



REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

Title: Bike Park Construction - Invergarry Park

Reference No.: 1220-050-2013-022

FOR MINOR WORKS PROJECTS

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REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS (RFEIO/SOQ)

1. INTRODUCTION

1.1 Purpose

The purpose of this RFEIO/SOQ is to:

- (a) invite Submissions from Respondents that describe the desire, experience, capability and capacity of the Respondent to participate in the project described in Schedule A; and
- (b) select a Respondent or Respondent(s) who may be invited to participate in a competitive solicitation process.

Information is only being requested at this time to identify qualified contractors and, therefore, pricing for this project is not required and not requested at this time.

All information provided by Respondents shall be reviewed by the City. It shall be at the discretion of the city to accept or reject responses from any Respondent who elects to submit a response to this RFEIO/SOQ.

All interested parties should respond to this RFEIO/SOQ as the City does not guarantee that a competitive solicitation process will be issued following this RFEIO/SOQ. The City may elect to directly negotiate with one or more Respondents or the City may at any time and at its sole discretion decide to cancel this RFEIO/SOQ process for any reason.

1.2 Definitions

In this RFEIO/SOQ the following definitions shall apply:

“**BC Bid Website**” means www.bcbid.gov.bc.ca;

“**City**” means the City of Surrey;

“**City Representative**” has the meaning set out in section 2.7 hereof;

“**City Website**” means www.surrey.ca;

“**Closing Date**” has the meaning set out in section 2.1;

“**Evaluation Team**” means the team appointed by the City;

“**Information Meeting**” has the meaning set out in section 2.2;

“**Preferred Respondent(s)**” means the Respondent(s) selected by the Evaluation Team;

“**Respondents**” (individually the “Respondent”) means someone who makes a Submission in response to the RFEIO/SOQ issued by the City;

“**Submission**” means a submission submitted in response to this RFEIO/SOQ;

"RFEOI/SOQ" means Request for Expressions of Interest and Statements of Qualifications; and,

"Services" has the meaning set out in Schedule A.

2. INSTRUCTIONS TO RESPONDENTS

2.1 Closing Date and Address for Submission Delivery

The Submission should be submitted to the City at the office of:

Name: Kam Grewal, CMA, BBA, Corporate Audit Manager, Acting Purchasing & Accounts Payable Manager at the following location:

Address: City of Surrey, City Operations Works Yard, Purchasing Section, 1st Floor, 6645 – 148 Street, Surrey, B.C. V3S 3C7

Fax: 604-599-0956

E-mail for PDF File: purchasing@surrey.ca

on or before the following date (the "Closing Date"):

Date: July 26, 2013

2.2 Information Meeting

An information meeting may be hosted by the City Representative to discuss the City's requirements under this RFEOI/SOQ (the "**Information Meeting**"). While attendance is at the discretion of Respondents, Respondents who do not attend will be deemed to have attended the Information Meeting and to have received all of the information given at the Information Meeting. **At the time of issuance of this RFEOI/SOQ a meeting has not been scheduled.**

2.3 Receipt of Submissions

The City expressly reserves the right to waive formalities or to reject any or all Submissions or to accept a Submission either in whole, or in part, which is deemed most favourable to the interests of the City.

If a Submission contains a defect or fails in some way to comply with the requirements, which in the sole discretion of the City is not material, the City may waive the defect and accept the Submission.

Any response to this RFEIO/SOQ may become part of any contract into which the City enters with the successful Respondent.

The City is under no obligation to award a contract as a result of this RFEOI/SOQ and reserves the right to terminate the RFEOI/SOQ process at any time.

2.4 Number of Copies

Faxed or emailed PDF Submissions are permitted, but a Respondent bears all risk that the City's equipment functions properly so that the City receives the Submission on time. If the Respondent prefers to submit a hard copy, the Respondent should submit the original unbound Submission and two (2) hard copies (three (3) in total).

2.5 Late Submissions

The City prefers to receive Submissions on or before the Closing Date. The City's office hours are 8:30 a.m. to 4:30 p.m. Monday to Friday, except statutory holidays.

2.6 Amendments to Submissions

Submissions may be revised by written amendment, delivered to the location set out in Section 2.1, at any time before the Closing Date but not after. An amendment must be signed by an authorized signatory of the Respondent in the same manner as provided in section 3.3. Faxed or PDF e-mailed amendments are permitted, but such fax or e-mail may show only the change to the Submission section(s). A Respondent bears all risk that the City's equipment functions properly so as to facilitate timely delivery of any amendment.

2.7 Inquiries

All inquiries related to this RFEOI/SOQ are to be directed in writing to the person named below (the "**City Representative**"). Information obtained from any person or source other than the City Representative may not be relied upon.

Name: Kam Grewal, CMA, BBA, Corporate Audit Manager, Acting Purchasing & Accounts Payable Manager at the following location:

Address: City of Surrey, City Operations Works Yard, Purchasing Section, 1st Floor
6645 – 148 Street
Surrey, B.C. V3S 3C7

Fax: 604-599-0956

E-mail: purchasing@surrey.ca

Inquiries should be made no later than 7 business days before the Closing Date. The City reserves the right not to respond to inquiries made within 7 business days of the Closing Date. Inquiries and responses will be recorded and may be distributed to all Respondents at the discretion of the City.

Respondents finding discrepancies or omissions in the RFEOI/SOQ documentation or having doubts as to the meaning or intent of any provision should immediately notify the City Representative. If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will issue an addendum in accordance with section 2.8. No oral conversation will affect or modify the terms of this RFEOI/SOQ nor be relied upon by any Respondent.

2.8 Addenda

If the City determines that an amendment is required to this RFEOI/SOQ, the City Representative will issue a written addendum by posting it on the BC Bid Website at www.bcbid.gov.bc.ca (the “BC Bid Website”) and the City Website at www.surrey.ca (the “City Website”) that will form part of this RFEOI/SOQ. It is the responsibility of Respondents to check the BC Bid Website and the City Website for addenda. The only way this RFEOI/SOQ may be added to, or amended in any way, is by a formal written addendum. No other communication, whether written or oral, from any person will affect or modify the terms of this RFEOI/SOQ or may be relied upon by any Respondent. By delivery of a Submission, Respondent is deemed to have received, accepted and understood the entire RFEOI/SOQ including, any and all addenda.

2.9 Opening of Submissions

The City intends to open Submissions in private but reserves the right to open Submissions in public at its sole discretion

2.10 Status Inquiries

All inquiries related to the status of this RFEOI/SOQ, including whether or not a Respondent has been selected, should be directed to the City Website and not to the City Representative.

3. RFEOI/SOQ SUBMISSION FORM AND CONTENTS

3.1 Package

Submissions to be in a sealed package, marked on the outside with the Respondent’s name, title of the project and reference number.

3.2 Form of Statements of Qualifications

Interested parties should submit the following information which will be used in the evaluation of prequalification of Respondents.

(a) Transmittal Letter with the following items:

- show the RFEOI/SOQ name, file reference number, Submission date, Respondent’s name and address, telephone number, facsimile number, Email address, and the name of the contact person;
- introduce the firm and the Submission;
- provide a short summary (preferably one or two pages) of the key features of the Submission. Indicate your understanding of the key requirements of the proposed project; and
- signed by the person or persons authorized to sign on behalf of the Respondent and bind the Respondent to statements made in the Submission.

- (b) The Submission should demonstrate how the Respondent possesses the following:
- Should have proven and successful experience in working in partnership with volunteers;
 - Should have proven successful experience on several significant bike park projects in the past 2 years where they have installed engineered technical trail features including concrete foundations;
 - Should have the personnel (including qualified professional rider/builders) and equipment to successfully complete the tasks; and
 - Should complete projects that reflect professional workmanship in appearance, quality, and attention to detail. Trails and features should be well integrated into site, aesthetically pleasing in appearance, and well-shaped, crafted, and finished according to commonly accepted best practices for high quality and sustainable mountain biking trails.
- (c) Pre-qualification form in the format as set out in **Schedule B** – including Appendices A through C;

Support Documentation

- (d) Insurance Verification – confirmation of Commercial General Liability Insurance in an amount not less than five million (\$5,000,000) dollars **and** automobile liability insurance on all vehicles owned, operated or licensed in the name of the Applicant in an amount not less than three million (\$3,000,000) dollars per occurrence for bodily injury, death and damage to property;
- (e) Health Safety and Environment Policy(ies) - Submit a copy of your firm's Health, Safety and Environmental Policy;
- (f) Quality Assurance and Quality Control - Submit a copy of your firm's Quality Assurance and Quality Control procedures and details;
- (g) Provide a current Worksafe BC Clearance Certificate;
- (h) Respondent shall indicate if it is involved in any litigation, or any pending litigation, of any contractual dispute; and,
- (i) Financial – Provide a letter from your financial institution regarding the general financial position including a named reference and contact information.

All Respondents submitting a RFEOI/SOQ consent to allow the City and their representatives to check and verify the information provided. Reference checks will be kept confidential and will not be reviewed by or discussed with the Respondent applying for pre-qualifications. Any Submission will not necessarily be accepted.

3.3 Signature

The legal name of the person or firm submitting the Submission should be inserted in **Schedule B**. The Submission should be signed by a person authorized to sign on behalf of the Respondent and include the following:

- (a) If the Respondent is a corporation then the full name of the corporation should be included, together with the names of authorized signatories. The Submission should be executed by all of the authorized signatories or by one or more of them provided that a copy of the corporate resolution authorizing those persons to execute the Submission on behalf of the corporation is submitted;
- (b) If the Respondent is a partnership or joint venture then the name of the partnership or joint venture and the name of each partner or joint venturer should be included, and each partner or joint venturer should sign personally (or, if one or more person(s) have signing authority for the partnership or joint venture, the partnership or joint venture should provide evidence to the satisfaction of the City that the person(s) signing have signing authority for the partnership or joint venture). If a partner or joint venturer is a corporation then such corporation should sign as indicated in subsection (a) above; or
- (c) If the Respondent is an individual, including a sole proprietorship, the name of the individual should be included.

4. EVALUATION AND SELECTION

4.1 Evaluation Team

The evaluation of Submissions will be undertaken on behalf of the City by an Evaluation Team. The Evaluation Team may consult with others including City staff members, third party consultants and references, as the Evaluation Team may in its discretion decide is required. The Evaluation Team will give a written recommendation for the selection of a Preferred Respondent or Preferred Respondents to the City.

The City will make the final decision regarding any Respondent or terminate the RFEOI/SOQ process at its sole discretion. The City will then advise all Respondents and the selected Respondent (if one is chosen) by posting the City's decision on the City website.

4.2 Evaluation Criteria

The Evaluation Team will compare and evaluate all Submissions to determine the Respondent's strength and ability to provide the Services in order to determine the Submission(s) which is/are most advantageous to the City using the following criteria:

- Criterion 1:** Relevant capacity, skill, experience, reputation and resources;
- Criterion 2:** Construction qualification experience;
- Criterion 3:** Strength and relevance of demonstrated experience and capability of the Respondent's key personnel;
- Criterion 4:** Principal projects completed in the past five years;

Criterion 5: Similar or related projects completed; and

Criterion 6: Major projects underway as of the date of submission.

The Evaluation Team will not be limited to the criteria referred to above, and the Evaluation Team may consider other criteria that the team identifies as relevant during the evaluation process. The Evaluation Team may apply the evaluation criteria on a comparative basis, evaluating the Submissions by comparing one Respondent's Submission to another Respondent's Submission. All criteria considered will be applied evenly and fairly to all Submissions.

4.3 Litigation

In addition to any other provision of this RFEOI/SOQ, the City may, in its absolute discretion, reject a Submission if the Respondent, or any officer or director of the Respondent submitting the Submission, is or has been engaged directly or indirectly in a legal action against the City, its elected or appointed officers, representatives or employees in relation to any matter, or if the City has initiated legal action against any officers or directors of the Respondent.

In determining whether or not to reject a Submission under this section, the City will consider whether the litigation is likely to affect the Respondent's ability to work with the City, its consultants and representatives and whether the City's experience with the Respondent indicates that there is a risk the City will incur increased staff and legal costs in the administration of the Contract if it is awarded to the Respondent.

4.4 Additional Information

The Evaluation Team may, at its discretion, request clarifications or additional information from a Respondent with respect to any RFEOI/SOQ, and the Evaluation Team may make such requests to only selected Respondents. The Evaluation Team may consider such clarifications or additional information in evaluating a Submission.

4.5 Interviews

The Evaluation Team may, at its discretion, invite some of all of the Respondents to appear before the Evaluation Team to provide clarifications of their Submissions. In such event, the Evaluation Team will be entitled to consider the answers received in evaluating Submissions.

5. GENERAL CONDITIONS

5.1 No City Obligation

This RFEOI/SOQ is not a tender and does not commit the City in any way to pre-qualify a Preferred Respondent(s), or to proceed to negotiations for an agreement, or to award any agreement, and the City reserves the complete right to at any time reject all Submissions, and to terminate this RFEOI/SOQ process.

5.2 Respondent's Expenses

Respondents are solely responsible for their own expenses in preparing, and submitting a Submission, and for any meetings, negotiations or discussions with the City or its representatives and consultants, relating to or arising from this RFEOI/SOQ. The City and its representatives, agents, consultants and advisors will not be liable to any Respondent for any claims, whether for costs, expenses, losses or damages, or loss of anticipated profits, or for any other matter whatsoever, incurred by the Respondent in preparing and submitting a Submission, or participating in subsequent proposal requests, negotiations for an agreement, or other activity related to or arising out of this RFEOI/SOQ.

5.3 No Agreement

By submitting a Submission and participating in the process as outlined in this RFEOI/SOQ, Respondents expressly agree that no agreement of any kind is formed under, or arises from, this RFEOI/SOQ and that no legal obligations arise.

5.4 Conflict of Interest

A Respondent shall disclose in its Submission any actual or potential conflicts of interest and existing business relationships it may have with the City, its elected or appointed officials or employees. The City may rely on such disclosure.

5.5 Solicitation of Council Members and City Staff

Respondents and their agents will not contact any member of the City Council or City staff with respect to this RFEOI/SOQ, other than the City Representative named in section 2.7, at any time prior to the award of an agreement or the cancellation of this RFEOI/SOQ.

5.6 Confidentiality

All Submissions become the property of the City and will not be returned to the Respondent. All Submissions will be held in confidence by the City unless otherwise required by law. Respondents should be aware the City is a "public body" defined by and subject to the *Freedom of Information and Protection of Privacy Act* of British Columbia.

SCHEDULE A - SERVICES

Bike Park Construction - Invergarry Park

1. PROJECT BACKGROUND

In 2007, the City of Surrey developed a Bicycle Recreation Facilities Strategy to address growing demands for non-traditional bicycle recreation, including off-road mountain biking (cross-country, free-riding, skills, dirt jumping, pump track riding, etc.). With few formal facilities in Surrey, the riding community has developed numerous informal or rogue facilities throughout Surrey's park system. To help better manage this growing sport and to reduce the number of informal facilities, the strategy provides guidelines for provision of new facilities and the upgrading of existing facilities. The strategy recommended the construction of off-road cycling trails in a number of Surrey parks. Invergarry Park (Guildford) was identified as a site for development of multiple facilities in a previously disturbed area to the east of Bonnacord Creek and ravine, including a free-ride area in a natural bowl area, a small skills park and a series of dirt jump tracks.

In 2012, the City of Surrey began to move the development process forward with an initial phase of dirt jump construction which focused on the expert rider needs in the park. In early 2013, additional facility planning and design was undertaken and the City is now poised to undertake the next phase (see Section 3 Project Scope and Section 4 Project Deliverables below) of bike park development in Invergarry Park.

2. PROJECT SITE

Invergarry Park is located at 14400 Currie Drive in north Surrey. Access to the park and existing bike amenities is located at intersection of Wallace Drive and Surrey Road.

3. PROJECT SCOPE

The next phase of bike park development in Invergarry Park is guided by masterplanning and design work completed through extensive public and user group consultation. The project scope is likely to include the development of a new beginner/intermediate flow trail, pumphtracks, and small skills loop, as well as some enhancements to existing elements in the natural bowl area to mitigate park-user interface issues.

4. PROJECT DELIVERABLES

The works to be completed may include, but are not limited to, the following:

- fill material screening;
- site hoarding;
- tree removals;
- erosion and sediment control;
- site preparation including bulk excavation;
- re-contouring;
- shaping and grading to meet specifications for trail alignments, elevations and jump features;
- drainage works;
- concrete foundations for engineered technical trail features;
- landscape remediation and plantings; and

- chain-link and/or split cedar fencing supply and installation.

All works to be completed to accepted best practices for high quality and sustainable mountain biking trails. Works may be completed in cooperation/partnership with volunteers.

5. PROJECT TIMELINE

Anticipated completion of works by November 1, 2013. This date is subject to change at the discretion of the City.

6. CONSTRUCTION

The successful contractor will be responsible for:

- (1) obtaining all permits and approvals necessary for the design and construction of the bike park site, excluding the approvals that are already in place or will be obtained by the City;
- (2) design and construction of site services; and
- (3) procurement and installation of all required equipment.

SCHEDULE B

RESPONDENT'S REQUEST FOR EXPRESSIONS OF INTEREST AND STATEMENTS OF QUALIFICATIONS

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

Project Title: Bike Park Construction - Invergarry Park

Project No.: 1220-050-2013-022

Submitted To: *Acting Purchasing & AP Manager*
Address: **City of Surrey – Purchasing Section**
6645 – 148 Street
Surrey, B.C, V3S 3C7
Fax: 604-599-0956
E-mail for PDF Files: purchasing@surrey.ca

A. SUBMITTED BY FIRM NAME:

- 1. _____
Full Legal Name of Firm
- 2. _____
Address
- 3 Phone No. _____ Fax No. _____
- 4 Email: _____

B. LEGAL STRUCTURE OF COMPANY:

- 5. Corporation _____ Partnership _____ Individual _____
- 6. If Corporation/Partnership, year incorporated/organized: _____.
- 7. Names and addresses of authorized signatories:

C. FINANCIAL REFERENCES:

- 8. Bank Name: _____
Location: _____
Contact Person(s): _____
Phone No.: _____ Fax No. _____
Email: _____

9. Insurance:

Insurance Company: _____

CGL Policy Limit: \$ _____

E&O Policy Limit \$ _____

Contact Person(s): _____

Phone No.: _____ Fax No. _____

10. Annual value of construction work for the past five years:

20_____ \$ _____

20_____ \$ _____

20_____ \$ _____

20_____ \$ _____

20_____ \$ _____

11. Principal projects completed in the past five years. Listed in Appendix "A". (As attached)

12. Similar or related projects completed. Listed in Appendix "B". (As attached)

13. Major construction projects underway this date. Listed in Appendix "C". (As attached)

14. Key administrative/operational personnel proposed for the project, attach resume of qualifications and experience: (e.g. Principal in Charge, Project Manager, etc.)

Name:

Title / Position:

15. Site personnel proposed for the project, attach resume of qualifications and experience: (e.g. Project manager, Crew Superintendent, etc.).

Name:

Title / Position:

16. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet describe the project, owner, date and circumstances/reasons.

17. Additional Information:

What other information is not requested here but which you think the City should consider in evaluating your company?

Comments _____

This Submission is submitted this _____ day of _____, 20__.

I/We have the authority to bind the Respondent.

(Name of Respondent)

(Name of Respondent)

(Signature of Authorized Signatory)

(Signature of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

(Print Name and Position of Authorized Signatory)

APPENDIX A

PRINCIPAL PROJECTS COMPLETED IN THE PAST FIVE YEARS:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

APPENDIX A (cont'd)

PRINCIPAL PROJECTS COMPLETED IN THE PAST FIVE YEARS:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

APPENDIX B

SIMILAR OR RELATED PROJECTS COMPLETED:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

APPENDIX B (cont'd)

SIMILAR OR RELATED PROJECTS COMPLETED:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

APPENDIX C

MAJOR PROJECTS UNDERWAY AS OF THE DATE OF SUBMISSION:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

APPENDIX C (cont'd)

MAJOR PROJECTS UNDERWAY AS OF THE DATE OF SUBMISSION:

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____

Project Title: _____
Project Location: _____
Project Scope: _____
Contract Value (\$): _____
Completion Date: _____
Role (ie: General Contractor, Sub): _____
Name of Owner (or Consultant): _____
Refer To (Contact): _____
Telephone/Fax Numbers: Phone: _____ Fax: _____
E-Mail of Project Reference: _____
