TRANSPORTATION INVESTMENT CORPORATION
Multi-Use List Request for Qualifications
Intermediate Advisors – Major Projects

Opportunity ID:	RFQ26-TIC-006
Issue Date:	July 3, 2025
Initial Intake Date and Time (Pacific Time):	July 30, 2025
MULRFQ Termination Date and Time (Pacific Time):	December 31, 2030

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 submitted using one of the following delivery methods:

BC Bid Electronic Submission: Submit an electronic Submission using BC Bid. Submissions must be in accordance with the requirements set out in the process rules of the subject RFx. Only pre-authorized electronic bidders registered on the BC Bid system can make an electronic submission using the BC Bid system.

Or

Email Submission: Submit a Submission by email. Submissions by email must be submitted 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.

POC@ticorp.ca

Official Contact

Paul Gormley, Senior Procurement & Contracts Specialist

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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 Transportation Investment Corporation (TI Corp) Multi-Use List of Qualified Suppliers of Intermediate Advisors to Major Projects.

As described in section 8, 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 TI Corp.

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

The Services include a range of intermediate-level Advisory Services to support major capital projects throughout the planning, procurement, and delivery phases of assigned projects. These individual advisors will be available to augment and complement existing expertise within TI Corp and on project teams, if and when required. The Services are described in greater detail in section 5 and the Appendices.

Interested Suppliers should familiarize themselves with the entirety of this MULRFQ and submit a Response as described in section 7.

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; 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 TI Corp's standard request for proposals solicitation document or such other custom solicitation document that is allowed by Core Policy for TI Corp's use.

"**Contract**" means a written contract between TI Corp 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 TI Corp by Addenda.

"**Multi-Use List of Qualified Suppliers**" or "**Multi-Use List**" means the Qualified Suppliers, that have been determined by the TI Corp to possess the qualifications described in this MULRFQ (or any subsequent modifications thereof, if any) and that have satisfied any conditions set by TI Corp 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 TI Corp.

"**Province**" means His Majesty the King in right of the Province of British Columbia and includes TI Corp.

"**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 TI Corp 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 TI Corp 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 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 Response Deadline will be subject to submission requirements as outlined in this MULRFQ and will be evaluated for inclusion on the Multi-Use List during one of two scheduled intakes each year. These intakes will occur semi-annually, allowing the Corporation sufficient time to reasonably and practicably convene a qualifications review committee to evaluate such Responses. Specific intake dates and associated deadlines will be decided at the sole discretion of the Corporation.

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

3.6 Qualifications Review Committee

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

3.7 Review and Selection

Responses will be assessed in light of the qualification review criteria. TI Corp 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 TI Corp. The qualifications review committee may change in composition from time-to-time and may include contractors of TI Corp.

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. TI Corp 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 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. TI Corp 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 TI Corp enter into a subsequent full written Contract will a Respondent acquire any legal or equitable rights or privileges. TI Corp 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 TI Corp 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; point of contact information for notices; business entity structure; business name; or other such changes that would affect the Qualified Supplier's.

3.14 Ownership of Responses

All Responses and other records submitted to TI Corp become the property of TI Corp 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 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. If this MULRFQ requests Respondents and Qualified Suppliers to provide TI Corp with personal information, the Respondents or Qualified Suppliers will ensure that they have obtained written consent before forwarding such personal information to TI Corp. Such written consents are to specify that the personal information may be forwarded to TI Corp for the purposes of responding to this MULRFQ, used by TI Corp for the

purposes set out in the MULRFQ, and published in a publicly facing manner on the Multi-Use List, if TI Corp, in its discretion, decides to make such information public. TI Corp 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 TI Corp.

All Qualified Suppliers, expressly consent to their respective names being published in a publicly facing manner on the Multi-Use List, if TI Corp, 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 TI Corp'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 TI Corp 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 TI Corp, including members of the evaluation committee and any elected officials of TI Corp, 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, TI Corp 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 TI Corp, 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 TI Corp;
    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 TI Corp

from time to time. On request by such Qualified Supplier, TI Corp 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 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 TI Corp 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 TI Corp;
    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 TI Corp reserves the right to seek clarification or reject the Response if TI Corp 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. TI Corp 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 TI Corp 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 TI Corp 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 TI Corp.

e) An alternate submission method not initially permitted by the MULRFQ may be made available, at TI Corp'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 TI Corp before the MULRFQ Termination Date and Time. TI Corp 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 TI Corp rejects a Supplier's request for participation in a procurement conducted under section 8, TI Corp 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 TI Corp, by telephone conference or some other means. On request of the Supplier, TI Corp 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, TI Corp may choose in its sole discretion not to respond, respond in whole or in part, or reformulate enquiries in whole or in part. TI Corp 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

TI Corp was established under the Transportation Investment Act. TI Corp became a subsidiary of B.C. Transportation Finance Authority (BCTFA) on April 1, 2018, with a mandate to provide enhanced oversight, management and delivery of major capital projects. Projects as of July 2022 include:

1. the Pattullo Bridge Replacement Project (PBR)
2. the Broadway Subway Project (BSP)
3. the Kicking Horse Canyon Project – Phase 4 (KHCP4)
4. Highway 99 Tunnel Program – includes the Fraser River Tunnel Project (FRTP), Steveston Interchange Project (SIP) and the Transit and Cycling Improvements Project (TCIP)
5. Surrey Langley SkyTrain Project (SLS) includes South of Fraser Maintenance and Storage Facility (SFMSF)

Collectively referred to as “the Projects”, for which TI Corp is accountable to the Ministry of Transportation and Transit and the Ministry of Tourism, Arts, Culture and Sport. Additional projects may be assigned from time to time.

Project teams have been established to define the Projects’ technical requirements, manage the procurement processes to award the prescribed design and construction contract models, and then manage those contracts throughout Projects’ implementation. TI Corp draws on both internal and external resources to plan and carry out the delivery of its assigned projects.

After the initial intake date, additional responses will be evaluated within one of two scheduled intakes each year.

5. Services

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

5.1 Services Description

Respondents of this MULRFQ should have at least five years of experience working on major capital construction projects. The following sub-sections list the intermediate-level advisory services for major capital construction projects TI Corp may require from Qualified Suppliers:

5.1.1 Commercial

Covering matters related to contract administration, contract claims, project costs and risk management, including;

a) Providing commercial expertise with issues related to design and construction, stakeholders, consultants, and others;
b) Developing, reviewing and/or updating risk review, risk identification, and/or risk mitigation strategy; and/or
c) Providing commercial claims services, including support and technical writing.

5.1.2 Quantity Surveying/Estimating

Provide support and advice as required on project-specific cost estimation of probable costs for materials, labour and equipment for project costs based on site conditions, quotations, drawings and specifications. Assist in tendering and contract analysis and negotiation strategies. Support cost monitoring, budget management, reporting systems and procedures. Prepare reports including cost and expenditure statements, forecasts and construction progress. Consulting and communicating with engineers, architects, owners and contractors for economic feasibility studies on changes and adjustments to cost estimates including due diligence reviews of cost estimate.

5.1.3 Project Controls

Provide support and implement templates and tools as required on project-specific performance measurements, including monitoring project triple constraints: cost, scope and schedule. Maintaining and updating planned values based on the latest approved project baselines, such as schedule and budget. Coordinate with other discipline functions to track actual project performance against planned values. Conduct earned value management (EVM) for specific project activities and overall project status. Follow established change management process and procedure, including preparation and management of change documents.

Generate project status reports, including dashboard, weekly and monthly Earned Value Management (EVM) reports and performance variance analysis to suggest corrective actions.

5.1.4 Scheduler

Provide support and implement templates and tools as required on project-specific schedule management, including monitoring and reviewing contractor's weekly and monthly schedule. Validate the feasibility of the work activity durations and productivity levels to achieve project milestones and substantial completion. Validate and evaluate project critical paths and identify changes to the project baseline schedule. Provide review comments and support to TI Corp's schedule team. Identify and report project schedule variances, offering insights and logical explanation for the variances. Coordinate with the project risk team to regularly assess the schedule risks, ensuring the project is up to date with schedule risk impact estimate.

5.1.5 Construction Management

Provide support and advice as required on project-specific construction plan reviews, including field-level oversight and support. Track physical progress to monitor baseline compliance for successful delivery. Track construction issues and coordinate with project stakeholders to update and resolve these issues. Work with Project Contractors to execute construction activities meeting the safety, environmental, and quality requirements. Provide daily, weekly and monthly construction status updates for TI Corp's project team.

5.1.6 Technical / Construction Support

Including engineering, design, construction, and other technical aspects of a project, with specializations in technical fields such as:

a) Rapid transit projects;

b) Highway construction;

c) Bridge construction;

d) Marine / instream construction;

e) Vertical infrastructure projects;

f) Constructability reviews, including advisory services related to schedule, labour, constructability, and staging considerations;

g) Civil and structural engineering – highway/bridge construction, municipal infrastructure projects;

h) Electrical and mechanical engineering – building facilities;

i) Systems engineering and systems integration of transit projects; and

j) Constructability reviews, including advisory services related to schedule, labour, constructability, and staging considerations.

5.1.7 Safety Compliance

Covering technical input and/or advisory services related to safety management, safety monitoring, reporting, field-level support, and compliance.

5.1.8 Stakeholder Management

Support the identification, mapping, and outreach related to individuals or groups who may be interested, impacted, or otherwise perceive themselves to be impacted, by one or more project. This includes supporting a project's engagement / outreach initiatives and stakeholder issues management support.

For clarity, this category of advisory services does not include Indigenous relations nor communications planning (see 5.1.9)

5.1.9 Strategic Communications and Communications Planning

Supporting a construction project's communications needs, including strategic communications planning, issues management, public relations, and implementation of communications support services.

These services would assist with developing and executing key deliverables where the team does not have the capacity.

5.1.10 Quality Management

Providing technical input, implementation support, and/or advisory services related to quality management, quality monitoring, controls, reporting, and compliance on a construction project.

5.1.11 Environmental

Including technical expertise and support as it relates to environmental assessment processes, permit application / implementation, and consideration / mitigation of environmental construction risks.

Support the implementation and oversight of environmental management plans and protocols on construction projects.

5.1.12 Archaeological

Technical support for archaeological assessments, guidance on leading practices, mitigation of archaeological risks, and reporting and compliance.

5.1.13 Project Management

Including the development and/or implementation of project management systems and tools to support the delivery of major capital projects, as well as project management reviews, (e.g., project progress, timelines, budgets, forecasts, schedule analysis).

5.1.14 Document Management

Provide support and advice as required on project-specific document management, including collecting, scanning and uploading documents following established procedures. Ensuring all technical documents such as reports, drawings, and blueprints, are collected and registered in the system. Maintaining an accurate and up-to-date version control system for all project documents, ensuring the latest revisions are accessible to relevant stakeholders while older versions are securely archived.

6. How Responses will be Evaluated

6.1 Evaluation Process

TI Corp'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:

Mandatory Criteria
The Response must be delivered in accordance with the delivery instructions on the cover page of this MULRFQ and as may be set out "delivery of submissions" located in the "overview" menu tab in BC Bid.
The Respondent Qualifications Template (Appendix A), including an unedited Part 1: Respondent's Statement, must be submitted as part of the Response.
Response must be in English
A Submission Declaration signed and prepared by Respondent for Responses submitted by email must be submitted as part of the Response (Appendix A: Part 5).
The Response must be in writing and, if in electronic form, must be able to be opened and read by TI Corp. If TI Corp cannot read or open any attachment to a Response, the Response will be rejected in its entirety.

6.1.2 Stage Two: Evaluation of Desirable Qualifications

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

TI Corp will then evaluate the Respondent's qualifications. Response guidelines, which provide guidance about what Respondents should provide to demonstrate they meet the qualifications are also provided in those forms.

TI Corp will evaluate the Respondent's response to each response guideline and assign points based on how well the response demonstrates that the Respondent 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

This MULRFQ is intended to qualify Respondents, to pass this stage of the evaluation, Respondents are required:

1) Meet or exceed any minimum scores associated with individual response guidelines in the Appendix A Respondent Qualification Form

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

6.1.3 Stage Three: Reference Checks

TI Corp may conduct reference checks on Respondents that have passed stage two.

Reference checks may be conducted on the Respondent on a pass-fail basis. TI Corp may reject any Respondent for which the referee information, as set out below, is requested and not provided or, the references, in TI Corp'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 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. 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 if any, with the referee.

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

In addition, TI Corp reserves the right to contact referees that were not provided by the Respondent to obtain references pertaining to the Respondent. This includes contacting substitute referees from the same reference company as the one provided by the Respondent.

TI Corp reserves the right, on a pass-fail basis, to reject any Respondent if any of these other references, if any, in TI Corp's sole opinion, are deemed to be unsatisfactory.

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

In addition to the Stage three reference check, TI Corp 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.

TI Corp will offer a debriefing to Respondents. The debriefing will be at a mutually agreeable time and, at the sole option of TI Corp, by telephone conference or some other means. On request of the Respondent, TI Corp 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, one Appendix A Respondent Qualification Form for each Respondent.
b) Additional attachments that should be included in a Response may be identified in the Appendix A Respondent Qualification Form.
c) Unless specifically requested by TI Corp, the Response should not include any additional attachments or appendices. In its evaluations TI Corp may only consider material that is included in the Response. TI Corp 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.
d) 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 TI Corp 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 TI Corp 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

TI Corp 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

TI Corp may select a Qualified Supplier to act as a Contractor using the following selection methods:

a) TI Corp 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. other requirements as detailed in the Competition Notice.
d) A Qualified Supplier will have not less than ten calendar days from the date on which a Competition Notice is issued by TI Corp (the actual response deadline to be specified in the Competition Notice) to submit a written response to the Competition Notice.
e) TI Corp may directly negotiate a Contract with a supplier of TI Corp’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 TI Corp and the Services could not be obtained in time by means of a competitive process;
    iii. a competitive process would interfere with TI Corp'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

TI Corp 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 TI Corp.

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 TI Corp 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 TI Corp'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 Corporation 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.

6 Appendix A: Respondent Qualification Form

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

7 Appendix B: Sample Contract Forms

Document is available for download in the “RFx documents” section for this RFP.
- TIC General Services Agreement
- MOTT Consulting Services Contract
- Non-Disclosure Agreement