

**SNT Engineering Ltd.**

Suite 3-385 Baker Street

Nelson, BC, V1L 4H6

250 354 7683

Email: [info@snteng.ca](mailto:info@snteng.ca)[www.snteng.ca](http://www.snteng.ca)**PROPOSAL**

**PROFESSIONAL ENGINEER CLOSE PROXIMITY BRIDGE INSPECTIONS,  
REPORTS AND LOAD RATINGS ON FOREST SERVICES ROADS WITHIN  
THE PROVINCE OF BRITISH COLUMBIA – CONTRACT NUMBER –  
EN17474-004**



Ministry of Forests,  
Lands & Natural  
Resource Operations

Submission closing date: May 27<sup>th</sup> 2016 2:00pm (PST)



*Submitted by:*

May 24<sup>th</sup> 2016

Les Thiessen, P.Eng, Principal

SNT Engineering Ltd.

T: 250 354 7683

E: [les@snteng.ca](mailto:les@snteng.ca)



Suite 3-385 Baker St  
Nelson, BC, V1L 4H6  
250 354-7683

Email: [info@snteng.ca](mailto:info@snteng.ca)  
[www.snteng.ca](http://www.snteng.ca)

May 24, 2016

Mr. Peter Wyatt, Director  
Ministry of Forests, Lands and Natural Resource Operations  
Engineering Branch, Southern Engineering Group  
441 Columbia Street  
Kamloops, BC  
V2C 2T3

**RE: Proposal for Professional Engineer Close Proximity Bridge Inspections, Reports and Load Rating on Forest Service Roads within the Province of BC - Contract # EN17474-004**

Dear Mr. Wyatt,

SNT Engineering is pleased to submit our proposal for the Professional Engineer Close Proximity Bridge Inspections, Reports and Load Ratings on Forest Service Roads within the Province of British Columbia. The enclosed Response is submitted in accordance with the above-referenced Request for Proposal. Enclosed are three complete hard copy and one electronic version on CD. We trust our response meets with your expectations.

We believe we have a well qualified and experienced team who will be able to successfully deliver the project. If you have any questions we would be pleased to discuss our proposal in further detail.

Yours truly,

A handwritten signature in black ink, appearing to read 'Les Thiessen'.

**SNT Engineering Ltd.**

Les Thiessen, P.Eng.

Principal

Civil Engineering Division

Suite 3 – 385 Baker St. Nelson, BC , V1L 4H6

T: 250.354-7683

M: 250.551-0654

E: [les@snteng.ca](mailto:les@snteng.ca)

## Executive Summary

The Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) requires the close proximity inspection of 11 forestry bridges in the Southern Interior and Coastal regions of BC. In addition, the Ministry requires the load rating of 5 of these bridges.

SNT Engineering Ltd. (SNT) is a multi-discipline engineering consulting company offering project management, inspection, load rating evaluation, design, and construction management for bridge and road projects throughout British Columbia. With aging infrastructure come the demands of managing risk and developing appropriate solutions to meet the needs of the owner. This is particularly true in the resource sector. SNT draws from a team of Principals that have over 75 years of combined professional engineering experience to respond to these challenges. Please refer to SNT's Corporate Profile in Appendix A for further information.



Les Thiessen P.Eng. will lead the Close Proximity Inspection and Load Rating project for SNT. Les has 25 years of experience working in the forestry industry, including 14 years working as a Regional Bridge Engineer for MFLRNO. Les will lead a highly qualified bridge inspection and load rating team for the project. From the beginning, Les' long term familiarity with forest safety protocol, bridge locations and Ministry staff at all levels will ensure efficient logistics and good communication during all phases of the project. Furthermore, with our prior experience SNT knows of the best available equipment to perform inspections and has reserved the equipment for this project should SNT be the successful proponent. The individual inspection team members have performed the Close Proximity Bridge Inspections for the Ministry in 2011, 2012, 2013 and 2014 inspection cycles. In addition, the majority of the bridges have either previously been inspected by members of the inspection team, as part of previous close proximity inspections, or have been worked on as part of repair contracts for other clients of SNT. This previous experience is invaluable to the Ministry as this enables complete thorough report data and submissions.

The load rating team members are familiar with the evaluation of forestry bridges, and have completed numerous evaluations in the past for both steel and timber structures. In addition, drawing from SNT's exclusive relationship with Associated Engineering Ltd. (AE) we are able to supplement our load rating expertise with Jack Jiao, s.22

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Our extensive experience in the resource sector and existing knowledge of the structures, combined with the SNT's central location to the structures, provides the team with unique advantages to successfully deliver the project, while providing the Ministry with value for money.

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## 1. Technical Proposal

### 1.1. Project Understanding

The Ministry of Forests, Lands and Natural Resource Operations (the "Ministry") requires the close proximity inspection of 11 forestry bridges in the Southern Interior and Coastal regions of BC. In addition, the Ministry requires the load rating of 5 of these bridges. The close proximity inspection will require the use a snooper truck, to provide access to all bridge components. The goal of the inspections is to clearly document the bridge condition, recommend any required remedial action, and recommend the future inspection schedule and monitoring items. This reporting will include the mapping of checks in glulam girder bridges, as described in the RFP. The load rating of the identified bridges will require field measurements to be taken to ensure sufficient information is gathered to conduct the evaluations. The final deliverables for the inspections will consist of signed and sealed inspection reports for each structure that will be uploaded to CBR, and repair or monitoring items will be entered for each structure. The final deliverables for the load ratings will include a signed and sealed report for each evaluated structure, which outlines the rationale and any factors used in the evaluation.

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### 1.3.Schedule

The individual inspection team members have performed the Close Proximity Bridge Inspections for the Ministry in 2011, 2012, 2013 and 2014. We will draw upon this experience to develop the inspection schedule, upon successful award of the contract. Based on the number of bridges requiring inspection, and SNT's proximity to the bridge locations we anticipate the inspections will take two weeks to perform, which we would plan to start in early July.

Proposed project schedule:

<b>Milestone</b>	<b>Date</b>
Project Initiation Telephone Conference	June 13, 2016
Approval of Inspection Schedule	June 20, 2016
All Field Inspections Complete	August 2, 2016
Completion of 1/3 of Draft Inspection Reports & Load Ratings	September 1, 2016
Completion of 2/3 of Draft Inspection Reports & Load Ratings	October 3, 2016
Completion of All Draft Inspection Reports & Load Ratings	November 15, 2016
Completion & Submission of All Final Inspection Reports & Upload to CBR	December 15, 2016

Table 1-1: Proposed Project Schedule

The Ministry's schedule requires the completion of the field inspections by August 2. We therefore do not anticipate the weather will delay the project, and sufficient snow melt will have occurred to enable the inspections.

The Ministry has identified the requirement for the inspection team to facilitate Ministry Representatives to clean the girders of N4-005. We will work with Ministry to accommodate this work in the inspection schedule. We will also allow for up to 2 hours of delay due to traffic for each bridge inspection, and will limit road closure times to a maximum of 45 minutes.

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### 1.5.Deliverables

The following deliverables will be required during the project:

- Inspection schedule
- Traffic control plan
- Meeting minutes
- Weekly reporting
- Draft bridge inspection reports including:
  - Identification of any problems noted during the inspection and any required remedial action or monitoring items.
  - Scale drawings of check and rot mapping for glulam girder bridges.
  - Table of checks in glulam girders identifying average and maximum check width, average and maximum depth, and length.
  - A list of the materials or components required to complete the repairs will be provided where required.
  - Recommended future inspection schedule and rationale.
  - Condition of each glulam girder face.
  - Photo sheet including photos of damage or deterioration.
  - Discussion on bridge condition and observations.
  - Remaining anticipated service life of the bridge.
  - Recommendations for further specialist inspection, beyond the scope of this contract.
- Final bridge inspection reports signed and seal by a professional engineer licensed to practice in British Columbia.
- Load rating reports signed and sealed by a professional engineer licensed to practice in British Columbia.
- Summary bridge inspection report providing an overview of all structures inspected.

- Sealed inspection reports uploaded to CBR and entry of maintenance and monitoring items.

## 2. Management Proposal

### 2.1 SNT Engineering

SNT is a multi-discipline engineering consulting company offering project management, inspection, load rating evaluation, design, and construction management for bridge and road projects throughout British Columbia. With aging infrastructure come the demands of managing risk and developing appropriate solutions to meet the needs of the owner. SNT draws from over 75 years of combined professional engineering experience to respond to these challenges. Our engineering services are enhanced by drawing from our other areas of expertise including structural analysis, hydrotechnical assessment, and geotechnical engineering.

Project work is directly managed by each of our senior engineering partners for a hands-on practical approach delivering efficient solutions. Each partner is based in the Nelson area and has developed a network of important contacts within government and private sector. This enables our small engineering firm to respond to project demands by drawing upon existing relationships with consultants and contractors, which allows for successful project completion.

Les Thiessen P.Eng. will lead the project for SNT. Les has 25 years of experience working in the forestry industry, including 14 years working as a Regional Bridge Engineer for MFLRNO. In this role, Les was responsible for the safety and maintenance of all main road systems, and for co-ordinating routine and close proximity inspections for over 1000 structures. Drawing on this experience Les will tailor the services provided to the Ministry, in order to ensure the deliverables and recommendations meet the Ministry's needs.

### 2.2 Experience

SNT presents a highly qualified bridge inspection and load rating team for the project. The individual inspection team members have performed the Close Proximity Bridge Inspections for the Ministry in 2011, 2012, 2013 and 2014 inspection cycles. This has allowed the team to develop a strong understanding of the Ministry's inspection protocols. In addition, the majority of the bridges have either previously been inspected by members of the inspection team as part of previous close proximity inspections, or have been worked on as part of repair contracts for other clients of SNT.

The load rating team members are familiar with the evaluation of forestry bridges, and have completed numerous evaluations in the past for both steel and timber structures. In addition, drawing from SNT's exclusive relationship with Associated Engineering Ltd. (AE) we are able to supplement our load rating expertise. AE has a long history of Bridge Engineering in the BC Resource Sector with design, inspection and evaluation expertise. In fact, AE pioneered many of the standard designed used in the forest industry today. This experience and our existing knowledge of the structures, combined with the SNT's central location, provides the team with the unique ability to successfully deliver the project, while

providing the Ministry with value for money. Table 2-1 provides a record of SNT's relevant project experience.



Table 2-1: SNT's Inspection Experience Summary Table

Year	Client	Structures	Services
2015	BCTS	Bridge N7-030	Close Proximity Inspection & Load rating Evaluation – Glulam Bridge
2014	MFLRNO	9 bridges	Close Proximity Inspection –Bridges
2012	MFLRNO	11 bridges	Close Proximity Inspection – Glulam Bridges in the Prince George Area
2010-2016	BCTS	Over 60 structures	Forestry Bridges and Culvert Inspections & Flood Emergency Response
2013-2016	Interfor Corporation – Kootenay Division (Nakusp, Castlegar & Grand Forks)	Over 40 structures	Forestry Bridges and Culverts Inspections & Flood Emergency Response
2010-2016	MFLNRO – Southern Engineering Group	Over 30 bridges	Forestry Bridges Inspections/ Repair Prescriptions/ Emergency Flood Response
2013-2016	MOE	10 bridges	Forestry Bridges Inspections/ Repair Prescriptions/ Emergency Flood Response
2010-2015	Chieftain Metals Inc.	40 bridges and major culverts	Inspections/ Flood Response of all structures on 140 km complex mining road subject to landslide and avalanche hazards. 12m to 80 m span. Tulsequah Mine Access Road.
2010-2015	City of Nelson	20 structures	Routine Inspection of City managed bridge and major culvert infrastructure
2012-2015	Canadian Mountain Holidays	12 structures	Inspections for 12 backcountry lodges throughout BC since 2010.
2012	MFLNRO – Recreation Trails Branch	85 structures	Kettle Valley Rail Trail and Columbia West Rail Trail Inspection and Inventory project on 350 kms of trail.
2011-2012	BC Hydro – Kootenay Area	3 bridges	Access Priority Bridge Inspections
2011	Ministry of Tourism, Culture and Arts	68 structures	Slocan Valley Rail Trail and Columbia West Rail Trail Inspections and Inventory project on 137 kms of trail.

### 2.3 Company Stability

SNT has been providing clients with value added, project focused solutions for the past seven years. At the core of SNT are our Principals; Andrew Swan, Doug Nicol, and Les Thiessen. Andrew, Doug, and Les have a long-standing relationship spanning over several decades. They have all worked for the MFLNRO and have since developed relationships working with the Ministry over the last seven years as Principals of SNT. This type of relationship has enabled SNT to successfully establish long-term contracts with other government agencies, such as BC Timber Sales, who have just awarded us a seven-year contract for Professional Engineering Services. The successful award of contracts of this nature is the result of consistent project delivery that meets and exceeds the needs of clients. We also have a successful relationship with the Ministry of Transportation and Infrastructure, who we have been providing As-and-When Engineering Services for the last five years.

Established relationships with government and private clients provides a steady work flow which will allow SNT to financially support the Professional Close Proximity Bridge Inspections and Load Ratings project.

SNT's steady workflow has enabled the company to support full time staff and to expand, by retaining additional team members. These team members will enable SNT to provide sufficient staffing levels to meet the project demands. Additional support staff will help to balance the demands on the project team members by providing technical and administrative support.

### 2.4. Project Supervision and Management

Effective project supervision and management will be important for the successful delivery of this project. Les Thiessen has experience managing projects of similar size and scope. He has previously successfully delivered these projects through the implementation of work plans, schedules, cost control plans, early QA/QC review, and effective communication.

Upon award of the project we will develop an overall work plan taking into consideration the project tasks including those identifies in the Bridge Inspection Plan, outlined in Section 1.2.1. The work plan will outline how each team member plans to complete specific tasks, and will identify the critical path requirements. The following list provides a summary of the information included for each task in the work plan:

- Scope.
- Required work processes.
- Anticipated level of effort and associated budget.
- Roles and responsibilities of each member.
- Applicable regulations, guidelines, standards, and background information.
- Critical path for project deliverables to meet the project schedule.

We will also liaise with the Ministry in order to develop a work plan that accommodates the project schedule and the Ministry requirements.

The milestones identified in Table 1-1 will allow close monitoring of the project schedule. In the event of deviations or slippage in schedule, we will take corrective action, re-assessing the work plan, the overall schedule, and allocating the necessary resources from the team, or supplementing the team with additional personnel. As part of this process we will prioritize resources to critical path tasks in order to mitigate further schedule slippage.

In addition to the management of project activities we will use cost control plans to monitor both the project budget, and the hours spent on each task in the work plan. This will enable the overall project budget to be monitored on a task-by-task basis and will allow tracking of the project costs. This process will facilitate the evaluation of the project budget and will enable corrective action to be taken, by ensuring the team optimizes task execution in producing deliverables for the project.

Early involvement of QA/QC processes is also an important project management tool. Through the early involvement of high level review, we will optimize solutions and avoid late stage changes to project deliverables, which could result in missed deadlines and budget over runs. The following process will be performed to ensure quality and completeness of project deliverables:

- Project deliverable will be prepared and self-checked by the allocated team member.
- Deliverables will be reviewed for technical quality (QC).
- Deliverables will receive a further high-level review by Les Thiessen to ensure they meet the requirements of the project (QA).
- Revisions to documents will be marked by the reviewer in red ink or electronic markup tools. The project team member will mark off red revisions with yellow highlighter or other approved methods. Back checking of revisions by the reviewer will be compared using two computer screens. Checked documents will be kept on file until completion of the project.
- The email server retains notes and copies of all correspondence. Hard copy documents will be scanned and stored electronically.
- All documents will be retained electronically and backed up by multiple methods.
- A copy of all project submittals and reviews will be chronologically filed to provide a record of project progress.

Communication throughout the project will be necessary in order to meet project deadlines and to ensure the requirements of the Ministry are met. In house online resource allocation allows for effective project planning, and facilitates task communication to team members. In addition, the tight knit nature of our team facilitates open communication, which allows project details, deliverables, and deadlines to be quickly and effectively communicated to all team members.

The combination of work plans, schedules, cost control plans, early QA/QC review, and effective communication will enable the successful and effective management of the project.

## 2.5. Project Personnel

We have assembled a qualified team of engineers who have the skills and experience necessary to successfully complete the Close Proximity Bridge Inspections and Load Ratings project for the Ministry. Our inspection team members have performed the Close Proximity Bridge Inspections for the Ministry in 2011, 2012, 2013 and 2014 inspection cycles. The load rating team members have recently completed a series of load rating evaluations of steel and timber forestry bridges for other government clients. In addition, drawing from SNT's exclusive relationship with AE we are able to supplement our load rating expertise with Jack Jiao, s.22

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The inspection team will consist of three Professional Engineers, Les Thiessen, Jamie Rupa Gilliatt, and Michaela Horner. Each of the inspection team members have completed in excess of 100 close proximity inspections, and have previously successfully delivered the Close Proximity Bridge Inspection project for the Ministry.

The inspections will be performed by two team members, in order to accurately and efficiently record the condition of each bridge structure. Although it may be possible to perform these inspections with individual inspectors, we believe that having two sets of eyes on a structure is the first step in the quality control process. Les Thiessen will perform the inspection of the structures requiring load rating with another member of the inspection team, and will also provide senior review for the project. The remaining inspections will be performed by Jamie Rupa Gilliatt and Michaela Horner. The individual inspection report and the summary report will be prepared by Jamie Rupa Gilliatt and Michaela Horner. Les Thiessen will review all the reports to ensure they meet the Ministry's standards and requirements.

The load rating evaluations will be performed by Derek Werner, P.Eng., and Andrew Swan P.Eng.. If additional resources are required, we will draw on the expertise of Jack Jiao to assist with the load ratings. An independent check will be performed for each load rating and Les Thiessen will perform a QA review of each load rating report.

In the following pages we describe the experience and qualifications of our key team members – see Appendix C for resumes of the SNT team members.

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Table 2-2: Team Member References

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## 2.6. Response Time

Our proposed project schedule, outlined in Section 1.3 Schedule Table 1-1, meets the Ministry project timing and major milestones identified in the RFP. We have sufficient personnel and resources available to achieve this schedule, as outlined in Section 2.5 Project Personnel. Our central base in Nelson means we are well placed to quickly initiate the inspection program. Upon award of the contract we will execute our snooper truck reservation and develop a detailed inspection schedule. All bridges will be inspected in one consecutive period of time and we will immediately advise the Ministry of any critical concerns. Following the inspections, we will begin preparing inspection the individual inspection reports and will start performing the load rating evaluations. Should the contract be extended to include more bridges in proceeding years, we may draw upon the experience of our SNT load rating team to assist with the inspections. These team members also have extensive inspection experience, as outlined in their resumes in Appendix C.

Our team includes several very experienced individuals for conducting load rating of Forestry bridges. This experience allows us to conduct load rating analysis with accuracy and efficiency and respond quickly to questions and reviews by the Ministry Reviewing Engineers.

## 2.7. Client References

<b>Client Name</b>	BC Timber Sales – Kootenay Field Team
<b>Address (City and Country)</b>	1907 Ridgewood Road, Nelson BC V1L 6K1
<b>Contact Name</b>	Della Peterson / Phil MacDonald
<b>Title of Contact</b>	Woodlands Manager / Engineering Specialist
<b>Telephone No.</b>	250 825 1184 / 250 825 1138
<b>E-mail Address</b>	<a href="mailto:Della.peterson@gov.bc.ca">Della.peterson@gov.bc.ca</a> / <a href="mailto:phil.macdonald@gov.bc.ca">phil.macdonald@gov.bc.ca</a>
<b>Length of Relationship</b>	20 years

<b>Client Name</b>	MFLNRO – Engineering Operations Division
<b>Address (City and Country)</b>	PO Box 9510 STN Prov. Gov't, Victoria, BC V8W 9C2
<b>Contact Name</b>	Brian Chow
<b>Title of Contact</b>	Chief Engineer

<b>Telephone No.</b>	250-387-8615
<b>E-mail Address</b>	<a href="mailto:Brian.chow@gov.bc.ca">Brian.chow@gov.bc.ca</a>
<b>Length of Relationship</b>	16 years

<b>Client Name</b>	Ministry of Transportation and Infrastructure
<b>Address (City and Country)</b>	4 <sup>th</sup> Floor 310 Ward Street, Nelson BC, V1L 5S4
<b>Contact Name</b>	Ron Lowther
<b>Title of Contact</b>	Regional Bridge Engineer
<b>Telephone No.</b>	250-354-6400
<b>E-mail Address</b>	<a href="mailto:Ron.lowther@gov.bc.ca">Ron.lowther@gov.bc.ca</a>
<b>Length of Relationship</b>	15 years

<b>Client Name</b>	Interfor Corporation
<b>Address (City and Country)</b>	2705 Arrow Lk. Drive, Castlegar, BC V1N 3W4
<b>Contact Name</b>	Ron Last, RPF
<b>Title of Contact</b>	Harvesting Manager
<b>Telephone No.</b>	250 778 206 0482 (Mobile)
<b>E-mail Address</b>	<a href="mailto:Ron.last@interfor.com">Ron.last@interfor.com</a>
<b>Length of Relationship</b>	6 years

<b>Client Name</b>	City of Nelson
<b>Address (City and Country)</b>	205 Industrial Rd. G, Cranbrook, BC V1C 7G5
<b>Contact Name</b>	Colin Innes or Rob Nystrom
<b>Title of Contact</b>	Director of Public Works / Engineering Manager
<b>Telephone No.</b>	250 352 8107 / 250 352 8271
<b>E-mail Address</b>	<a href="mailto:cinnes@nelson.ca">cinnes@nelson.ca</a> <a href="mailto:rnystrom@nelson.ca">rnystrom@nelson.ca</a>
<b>Length of Relationship</b>	5 years

<b>Client Name</b>	Chieftain Mines Inc.
<b>Address (City and Country)</b>	Two Bloor Street West, Suite 2510, Toronto, ON M4W 3E2
<b>Contact Name</b>	Keith Boyle
<b>Title of Contact</b>	Chief Operating Officer
<b>Telephone No.</b>	416 627 -0659
<b>E-mail Address</b>	<a href="mailto:kb@chieftainmetals.com">kb@chieftainmetals.com</a>
<b>Length of Relationship</b>	6 years

<b>Client Name</b>	Ministry of Environment – BC Parks Kootenay Region
<b>Address (City and Country)</b>	205 Industrial Rd. G, Cranbrook, BC V1C 7G5
<b>Contact Name</b>	Dave Zevick
<b>Title of Contact</b>	Recreation Section Head
<b>Telephone No.</b>	250 489 8595
<b>E-mail Address</b>	<a href="mailto:Dave.zevick@gov.bc.ca">Dave.zevick@gov.bc.ca</a>
<b>Length of Relationship</b>	3 years

## 2.8.Risk Management

### 2.8.1. Financial Risk

The Ministry have minimized their financial risk by clearly defining the scope of work, and by providing a contract which is based on an all found contract price. SNT is exposed to financial risk associated with insufficient budget for the required scope of work. We have drawn upon our experience performing the previous close proximity inspection contracts for the Ministry, and our experience performing similar projects, to provide a project budget which reflects the required scope. We have also provided an appropriate contingency, in order to account for unexpected events. During the project we will implement appropriate project management techniques, outlined in Section 2.4 Project Supervision and Management, in order to minimize the risks associated with budget, schedule and quality.

### 2.8.2. Schedule Risk

The project schedule will be driven by the inspection schedule and the availability of snooper trucks. We have therefore already contacted both Precision Stone Slinger and Copcan Civil to make tentative bookings for their equipment. Upon award of the contract we will confirm these bookings and commit the team members to the project. Our anticipated inspection schedule will involve the inspections being performed in early July, this provides sufficient schedule float to accommodate any delays and to complete the inspections by August 2<sup>nd</sup>. We have included additional named team members in order to provide further resources during the inspections, should they be required.

### 2.8.3. Safety

SNT Engineering is a SAFE certified company with the BC Forest Safety Council [www.bcforestsafesafe.org](http://www.bcforestsafesafe.org) and has recently passed an audit on all safe working procedures including travel plans, meeting logs, safe working procedures and emergency response plans. The procedures set out in the Safety Council are considered an industry standard for working in remote areas. Every certified company is required to develop their own Occupational Health and Safety Manual and have it submitted for audit. Evidence of ongoing safety practices is also required for continued certification. SNT will practice the safety

procedures endorsed by the Safety Council. SNT's registration number is 3090304 - see Certificates in Appendix D.

The Ministry has identified the following safety risk associated with the project:

- Extensive long distance and remote travel on gravel roads
- Remote work sites
- Working on and around bridges
- Working from heights
- Working around moving water

The named inspection personnel have experience working in remote environments, having previously performed similar contracts in remote locations. The inspection team will consist of two inspectors plus the snoopers truck operator. The additional inspection team member will allow assistance to be provided, should one team member get into difficulty. At least one member of the inspection team will hold an Occupational First Aid Level 1 certificate. The inspectors will travel in a separate vehicle from the snoopers truck, in order to provide a means of travel should one vehicle break down. The team will carry a satellite messaging device to provide outside communication in case they experience difficulty. They will also be equipped with radios in order to communicate with other road users while travelling in Forest Service Roads. These radios will be programmed with the Standardized Resource Road Radio Channels, where appropriate. At the end of each day the inspection team will follow a check in procedure to ensure the office personnel know of their safe return from the field, and the location and route of travel for the following day. To ensure all the appropriate equipment and supplies are available to the inspection team a pre-trip check list will be completed prior to departure.

The inspection team have experience working on and around bridges, and are familiar with the dangers of working at heights and around water. All the appropriate safety equipment will be worn by the inspection team, and at the beginning of each day a tool box meeting will be held. These meetings will be aimed at identifying the hazards presented by the snoopers truck, and associated with the bridges being inspected. Where these hazards cannot be eliminated, appropriate procedures will be put in place to mitigate the risks.

#### 2.8.4. Insurance

SNT Engineering carries Professional Liability Insurance to a total of \$2,000,000 per claim and \$2,000,000 aggregate and Comprehensive General Liability Insurance to a total of \$2,000,000 per claim and \$5,000,000 aggregate. More details in Appendix E.

SNT is in good standing with Worksafe BC with registration number 826356. More details in Appendix F.

## **2.9.Environmental Management**

### **Carbon Footprint**

SNT's office is centrally located in Nelson, which allows the majority of our staff to walk to work and minimizes our carbon footprint.

### **Recycling**

We recycle the majority of our waste products, including paper, plastics, and batteries.

### **Travel**

Travel will be minimized and undertaken in the most environmentally preferable way possible. Teleconference, communication by phone and emails will be used whenever possible and where not detrimental to the quality of the services.

### **Working in Sensitive Environment**

SNT Engineering is very experienced in working in sensitive environments as many of our past projects have been in areas with sensitive aquatic habitats. SNT has completed many projects for MLFNRO and BCTS to enhance fish passage at crossings. These either involved construction of bridges or arches while isolating the works to mitigate sediment delivery to the creek.

Any known environmental constraints will be discussed at the project start up meeting. It is recognized that work in sensitive environments will often be subject to a high level of public scrutiny.

## Appendix A - Company Profile





SNT Engineering Ltd.  
Suite 3 - 385 Baker St  
Nelson, BC, V1L 6A5

info@snteng.ca  
snteng.ca

## Company Profile

**SNT Engineering Ltd is a multi-discipline engineering consulting company offering services throughout British Columbia.**

We draw upon over 100 years of professional engineering experience in design, management, and assessment throughout British Columbia. Our key areas of expertise include road, bridge and culvert design for both public and resource applications, industrial structure design, geotechnical engineering, slope stability assessments, road route selection, risk analyses, post-wildfire slope assessments, on-site services design, inspections, construction services, project management and contract administration.

SNT Engineering was incorporated April 3, 2009, with the amalgamation of D.R. Nicol Geotechnical Engineering Ltd. and Swan Engineering. Mr. Thiessen also joined the firm at that time after 18 years with the Ministry of Forests practicing civil engineering and project management.

Project work is coordinated and conducted by our senior professionals in each division for a hands-on practical approach delivering efficient communication and cost effective solutions to your engineering, environmental, and project management needs. Each senior partner has lived in the Nelson area long term and has developed contacts for any specialized expertise a project may require.

Recently SNT has opened Kelowna and Vernon offices to offer a wider range of environmental, geotechnical, and other engineering services.

Our clients know that through our many years of designing projects and seeing them through to implementation that we have developed important skills to develop innovative and practical solutions. The right solution analyses at the cost - benefit including defining project risk. It is critical at the start of each project that the key concept decisions are made appropriately. This results in significant project savings that we have realized for our clients.

## Why choose SNT?

You will have direct access to our lead project engineers. In this way communication is not filtered through others where the message could be lost.

SNT has developed relationships with a network of professionals throughout BC that can respond to larger projects. Often environment assessment, mapping, and surveying are key support areas that we can co-ordinate. Let us put a team together to manage your next project.



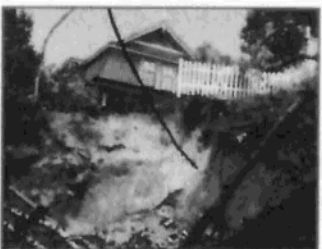
## Bridge Engineering

SNT Engineering has designed many types of bridges for use on resource roads, highways, and recreation trails. We are known for our cost effective innovation solutions for specific site constraints. We are confident in our proposals due to the breadth of experience by our team. In turn this rewards our clients with concepts that are highly constructible, durable, and practical in use. In the long term cost savings are realized.



## Road Engineering

SNT Engineering has extensive experience in the identification of optimal road location corridors to service the forestry, mining, utilities, public highways, and oil and gas industries. In addition SNT provides services for existing roads relating to cut bank and fill slope stabilization, landslide investigations, bridge assessments and replacement designs, retaining wall and reinforced slope designs, deactivation prescriptions, infrastructure inventory, hydrological assessments, and hydrotechnical designs. SNT has experience in the managing the permitting process for new roads and the development of Environmental and Operational Management Plans.



## Geotechnical

The geotechnical division provides geotechnical services to the mining, energy, forestry, highway, government, utilities, and construction sectors of B.C. Our team has extensive field experience investigating landslides, designing roads and retaining walls, performing natural hazard assessments and conducting risk analyses. Our experience spanning private industry, government and consulting has proven to be an asset in multidisciplinary and regulatory environments.



## Environmental

Our experience working in the environmental sector is focused on stream restoration, all aspects of project permitting including environmental assessments, construction and operational environmental management planning, water quality assessments, site disturbance research, highway reconstruction, construction supervision and industrial road rehabilitation.



## Other Services

SNT also have expertise in these other areas:

- Retaining Walls
- Residential Buildings
- Municipal Infrastructure
- Geographic Information System & Mapping
- Commercial Buildings
- Industrial Structures
- Hydrotechnical

For more information and extensive showcase of projects, visit our website at [snteng.ca](http://snteng.ca)

## Appendix B – Example Inspection Report

Page 33 to/à Page 57

Withheld pursuant to/removed as

s.21

## Appendix C – Resumes

Page 59 to/à Page 69

Withheld pursuant to/removed as

s.22

## Appendix D – BC Forest Safety Council SAFE Certificate

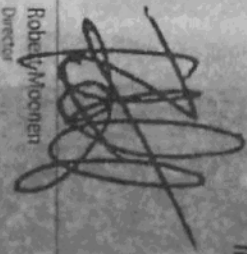
# BC Forest Safety Council

## SAFE Companies Program

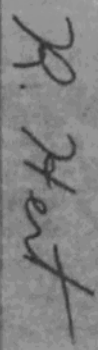


### SNT Engineering Ltd.

In recognition of meeting the requirements for certification in the SAFE Companies program, demonstrating leadership in making safety an overriding priority and ensuring every employee returns home safely.

  
Robert Mochren  
Director  
SAFE Companies



  
Reynold Hart  
Chief Executive Officer  
BC Forest Safety Council

Certificate Number:	3090304 – Forestry Operations Only	Expiry Date:	4-Dec-2017
WorkSafeBC Registered Name:	SNT Engineering Ltd.	Certified as:	IOO
WorkSafeBC Number:	826356	Classification Unit:	763037



## Appendix E – Insurance Documents



## Certificate of Insurance

☒ Vancouver 1600 - 1111 West Georgia St., Vancouver, BC V6E 4G2 Telephone: 604 682 4211 Facsimile: 604 682 3520

### Certificate

**Holder:** To Whom It May Concern

**Description:** Evidence of Insurance

**Name of Insured:** SNT Engineering Ltd.

This is to certify that the policies of insurance listed in the attached Certificate have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims/expenses.

### Schedule of Insurance

Type of Insurance	Company and Policy Number	Policy Dates	Limit of Liability/Amount	
Practice Professional Liability (Claims Made)	Certain Lloyd's Underwriters as arranged by JLT Specialty Limited  Policy No. 7066/15-VR1884	Effective: April 14, 2016 Expiry: April 14, 2017	\$2,000,000	Per Claim
			\$2,000,000	Aggregate Limit
			\$ 10,000	Self Insured Retention (Each and Every Loss)

These statements have been made in good faith and are a summary of the insurance cover in force (which is subject to the full terms and conditions of the policy). We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or for any loss, damage or expense thereby occasioned to any recipient of this certificate.

Jardine Lloyd Thompson Canada Inc.

Dated April 13, 2016

Per \_\_\_\_\_

### Terms and Conditions

This certificate is issued for convenience only. All of the terms and conditions of the Policies referred to are contained in the original document which are not modified or amended by this Certificate. With respect to Liability Insurance Coverages, where an Aggregate limit applies, the Certificate Holder is advised that the limit shown may apply to products/completed operations or projects other than shown in this certificate and the limit may be reduced by Claims/Expenses Paid.

A&EA989/09-2014

## Appendix F – WorkSafe BC Registration

November 4, 2015

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SNT ENGINEERING LTD.  
PO BOX 861 STN MAIN  
NELSON BC V1L 6A5**Account Number:** 826356**Classification:** Consulting Engineering, Geological, Geophysical, or Geochemical Consulting, or  
Construction Management Consulting (763037)**Your Rate Information for 2016**

WorkSafeBC - the Workers' Compensation Board of B.C. - is funded entirely by employers. Through your premiums, you are protected from lawsuits by workers who suffer work-related injuries and you help cover the cost of health care, rehabilitation and compensation for these employees.

Considering that a single injury can exceed \$1 million, the premiums we collect from employers must cover the current and future cost of claims. For instance, during 2014, WorkSafeBC incurred \$1,778,000,000 in benefits to B.C.'s injured workers on behalf of employers.

To cover these expenses, each year we calculate a base rate, which reflects the historical cost of injuries in your industry. An experience rating discount or surcharge, based on your firm's health and safety record, is then applied to determine your net rate.

You will be classified in CU 763037 in 2016, and your 2016 rate is the same as your 2015 rate. Your net rate for 2016 is \$0.09.

We calculated your net rate using information from more than one classification on your account.

The table below shows how we calculated your rate.

Calculation Steps	Adjustment	\$ Value	Description
Base rate		\$0.11	The rate per \$100 of assessable payroll for all employers who share this classification.
Experience rating adjustment	18.3% discount	-\$0.02	Adjustment to your rate based on your claims' cost history.
Net rate		\$0.09	Your rate per \$100 of assessable payroll. For 2016, the maximum assessable payroll per worker is \$80,600.

Enclosed is a description of the classification unit assigned to your firm. If the classification unit does not reflect your business operations please contact the Employer Service Centre immediately.

You can now conduct 80 percent of your business with WorkSafeBC online. Sign-up today, at [WorkSafeBC.com](http://WorkSafeBC.com), to report payroll, make payments, submit injury reports, and follow the status of a claim online.



WORKING TO MAKE A DIFFERENCE

Assessment Department of the Workers' Compensation Board of British Columbia

Mailing Address  
PO Box 5350  
Station Terminal  
Vancouver BC V6B 5L5

Location  
6951 Westminster Hwy  
Richmond BC V7C 1C6  
Telephone 604 244 6181  
[www.worksafebc.com](http://www.worksafebc.com)

Employer Service Centre  
Telephone 604 244 6181  
Toll Free within Canada  
1 888 922 2768  
Fax 604 244 6490

November 4, 2015

## Industry Base Rate Information

Account Number: 826356

Employer Name: SNT ENGINEERING LTD.

Classification: Consulting Engineering, Geological, Geophysical, or Geochemical Consulting, or Construction Management Consulting (763037)

When you pay your premium to WorkSafeBC, you are purchasing insurance that protects you against lawsuits from workers who are injured on the job and provides health care, wage-loss compensation and rehabilitation benefits for injured workers.

As with other forms of insurance, workers' compensation is based on the principle of collective liability. This simply means that the premiums you and other employers pay are pooled to cover the cost of claims by injured workers within your industry and risk pool.

Claims can last many years, depending on the severity of the injury. As a result, the premium pool needs to be large enough to cover the current and estimated future cost of claims for all industries that are insured by WorkSafeBC. Over the last five years, these costs - known as the fully reserved cost of claims - have averaged \$911,300,000 per year for workers injured in B.C.

Some industries are inherently more dangerous than others, with a higher risk of worker injury. Consequently, employers in industries with similar claim costs are grouped together in rate groups, ensuring the industries with similar levels of risk pay similar base rates. Discounts or surcharges can be applied to that base rate, based on an employer's claims cost record.

Over the last five years, the fully reserved cost of claims for your rate group, Rate Group FY, has averaged \$8,700,000 per year. That's the current and estimated future cost of 1,200 claims by workers injured on the job in Rate Group FY.

The average fully reserved cost for a claim in your rate group is \$7,400. However, for the most severe injuries, the total cost for current and future health care, compensation and rehabilitation is estimated to be as high as \$1,800,000 for a single claim.

In your rate group, the average annual injury rate is 0.1 percent. This means that, on average, each year 1 out of every 1000 workers in your rate group had a claim for wage loss benefits.

For more details about your rate group and our rate setting process, please visit our website at [WorkSafeBC.com](http://WorkSafeBC.com).

**Classification unit description**

<b>Consulting Engineering, Geological, Geophysical, or Geochemical Consulting, or Construction Management Consulting</b> Classification Unit: <b>763037</b>	Sector: Service Sector
	Sub-sector: Professional, Scientific, and Technical Services

**Introduction to classification units**

We group all firms into classification units based on the products they produce, the services they provide, and the processes, technology, or materials they use. The base rate reflects the cost of compensation and prevention in the classification unit.

This classification unit description provides an overview of the classification unit for general guidance only. Firms are classified based on this, our classification policies, Rate and Classification List, and other relevant classification unit descriptions. The items listed below are examples only; they are intended to be illustrative (not exhaustive). Every example may not apply to every firm in the classification unit.

**Services**

Here are some examples of services that firms in this classification unit provide:

Analyze & evaluate geochemical data	Analyze & evaluate geological data
Analyze & evaluate geophysical data	Chemical engineering
Civil engineering	Conduct feasibility studies
Construction management consulting	Drafting & design work
Electrical or electronic engineering	Engineering follow-up inspection
Forestry engineering	Geochemical assaying
Geological engineering	Geophysical engineering
Industrial design	Industrial engineering
Mechanical engineering	Mining engineering
Obtain building permits	Petroleum engineering
Pipeline construction mgmt consulting	Prep engineering specs for construction
Provide progress reports	Quantity surveying
Recommend tenders	Schedule subtrades
Structural engineering	Survey engineering
Tendering	Write contract specifications

**General information**

This classification unit covers firms primarily engaged in the analysis of geological, geophysical, geochemical, or seismic samples or data that have been collected or generated by other firms. Based on their analyses, these firms may advise mineral exploration firms about the viability of proposed projects. They may also monitor the progress of projects.

Also covered are geological, geophysical and geochemical consultants that may provide similar advice and monitoring services and firms that obtain permission from land owners for mineral or gas exploration.

Also covered are firms that provide only analysis services for the forestry industry. These firms do not engage in any field work but can provide analysis of samples provided by others.

Included in this classification unit are labour supply firms that fulfill client staffing requirements by supplying an individual or group of individuals. Although individuals are under the direction and control of the client, they are paid by the labour supply firm.

Also covered in this classification unit are firms that have no financial interest in a project being constructed who act as liaisons with general contractors on behalf of an owner where the owner is not a general contractor and where the firm has no affiliation with a construction company. Acting in this capacity, these firms ensure general contractors adhere to contractual obligations and specifications.

Other firms covered in this classification unit specialize in such activities as quantity surveying, specification writing, contract writing, and recommending tenders.

Engineering describes activities of evaluating, drafting and designing, preparing plans and specifications for construction, technical inspection, maintenance or operation of work process requiring professional application of mathematics, chemistry, and physics. This classification unit includes all engineering disciplines. Engineering in construction pertains to activities of design and drafting. They may undertake inspections and quality assurance in the field to advise about design features or requirements. Consulting engineers sell their knowledge and expertise on a contract basis to others. They apply the principles of engineering in the design, development, and utilization of machines, instruments, materials, structures, processes and systems.

For the purpose of classification, WorkSafeBC considers a consulting firm to be an independent person or corporation that is expert or a professional in a specific field, has a wide knowledge of the subject matter in that field, and provides advice in that specific area of expertise to unaffiliated clients.

However, a consulting firm that:

Engages in such supervisory services as instructing or directing their client's workers in the performance of their duties;

Manages the implementation of its findings, recommendations, or report;

Otherwise manages or supervises the management of a client's affairs or business; or

Undertakes to directly or indirectly fabricate, manufacture or construct a product by any means will be classified according to the client's industry. For further clarification please refer to Assessment Policy 1-37-2 (3.3) Classification - Assignment (Classifying Consulting Firms).

**When to  
contact us**

Firms in this classification unit may also occasionally engage in other business activities. However, if they have a significant presence in any of the following industries, it may make sense for them to be assigned to another classification unit.

- 1) Geological, geophysical, or geochemical field work (see CU 763036);
- 2) testing of soil to determine its suitability for construction (see CU 763018);
- 3) forest management consulting (see CU 763036);
- 4) business consulting (eg providing financial advice to developers) (see CU 762006);
- 5) any other form of non-engineering consulting (see CU 763011);
- 6) land surveying (see CU 763021);
- 7) architectural drafting or design (see CU 763004);
- 8) manufacturers engaged in the research and development phase of their enterprise or other employers which gain revenue from the sale of their prototypes (see Manufacturing Sector 71);
- 9) employers hired by general contractors to manage construction sites (see CUs 721027 & 721028); or
- 10) employers that hire, fire, or pay subcontractors, manage day-to-day construction activities, or purchase materials (see CU 721027 & CU 721028).

Please contact us if you have any questions about this or anything else related to this classification unit description.

**Base premium  
rates**

2016: 0.11% (or \$0.11 per \$100) of assessable payroll  
2015: 0.11% (or \$0.11 per \$100) of assessable payroll  
2014: 0.14% (or \$0.14 per \$100) of assessable payroll

## SNT Engineering Ltd.

Suite 3-385 Baker Street

Nelson, BC, V1L 4H6

250 354 7683

Email: [info@snteng.ca](mailto:info@snteng.ca)

[www.snteng.ca](http://www.snteng.ca)



### PRICE PROPOSAL

PROFESSIONAL ENGINEER CLOSE PROXIMITY BRIDGE INSPECTIONS,  
REPORTS AND LOAD RATINGS ON FOREST SERVICES ROADS WITHIN THE  
PROVINCE OF BRITISH COLUMBIA – CONTRACT NUMBER – EN17474-004



Ministry of Forests,  
Lands & Natural  
Resource Operations

Submission closing date: May 27<sup>th</sup> 2016 2:00pm (PST)



*Submitted by:*

May 24<sup>th</sup> 2016

Les Thiessen, P.Eng, Principal

SNT Engineering Ltd

M: 250 551-0654

E: [les@snteng.ca](mailto:les@snteng.ca)





Suite 3-385 Baker St  
Nelson, BC, V1L 4H6  
250 354-7683

Email: [info@snteng.ca](mailto:info@snteng.ca)  
[www.snteng.ca](http://www.snteng.ca)

May 24, 2016

Mr. Peter Wyatt, Director  
Ministry of Forests, Lands and Natural Resource Operations  
Engineering Branch, Southern Engineering Group  
441 Columbia Street  
Kamloops, BC, V2C 2T3

**RE: Price Proposal for Professional Engineer Close Proximity Bridge Inspections, Reports and Load Rating on Forest Service Roads within the Province of BC - Contract # EN17474-004**

Dear Mr. Wyatt,

SNT Engineering is pleased to submit our price proposal for the Professional Engineer Close Proximity Bridge Inspections, Reports and Load Ratings on Forest Service Roads within the Province of British Columbia.

If you have any questions we would be pleased to discuss our price proposal in detail.

Yours truly,

A handwritten signature in black ink, appearing to read 'Les Thiessen'.

**SNT Engineering Ltd.**

Les Thiessen, P.Eng.

Principal

Civil Engineering Division

Suite 3 – 385 Baker St. Nelson, BC , V1L 4H6

O: 250.354-7683

M: 250.551-0654

E: [les@snteng.ca](mailto:les@snteng.ca)



4

**Deeg, Shelley L FLNR:EX**

**From:** Les Thiessen <les@snteng.ca>  
**Sent:** Friday, May 27, 2016 9:09 AM  
**To:** Contracts RSI FLNR:EX  
**Cc:** Trenholm, Barry FLNR:EX; Getzlaf, Raymond M FLNR:EX  
**Subject:** FW: Close Proximity Bridge Inspections, Reports, and Load Ratings on FSR in BC EN17474-004

Hello, this was sent to Ray earlier but maybe this should go to the RSI Contracts email. Just want to make sure it is received.  
This is regards to the RFP due today. Thank you.

Les Thiessen, P.Eng.  
SNT ENGINEERING LTD.  
M: 250 551 0654

**From:** Les Thiessen [mailto:[les@snteng.ca](mailto:les@snteng.ca)]  
**Sent:** May 27, 2016 7:47 AM  
**To:** Ray Getzlaf ([Raymond.Getzlaf@gov.bc.ca](mailto:Raymond.Getzlaf@gov.bc.ca)) <[Raymond.Getzlaf@gov.bc.ca](mailto:Raymond.Getzlaf@gov.bc.ca)>  
**Subject:** Close Proximity Bridge Inspections, Reports, and Load Ratings on FSR in BC EN17474-004

s.21

Please acknowledge receipt of this email, thank you.

Thank you.  
Les Thiessen, P.Eng.  
SNT ENGINEERING LTD.  
[les@snteng.ca](mailto:les@snteng.ca)

Suite #3, 385 Baker St.  
Nelson, BC [www.snteng.ca](http://www.snteng.ca)  
T: 250 354 7683  
M: 250 551 0654



**Ministry of  
Forests, Lands and  
Natural Resource Operations**

**REQUEST FOR PROPOSAL  
Proposal Evaluation**

**PROPOSAL EVALUATION**

PROJECT	CONTRACTOR IDENTIFICATION
PROJECT NAME: Close Proximity Bridge Inspections, Reports and Load Ratings on FSRs within BC	A
PROJECT NUMBER: EN17474-004	B
CONTRACT NUMBER: 10005-40/EN17474-004	C
NATURE OF WORK: Close Proximity Bridge Inspections, Reports and Load Ratings	D
LOCATED AT: Forest Service Roads within the province of British Columbia	E

OPENING AND COMPLIANCE	A	B	C	D	E
• Late, Withdrawn, Unsolicited					
• Attended Mandatory Conference/Viewing	N/A	N/A	N/A	N/A	N/A
• All Mandatories Submitted with Proposal					
•					
ACCEPTED FOR EVALUATION (Yes/No) Attach details regarding reasons for rejecting any proposal.	Yes	Yes	Yes	Yes	Yes

PROPOSALS OPENED AT 9:00 A.M./P.M. ON THE 13 DAY OF June 2016  
 WITNESSES: R M Getzlaf Barry Trenholm PRESIDING OFFICIAL: Barry Trenholm

PROPOSAL EVALUATION	ONLY ACCEPTED PROPOSALS CONSIDERED									
	Rating = Evaluation "Decimal" Scale on following page Score = Rating x Maximum Points									
	Rating	Score	Rating	Score	Rating	Score	Rating	Score	Rating	Score

TECHNICAL	Max Points
• RFP Objectives Met	5
• Methodology	25
• Scheduling	5
• Equipment/Technology	15↑
• Deliverables	30↑
• Clarity of proposal	20

(1) Subtotal Points: Min = 70 Max = 100

MANAGEMENT	Max Points
• Proponent Experience	25
• Proponent Stability	5
• Project Supervision/Management	20
• Response Time	30
• Client References	15
• Risk Management	5

(2) Subtotal Points: Min = 70 Max = 100

PRESENTATION/INTERVIEW		Max Points	A	B	C	D	E
• Knowledge		N/A					
• Ability		N/A					
• Suitability		N/A					
• Consistency with Proposal		N/A					
•							
(3) Subtotal Points: Min = 140 Max =							
(4) GRAND TOTAL (1) + (2) + (3) Max =		s.21					153

SHORTLISTING		A	B	C	D	E
SHORTLISTED Each subtotal point score must equal or exceed the minimum required score in line (1), (2), & (3) (Enter 'Yes' or 'No')		Yes	Yes	No	Yes	Yes

PRICE EVALUATION		ONLY SHORTLISTED PROPOSALS CONSIDERED	
<input type="checkbox"/> Lowest Qualified Price: Front-runner has lowest price in line (5) below <input checked="" type="checkbox"/> Lowest Price Per Point: Front-runner has lowest price per point in line (6) below		] ← Price Evaluation System to be Used (Check one box only)	
(5) Proposal Price	s.21	SNT E	
(6) Price Per Point (5) ÷ (4)		\$109750 <sup>00</sup>	
FRONTRUNNER (Mark with an 'X')		s.21	
RECOMMENDATIONS		SIGNATURES:	
- Recommend that Ministry Awards to SNT.		RM Stetz	
		Evaluation Team Chair	
AWARD		SIGNATURE OF AUTHORIZED EXPENSE AUTHORITY:	
PROPOSAL _____ ACCEPTED (A, B, or C, etc.)		DATE:	



**Ministry of  
Forests, Lands and  
Natural Resource Operations**

# REQUEST FOR PROPOSAL Proposal Evaluation

## PROPOSAL EVALUATION

### PROJECT

### CONTRACTOR IDENTIFICATION

PROJECT NAME: Close Proximity Bridge  
Inspections, Reports  
and Load Ratings on  
FSRs within BC

A

PROJECT NUMBER: EN17474-004

B

CONTRACT NUMBER: 10005-  
40/EN17474-004

C

NATURE OF WORK: Close Proximity Bridge  
Inspections, Reports  
and Load Ratings

D

LOCATED AT: Forest Service Roads  
within the province of  
British Columbia

E

### OPENING AND COMPLIANCE

- Late, Withdrawn, Unsolicited
- Attended Mandatory Conference/Viewing
- All Mandatories Submitted with Proposal
- 

ACCEPTED FOR EVALUATION (Yes/No)

Attach details regarding reasons for rejecting any proposal.

A

B

C

D

E

N/A

N/A

N/A

N/A

N/A

Yes

Yes

Yes

PROPOSALS OPENED AT 9:00 A.M./P.M. ON THE 13 DAY OF June 2016

WITNESSES: RM Getzle Barry Trenholm PRESIDING OFFICIAL: Barry Trenholm

### PROPOSAL EVALUATION

### ONLY ACCEPTED PROPOSALS CONSIDERED

Rating = Evaluation "Decimal" Scale on following page  
Score = Rating x Maximum Points

#### TECHNICAL

- RFP Objectives Met
- Methodology
- Scheduling
- Equipment/Technology
- Deliverables
- Clarity of proposal

Max  
Points

5

25

5

15

30

20

(1) Subtotal Points: Min = 70 Max = 100

#### MANAGEMENT

- Proponent Experience
- Proponent Stability
- Project Supervision/Management
- Response Time
- Client References
- Risk Management

Max  
Points

25

5

20

30

15

5

(2) Subtotal Points: Min = 70 Max = 100

Rating Score Rating Score Rating Score Rating Score Rating Score

D

E

D

E

PRESENTATION/INTERVIEW	Max Points
• Knowledge	N/A
• Ability	N/A
• Suitability	N/A
• Consistency with Proposal	N/A
•	
(3) Subtotal Points: Min = 140 Max =	
(4) GRAND TOTAL (1) + (2) + (3) Max =	

s.21

D	E

SHORTLISTING	A	s.21	C	D	E
<b>SHORTLISTED</b> Each subtotal point score must equal or exceed the minimum required score in line (1), (2), & (3) (Enter 'Yes' or 'No')	No	Yes	No		

PRICE EVALUATION	ONLY SHORTLISTED PROPOSALS CONSIDERED											
<input type="checkbox"/> Lowest Qualified Price: Front-runner has lowest price in line (5) below <input checked="" type="checkbox"/> Lowest Price Per Point: Front-runner has lowest price per point in line (6) below	] ← Price Evaluation System to be Used (Check one box only)											
(5) Proposal Price (6) Price Per Point (5) ÷ (4) FRONTRUNNER (Mark with an 'X')	s.21	<table border="1"> <thead> <tr> <th>D</th> <th>E</th> </tr> </thead> <tbody> <tr> <td>\$</td> <td>\$</td> </tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> </tbody> </table>	D	E	\$	\$						
D	E											
\$	\$											
<b>RECOMMENDATIONS</b> Recommend that Ministry award to SNT.	<b>SIGNATURES:</b> RM Getzly Evaluation Team Chair											
<b>AWARD</b> PROPOSAL _____ ACCEPTED (A, B, or C, etc.)	SIGNATURE OF AUTHORIZED EXPENSE AUTHORITY: DATE:											