MINISTRY OF FORESTS

Multi-Use List Request for Qualifications

DOS Wildfire Risk Reduction Prescription Implementation

Opportunity ID:	MULRFQ26DOS002
Issue Date:	April 28, 2025
Initial Intake Date and Time (Pacific Time):	May 26, 2025 @ 2:00 PM
MULRFQ Termination Date and Time (Pacific Time):	May 31, 2030 @ 11:59 PM

In order to be considered for the Initial Intake, a Response must be received before the Initial Intake Response Date and Time identified above.

Suppliers may submit Responses after the Initial Intake Date and Time and those Responses will be dealt with as described in section 3.5.

Note to Suppliers: Suppliers are encouraged to register for a BC Bid account, and to subscribe to the e-Bidding service. Only registered BC Bid users who are subscribed to the e-Bidding service can make electronic Responses on BC Bid. Registered users of BC Bid can also subscribe to BC Bid's email notification service in order to receive notices regarding opportunities organized by commodity codes selected by the registered user, procurements, and Amendments. BC Bid e-bidding is an annual fee-based subscription service and the duration of the registration process for e-bidding may vary for different users. Suppliers should refer to the BC Bid website or contact 250-387-7301 for further information.

Delivery of Submissions

Submissions must be by email to the email address specified below in accordance with the email submission instructions set out in the process rules for the subject RFx.

Include the opportunity description and ID in the subject line of the email.

Email: **doswrr@gov.bc.ca**

Official Contact

Warren Sidwell
Land and Resource Coordinator

doswrr@gov.bc.ca

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1. Summary of the Opportunity

Interested Suppliers are invited to submit a Response to this MULRFQ for the opportunity to be evaluated and determined whether they are eligible to be added to the Ministry's Multi-Use List of Qualified Suppliers experienced in the following Service Areas related to Wildfire Risk Reduction (WRR) projects in the Okanagan Shuswap Natural Resource District:

- **Fuel Management Prescription (FMP) implementation**

As described in section 3.10, on a non-exclusive "as, if and when requested" basis, Qualified Suppliers may be sent Competition Notices providing the opportunity to compete to provide Services to the Ministry.

Only Qualified Suppliers will be sent and may respond to Competition Notices that may issue from this MULRFQ. No Competition Notices will be issued before the Initial Intake.

Unless otherwise indicated, this MULRFQ is also intended to identify and evaluate Qualified Resources by reviewing the qualifications of specific employees or subcontractors proposed by Respondents. If specific Resources are evaluated as part of this MULRFQ, Qualified Resources, as key personnel of the Contractor will be required to perform the Services under any Contract that results from a Competition Notice that is issued under the MULRFQ.

The Services include **Fuel Management Prescription (FMP) implementation**. The Services are described in greater detail, including in section 5.1.1 and the Appendices.

Interested Suppliers should familiarize themselves with the entirety of this MULRFQ and submit a Response as described in section 3.19.

2. Definitions Used in this Request for Qualifications

2.1 Definitions

Throughout this MULRFQ, the following definitions apply (and the singular is interchangeable with the plural). Some definitions contain cross references to other defined terms of like meaning that may be found in BC Bid:

"**Addenda**" means all additional information regarding this MULRFQ including Amendments to the MULRFQ. The "Addenda" menu tab is located on the left margin of the specific opportunity in the BC Bid application. Suppliers may need to select and set the symbol denoted as ">>" to reveal the menu tab items.

"**Amendment**" means a change to the MULRFQ that results in posting an updated version of the MULRFQ. The amendment will indicate whether a Respondent is required to submit a new Response to the MULRFQ. Amendments will be noted in the amendment reason section of the "Overview" menu tab located on the left margin of the specific opportunity in the BC Bid application. Suppliers may need to select and set the symbol denoted as ">>" to reveal the menu tab items.

"**BC Bid**" means BC Bid located at https://www.bcbid.gov.bc.ca, or any replacement website.

"**Closing Location**" means, as applicable, the hard copy delivery location; email address; or BC Bid for the submission of Responses as indicated on the cover page of the MULRFQ and in the "delivery of submissions" section of the "overview" menu tab on BC Bid.

"**Competition Notice**" means the Province's standard request for proposals solicitation document or such other custom solicitation document that is allowed by Core Policy for the Ministry's use.

"**Contract**" means a written contract between the Ministry and a Qualified Supplier in the form referenced in a Competition Notice.

"**Contractor**" means a Qualified Supplier that has entered into a Contract.

"**Government Electronic Mail System**" means the electronic mail system of the Province.

"**Initial Intake**" means the initial intake and evaluation of Responses that are received before the Initial Intake Date and Time. After the Initial Intake Date and Time, Responses will be received on a continuous basis as further described in section 3.5.

"**Initial Intake Date and Time**" means the date and time set out on the cover page of the MULRFQ and the "RFx general information" section of the "overview" menu tab on BC Bid for the MULRFQ that applies to the Initial Intake of Responses.

"**Issue Date**" means the date the MULRFQ was posted to BC Bid as set out in the "RFx general information" section of the "overview" menu tab; and as initially set out on the cover page to the MULRFQ.

"**Ministry**" means the ministry of the government of British Columbia issuing this MULRFQ.

"**MULRFQ**" or "**Multi-Use List Request for Qualifications**" means this solicitation process described on BC Bid, including any attached or referenced appendices, schedules or exhibits and as may be modified in writing from time to time by the Province by Addenda.

“**Multi-Use List of Qualified Suppliers**” or “**Multi-Use List**” means the Qualified Suppliers, that have been determined by the Ministry to possess the qualifications described in this MULRFQ (or any subsequent modifications thereof, if any) and that have satisfied any conditions set by the Ministry for remaining on the Multi-use List.

“**Must**” or “**mandatory**” means a requirement that must be met in order for a Response to receive consideration.

“**Official Contact**” means the individual set out on the cover page of the MULRFQ and named on the “opportunity details” menu tab for the MULRFQ serving as the official MULRFQ contact person for the Province.

“**Province**” means His Majesty the King in right of the Province of British Columbia and includes the Ministry.

“**Qualified Resource**” means a Resource that has been evaluated under this MULRFQ and meets the qualifications described in this MULRFQ and any condition set by the Ministry for continuing to be considered qualified.

“**Qualified Supplier**” means a Respondent that meets the qualifications described in this MULRFQ and that has satisfied any conditions set by the Ministry for being added to, and staying on, the Multi-use List.

“**Registered Supplier**” means a Respondent that has a BC Bid account, and includes a Respondent with a Business BCeID that is registered to submit its Response electronically through BC Bid.

“**Resource**” means an employee or subcontractor of a Respondent or Qualified Supplier that is proposed in the Response or, if Resources are not evaluated in this MULRFQ, a Resource proposed in response to a Competition Notice.

“**Resource Qualification Form**” means the Response Form that is used to solicit Resource information for evaluation.

“**Respondent**” means a Supplier that submits a Response.

“**Respondent Qualification Form**” means the Response Form that is used to solicit Respondent information for evaluation.

“**Response**” means a written response to the MULRFQ and includes the information and documentation, if any, required by the applicable Response Form(s), including the Appendix A [Respondent Qualification Form] that is submitted by a Respondent or Qualified Supplier, as the case may be (see also “Submission”).

“**Response Form**” means the Appendix A [Respondent Qualification Form], and as applicable, the Appendix B [Resource Qualification Form], and any other document that is required to be submitted, if any, as part of a Response.

“**RFx**” has the same meaning as MULRFQ as the term may appear in BC Bid, the Submission Declaration or BC Bid pop-up advisories associated with a Response.

“**Services**” means the services described in the MULRFQ as set out in section 5.

“**should**” or “**desirable**” means a requirement having a significant degree of importance to the objectives of this MULRFQ.

“**Submission**” as used in the Submission Declaration and any pop-up advisories related to this MULRFQ has the same meaning as Response.

“**Submission Declaration**” means the portion of the Appendix A: Respondent Qualification Form, entitled “Submission Declaration”.

“**Supplier**” means a natural person or single legal entity (excluding its parents, subsidiaries, or other affiliates) with the legal capacity to contract that seeks to supply or supplies goods or services and includes, as the context may require, Respondents and Qualified Suppliers.

“**Tax Verification Letter**” means a letter issued by the Province’s Ministry of Finance to verify that, if required, a Qualified Supplier prior to becoming a Contractor, meets its applicable B.C. corporate income tax filing obligations and provincial sales tax (PST) filing and payment obligations. See, section 8.1.5.

“**Termination Date**” means the date (including any modifications thereof) that marks the termination and end of the period of validity for the MULRFQ and the Multi-use List as set out on the cover page of the MULRFQ and in the “RFx general information” section of the “overview” menu tab in BC Bid.

“**You**” and “**Your**” as used in any pop-up advisories related to this MULRFQ has the same meaning as Respondent.

3. The Terms and Conditions of this Request for Qualifications

3.1 Copyright

This document is subject to copyright and may be used, reproduced, modified, and distributed to the extent necessary for the Supplier to prepare and submit a Response.

3.2 MULRFQ Termination Date

Unless terminated earlier, or extended, the MULRFQ and its period of validity ends and is terminated on the date set out on the “overview” menu tab of BC Bid and the cover page of the MULRFQ.

3.3 Trade Agreements

The Multi-Use List of Qualified Suppliers established under this MULRFQ may be used for procurements covered by the following trade agreements:

a) New West Partnership Trade Agreement;
b) Canadian Free Trade Agreement;
c) Canada-European Union Comprehensive Economic and Trade Agreement;
d) World Trade Organization Agreement on Government Procurement;
e) Canada-UK Trade Continuity Agreement; and
f) Comprehensive and Progressive Agreement for Trans-Pacific Partnership.

Despite the identification of the trade agreements above, the trade agreements, if any, specified in a subsequent Competition Notice will control and govern the Competition Notice, if any.

3.4 MULRFQ Amendments and Addenda

It is the sole responsibility of the Respondents, Suppliers and Qualified Suppliers to check for Addenda and Amendments on BC Bid.

Respondents, Suppliers and Qualified Suppliers should continually monitor the MULRFQ as published on BC Bid in the event any Amendment or Addenda to the MULRFQ have the effect of requiring a Respondent or Qualified Supplier to submit a new Response to the MULRFQ in lieu of any Response to the MULRFQ that a Respondent or Qualified Supplier may have submitted before such Amendment or Addenda. All Amendments will be noted in the amendment reason section of the “overview” menu tab on BC Bid. All Addenda will be noted on the “addenda” menu tab.

3.5 Submission of Responses

Suppliers, Respondents and Qualified Suppliers may submit a Response at any time before the MULRFQ Termination Date.

Any Response received after the Initial Intake Date and Time will be subject to that Response having been submitted in the manner as outlined in this MULRFQ and will be evaluated and

considered for inclusion on the Multi-Use List within a reasonably short period of time after the Response is received, accounting for the Ministry to reasonably and practicably convene a qualifications review committee to evaluate such Response.

A Respondent who is not successful in becoming a Qualified Supplier may submit a new Response after the Initial Intake Date and Time. The Ministry will evaluate all such new Response(s) without consideration to any past Response(s) and consistent with the evaluation process described in this MULRFQ.

If this MULRFQ is also intended to qualify Resources, Qualified Suppliers may submit additional Resources for consideration without having to submit a new Appendix A [Respondent Qualification Form]; however, the Qualified Supplier will be required to submit a new Appendix B [Resource Qualification Form] (and any other documents applicable to reviewing the qualifications of Resources) for the new Resource(s) for evaluation by the Ministry.

3.6 Qualifications Review Committee

Responses will be assessed by a qualifications review committee formed from time to time by the Ministry. The qualifications review committee may change in composition from time-to-time and may include contractors of the Province.

3.7 Review and Selection

Responses will be assessed in light of the qualification review criteria. The Ministry will be under no obligation to receive further information, whether written or oral, from any Respondent.

Responses will be assessed by a qualifications review committee formed from time to time by the Ministry. The qualifications review committee may change in composition from time-to-time and may include contractors of the Province.

The qualifications review committee will evaluate Responses as described in section 6.

3.8 Responses

By submitting a Response, the Respondent agrees that such Response will be deemed to have been submitted with all due authorization of the Respondent and that the Respondent is agreeing to the terms and conditions of the MULRFQ, including how procurements are conducted under section 8 and the minimum time that a Qualified Supplier may have to respond to a Competition Notice as set out in section 8.1.2.

3.9 Expenses and Limitation of Liability

Suppliers, Respondents and Qualified Suppliers are solely responsible for their own expenses in preparing a Response. The Ministry will not be liable to any Supplier, Respondent or Qualified Supplier for any claims (in contract, tort or otherwise) including for costs or damages incurred in preparing a Response, any errors or technical difficulties associated with transmitting Responses by or email or hard-copy, or any other matter whatsoever.

Notwithstanding the foregoing, nothing in this section shall limit the right of a Respondent or Qualified Supplier to access and utilize the Bid Protest Mechanism established under the New West Partnership Trade Agreement.

3.10 The MULRFQ is not a Contract

This MULRFQ is neither an offer nor an agreement to purchase any Services from any Supplier. Nor is this MULRFQ an offer or an agreement to enter, or to select any Qualified Supplier to enter into a Contract. The Ministry is not bound to enter into a Contract with any Qualified Supplier.

Notice in writing to a Respondent that it has been identified as a Qualified Supplier will not give the Respondent any legal or equitable rights or privileges relative to the Services that a Qualified Supplier may render as a Contractor. Only if a Qualified Supplier and the Ministry enter into a subsequent full written Contract will a Respondent acquire any legal or equitable rights or privileges. The Ministry makes no representations whatsoever with respect to the number of Competition Notices or Contracts that may be issued under the MULRFQ.

3.11 Changes to Response Wording

The Respondent will not change the wording of its Response after the Response is submitted, and no words or comments will be added to the Response unless requested by the Ministry for purposes of clarification. If the Respondent wishes to amend its submitted Response, the Respondent will need to withdraw the Response in accordance with below section 3.12 and submit a new Response.

3.12 A Response may be withdrawn at any time.

A Respondent or Qualified Supplier may withdraw its Response, or as the case may be, withdraw from the MULRFQ at any time by notifying the Official Contact in writing by email.

3.13 Qualified Suppliers to Advise of Changes

Qualified Suppliers will promptly advise the Official Contact of any change in submitted qualifications for the Qualified Supplier, or, if applicable, a Qualified Resource; point of contact information for notices; business entity structure; business name; or other such changes that would affect the Qualified Supplier's or Qualified Resources.

If this MULRFQ is intended to qualify Resources and a Qualified Supplier no longer has any Qualified Resources (e.g. because the last Qualified Resource has left the Qualified Supplier's employment, has had its eligibility withdrawn by the Ministry, or is otherwise no longer available), the Qualified Supplier is required to notify the Official Contact and will no longer be considered a Qualified Supplier. Despite the foregoing, a Qualified Supplier can reapply to the MULRFQ by submitting a new Response.

3.14 Ownership of Responses

All Responses and other records submitted to the Ministry become the property of the Ministry and, subject to the provisions of the Freedom of Information and Protection of Privacy Act and the MULRFQ, will be held in confidence. Documents will not be returned to Respondents even if the Response is withdrawn.

3.15 Collection and Use of Personal Information

Respondents and Qualified Suppliers are solely responsible for familiarizing themselves with, and ensuring that they comply with, the laws applicable to the collection, use, disclosure, and disposal of information, including resumes and other personal information concerning any Resources. If this MULRFQ requests Respondents and Qualified Suppliers to provide the Ministry with personal information of Resources, the Respondents or Qualified Suppliers will ensure that they have obtained written consent from each of those Resources before forwarding such personal information to the Ministry. Such written consents are to specify that the personal information may be forwarded to the Ministry for the purposes of responding to this MULRFQ, used by the Ministry for the purposes set out in the MULRFQ, and published in a publicly facing manner on the Multi-Use List, if the Ministry, in its discretion, decides to make such information public. The Ministry may, at any time, request the original consents or copies of the original consents from Respondents or Qualified Suppliers, and upon such request being made, Respondents or Qualified Suppliers will immediately supply such originals or copies to the Ministry.

All Qualified Suppliers, including any of their Resources, expressly consent to their respective names being published in a publicly facing manner on the Multi-Use List, if the Ministry, in its discretion, decides to make such information public.

3.16 Conflict of Interest, Unfair Advantage, Bias, and No Lobbying

a) By submitting a Response, the Respondent confirms that the current or past employment or other interests or relationships of the Respondent (including a Respondent's subcontractors and named personnel, if any) do not create or lead to any actual, potential or perceived conflict of interest, unfair advantage, bias or reasonable apprehension of bias that would favor the Respondent (including a Respondent's subcontractors and named personnel, if any) with respect to this procurement process. A Respondent may be disqualified if the Respondent's (including a Respondent's subcontractors and named personnel, if any) current or past corporate or other interests, may, in the Province's opinion, give rise to an actual or potential conflict of interest, unfair advantage or reasonable apprehension of bias that would favor the Respondent (including a Respondent's subcontractors and named personnel, if any) and thereby import unfairness into the Procurement process. This includes, but is not limited to, involvement by a Respondent (including a Respondent's subcontractors and named personnel, if any) in the preparation and administration of the MULRFQ or Competition Notices or a relationship with any employee, contractor or representative of the Province involved in preparation of and administration of the MULRFQ, Competition Notices or participating on the evaluation committee or in the administration of a Contract.
b) If a Respondent is in doubt as to whether there might be a conflict of interest, unfair advantage or reasonable apprehension of bias, the Respondent should consult its own advisors and notify and consult with the Official Contact prior to submitting a Response.
c) A Respondent must not attempt to influence the outcome of the MULRFQ process by engaging in lobbying activities. Any attempt by the Respondent to communicate for this purpose directly or indirectly with any employee, contractor, or representative of the Province, including members of the evaluation committee and any elected officials of the Province, or with the media, may result in disqualification of the Respondent, and/or Qualified Supplier as the case may be.

3.17 Reservation of Rights

In addition to any other discretionary rights or reserved rights, the Ministry reserves the right, in its sole discretion to:

a) waive any non-material irregularity, defect, or deficiency in a Response;

b) request clarification(s) from a Respondent, or as applicable, a Qualified Supplier with respect to its Response, including clarification(s) with respect to its Response on non-material administrative matters (e.g., a matter that is not scored) or where Response provisions are ambiguous, without any obligation to make such a request to any other Respondent, or as applicable, a Qualified Supplier, and consider such clarification(s) in evaluating the Response;
c) reject any Response due to unsatisfactory references or unsatisfactory past performance under contracts with the Province, or any material error, omission, or misrepresentation in the Response;
d) modify this MULRFQ at any time in its sole discretion, including changing the MULRFQ Termination Date, or cancelling this MULRFQ.
e) exclude a Respondent, or as applicable, a Qualified Supplier from participation in the MULRFQ, at any point in the MULRFQ process, or to exclude a Qualified Supplier from participation in a subsequent procurement associated with a Competition Notice issued under this MULRFQ, where there is supporting evidence, on grounds of one or more of the following:
    i. bankruptcy or insolvency;
    ii. false declarations or misrepresentations;
    iii. significant or persistent deficiencies in performance of any substantive requirement or obligation under a prior contract or contracts with the Province;
    iv. final judgments in respect of serious crimes or other serious offences;
    v. professional misconduct or acts or omissions that adversely reflect on the commercial integrity of the Respondent or Qualified Supplier; or
    vi. engaging in conduct prohibited by the Competition Act such as bid-rigging as described in section 47 of the Competition Act, or engaging in conspiracies, agreements or arrangements between competitors as described in section 45 of the Competition Act;
    vii. failure to pay taxes; and
f) remove a Qualified Supplier from the Multi-Use List or, if applicable, remove a Qualified Resource's eligibility, for failing to meet the requirements for staying on the Multi-Use List of Qualified Suppliers as set out in this MULRFQ, or as may be communicated by the Ministry from time to time. On request by such Qualified Supplier, the Ministry will provide written reasons for the removal.

3.18 Acceptance of Terms and Conditions

Submitting a Response indicates acceptance of all the terms and conditions set out in the MULRFQ, including all appendices, Addenda and these MULRFQ process rules.

A Response must be signed by a person authorized to sign on behalf of the Respondent:

a) For Responses submitted through BC Bid, clicking the "I Agree and Submit" button that follows the pop-up advisory associated with Response submission constitutes the signature of the Respondent and is acceptable without additional signature. By submitting its Response electronically through BC Bid, the Respondent is agreeing to the terms and conditions of the MULRFQ, and terms and conditions set out in the pop-up advisory that BC Bid displays prior to Response submission.
b) For Responses submitted by hard copy to a physical address or Responses submitted by email, Respondents must prepare and submit the Submission Declaration that forms part of Appendix A [Respondent Qualification Form].
c) Should a Respondent elect to use submission methods (if allowed) other than submitting through BC Bid, the Respondent consents to the Province taking such steps that are necessary to input information from Respondent's Response into BC Bid.

3.19 Submission of Responses

a) For electronic submissions (BC Bid or email), the following applies:
    i. The Respondent is solely responsible for ensuring that the complete electronic Response, including all attachments, is received by the Province;
    ii. The maximum size of any attachment uploaded to BC Bid electronically, is required to be 500 MB or less;
    iii. The maximum size of each email attachment is required to be 20 MB or less (Respondents are solely responsible for ensuring that email Response submissions comply with any size restrictions imposed by the Respondents' internet service provider);
    iv. Respondents should submit email Responses in a single email and avoid sending multiple email submissions for the same opportunity. If the file size of an electronic submission exceeds the applicable maximum size, the Respondent may make multiple submissions (BC Bid upload or multiple emails for the same opportunity) to reduce attachment file size to be within the maximum applicable size; Respondents should identify the order and number of emails making up the email Response submission (e.g. "email 1 of 3, email 2 of 3…");

v. For email Response submissions sent through multiple emails the Province reserves the right to seek clarification or reject the Response if the Province is unable to determine what documents constitute the complete Response;

vi. Attachments cannot be compressed, contain a virus or malware, or be corrupted. Attachments need to be able to be opened. Respondents submitting by electronic submission are solely responsible for ensuring that any emails or attachments are not corrupted. The Province may reject Responses that are compressed, cannot be opened or that contain viruses or malware or corrupted attachments.

b) For email Response submissions, including any changes to a Response or any withdrawal of a Response referred to in sections 3.11 and 3.12, the subject line of the email and any attachment should be clearly marked with the name of the Respondent, the MULRFQ opportunity ID and the opportunity description.

c) The Respondent bears all risk associated with delivering its Response by electronic submission, including but not limited to delays in transmission between the Respondent's computer and the Government Electronic Mail System or BC Bid.

d) While the Province may allow for email Response submissions, the Respondent acknowledges that email transmissions may be unreliable. The Respondent is solely responsible for ensuring that its complete email Response submission and all attachments have been received. If the Respondent receives any email confirmation from the Province that is associated with an email Response submission, despite the content of such email, any such email will not serve to confirm that a complete, sufficient, or timely Response or other related submission has been made by the Respondent or received by the Province.

e) An alternate submission method not initially permitted by the MULRFQ may be made available, at the Province's discretion, before the MULRFQ Termination Date and Time, and it is the Respondent's sole responsibility for ensuring that a complete Response (and all attachments) submitted using an approved alternate submission method is received by the Province before the MULRFQ Termination Date and Time. The Province makes no guarantee that an alternative submission method will be available or that the alternate method available will ensure that a Respondent's Response is received before the MULRFQ Termination Date and Time.

3.20 Supplier Request for Participation in a Procurement

Where the Ministry rejects a Supplier's request for participation in a procurement conducted under section 8, the Ministry will promptly inform the Supplier and, on request of that Supplier, offer that Supplier a debriefing regarding its decision. The debriefing will be, at the sole option

of the Ministry, by telephone conference or some other means. On request of the Supplier, the Ministry will promptly provide a written explanation for its decision.

3.21 Enquiries to the Official Contact

Enquiries related to this MULRFQ including any requests for information or clarification may only be directed in writing to the Official Contact using the “enquiries” interface or the email address identified on the “opportunity details” menu tab. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses providing new information will be recorded and posted to BC Bid or otherwise distributed to Suppliers, Respondents, and Qualified Suppliers. Despite the foregoing, the Province may choose in its sole discretion not to respond, respond in whole or in part, or reformulate enquiries in whole or in part. The Province may in its sole discretion choose whether to post any such enquiries (as reformulated if reformulated) and responses to BC Bid or otherwise distribute to Suppliers, Respondents and Qualified Suppliers.

4. Background

The purpose of this Request for Qualifications is to qualify Consultants experienced in the following Service Areas related to Wildfire Risk Reduction (WRR) projects in the Okanagan Shuswap Natural Resource District, with regards to Prescription implementation.

Based on the review of the RFQ Responses, the Province intends to establish a List of Qualified Suppliers who, on an “as, if and when requested” basis, may be contacted directly, or asked to compete, to enter into **multiple** Contract(s) for provision of the services described in section 5.1.1.

5. Services

This section describes the Services for which the Multi-Use List of Qualified Suppliers may be used.

5.1 Services Description

5.1.1 Prescription implementation

Prescription implementation will conduct works outlined in a Fuel Management Prescription. This can include, but is not limited to:

a) Interpreting and implementing FMPs;
b) Mechanized or manual harvesting (or a combination of both) of merchantable timber including the processing of logs if applicable;

c) Mechanized or manual cutting (or a combination of both) of non-merchantable timber;
d) Pruning;
e) Ground fuel cleanup including piling and burning or mastication (incl. chipping, mulching, grinding, and masticating).
f) Hauling of merchantable logs, non-merchantable material and biomass material off site;
g) Construction and rehabilitation of roads or trails;

6. How Responses will be Evaluated

6.1 Evaluation Process

The Ministry's evaluation of Responses includes four stages as follows:

6.1.1 Stage One: Evaluation of Mandatory Criteria

Responses not clearly demonstrating that they meet the following mandatory criteria will be excluded from further consideration during the evaluation process:

Mandatory Criteria:

The Response must comply with the Response delivery submission method requirements set out in the "Delivery of Submissions" section located on the "overview" menu tab of BC Bid and the MULRFQ cover page of this document.

The Appendix A [Respondent Qualification Form], or a form substantially similar to Appendix A must be prepared and completed to the extent applicable; and must be submitted as the Respondent's Response.

One (1) Appendix B [Resource Qualification Form] or a form substantially similar to Appendix B must be prepared and completed to the extent applicable for each Resource being proposed; and must be submitted as part of the Respondent's Response.

The Response must be in English.

The Response must include a Submission Declaration (located in the Appendix A [Respondent Qualification Form] signed by an authorized representative of the Respondent.

6.1.2 Stage Two: Evaluation of Desirable Qualifications

Responses that meet all mandatory criteria will be further assessed against the desirable qualifications.

The Ministry will first evaluate the Respondent's qualifications and, if the Respondent passes that portion of the evaluation, the Ministry will then evaluate Resource qualifications (if applicable).

The desirable qualifications for Respondents are identified in the Appendix A [Respondent Qualification Form]. If this MULRFQ is intended to qualify Resources, desirable qualifications for Resources are identified in the Appendix B [Resource Qualification Form]. Response guidelines, which provide guidance about what Respondents should provide to demonstrate they, and their Resources (if applicable), meet the qualifications are also provided in those forms.

The Ministry will evaluate the Respondent's response to each response guideline and assign points based on how well the response demonstrates that the Respondent or Resource, as the case may be, meets or exceeds the associated desirable qualifications.

Each response guideline identifies how many points it is worth in the evaluation of desirable qualifications and if it has a minimum score associated with it.

6.1.2.1 Respondent's Qualifications

To pass this stage of the evaluation, Respondents are required to both:

1) Meet or exceed any minimum scores associated with individual response guidelines in the Appendix A [Respondent Qualification Form]; and
2) Meet or exceed any minimum overall score identified in the Appendix B [Respondent Qualification Form].

The Response of any Respondent that does not meet the criteria above will not pass this stage and will receive no further consideration.

6.1.2.2 Resource's Qualifications

If this MULRFQ is intended to qualify Resources, to pass this stage of the evaluation, Resources are required to both:

1) Meet or exceed any minimum scores associated with individual response guidelines in the Appendix B [Resource Qualification Form]; and
2) Meet or exceed any minimum overall score identified in the Appendix A [Respondent Qualification Form].

Any Resource that does not meet the criteria above will not pass this stage and will receive no further consideration.

If this MULRFQ is intended to qualify Resources, and none of a Respondent's Resources pass this stage of the evaluation, the Respondent will not pass this stage of the evaluation.

6.1.3 Stage Three: Reference Checks

The Ministry may conduct reference checks on Respondents, including, if applicable, any Resources proposed, that have passed stage two.

Reference checks may be conducted on the Respondent, and if applicable, proposed Resources on a pass-fail basis. The Ministry may reject any Respondent or proposed Resource for which the referee information, as set out below, is requested and not provided or, the references, in the Ministry's sole opinion, are deemed to be unsatisfactory. If a Respondent was allowed to propose Resources in the MULRFQ and all the Resources proposed by the Respondent fail the reference check, if any, the Respondent will be deemed to have failed the reference check.

Any referee cannot be a contact internal to the Respondent's or Resource's organization e.g. the referee cannot be a co-worker, supervisor, or other internal contact. Referees need to be from a party that is not the Respondent or the Resource. For each referee, the Respondent should provide the following information:

a) Name of the referee and their organization, together with the position, mailing address, telephone number and email address of the referee; and
b) Current relationship of the Respondent or Resource, if any, with the referee.

Failure to provide the referee information set out above, if requested, will result in the Respondent, the Resource, or both the Respondent and the Resource, failing the reference check.

In addition, the Ministry reserves the right to contact referees that were not provided by the Respondent to obtain references pertaining to the Respondent and Respondent Resource (if applicable). This includes contacting substitute referees from the same reference company as the one provided by the Respondent.

The Ministry reserves the right, on a pass-fail basis, to reject any Respondent or, if applicable, proposed Resource if any of these other references, if any, in the Ministry's sole opinion, are deemed to be unsatisfactory.

Stage three does not supersede any other reservation of rights in favour of the Ministry, including any reservation of rights set out in section 3.18.

In addition to the Stage three reference check, the Ministry reserves the right to recheck Qualified Supplier and Qualified Resource references, and to recheck proposed references in connection with a particular Competition Notice.

6.1.4 Stage Four: Notification and Debriefings

Respondents will be notified as to whether the Respondent has become a Qualified Supplier and, if applicable, which proposed Resources have become Qualified Resources.

The Ministry will offer a debriefing to Respondents. The debriefing will be at a mutually agreeable time and, at the sole option of the Ministry, by telephone conference or some other means. On request of the Respondent, the Ministry will promptly provide a written explanation for its decision.

7. How Responses Should be Organized

Responses should be organized as follows:

a) Respondents should take care to prepare and submit their Response in conformity with the mandatory criteria table in section 6.1.1, including providing the Appendix A [Respondent Qualification Form] and, if this MULRFQ is intended to also qualify Resources, one Appendix B [Resource Qualification Form] for each Resource being proposed.
b) Additional attachments that should be included in a Response may be identified in the Appendix A [Respondent Qualification Form] and the Resource Qualification form.
c) Unless specifically requested by the Ministry, the Response should not include any additional attachments or appendices. In its evaluations the Ministry may only consider material that is included in the Response. The Ministry may not, for example, consider the content of a website or online document even if the URL or a hyperlink to it is provided in the Response.

All pages should be consecutively numbered.

8. How the Multi-use List of Qualified Suppliers will be Used

8.1 Use of List

This section describes how the Ministry may use the Multi-use List to select Qualified Suppliers to deliver Services as Contractors.

Only Qualified Suppliers will be sent Competition Notices and allowed to participate in procurements that may issue from this MULRFQ.

These rules are subject to change, from time to time, as the Ministry may deem necessary, with notice to Qualified Suppliers posted as Addenda on BC Bid.

By submitting a Response, the Respondent agrees to the process below, including the minimum time frame within which the Qualified Supplier, may have to respond to a Competition Notice as set out in section 8.1.2.

8.1.1 Use on a Non-exclusive "as, if and when Requested" Basis

The Ministry may, in its sole discretion, from time to time, use the Multi-use List in connection with the acquisition and provision of the Services described in the MULRFQ.

Qualified Suppliers may be contacted on a non-exclusive "as, if and when requested" basis to compete on opportunities for the provision of Services in accordance with the selection methods set out in this section 8. The selection of a Qualified Supplier to serve as a Contractor will not be based on the scores assigned to a Response associated with becoming a Qualified Supplier under this MULRFQ, but will be based upon the requirements and evaluation criteria included in a Competition Notice issued with respect to a specific project or assignment for Services.

8.1.2 Selection Methods

The Ministry may select a Qualified Supplier to act as a Contractor using the following selection methods:

a) The Ministry will invite, by written Competition Notice, all Qualified Suppliers to compete to supply the Services described in a given Competition Notice, except as otherwise provided in section 8.
b) No Competition Notices will be issued before the Initial Intake.
c) The Competition Notice will specify the requirements of a particular project or assignment and the criteria upon which a Qualified Supplier will be evaluated. These criteria may include, but not necessarily be limited to:
    i. a Qualified Supplier's pricing;
    ii. Resources proposed; and
    iii. other requirements as detailed in the Competition Notice.
d) If this MULRFQ is intended to qualify Resources, Qualified Resources will be among the Resources required to perform the Services under any Contract that results from the MULRFQ.

e) A Qualified Supplier will have not less than ten calendar days from the date on which a Competition Notice is issued by the Ministry (the actual response deadline to be specified in the Competition Notice) to submit a written response to the Competition Notice.
f) The Ministry may directly negotiate a Contract with a supplier of the Ministry's choice or a Qualified Supplier where one or more of the following conditions applies:
    i. only one Qualified Supplier has been qualified under the MULRFQ;
    ii. an extreme urgency brought about by event unforeseeable by the Ministry and the Services could not be obtained in time by means of a competitive process;
    iii. a competitive process would interfere with the Ministry's ability to maintain security or order or to protect human, animal or plant life or health;
    iv. the acquisition is of a confidential or privileged nature and disclosure through an open bidding process could reasonably be expected to compromise government confidentiality, cause economic disruption or be contrary to the public interest; or
    v. other allowed grounds that may be provided for by applicable trade agreements and policy.

8.1.3 No Obligation to Contract or Use the Multi-use List

The Ministry has no obligation to:

a) enter into a Contract with any one or more Qualified Supplier(s); or
b) use the Multi-use List in an exclusive manner, and reserves the right, in its sole discretion to:
    i. employ open competitions that include suppliers external to the Multi-use List of Qualified Suppliers; and
    ii. otherwise engage suppliers external to the Multi-use of Qualified Suppliers in connection with any project required by the Ministry.

8.1.4 Form of Contract

The Competition Notice will identify the form of the applicable Contract (or alternately select contract clauses that may be applicable) that may result from it. Any Contract will be between the Ministry and Qualified Supplier (as Contractor) and, as applicable, will name specific Qualified Resources as key personnel who the Contractor will cause to perform the Services on the Contractor's behalf.

Contracts are likely to include terms and conditions similar to those included in the Province's standard "General Services Agreement", "Information Technology & Management Consulting Professional Services Agreement", or "Financial Review and Assurance Services Agreement".

Copies of these agreements can be found on the BC Procurement Resources Solicitation Processes and Templates page.

The form of Contract will also require Suppliers to comply with Province policies, as they may be established and or updated from time to time.

8.1.5 Tax Verification Letter

A Competition Notice will indicate whether a Tax Verification Letter will be required as part of Contract finalization.

8.1.6 Binding and Non-binding Competition Notices

A Competition Notice may be a binding process that is intended to create what is known in Canadian tendering law as “contract A” or it may be a negotiated, non-binding process that is not intended to create any contract A.

Appendix A: Respondent Qualification Form

Document is available for download in the “RFx documents” section for this MULRFQ.

Appendix B: Resource Qualification Form

Document is available for download in the “RFx documents” section for this MULRFQ.