

## BCTS Contract Advisory Committee

### ONGOING PROJECTS

Project	High Level Overview	Benefit/Outcome
<b>1. Continuous Bid Deposit</b>	<ul style="list-style-type: none"> <li>• Contractors deposit \$25,000 at start of bidding season to establish their Continuous Bid Deposit. This deposit allows contractors to bid on multiple tenders at the same time.</li> <li>• First 18 months after implementation project is a success with a few tweaks</li> <li>• Getting feedback from contracting community to expand process to other BCTS contract activities</li> <li>• Next expansion possibly to BCTS Brushing contracts</li> </ul>	<ul style="list-style-type: none"> <li>• Ease of bidding for Planting Contractors</li> <li>• Less administration for BCTS to manage bid deposits on tenders</li> <li>• Expansion will continue to bring less administration for BCTS staff</li> </ul>
<b>2. Tender Quality Feedback Form</b>	<ul style="list-style-type: none"> <li>• Initially put in tender packages 2 years ago with little uptake from contracting community. Current process had the form going to the business area that put out the tender.</li> <li>• Further consultation from BCAC cited perceived confidentiality/contractor impact issues.</li> <li>• Next steps were clarification of confidentiality and a corporate contract inbox was created to monitor feedback</li> <li>• New updated form to be rolled out.</li> </ul>	<ul style="list-style-type: none"> <li>• As part of BCTS' commitment to continuous improvement of contract tenders, the new format and process should promote better communication on issues of consistency</li> <li>• Will lead to projects that improve consistency with tender documents across all business areas</li> </ul>
<b>3. Performance Security Directive</b>	<ul style="list-style-type: none"> <li>• LEAN project to determine whether or not Performance Securities were necessary on BCTS planting contracts. LEAN project removed necessity for performance securities and put in a 2 year disqualification penalty for act of default of a signed contract.</li> <li>• New process was tested twice, and determined after contractor was disqualified from bidding that perhaps reflection was needed on having a 2 year disqualification for the first infraction.</li> <li>• Consultation with contractors and project team brought forward suggestion and after legal advice a solution of implementing upon first infraction a 1 year suspension and then a 2 year suspension for a subsequent infraction.</li> <li>• Process will be updated to these penalties and ongoing review of process will continue.</li> <li>• Feedback will also be received from contracting community for expansion to other BCTS contract activities</li> </ul>	<ul style="list-style-type: none"> <li>• Less administration for BCTS staff having to deal with performance securities</li> <li>• Less financial burden on contractors – especially smaller ones and new entrants</li> <li>• New process should still be a deterrent to contractors against default on a signed planting contract with BCTS</li> <li>• Possible roll-out to other BCTS contract activities will allow for even less administration for BCTS and burden on contractors</li> </ul>

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<b>Project</b>	<b>High Level Overview</b>	<b>Benefit/Outcome</b>
<b>4. Planting Contractor Rating System</b>	<ul style="list-style-type: none"> <li>• Rating system developed with contractor community to assist in rewarding excellent performance and establish longer term relationships</li> <li>• Program is in its 3<sup>rd</sup> year of data collection and full 3 year cycle on which to figure out ratings</li> <li>• Continuous Improvement is sought and a new updated evaluation form and training are being rolled out March/April to BCTS and contractor community</li> </ul>	<ul style="list-style-type: none"> <li>• Longer term relationships with superior contractors</li> <li>• Greater communication between BCTS and contractors</li> <li>• Establishment of a process to reward superior performance – within current tendering processes</li> </ul>

**NEW PROJECTS**

<b>Project</b>	<b>High Level Overview</b>	<b>Benefit/Outcome</b>
<b>1. Standardization of Multi-Phase Solicitation/Contract Schedules</b>	<ul style="list-style-type: none"> <li>• Contractor identified inconsistency in Multi-Phase solicitation packages</li> <li>• Difference is spreadsheet/template for capturing Key Personnel and Contractor Experience and other solicitation documents</li> </ul>	<ul style="list-style-type: none"> <li>• Greater consistency and standardization BCTS wide in Multi-Phase solicitation packages</li> <li>• Less frustration and misunderstanding within contractor community</li> <li>• Easier to complete assessment of lowest qualified bidder as process is standardized</li> </ul>
<b>2. Safety and Bidding Information</b>	<ul style="list-style-type: none"> <li>• Contractor community identified difficulty in ability to properly assess safety risks and do proper safety planning due to quality of information provided in BCTS solicitation packages</li> <li>• Contractor community identified current Q&amp;A process not as comprehensive to understanding access issues</li> <li>• Contractor community identified need to make sure safety is put first and foremost and establishing a level playing field for all bidders</li> </ul>	<ul style="list-style-type: none"> <li>• Great consistency in BCTS solicitations packages</li> <li>• Better communication between BCTS and Bidders before solicitations close</li> <li>• Better ability for contractors to assess risk when preparing their bids</li> </ul>