Successful Applicants” means Applicant(s) that have achieved the Benchmark score as identified in the RFPQ.

INTRODUCTION AND BOARD PROFILE

St. Clair Catholic District School Board is composed of 28 school locations (26 elementary and 2 secondary schools). These locations service approximately 9,000 regular day school students (Kindergarten to 12). The Board employs approximately 1,000 employees. Please visit our website <http://www.st-clair.net/> for additional information.

PROJECT DESCRIPTION

The St. Clair Catholic District School Board requests prequalification information from interested General Contractors.

The St. Clair Catholic District School Board proposes to construct a new two-storey building, located at 801 McNaughton Road West in Chatham Ontario, consisting of approximately 6,300 gross square metres (67,800 square feet) of new construction, as well as associated site work including parking areas, driveways and landscaping. The building will be constructed with a structural steel frame, with masonry and structural steel stud infill. The estimated value of the proposed project is approximately \$11 million.

The following are anticipated timelines, although subject to change:

- Tender Spring 2018
- Construction start May/June 2018
- Construction complete June 30th 2019

PLANNED SCHEDULE OF EVENTS

Release of RFPQ	Feb 22 nd , 2018
Deadline for Questions	March 5 th 2018 2:00:00pm EST Local Time
RFPQ Closing	March 15 th 2018 2:00:00pm EST Local Time
Evaluation of Applications	March 2018
Announcement of Successful Applicants	April 2018

PROCEDURES AND RULES

GOVERNING PREQUALIFICATION OF APPLICANTS

1. The Board reserves the right to require all Applicants for services or materials to be supplied to the Board, to furnish proof of their competency, responsibility and prior experience as provided in these procedures and rules, but such prequalification shall not be required unless so specified.
2. Whether or not a notice has been published, the Board may elect to prequalify Applicants at any time prior to the award of a contract, and shall notify prospective Applicants of its intention to prequalify Applicants in respect of a Project by way of a prequalification notice.
3. In order to prequalify to bid on this Project, the Applicant shall,
 - (a) comply with these procedures and rules;
 - (b) complete such forms as the Board may specify from time to time prescribed in connection with this Request for Prequalification or a proposed contract; and
 - (c) provide such information concerning the financial resources, adequacy of plant and equipment, organization and prior experience of the prospective Applicant, as in the absolute discretion of the Board is necessary or desirable to establish the competency and responsibility of the Applicant,on or before the date specified for the closing of the RFPQ, and any person who has satisfied the requirements of this section shall be an Applicant within the meaning of these procedures and rules.
4. The forms and other information required to be provided by an Applicant shall be signed by the authorized signing officer(s) of the Applicant, and shall be filed with the Board's purchasing department.
 - (a) It is the sole responsibility of each Applicant to ensure that its Application is delivered to the correct address no later than the closing date and time of the RFPQ.
 - (b) Applications shall be deemed to have been submitted only when actually stamped as received at the reception desk before 2:00:00 p.m. local time on the closing date specified in the RFPQ or as subsequently amended by addendum. The Board's reception time clock shall be deemed to be the official indicator of local time.
5. All information provided by an Applicant in connection with this RFPQ shall be confidential and shall not be disclosed except as required by law. Every Application is subject to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA).
6. All Applications shall become property of the Board.
7. The following rules govern the submission of an Application:
 - (a) every Application shall identify the Project to which it relates;
 - (b) complete information must be furnished each time a new Application is submitted by an Applicant;
 - (c) all parts, questions and schedules forming part of an Application must be completed and all questions answered;



- (d) at its discretion, the Board may;
 - (i) seek clarification from an Applicant on any non-mandatory information of the Application; or
 - (ii) reject in its entirety any incomplete or improperly completed Application that does not meet the mandatory requirements set out in this Application
 - (e) at the discretion of the Applicant, any unusual facts or circumstances disclosed in connection with any parts, questions and schedules may be fully explained either in the statement or in a separate memorandum attached to the Application and incorporated therein by reference, and for the purposes of this clause:
 - (i) a fact or circumstance is unusual if it is material to the assessment to be made by the Board with respect to the Application, and cannot be properly or fairly dealt with in the space provided on the Application; and
 - (ii) any unusual conditions as specifically presented by an Applicant will be given due consideration, and when justified, may be acted upon by the Board in the deeming an Applicant prequalified;
 - (f) every Application shall be submitted on the Board's prescribed prequalification form in its entirety, and shall be completed without any alteration or erasure of or with respect to, any of the pre-printed text provided by the Board; or information included on the prequalification form by the Applicant, unless the effect thereof is clear and unambiguous or the same has been initialed by the Applicant;
 - (g) determination of acceptability of information submitted will be at the sole discretion of the Board;
 - (h) the submission of a false or misleading information in an Application renders an Applicant ineligible for qualification, but this clause shall not prevent the correction of any incorrect information mistakenly or innocently provided;
 - (i) in the event of a conflict or inconsistency between, or an omission or ambiguity with respect to, any term(s), condition(s) or provision(s) contained in any of the following RFPQ documents, the term(s), condition(s) or provision(s) contained in the following documents shall apply and prevail in the following successive order of priority to the extent of such conflict, inconsistency, omission or ambiguity or incongruity:
 - (i) all addenda to this RFPQ;
 - (ii) Special Provisions;
 - (iii) Procedures and Rules;
 - (iv) Proposed Scope of Work
 - (v) Prequalification Form;
 - (vi) Application Submission Information;
 - (vii) Successful Applicant's Application, as accepted by the Board.
 - (viii) Communications Page.
8. Based upon the information provided in its Application, Applicants will be scored on a consensus basis, using the criteria set out in this document (modified, in the discretion of the Board, to meet the particular requirements of the Project to which the Application relates). Written notification will only be given to



those Applicants that have been prequalified for the Project; however, persons who submitted an Application may obtain the prequalification status for all Applicants on the following website:

<https://www.biddingo.com> and www.st-clair.net bid opportunities

9. Applications shall not be opened until after the closing date and time of the RFPQ. An Application will be evaluated, and a list of prequalified contractors will be established within Sixty (60) days of the closing date of the RFPQ.
10. The Application is intended to develop information upon which the Board will be able to determine the appropriate qualifications of the Applicant to bid upon the Project. All information provided by an Applicant or otherwise included in the Application shall be deemed to be material representations by the Applicant to the Board. The Applicant shall be deemed to have warranted the truth of the representations so made, and that those representations remain current at the time of the submission of the Application.
11. The Board reserves the right at any time prior to the close of this RFPQ:
 - (a) to withdraw or cancel the RFPQ;
 - (b) to extend the time for the submission of Applications; or
 - (c) to modify the RFPQ;by the publication of an addendum or other notice, and the Board shall not be liable for any expense, cost, loss or damage incurred or suffered by any Applicant (or any other person) as a result of its so doing.
12. The Board reserves the right at any time prior to the issuance of the request for tenders or request for proposals (as applicable) to cancel the RFPQ by written notice to those Applicants who have submitted an Application, and the Board shall not be liable for any expense, cost, loss or damage incurred or suffered by any Applicant (or any other person) as a result of its so doing.
13. The Board reserves the right to withhold the award of a contract to a prequalified Applicant, if the status of prior work (including any work currently under way by that Applicant) is not up to the proper standard of progress or quality or if in the opinion of the Board satisfactory performance of such prospective work or work under way is likely to be prejudiced if additional work were awarded.
14. All costs and expenses related to the preparation, submission and presentation including interviews and demonstrations, or any work performed in connection therewith shall be at the sole expense of the Applicant.
15. Each Applicant, by providing a signed submission, indicates that the Applicant has read, completely understands, and accepts the terms and conditions contained herein in full.
16. It is the responsibility of the Applicant to seek clarification of any matter that they consider unclear before providing a submission. The Board is not responsible for any misunderstanding of the Request for Prequalification on the part of the Applicant.
17. Any Addendum shall be posted on the following websites and is sufficiently served upon any prospective Applicant if so posted at:

<https://www.biddingo.com> and www.st-clair.net bid opportunities

- (a) In addition to the above method of posting, the Board may also notify prospective Applicants of any Addendum by any other method it deems appropriate, including telephone, fax, courier, hand-delivery or by personal delivery. The need for additional notification and the method(s) to be used shall be in the absolute discretion of the Board and notification shall be to the co-ordinates provided by the Applicant to the Board at the time it obtained the Application from the Board.
 - (b) It is the sole responsibility of each Applicant to check the website and ensure that it has received any and all Addenda issued by the Board. Applicants shall confirm in the prequalification form that they have received, examined and provided for all addenda issued under the Request for Prequalification. Applicants may in writing, seek confirmation of the number of addenda issued under the Request for Prequalification from the purchasing specialist listed on the communications page.
18. Where an Addendum or notice is published, every Application shall be deemed conclusively to have included an appropriate allowance for the change made by the addendum in the information set out in the submission.
 19. All Addenda or notices shall become part of the RFPQ document and shall be allowed for in the submission of information by the Applicant.
 20. Where an Application has been received by the Board prior to the publication of an Addendum or notice within the contemplation of these procedures and rules, the Board shall allow that Applicant to submit a revised Application prior to the closing date for the RFPQ or to send a written acknowledgement (which may be by email) that the original Application still stands.
 21. In the event that this solicitation is amended via Addendum, all terms and conditions, which are not modified shall remain unchanged.
 22. In accordance with the Ontario Human Rights Code, Ontarians with Disabilities Act, 2001 (ODA) and Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the Board will accommodate for a disability, ensuring full and equitable participation throughout the bid process. If an Applicant requires this Request for Prequalification in a different format to accommodate a disability, the Applicant must contact the purchasing specialist as soon as possible and in any event prior to the closing date. The Request for Prequalification in the different format will be issued only to the requesting Applicant and all Addenda will be issued in such different format only to the requesting Applicant.
 23. An Application must be submitted by a single entity as the Applicant. The Board will not accept an Application from a collection of entities jointly submitting as the bidder. The single entity submitting the Application must not be a special purpose company incorporated solely for the purpose of entering into a contract with the Board regarding the Work. The Applicant shall be expected to perform the work either through itself, or through itself and any subcontractors.

APPLICATION SUBMISSION INFORMATION

GENERAL

Applications will be evaluated by the Evaluation Team according to the criteria and requirements set out in this RFPQ. In submitting the Application, Applicants agree that the decision of the Evaluation Team is final and binding, and will not be subject to review by any court and any Applicant breaching this provision will indemnify the Board for all its costs as a result of same, save and except where the Board has acted in manifest bad faith.

The RFPQ shall not obligate or commit the Board to award a contract.

The process described in this RFPQ shall constitute a non-binding prequalification process and shall not give rise to any legally binding obligation or give any of the parties a cause of action against the other.

APPLICATIONS CLOSING

Prequalification Applications must be placed in a sealed envelope. The Applications label supplied by the Board (Appendix B) should be affixed to your envelope and shall be used without any extra exterior covering.

Envelopes should be clearly marked "**Prequalification of General Contractor for the New Chatham Catholic Elementary School**", and addressed and delivered to:

St. Clair Catholic District School Board
Reception Desk
420 Creek St.
Wallaceburg, ON N8A 4C4

All Applications must be received at the above address not later than 2:00:00 pm EST local time on stated closing date. Late Applications will be refused and returned to the Applicant unopened. The responsibility for submitting a response on or before the stated date and time is solely and strictly the responsibility of the Applicant. The Board will in no way be held responsible for delays caused by Canada Post or other couriers or caused by any other occurrence. Fax or other electronic transmissions will not be accepted.

APPLICATION SUBMISSION

Each Applicant is requested to submit Four (4) complete sets and one (1) labelled electronic copy on a USB stick of their Application (including any attachments) and the prequalification form. One set should be an originally signed copy and will be labelled as such. The remaining three (3) copies may be photocopies. All forms must be completed in full.

Applications must be legible, completed in ink or typewritten, and completed in English.

FORMAT OF APPLICATIONS

Applicant's Applications must include all requested information as identified within this RFPQ and not exceed a total of **Forty (40) single sided pages**. Size of font is to be a minimum 12. No additional marketing material is to be included.



Applicant's Applications shall be tabbed in the following order:

TAB 1 - Mandatory Applications Requirements

TAB 2 - Similar Project Experience (maximum page length - 4 pages)

TAB 3 - Similar Project References (maximum page length - 4 pages)

TAB 4 - Experience of Key Personnel (maximum page length - 5 pages)

TAB 5 - Project Understanding & Methodology (maximum page length - 2 pages)

EVALUATION OF APPLICATIONS

The Evaluation Team will evaluate compliant (or deemed compliant as a result of the waiver by the Board of any non-compliance) Applications, which have not been rejected by the Board in accordance with a right or privilege of the Board, and assign points according to the prequalification selection criteria table stated below. Applications will be scored by consensus on the basis of their response to the evaluation criteria.

The Board intends to prequalify seven (7) General Contractors for this project. The seven applicants with the highest overall scores, as outlined in the prequalification selection criteria table below, will be prequalified and invited to bid on the Project. The determination of which Applicants are qualified shall be at the sole discretion of the Board.

In order to prequalify for the Project, Applicants must achieve a minimum 70 points.

Applicants electing to use the services of subconsultant or subcontractor (as applicable) on this Project must ensure that only qualified firms and individuals are proposed. Applicants must provide the same level of information for the proposed sub-consultants as for themselves, including references for evaluation by the Board.

Only prequalified Successful Applicants will be permitted to submit a bid for this Project.

EVALUATION CRITERIA

The criteria in the following tables will be used in the evaluation. Applications must address these criteria in the identification and order protocol shown below. Not following this identification and order creates the risk to the Applicant that, even if the information has been provided, it may be overlooked and consequently not considered in the evaluation of the Applicant's score.

The Board reserves the right to change the structure and criteria set out in this Request for Prequalification prior to the date and time of closing for the acceptance of Applications.

Applicants are advised that as part of the Board's evaluation, the contact names provided in the Applicants' submissions may be contacted to verify and/or clarify the information provided.

No assumptions should be made that the Board has any knowledge of the Applicant or its members, their experience, expertise and performance on other projects other than those submitted by the Applicant on the Application.



Applicants shall indicate if the work will be completed by a subconsultant or subcontractor (as applicable) and, if so, provide the name of the firm(s) and contact person, address and phone number of the subconsultant or subcontractor (as applicable).

Table 1: Prequalification evaluation criteria identifies the evaluation categories, indicating the maximum score attainable in each category.

TABLE 1

CRITERIA	Total Points
TAB 1 – MANDATORY REQUIREMENTS	YES/NO
TAB 2 - SIMILAR PROJECTS	40
TAB 3 – SIMILAR PROJECT REFERENCES	30
TAB 4 – KEY PERSONNEL	20
TAB 5 – PROJECT UNDERSTANDING & METHODOLOGY	10
Total Possible Score:	100

TAB 1 - Mandatory Applications Requirements

Applicants must ensure that the mandatory requirements described below and otherwise contained in this Request for pre-qualification have been satisfied in their Application. Failure to comply with these requirements may result in rejection of the Applicant’s Application. Provide the following:

1. Completed CCDC Document 11 – Contractors Statement of Qualifications. Maximum length is 17 pages.
2. Bonding Verification – Provide a letter from a nationally recognized Surety Company stating total bonding limit, current bonding committed, and confirming availability of required bonding for up to \$11 Million. Proponents shall also provide a letter from a recognized Bonding Company, licensed to do work in Ontario, stating ability to provide 10% Bid Bond and Agreement to Bond for 50% Labour and Material and 50% Performance Bond. Base bonding on project size of \$11 million. Maximum length is 1 page.



3. Insurance Verification – Provide a letter from the Applicants Insurance Company confirming availability of required minimum insurance coverage.

Commercial Liability Insurance: Applicants are to provide proof (copy of certificate of insurance) with their submission, and annually thereafter for the term of the pre-qualification, that upon the award of this prequalification the successful applicant(s) will be covered by Commercial Liability Insurance with coverage limits of \$5,000,000.00 per occurrence for liability arising at law for damages caused by reason of bodily injury (including death) or damage to property by employees or subcontractors. If the contractor does not presently have \$5,000,000.00 per occurrence of Commercial Liability Insurance coverage, the contractor must provide a written assurance from his insurer or agent on the insurer or agent's letterhead that Commercial Liability Insurance limits will be increased to \$5,000,000.00 per occurrence from the commencement of the contract and annually for the term of the contract. The Board must be added as an additional insured to the policy, and the policy must contain a cross liability clause, and a thirty (30) day prior notice clause of any cancellation or material change in coverage, terms or conditions.

Applicants who are unable to provide the required insurance will not be pre-qualified under the terms of this document. Maximum length is 1 page.

4. Health and Safety Policy Statement - Provide a description of the Applicants Health and Safety Policy and that all policies will be followed for the duration of the Project. Applicants are also to provide a recent WSIB Clearance Certificate. Submission of most recent Forms CAD 7 – Calculations and CAD 7 – Profiles used by the WSIB and Construction Safety Associations. Do not include your actual Health and Safety Policy. Maximum length is 3 pages.
5. The Applicant must furnish a letter of good standing from the Applicant's banking institution with regard to the Applicant's financial stability and length of time the account has been in place with the bank. This must be on bank letterhead and show current date (dated within three months of Prequalification submission due date). If the bank letter indicates the Applicant has held accounts for three years or less, the Applicant shall provide an explanation to support the relatively short relationship period and provide the name and address of the previous financial institution in which the Applicant held accounts and the term of that relationship.

This financial letter is sought as confirmation that the Applicant has the financial capacity to participate in the Prequalification.

The Board also reserves the right to seek from Dun & Bradstreet, a (Dun & Bradstreet) report on short-listed firms, which together with the information provided above, will provide assurance to the Board that the Applicant is a financially viable and sound enterprise. Maximum length is 3 pages.



TAB 2 - Similar Project Experience (maximum length – 4 pages)

With respect to this RFPQ and its evaluated Applications requirements, Similar Projects shall be defined as an Elementary or Secondary School Project, completed within the past ten (10) years with a construction value not less than \$8,000,000, per the Project description identified on page 5. Applicants are to submit four (4) proposed projects for evaluation using Appendix C, titled Form A Similar Project.

Note: Other educational, institutional or commercial type projects which the Applicants interpret to be similar may be submitted in accordance with Appendix C. These projects may be reviewed as part of the evaluation, provided the page lengths are maintained and the project is deemed by the Evaluation Team to be similar in nature to the project description (page 5).

TAB 3 – Similar Project References (maximum length – 4 pages)

Applicants shall provide letters of reference from boards, owners and/or prime consultants for each of the listed Similar Projects proposed and for other projects proposed.

The Board reserves the right to contact the boards and/or prime consultants identified within the proposed Similar Projects, or any other projects proposed or identified within the CCDC 11 provided. The Board reserves the right to and may use themselves as a reference for any project delivered for the Board, if listed within their Applications or not.

TAB 4 - Experience of Key Personnel (maximum length – 5 pages)

The Applicant shall provide an organization chart to outline the structure of the firm. Identify proposed project managers and site superintendents proposed for the Project. Provide their resumes and a summary of their past project experience identifying the projects undertaken, the value, the year completed and their role while in your employ.

TAB 5 – Project Understanding and Methodology (maximum length – 2 pages)

Provide a written statement demonstrating the Applicant's understanding and unique approach to this Project, including an understanding of the challenges and restraints of the Project and potential strategies to overcome project challenges.

Applicants should also describe their approach to the construction of this facility, including but not limited to, construction phasing, working on one site with two separate projects (school construction and road expansion), traffic management, site security, protection of surrounding facilities, mobilization/demobilization, quality control, and health & safety practices.



APPENDIX A - PREQUALIFICATION FORM

To: Purchasing Specialist

St. Clair Catholic District School Board
420 Creek St.
Wallaceburg, Ontario
(the "Board")

RFPQ:2018-01

**Prequalification of General Contractors for the Construction of the New
Chatham Catholic Elementary School**

Legal Name of Applicant: _____

Business Address: _____
(include street, City, province and postal code)

Head Office Address: _____
(if different than above, include street, City, province and postal code)

GST/HST Registration Number: _____

Telephone Number: _____

Fax Number: _____

Email Address: _____

Date: _____



1. Addenda

I/We acknowledge that by providing a signed Application, I/we have ensured that I/we have received, Addendum / Addenda numbers _____ to _____ inclusive, and all changes specified therein have been examined and included in our Application to this Request for Prequalification.

2. Interpretation

I/We confirm that I/we have received no oral communication, representation, information, instruction or advice (collectively referred to as "representation") from any officer, employee, agent, or any other person acting on the behalf of or at the direction of the Board which in any way amends or modifies the content of this Request for Prequalification and any addenda thereto. I/We further acknowledge that I/we have carefully reviewed, understand and agree to the communication provisions of the Request for Prequalification.

I/We acknowledge and agree that I/we have not assumed that any information concerning our operations, business or personnel or any other information required to be provided by me/us when submitting my/our Application is known to the Board, regardless of whether such information may be actually previously known to the Board or not.

I/We confirm that the information provided in this Application by me/us is true, complete, in such detail as required and remains current at the time of the submission of the Application.

per: _____
(Signature)

(Please print name)

I have the authority to bind the Applicant



APPENDIX B - SUBMISSION LABEL

IMPORTANT:
THIS SUBMISSION LABEL
IS TO BE USED FOR RETURNING PREQUALIFICATIONS

PREQUALIFICATION SUBMITTED BY:

Legal Name
of Applicant: _____

Address: _____

Phone : _____

Contact: _____

Deliver to:
St. Clair Catholic District School Board
Reception Desk,
420 Creek St., Wallaceburg, ON, N8A 4C4

SEALED PREQUALIFICATION:

Request for Prequalification of General Contractors
for the New Chatham Catholic Elementary School

RFPQ No.:2018-01

For School Board Office use only

Date and Time Received: _____

Received By: _____



APPENDIX C - FORM A - SIMILAR PROJECT

Applicant Experience

Instructions:

Provide the information requested below for 4 Similar Projects (see definition under section 3.4) that you have completed within the last ten (10) Years.

Applicant:	
Project Name:	
Board:	
Board Phone No./ Email address:	
Consultant:	
Consultant Phone No./ Email address:	
Project Description: Note – it is up to the Applicant to be as clear as possible and identify the most appropriate description and detail.	
Applicants Project Manager:	
Applicants Site Superintendent:	
Total Size (GFA):	
Date Commenced & Completed:	
Construction procurement method / Contract used:	
Total Construction Cost:	