



THE CITY OF WINNIPEG

REQUEST FOR QUALIFICATION

RFQ NO. 940-2013

**LEGAL REVIEW OF NEW FIRE PARAMEDIC STATIONS CONSTRUCTION
PROJECT REPORT**

NOTE: Proponents are advised to review **B18 ELIGIBILITY**

TABLE OF CONTENTS

PART A – REQUEST FOR QUALIFICATION APPLICATION

Form A: Request for Qualification Application	1
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PART B - REQUEST FOR QUALIFICATION INFORMATION

B1. Definitions	3
B2. Executive Summary	4
B3. Background	4
B4. Winnipeg	4
B5. Purpose of the Request for Qualifications Document	5
B6. Scope of Work	5
B7. General Conditions	5
B8. Project Schedule	6
B9. Procurement Process	6
B10. Enquiries	6
B11. Contract Administrator	7
B12. Addenda	7
B13. Conflict of Interest and Good Faith	7
B14. Confidentiality And Privacy	8
B15. Non-Disclosure	8
B16. No Collusion	8
B17. No Lobbying	9
B18. Eligibility	9
Submission Instructions	
B19. Submission Deadline	9
B20. Qualification Submission	10
B21. Form A: Request for Qualification Application	10
B22. Experience of Proponent	11
B23. Substitutions	11
B24. Non-Conforming Submissions	12
B25. Proponent'S costs and expenses	12
B26. No Contract	12
B27. Evaluation Criteria	12

PART B - REQUEST FOR QUALIFICATION INFORMATION

B1. DEFINITIONS

B1.1 When used in this Request for Qualification:

- (a) "**Business Day**" means any Calendar Day, other than a Saturday, Sunday, or a Statutory or Civic Holiday;
- (b) "**Calendar Day**" means the period from one midnight to the following midnight;
- (c) "**City**" means the City of Winnipeg as continued under The City of Winnipeg Charter, Statutes of Manitoba 2002, c. 39, and any subsequent amendments thereto;
- (d) "**City Council**" means the Council of the City of Winnipeg;
- (e) "**Contract**" means the combined documents consisting of the Request for Qualification package, Request for Proposal package and any documents and drawings referred to and incorporated therein together with any submissions required to be made by the Contractor after award, and all amendments to the foregoing;
- (f) "**Contract Administrator**" means the person authorized to represent the City in respect of the Request for Qualifications unless otherwise specified hereinafter;
- (g) "**Contractor**" means the person undertaking the performance of the work under the terms of the Contract;
- (h) "**engagement**" means the services provided to the City that satisfy the terms of the Contract including all opinions, recommendations, reports, and supporting analyses and working papers appertaining thereto;
- (i) "**may**" indicates an allowable action or feature which will not be evaluated;
- (j) "**must**" or "**shall**" indicates a mandatory requirement which will be evaluated on a pass/fail basis;
- (k) "**Person**" means an individual, firm, partnership, association or corporation, or any combination thereof, and includes heirs, administrators, executors or legal representatives of a person;
- (l) "**Proponent**" means any Person or consortium submitting a Qualification Submission in response to this Request for Qualifications;
- (m) "**should**" indicates a desirable action or feature which will be evaluated on a relative scale;
- (n) "**Site**" means the lands and other places on, under, in or through which the work is to be performed;
- (o) "**Submission or Qualification Submission**" means that portion of the Request for Qualification which must be completed or provided and submitted by the Submission Deadline;
- (p) "**Submission Deadline**" means the time and date for final receipt of Submissions;
- (q) "**Substantial Performance**" shall have the meaning attributed to it in The Builders' Liens Act (Manitoba), or any successor legislation thereto;
- (r) "**Work**" or "**Works**" means the carrying out and the doing of all things, whether of a temporary or permanent nature, that are to be done pursuant to the Contract and, without limiting the generality of the foregoing, includes the furnishing of all Plant, Material, labour and services necessary for or incidental to the fulfilment of the requirements of the Contract, including all Changes in Work which may be ordered as herein provided.

B2. EXECUTIVE SUMMARY

- B2.1 The City Auditor is engaging qualified legal counsel to conduct a legal review of the *Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project* report prepared by Ernst & Young to determine if there was potential illegal activity by the civic administration as well as potential legal and financial liability by the City of Winnipeg.

B3. BACKGROUND

- B3.1 In August and September of 2012, certain issues arose regarding the construction of four new Winnipeg Fire and Paramedic Services ("WFPS") Stations in the City of Winnipeg. Some of the main issues identified involved a proposed land exchange of three City-owned properties in exchange for a privately-owned property on Taylor Avenue ("Taylor"). One of the fire stations was being constructed at this property on Taylor. This exchange was not completed by the time the fire station was constructed; therefore it was built on land the City did not own. In response to this issue, the City Auditor recommended an independent review be conducted. The review was carried out by Ernst & Young ("*Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project*"). The report covered the procurement process including the initial Request for Qualifications, the subsequent Request for Proposals, and the sole source construction awards for the stations to Shindico Realty Inc.
- B3.2 The *Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project* report was presented to the City of Winnipeg Council ("Council") on October 22, 2013. On October 23, 2013, Council passed a motion to obtain outside legal counsel that specializes in the law of competitive public tendering processes and procurement practices of government and quasi-government entities to provide an opinion as to whether there was any potential illegal activity by the civic administration in its conduct in providing one developer with information not available to other proponents in respect of two separate Request for Proposals. This opinion will also consider potential legal and financial liability of the City of Winnipeg arising from this conduct.
- B3.3 A copy of the report may be accessed at <http://winnipeg.ca/clkdmis/ViewDoc.asp?DocId=13050&SectionId=&InitUrl=>

B4. WINNIPEG

- B4.1 Winnipeg is an important Canadian city, and the capital of the Province of Manitoba. Located in Western Canada, Winnipeg plays a prominent role in transportation, finance, manufacturing, agriculture and education. It is known as the Gateway to the West. The City is located near the geographic centre of North America. It lies in a flood plain at the confluence of the Red and Assiniboine rivers and started around the point now commonly known as The Forks. It is protected from flooding by the Red River Floodway. Winnipeg covers an area of 663 square kilometers.
- B4.2 The City of Winnipeg is the Capital city of the Province of Manitoba with a population of over 650,000. Composed of a broad range of diverse neighbourhoods and communities with numerous attractions (from arts and culture to sports and entertainment), Winnipeg is recognized as one of Canada's finest places to live, work and play. The City employs over 8,000 people and provides a full range of municipal services to the citizens of Winnipeg.
- B4.3 The political representation for the City is a Mayor and 15 Councillors, each representing a city ward. The current Mayor and Council were elected in October 2010. Their term of office ends in 2014.
- B4.4 The administrative structure for the City is a Chief Administrative Officer (CAO) providing overall supervision for the Public Service.

B4.5 The City Auditor is a statutory officer appointed by City Council under *The City of Winnipeg Charter*. The City Auditor reports to Council through the Audit Committee (Executive Policy Committee) and is independent of the City's Public Service. The City Auditor conducts examinations of the operations of the City and its affiliated bodies to assist Council in its governance role of ensuring the Public Service's accountability for the quality of stewardship over public funds and for the achievement of value for money in City operations.

B4.6 The City provides many services to its citizens. For information on City services, refer to the City of Winnipeg web site at:

<http://winnipeg.ca/interhom/Departments/>

B5. PURPOSE OF THE REQUEST FOR QUALIFICATIONS DOCUMENT

B5.1 The purpose of this Request for Qualifications (RFQ) is to identify experienced and capable Proponents to conduct a legal review of the *Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project* report prepared by Ernst & Young to determine if there was potential illegal activity by the civic administration as well as potential legal and financial liability by the City of Winnipeg.

B5.2 The City invites qualified individuals to submit a Qualification Submission in response to this RFQ.

B6. SCOPE OF WORK

B6.1 The *Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project* report was presented to Winnipeg City Council on October 22, 2013. The City of Winnipeg is seeking proposals from qualified law firms in Canada to provide a legal opinion in relation to whether the conduct of the civic administration in the public tendering and procurement process is in breach of provincial or federal legislation, including the Criminal Code, or contrary to common law requirements for procurement practices.

B6.2 In addition, the legal opinion will also consider the potential legal and financial liability of the City of Winnipeg arising from this conduct.

B6.3 The legal opinion will use the *Report to Winnipeg City Council - New Fire Paramedic Stations Construction Project* report as its factual basis, and it will consider the provisions of legislation and policies, including The Agreement on Internal Trade (AIT), The City of Winnipeg Charter, and the Materials Management Policy, as well as the common law.

B6.4 The legal opinion will be provided to the City of Winnipeg Council at an in-camera meeting.

B7. GENERAL CONDITIONS

B7.1 The *General Conditions for Consultant Services* (Revision 2010-10-01) are applicable to the Services of the Contract.

B7.1.1 The *General Conditions for Consultant Services* are available on the Information Connection page at The City of Winnipeg, Corporate Finance, Materials Management Division website at http://www.winnipeg.ca/matmgt/gen_cond.stm.

B7.1.2 A reference in the Request for Proposal to a section, clause or subclause with the prefix "C" designates a section, clause or subclause in the *General Conditions for Consultant Services*.

B8. PROJECT SCHEDULE

B8.1 The City intends to complete the evaluation of the Qualification Submissions by December 6, 2013 and proceed with the issuance of an RFP by December 16, 2013.

B8.2 Details on the RFP schedule will be provided to the Proponents at the completion of the RFQ stage. The City intends to complete the RFP stage by January 9, 2014.

B8.3 Estimated Preliminary Schedule

Phase	Approximate Date(s)
1. RFQ Process	November 13 to November 29, 2013
2. Evaluation/Shortlist of Proponents	December 2 to December 6, 2013
3. Confidentiality Agreement and Conflict of Interest Declaration	December 9 to December 13, 2013
4. RFP Process	December 16 to January 9, 2014
5. Evaluation/Selection of Proponent	By January 17, 2014

B9. PROCUREMENT PROCESS

B9.1 The first stage of the procurement process for the Project is this RFQ. After receiving the Submissions to this RFQ, the City will review all Submissions received and shortlist the most qualified Proponents. Only those Proponents on the shortlist will be requested to complete a confidentiality agreement and prepare conflict of interest declarations. Only those proponents that agree to confidentiality and declare no conflicts of interest will be invited to submit a more detailed proposal.

B9.2 The City intends to invite the most qualified Proponents to participate in the second stage of the procurement process, the confidentiality agreement and conflict of interest declaration.

B9.3 Details on the RFP process will be provided to the Proponents at the completion of the confidentiality agreement and conflict of interest declaration stage.

B10. ENQUIRIES

B10.1 All enquiries shall be directed to the Contract Administrator identified in B11.

B10.2 Any Proponent who has questions as to the meaning or intent of any part of this document or who believes this document contains any error, inconsistency or omission should make an enquiry prior to the Submission Deadline requesting clarification, interpretation or explanation in writing to the Contract Administrator.

B10.3 If the Proponent finds errors, discrepancies or omissions in the document, or is unsure of the meaning or intent of any provision therein, the Proponent shall promptly notify the Contract Administrator of the error, discrepancy or omission at least three (3) Business Days prior to the Submission Deadline.

B10.4 If the Proponent is unsure of the meaning or intent of any provision therein, the Proponent should request clarification as to the meaning or intent prior to the Submission Deadline.

B10.5 Responses to enquiries which, in the sole judgment of the Contract Administrator, require a correction to or a clarification of the RFQ will be provided by the Contract Administrator to all Proponents by issuing an addendum.

- B10.6 Responses to enquiries which, in the sole judgment of the Contract Administrator, do not require a correction to or a clarification of the RFQ will be provided by the Contract Administrator only to the Proponent who made the enquiry.
- B10.7 The Proponent shall not be entitled to rely on any response or interpretation received pursuant to B10 unless that response or interpretation is provided by the Contract Administrator in writing.

B11. CONTRACT ADMINISTRATOR

- B11.1 The Contract Administrator is:
Bryan Mansky, MBA, CMA, CIA
Deputy City Auditor
Telephone No. 204-986-4136
Facsimile No. 204-986-4134

B12. ADDENDA

- B12.1 The Contract Administrator may, at any time prior to the Submission Deadline, issue addenda correcting errors, discrepancies or omissions in the RFQ, or clarifying the meaning or intent of any provision therein.
- B12.2 The Contract Administrator will issue each addendum at least two (2) Business Days prior to the Submission Deadline, or provide at least two (2) Business Days by extending the Submission Deadline.
- (a) The Addenda will be available on the Bid Opportunities page at the Materials Management Division's website at <http://www.winnipeg.ca/matmgt/bidopp.asp>
- B12.2.1 The Proponent is responsible for ensuring that he/she has received all addenda and is advised to check the Materials Management Division's website for addenda regularly and shortly before the Submission Deadline, as may be amended by addendum.
- B12.3 The Proponent should acknowledge receipt of each addendum on Form A: Request for Qualification Application.

B13. CONFLICT OF INTEREST AND GOOD FAITH

- B13.1 The Proponent (attorney or firm), by submitting a proposal, certifies that to the best of its knowledge or belief no elected or appointed official of the City is financially interested, directly or indirectly, in their firm or in the provision of the legal opinion as described in this RFQ. Proponents must not include among their team, any business entity or individual who is, or is associated with, in any way, any consultant retained by the City or known to be a party involved in relation to the Fire Paramedic Stations Construction Project, including but not limited to consultants providing engineering, architectural, legal, process, finance or financial capacity advice or any Person likely to create a conflict of interest or a perception of conflict of interest.
- B13.2 If a Proponent considers that a particular relationship or association does not create a conflict of interest and will not create a perception of conflict of interest, but is concerned that the City Auditor could arrive at a different conclusion, the Proponent should fully disclose the circumstances to the City Auditor at the earliest possible date, and request that the City Auditor provide an advance interpretation as to whether the relationship or association will be likely to create a conflict of interest or a perception of conflict of interest.
- B13.3 The Proponent declares that in submitting its response to this RFQ, it does so in good faith and will disclose to the best of its knowledge, whether there are any circumstances whereby any

member of Council or any officer or employee of the City would gain any pecuniary interest, direct or indirect, as a result of the Proponents participation in this Project.

- B13.4 Failure to comply with this provision may result in disqualification of your Submission from the RFQ process or, if the City Auditor/Contract Administrator becomes aware of your breach of this provision after the RFP has been issued, disqualification from the RFP process.

B14. CONFIDENTIALITY AND PRIVACY

- B14.1 Information provided to a Proponent by the City or acquired by a Proponent by way of further enquiries or through investigation is confidential. Such information shall not be used or disclosed in any way without the prior written authorization of the City. The Proponent shall not make any statement of fact or opinion regarding any aspect of the RFQ and any subsequent proposal to the media or any member of the public without the prior written authorization of the City.
- B14.2 The protection of personal information and privacy will be fundamental aspects of the Project. Proponents shall comply with all applicable privacy legislation, including but not limited to the Personal Information Protection and Electronic Documents Act (Canada) ("PIPEDA"). In addition, Proponents are advised that the City is subject to The Freedom of Information and Protection of Privacy Act (Manitoba) ("FIPPA") and that the Contractor will be expected to comply with the obligations imposed upon the City pursuant to FIPPA.
- B14.3 To the extent permitted, the City shall treat all Submissions as confidential. However, the Proponent is advised that any information contained in any Submission may be released if required by City policy or procedures, by FIPPA, by other authorities having jurisdiction, or by law.
- B14.4 All Qualification Submissions submitted to the City will be kept in confidence with the City for the sole purposes of evaluating and developing the best possible strategic option for the City. Qualification Submissions will become the property of the City. The City will have the right to make copies of all Submissions for its internal review process and to provide such copies to its staff and/or external advisors and representatives.
- B14.5 All information will become and remain the property of the City; none will be returned. If the application contains any proprietary or trade secret information, said information must be indicated as such.

B15. NON-DISCLOSURE

- B15.1 Proponents must not disclose any details pertaining to their RFQ and the selection process in whole or in part to anyone not specifically involved in their Submission, without the prior written approval of the City Auditor. Proponents shall not issue a news release or other public announcement pertaining to details of their Qualification Submission or the selection process without the prior written approval of the City Auditor.
- B15.2 Proponents are advised that an attempt on the part of any Proponent or any of its employees, agents, contractors or representatives to contact any members of City Council or their staff or any member of City Administration other than the Contract Administrator with respect to this RFQ solicitation, may lead to disqualification.

B16. NO COLLUSION

- B16.1 Upon making a Submission to this RFQ, each Proponent shall declare that they have not participated in any collusive scheme or combine.

B16.2 Proponents must ensure that their participation in this RFQ is conducted without collusion or fraud on their part or any of their team. Proponents and their team members shall not engage in discussions or other communications with any other Proponents or their team members regarding the preparation or submission of their responses to this RFQ. Breach of this provision may result in disqualification from the RFQ process or, if the City becomes aware of your breach of this provision after the RFP has been issued, from the RFP process.

B17. NO LOBBYING

B17.1 Any form of political or other lobbying whatsoever in relation to the Project or with a view to influencing the outcome of this RFQ process is strictly prohibited. Failure to comply with this provision may result in disqualification from the RFQ process or, if the City becomes aware of your breach of this provision after the RFP has been issued, disqualification from the RFP process.

B18. ELIGIBILITY

B18.1 No Persons involved with the City, or acting as a consultant or sub-consultant to the City with respect to the Fire Paramedic Stations Construction Project, are eligible to submit a Qualification Submission for this RFQ or participate in any manner whatsoever as a participant or advisor to any Proponent participating in this RFQ or subsequent RFP.

B18.2 Individuals or team members selected to perform the engagement must not otherwise operate, practice, or reside within the Province of Manitoba.

SUBMISSION INSTRUCTIONS

B19. SUBMISSION DEADLINE

B19.1 The Submission Deadline is 4:00 p.m. Winnipeg time, November 29, 2013.

B19.2 The Contract Administrator or the Manager of Materials may extend the Submission Deadline by issuing an addendum at any time prior to the time and date specified in B19.1.

B19.3 Qualification Submissions will not be opened publicly.

B19.4 Qualification Submissions determined by the Manager of Materials to have been received later than the Submission Deadline will not be accepted and will be returned unopened.

B19.5 Qualification Submissions may be submitted by mail, courier or personal delivery, or by facsimile transmission

B19.6 If the Qualification Submission is submitted by mail, courier or personal delivery it should be submitted enclosed and sealed in an envelope clearly marked with the RFQ number and the Proponent's name and address.

B19.7 If the Qualification Submission is submitted by facsimile transmission, it shall be submitted to 204-949-1178.

B19.7.1 The Proponent is advised that the City cannot take responsibility for the availability of the facsimile machine at any time.

B19.8 Qualification Submissions shall be submitted to:

The City of Winnipeg
Corporate Finance Department
Materials Management Division
185 King Street, Main Floor

Winnipeg MB R3B 1J1

B19.9 Qualification Submissions submitted by internet electronic mail (e-mail) will not be accepted.

B20. QUALIFICATION SUBMISSION

B20.1 The Qualification Submission should consist of the following components:

- (a) Form A: Request for Qualification Application (Section A);
- (b) Experience of Proponent (Section B).

B20.2 All requirements of the RFQ should be fully completed or provided, and submitted by the Proponent no later than the Submission Deadline, with all required entries made clearly and completely to constitute a responsive RFQ.

B20.3 All Submissions received in response to this RFQ will be kept in confidence with the sole purposes of evaluating and developing the best possible strategic option for the City.

B20.4 Submissions and the information they contain will be the property of the City upon receipt. No Submissions will be returned.

Format

B20.5 Proponents should submit one (1) unbound original (marked "original") and three (3) copies.

B20.6 Each requirement should be addressed in a separate section clearly marked with the corresponding letter;

B20.7 Each section should contain no more than twenty (20) pages (standard 8.5x11 "), using a printing font with a 12 pitch. Any graphics included should be contained within the specified amount of pages;

B20.8 The City reserves the right to make additional copies of all Submissions for its internal review process and to provide such copies to its staff.

B21. FORM A: REQUEST FOR QUALIFICATION APPLICATION

B21.1 Further to B20.1(a), the Proponent shall complete Form A: Request for Qualifications Application, making all required entries.

B21.2 Paragraph 2 of Form A: Request for Qualifications Application shall be completed in accordance with the following requirements:

- (a) if the Proponent is a sole proprietor carrying on business in his/her own name, his/her name shall be inserted;
- (b) if the Proponent is a partnership, the full name of the partnership shall be inserted;
- (c) if the Proponent is a corporation, the full name of the corporation shall be inserted;
- (d) if the Proponent is carrying on business under a name other than his/her own, the business name and the name of every partner or corporation who is the owner of such business name shall be inserted.

B21.2.1 If the Submission is submitted jointly by two or more persons, each and all such persons shall identify themselves in accordance with B21.2.

B21.3 In Paragraph 3 of Form A: Request for Qualifications Application, the Proponent shall identify a contact person who is authorized to represent the Proponent for purposes of this RFQ.

- B21.4 Paragraph 7 of Form A: Request for Qualification Application should be signed in accordance with the following requirements:
- (a) if the Proponent is sole proprietor carrying of business in his/her own name, it shall be signed by the Proponent;
 - (b) if the Proponent is a partnership, it shall be signed by the partner or partners who have authority to sign for the partnership;
 - (c) if the Proponent is a corporation, it shall be signed by its duly authorized officer or officers and the corporate seal, if the corporation has one, should be affixed;
 - (d) if the Proponent is carrying on business under a name other than his/her own, it shall be signed by the registered owner of the business name or by the registered owner's authorized officials if the owner is a partnership or a corporation.
- B21.5 The name and official capacity of all individuals signing Form A: Request for Qualification Application should be printed below such signatures.
- B21.6 All signatures should be original.
- B21.7 If a Submission is submitted jointly by two or more persons, the word "Proponent" shall mean each and all such persons, and the undertakings, covenants and obligations of such joint Proponents in the Submission, shall be both jointly and several.

B22. EXPERIENCE OF PROPONENT

- B22.1 Proponents must demonstrate their competency and experience in providing legal opinions involving public tendering and procurement law and the conduct of public administrators as noted in the areas identified in B6.
- B22.2 Further to B20.1(b), the Proponent should submit information in sufficient detail for the City to evaluate the qualifications of the Proponent(s) by providing:
- (a) their organizational structure;
 - (b) proposed Project team members;
 - (c) the number of opinions similar in scope;
 - (i) for the organization;
 - (ii) for each project team member.
 - (d) the details of the scope of each opinion;
 - (e) the names of clients would be desirable, if possible.
 - (f) references for recent opinions similar in scope. Each reference should consist of a company name, contact name, email address, phone number and a brief description of the work. Proponents may submit up to three (3) references.

B23. SUBSTITUTIONS

- B23.1 If, following your Submission, you become aware that any Persons identified to participate in this Project will be unable or is likely to be unable to participate on this Project, you must immediately advise the Contract Administrator and indicate your proposed substitute Person. Failure to do so may result in disqualification of your Submission from the RFQ process or, if the City becomes aware of your breach of this provision after the RFP has been issued, from the RFP process.

B24. NON-CONFORMING SUBMISSIONS

- B24.1 Notwithstanding B20.1, with the exception of B19.4, if a Proponent's Submission is not strictly in accordance with any provision of this RFQ, the City may, at its option:
- (a) waive the non-conformance if, in the City's opinion, the non-conformance is immaterial; or
 - (b) reject the Submission as non-responsive if, in the City's opinion, the non-conformance is material.
- B24.1.1 If the non-conformance is an omission, the City may, at its discretion, give the Proponent up to five (5) Business Days to supply the omitted material.
- B24.2 If the requested information is not submitted by the time specified in B24.1.1, the Submission will be determined to be non-responsive.

B25. PROPONENT'S COSTS AND EXPENSES

- B25.1 Proponents are solely responsible for their own costs and expenses in preparing and submitting a Qualification Submission and participating in the RFQ.

B26. NO CONTRACT

- B26.1 By submitting a Qualification Submission and participating in the process as outlined in this document, Proponents expressly agree that no contract of any kind is formed under, or arises from this RFQ, and that no legal obligations will arise.
- B26.2 Although it is the intention of the City to establish a short-list of Proponents to participate in the RFP stage of the procurement process, the City reserves the right and the full power to give notice in writing of any change to its Contract Administrator, amend any dates, schedules, limits and Scope of Work and any contract awarded, or to reject any and all Submissions, to launch a new or amended procurement process, or to decide that it will not issue the RFP, without incurring any liability in respect of costs or damages incurred by any Proponent or any member of a private sector team.
- B26.3 Without limiting the generality of the foregoing, the City reserves the right and the full power to amend or cancel this RFQ, the procurement process or the Project at any time.
- B26.4 If the City proceeds to request a more detailed proposal, only to Proponents determined to be qualified under the RFQ process, the City will have no obligation to award a Contract where:
- (a) only one Submission is received; or
 - (b) in the judgment of the City, the interests of the City would best be served by not entering into a Contract.
- B26.5 The City reserves the right to disqualify any Proponent whose Submission, in the opinion of the City, contains false or misleading information.
- B26.6 Following the conclusion of the RFQ process, Proponents will be provided with information related to the evaluation of their Submission upon written request to the Contract Administrator.

B27. EVALUATION CRITERIA

- B27.1 Proponents will have their Submissions evaluated in accordance with the following:
- (a) Conformance to Mandatory Requirements or acceptable deviation therefrom.
 - (b) Experience of Proponent

- B27.2 Further to B27.1, the City may reject a Submission as being non-responsive if the Submission is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The City may reject all or any part of any Submission, or waive technical requirements or minor informalities or irregularities if the interests of the City so require.
- B27.3 Further to B27.1(a), experience shall be evaluated considering the information submitted in reference to the Proponent's organization, experience and references submitted.
- B27.4 Reference checks to confirm information provided may not be restricted to only those submitted by the Proponent, and may include organizations representing Persons, known to have done business with the Proponent.
- B27.5 The City has full power to conduct an independent verification of information in any Submission received and generally pertaining to the qualifications and experience of the Proponent and any proposed members of its team.
- B27.6 The City may, in its sole discretion, interview any or all Proponents during the evaluation process, to provide clarification or additional information in relation to its Submission.
- B27.7 Proponents are advised that the total points achieved in the RFQ stage for each short listed Proponent shall be a weighted criteria in the evaluation for the RFP stage.