

# REQUEST FOR QUALIFICATIONS

## **Village of Ashcroft – WATER TREATMENT PLANT – EQUIPMENT SUPPLY – MEMBRANE FILTRATION SYSTEM**

Submissions clearly marked **VILLAGE OF ASHCROFT – WATER TREATMENT PLANT - EQUIPMENT SUPPLY – MEMBRANE FILTRATION SYSTEM** will be received by Travis Pahl by email no later than **4:00 pm**, local time, **December 5<sup>th</sup>, 2016**.

Prequalification Instructions, Prequalification Forms, and addenda (if any) will only be distributed electronically in digital format (PDF) through the MERX tendering website at [www.MERX.com/urban](http://www.MERX.com/urban) under “Agencies, Crown & Private Corporations” tab. Information will be available online on or after **November 28<sup>th</sup>, 2016**.

The equipment to be supplied generally consists of, but is not limited to, the following:

- **Membrane micro or ultra filtration system, including:**
- **Two pressure filtration skids with feed pumps;**
- **Backwash/air scour cleaning system;**
- **Chemical clean-in-place (CIP) system;**
- **Associated control systems.**

All inquiries regarding the documents should be directed to:  
Travis Pahl, Urban Systems Ltd., 250-374-83117  
Email: [tpahl@urbansystems.ca](mailto:tpahl@urbansystems.ca)



## **VILLAGE OF ASHCROFT PREQUALIFICATION**

### **VILLAGE OF ASHCROFT – WATER TREATMENT PLANT EQUIPMENT SUPPLY – MEMBRANE FILTRATION SYSTEM**

#### **PREQUALIFICATION OF SUPPLIERS**

##### **1. INSTRUCTIONS TO PROPONENTS**

###### **1.1 Purpose and Legal Effect**

- .1 The purpose of this document is to obtain qualification submissions from equipment suppliers interested in performing all work necessary to provide the following equipment for the Village of Ashcroft (the Village):

### **VILLAGE OF ASHCROFT – WATER TREATMENT PLANT EQUIPMENT SUPPLY – MEMBRANE FILTRATION SYSTEM**

- .2 No contractual obligations shall arise between the Village and any person or proponent as a result of the Village's request for the submission of qualifications or the making of any submission to the Village in response to this request. The contents of these Prequalification Instructions are statements of the Village's intention only and are not promises (contractually binding or otherwise) on the part of the Village. By making a submission, a proponent specifically waives and releases the Village from any and all costs, charges, liabilities, claims, or damages that may arise or be sustained by a proponent, including arising from or related to any actual or alleged unfair or unequal dealings between the Village and any proponent, or other party, or in any other way arising from or related to this request for submission of qualifications.

###### **1.2 Prequalification Submission**

- .1 Submissions will be received by the Village addressed to:

Travis Pahl  
Urban Systems Ltd.  
[tpahl@urbansystem.ca](mailto:tpahl@urbansystem.ca)

Late submissions will be returned unopened.

- .2 Submit the executed submission in PDF format by email containing the proponent's name and address clearly marked with the following:

“Village of Ashcroft Water Treatment Plant – Equipment Supply – Membrane Filtration System”

- .3 It is the responsibility of each interested proponent to ensure that its submission is received by the date and time and at the address indicated above or they will not be accepted.
- .4 Submissions will not be publicly opened. Submissions shall be considered to be subject to S. 21(1) of the Freedom of Information and Protection of Privacy Act, British Columbia, (the "Act") and will not be disclosed to other respondents or third parties, subject to the provisions of Part 5 of the Act.
- .5 The Village may modify the documents listed in Section 1.10 by issuing addenda.

### **1.3 Prequalification Form**

- .1 Supply all information requested on the forms specified by the Village.
- .2 If space provided is insufficient, extra sheets may be attached.

### **1.4 Additional Information from Submitting Proponents**

- .1 The Village may request additional information or clarifications from any proponent making a submission.

### **1.5 Interpretations and Modifications of Prequalification Documents**

- .1 Submit all questions regarding the Prequalification Documents, as identified in Section 1.10 of these Prequalification Instructions by email to:

Travis Pahl  
Urban Systems Ltd.  
[tpahl@urbansystem.ca](mailto:tpahl@urbansystem.ca)

- .2 .3 If a proponent discovers any ambiguity, inconsistency or error discovered upon examination of the Prequalification Documents then it shall immediately notify the person identified in paragraph 1.5.1 of these Prequalification Instructions.

#### **1.6 Mandatory Criteria**

The following are mandatory requirements. Submissions that do not clearly meet the mandatory requirements will receive no further consideration during the evaluation process.

Mandatory Criteria:

- The submission must be received as allowed by the RFQ by the specified closing date and time;
- The submission must be in English; and
- The submission must include the completed Prequalification Forms;

#### **1.7 Prequalification Evaluation and Selection**

- .1 The Village intends to evaluate the submissions from interested proponents, on the basis of the criteria listed below. The Village will consider all of the criteria listed below and shall have the sole and unfettered discretion to award up to the maximum number of points for each of the criteria listed.

The criteria, and the maximum and minimum number of points for each of the criteria, are noted below:



- .2 Only proponents that successfully qualify based on the minimum criteria herein will be invited and permitted to submit proposals for this project.
- .3 The Village is entitled to exercise its sole and unfettered discretion to select the number of proponents to participate in the subsequent proposal process and may also, at its sole and unfettered discretion, reject any and all submissions and waive irregularities and informalities.
- .4 The Village shall not be obligated to proceed with any subsequent proposal process, in its sole and unfettered discretion without cost or penalty.
- .5 For clarity and without limiting any other provision of these Prequalification Instructions, this prequalification process shall not obligate the Village to proceed with a proposal call.
- .6 Prequalification Review Committee - RFQ evaluation will be carried out by the Village of Ashcroft and Urban Systems Ltd.

#### **1.8 Scope of the Work**

- .1 The components of the works include:
  - Supply of a pilot treatment plant and operational support for one month;
  - Membrane microfiltration or ultrafiltration system, including:
    - Two pressure filtration trains with feed pumps;
    - Backwash and air scour cleaning system;
    - Chemical clean-in-place (CIP) system; and
    - Associated control systems;
- .2 The design criteria of the proposed treatment plant is:
  - The projected treated water design flow is approximately 8,200 m<sup>3</sup>/d.
  - The water quality treatment objectives are:
    - 3 log reduction of Giardia and Cryptosporidium
    - Reduction of turbidity to ≤ 0.1 NTU
  - The membrane filtration system will treat raw water from the Thompson River. Raw water quality shown in Table 1.

**Table 1 – Thompson River Water Quality**

<i>Parameter</i>	<i>Min</i>	<i>Max</i>	<i>Average</i>
<b>Raw Water – Field Testing Results</b>			
pH	8.1	8.9	8.4
Turbidity, NTU	0.59	8.50	1.88
Temperature	2.7	13.7	8.9
UV Transmittance @ 254 nm, cm <sup>-1</sup>	69.9	88.3	81.3
<b>Raw Water – Lab Testing Results</b>			
Alkalinity, mgCaCO <sub>3</sub> /L	35	43	39
Hardness, mgCaCO <sub>3</sub> /L	37.4	49.2	43.3
Conductivity, µS/cm	88	120	104
Colour, TCU	6	13	10
Total Iron, mg/L	0.12	0.16	0.14
Total Manganese, mg/L	0.001	0.003	0.002
Total Organic Carbon, mg/L	3.6	4.5	4.1
Dissolved Organic Carbon, mg/L	0.25	0.25	0.25
UV Transmittance @ 254 nm, cm <sup>-1</sup>	81.5	88.4	85.0

**1.9 Project Schedule**

- .1 A Request for Proposal is expected to be issued by January 2017 with spring piloting and design to follow.
- .2 An Invitation to Tender is expected to be issued in spring 2018 with project award to follow.

Successful delivery of this project will depend upon a high level of coordination and cooperation between the Village, its consultant and the successful contractor.

**1.10 Documents**

- Prequalification Instructions;
- Prequalification Forms; and
- Addenda (if any).

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**PREQUALIFICATION – SUBMISSION FORM**

**PREQUALIFICATION FOR THE FOLLOWING PROJECT:**

**Village of Ashcroft Water Treatment Plant – Equipment Supply – Membrane Filtration System**

THE UNDERSIGNED PROPONENT (the “Proponent”) has prepared this submission of qualifications to the Village of Ashcroft (the “Village”) for the role of equipment supplier for the above project.

IN MAKING THIS SUBMISSION, THE PROPONENT ACKNOWLEDGES AND AGREES AS FOLLOWS:

- (i) The Village’s Request for Qualifications is not a request for binding offers or tenders and no contractual obligations shall arise between the Village and the Proponent as a result of the making of this submission to the Village and, without limiting the foregoing, the Village is in no way obligated to select the Proponent for inclusion in any call for proposals with respect to the above project.
- (ii) The Proponent shall be solely responsible for any and all costs and expenses incurred by it in preparing this submission. By making a submission, a proponent specifically waives and releases the Village from any and all costs, charges, claims, or damages that may arise or be sustained by a proponent, including arising from or related to any actual or alleged unfair or unequal dealings between the Village and any proponent, or other party, or in any other way arising from or related to this request for submission of qualifications.

Name of Proponent: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED, this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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(Print or Type Name of Proponent)

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(signature of Authorized Signatory for Proponent)



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## PROPONENT'S QUALIFICATION STATEMENT

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

### PROJECT

Project Title: Village of Ashcroft – Water Treatment Plant

Project Number: 1093.0041.01

Location: Village of Ashcroft, BC

### SUBMIT TO

Name: Travis Pahl, EIT

Address: 200- 286 St Paul St, Kamloops, BC V2C 6G4

Phone: 250-374-8311

E-mail: [tpahl@urbansystems.ca](mailto:tpahl@urbansystems.ca)

### 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, Principal:

Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

**2. Annual Value of Equipment Sales for the Past Five (5) Years**

Year	Value (\$)

**3. Membership Affiliation(s)**

\_\_\_\_\_

\_\_\_\_\_

**QUALIFICATIONS AND EXPERIENCE OF PERSONNEL**

1. 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: \_\_\_\_\_

Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

**PROJECT EXPERIENCE**

1. Comparable Project Installations Completed (Appendix A).
2. Serviceability and Support (Appendix B).
3. Major Project Installations Underway as of the Date of Submission of Supplier'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 Contract Person: \_\_\_\_\_

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

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

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## APPENDIX A

### ***Comparable Project Installations Completed*** (Similar type, size and complexity)

**Project Title:** \_\_\_\_\_  
Location: \_\_\_\_\_  
Date Project Completed: \_\_\_\_\_  
Project Value (\$): \_\_\_\_\_  
Project Manager: \_\_\_\_\_

**Owner:** \_\_\_\_\_  
Contact Person(s): \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**Consultant:** \_\_\_\_\_  
Contact Person(s): \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

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**APPENDIX B**  
***Serviceability and Support***

**Location(s) of technical support services:**

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**Location(s) service technicians would travel from:**

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**Number of service technicians available:**

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**Experience of service technicians:**

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**Location of nearest parts supplier:**

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## APPENDIX C

### ***Major Project Installations Underway as of the Date of Submission of Supplier's Qualification Statement***

**Project Title:** \_\_\_\_\_  
Location: \_\_\_\_\_  
Date Project Completed: \_\_\_\_\_  
Project Value (\$): \_\_\_\_\_  
Project Manager: \_\_\_\_\_

**Owner:** \_\_\_\_\_  
Contact Person(s): \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**Consultant:** \_\_\_\_\_  
Contact Person(s): \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_