



MEMO

Re: Notice of Change to University Contractor Prequalification Process

Date: May 19, 2022

AUDIENCE: Contractor Community, MCAM / ECAM

The goals of this process improvement are to:

- more closely align with current industry best practices and the CCDC 11
- improve process transparency
- streamline administrative processes

The University of Manitoba is committed to undertaking this process in a fair and transparent manner.

What is Changing?

1. The University of Manitoba is refreshing its contractor Prequalification source list and will be posting a Request for Prequalification (RFPQ) for contractor submissions over a one-time (10 week) period. Applicant submissions will not be considered by the University after the RFPQ close date; new applicants will need to wait until the next RFPQ cycle – see below – to apply for prequalification.

Why?

- *Fosters Transparency. Applications are open to all contractors who are able to work in Manitoba and will be compared against the same criteria by a consistent panel of evaluators.*
- *Streamlined Process. The prequalification source list development cycle will occur at a predictable cycle and can be more effectively managed than an open-ended process.*

2. Successful applicants from the RFPQ process will form the 'source list' of prequalified contractors. The source list will be in effect for a minimum of three (3) years – up to five (5) years - at which time the University will repeat the Prequalification source list refresh process (called the 'cycle').

Why?

- *Streamlined Administration. The established multi-year refresh cycle reduces administrative burden for the University which results from a continuous intake process (current state).*
- *Quality and Relationships. An established multi-year cycle encourages long term relationships between the University and the Contractor*

3. Contractor categories requiring prequalification are reduced to five service categories - three (3) of which are going to enter into this new application process: General, Mechanical, and Electrical are subject to the RFPQ. Roofing and Hazardous Materials Abatement contractor services will continue to be prequalified by the University, however, the current prequalification lists will remain 'as is' for those contractor categories.

All other (currently prequalified) contractor service categories will no longer require prequalification once the new source lists are posted in the fall/winter 2022 (Fire Protection, Civil/Underground, Civil/Surface Works, Native Revegetation, Historic Building Restoration, Landscape).

Why?

- *Streamlined Accountability. The University's aim is to emphasize accountability for the subtrades with the General Contractor that has retained their services as outlined in the CCDC documents.*

4. The number of Project Cost prequalification categories is reduced from five (5) to three (3). Contractors will now apply directly into the project cost category that best fits their experience and staffing levels per the RFPQ. Project cost categories are:

- Under \$200,000
- \$200,001 - \$1,000,000
- Over \$1,000,000

Why?

- *Streamlined Administration. Eliminating the requirement to apply for increases lessens the administrative burden for both the Contractor and for the University.*

Timeline:

Issued: **May 10, 2022***

Questions Deadline: **July 4, 2022** at 4:00 pm

Closing: **July 19, 2022** at 2:00 P.M. (10 Weeks)

Awards: **October 30, 2022**

* The RFPQ will be administered electronically through the University's Bonfire system and is available on WCA BUILDWORKS.

End