



REQUEST FOR STATEMENTS OF QUALIFICATIONS (RFSQ) No. 23-002

DATE: December 1, 2022

Project Title: Integrated Project Delivery Coach & Facilitator

The Regional District of Nanaimo (RDN) invites qualified and experienced consultants to submit Statements of Qualifications to help facilitate and provide coaching to staff on two major upcoming wastewater infrastructure projects that will utilize the Integrated Project Delivery (IPD) method and to advise and assist with development of an IPD framework for the RDN.

A. Intent

This Request for Statements of Qualifications (RFSQ) is issued to determine the most qualified and experienced service provider that can meet the Regional District of Nanaimo's requirements, expectations, and timeline.

This RFSQ is not related to Engineering or Construction Services, only to IPD coaching and facilitation. The successful proponent will be blocked from providing the RDN with additional services that relate to the project work described within this RFSQ to avoid any perception of conflict of interest whether real or not.

The Regional District of Nanaimo will review submissions received in response to this RFSQ and enter discussions with the top-ranked Respondent to negotiate the terms, scope, timeline, and cost based on the actual scope of work required (the Work). Should these negotiations fail to result in a contract for the Work, the Regional District of Nanaimo may then elect to negotiate with the next highest ranked service provider and so on until an agreement is reached or the process cancelled.

In any event, the Regional District of Nanaimo shall not be bound to enter into a contract with any Respondent to this RFSQ and, at its sole discretion, may elect to collapse this process.

B. Background

The Regional District of Nanaimo (RDN) operates four wastewater treatment facilities, 23 pump stations, and two septage receiving sites to transport and treat wastewater from more than 130,000 residents between Qualicum Beach and Duke Point.

The RDN is planning on upgrading the French Creek Pollution Control Center and the Departure Bay Pump Station. Each location has reached the end of its service life and requires significant remediation to meet regulatory requirements and increased future demand.

The Departure Bay Pump Station (DBPS) and forcemain were built in 1974 and are owned and operated by the Regional District of Nanaimo (RDN). DBPS is located at 2936 Departure Bay Road and the forcemain runs approximately 4km from this location to the Greater Nanaimo Pollution Control Centre (GNPCC) at

4600 Hammond Bay Road. The pump station and forcemain provide conveyance of approximately 75% of the wastewater flows directed to GNPCC. Capacity constraints during major weather events at the DBPS and within the forcemain have resulted in back-ups within the interceptor and eventually overflows in the system. It is therefore necessary to upgrade the capacity of the pump station and forcemain to manage future projected flows.

The French Creek Pollution Control Centre (FCPCC) treats wastewater from approximately 29,000 residents and businesses. FCPCC serves the communities of: Qualicum Beach, Parksville, French Creek, Pacific Shores, Surfside, and Barclay Crescent. FCPCC also treats trucked waste from homes with septic systems and holding tanks. A significant upgrade and expansion to FCPCC is planned that will increase plant capacity by approximately 30%, replace aging infrastructure, improve odour control, and increase energy efficiency using solar panels and process heat recovery. Detailed design was originally completed in Spring 2021 but was delayed due to significant capital cost increases. The RDN commissioned a value engineering study in the fall of 2021 to determine if there are design alternatives that will deliver additional long-term value over the project life cycle and/or save capital costs. The evaluation of selected alternatives from the value engineering study will be completed early 2023.

The RDN envisions a hybrid of the IPD model to deliver the FCPCC project, whereby the general contractor would be selected and engaged early on during the re-design phase to provide input to the design, but may not be asked to enter into a fulsome IPD contract. The successful proponent of this RFSQ would advise and assist the RDN with determining the most suitable project delivery method, selecting the construction contractor(s) and facilitating project team meetings through the re-design phase. The re-design phase is expected to commence in February 2023 and complete in September 2023. Construction is targeted to begin 2024.

The combined value of both projects is estimated to be approximately \$165M.

C. Contemplated Scope of Services

The general scope of services requested as part of this RFSQ includes:

- i. Provide training and alignment seminars to introduce and explain the IPD process to RDN stakeholders.
 - ii. Work with the RDN to develop the IPD corporate framework necessary to successfully execute several large projects. This includes:
 - o Generate corporate guideline document.
 - o Develop or provide IPD documents and tools.
 - iii. Provide guidance on the development of IPD contracts and procurement documents.
 - iv. Assist the RDN with interviews of IPD consultants and contractors.
 - o Provide IPD training/on-boarding to successful proponents.
 - v. Provide coaching to IPD project teams throughout the execution of the projects on an as-needed basis.
 - vi. Facilitate in-person IPD events and meetings including but not limited to:
 - o Onboarding.
 - o Developing team.
 - o Validation.
 - o Big room sessions.
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D. Contemplated Schedule

- Evaluation and Interview of IPD Coach – January 2023.
- Select IPD Coach – February 2023.
- RDN Education Sessions – April 2023.
- RDN IPD Framework – March 2023 – May 2023.
- Departure Bay Pump Station – February 2023 – December 2023.
- French Creek Pollution Control Centre Re-Design Phase - February 2023 – September 2023.

E. Statement of Qualifications and Evaluation

The statement of qualifications should be no longer than fifteen (15) single sided pages in length (not including cover page, cover letter and appendices). Please include the following:

- Qualifications and areas expertise of the Firm and nominated IPD Coach. Please include CV/Resume of the Coach and explain how this individual will provide value for the RDN.
- Experience of previous relevant work. Provide short descriptions of similar projects and assignments completed. Expertise in multiple industries is considered an asset.
- Describe, in detail, your Firm’s approach and methodology to IPD related projects.
- Provide sample documents as required to illustrate your IPD methodology.
- A statement of your firm’s ability to complete the work within the timeframe described.
- Indicate your firm’s ability to perform work in and travel to the Province of British Columbia.
- A statement of your firm’s approach to advancing equity and sustainability in corporate operations and service provision, including mention of official policies, achievements or standards met.

Statements of Qualifications (the “SOQ”) will be initially evaluated by the Regional District of Nanaimo based on the above and assigned a qualitative score out of 50. The RDN will conduct an interview with the highest rated proponent. Any or all SOQs will not necessarily be accepted.

E. Submission Date & Time

Statements of Qualifications should be received **BY EMAIL ONLY** on or before 3:00 p.m. pacific standard time on the 12th day of January 2023. The RDN reserves the right to accept late submissions.

F. Questions and Submissions

Questions and submissions should be directed to:

Gerald St. Pierre
Project Engineer, Capital Projects, Regional and Community Utilities
Regional District of Nanaimo
6300 Hammond Bay Road, V9T 6N2
Phone: 250-390-6751
Email: gstpierre@rdn.bc.ca
