

Form B - Experience and Qualifications Form

1. Experience Requirements

The Supplier must have the following experience to be considered for award of the Contract:

- .1 The supplier must have engineering consulting experience, including engineering design and contract administration services, within the last ten (10) years, with at least two (2) completed staircase structural design projects, and experience applying the Ontario Building Code (OBC) requirements related to stair geometry, guards, handrails, landings, fire separation, and means of egress in the City of Toronto or other municipalities. To demonstrate this experience, the supplier must provide two (2) reference contracts for these completed staircase projects, each with a contract value of at least \$300,000 Canadian Dollars (excluding taxes), which involved detailed structural design of the staircase and may have been part of larger projects.

2. Experience / Comparable Contracts

The Supplier must provide **two (2)** reference contracts projects for **structural design** and **contract administration (CA)** services for the purpose of confirming the Supplier's experience and track record of success. These may be from the same project (covering both structural design and CA services) or from different projects. The Supplier shall provide the requested references for clients who have obtained deliverables similar to those required for the RFQ from the Supplier in the last **ten (10) years**. Failure to provide verifiable experience may result in the bid being declared non-compliant.

3. Qualification Requirements

The following qualification requirements must be met in order to be considered for award of the Contract:

- .1 **Requirements for Detail Structural Design - Signed and Stamped staircase structural design drawings**
 - .1 The Supplier must submit copies of the referenced contracts staircase structural design drawings that was properly stamped and signed by a Professional Engineer (P.Eng.) licensed in Ontario and registered with the Professional Engineers Ontario (PEO). In addition to that the Supplier must submit a valid Certificate of Authorization (C of A)

from Professional Engineers Ontario (PEO). The certification must be valid on the day of submission and maintained for the duration of the Contract. Failure to provide the required information may result in the bid being declared non-compliant.

OR

- .2 The Supplier must submit copies of the referenced staircase structural design drawings that are properly stamped and signed by a person who holds an Ontario Building Code (OBC) identification number. The identification number must be valid on the day of submission and maintained for the duration of the Contract. Failure to provide the required information may result in the bid being declared non-compliant.

4. Form C – Practical Design Checklist form

Each Supplier must download, complete, and upload the completed form in Part 4 Form C - Practical Design Checklist form in Ariba for each of the two reference contracts.

Failure to provide the required information may result in the bid being declared non-compliant.