

## **BCTS Planting Contractor Rating System**

### **Frequently Asked Questions**

**Q. What are the rating definitions and scoring for each rating?**

A.

**Definition of the ratings:**

**Opportunity for Improvement (OFI):** To score at this level difficulties were noted by the BCTS representative and/or communication given to the contractor that outlined deficiencies in the contractor's performance during the term of the contract. **[0 points]**

**Meets Expectations (ME):** To score at this level the contractor met the terms, conditions and performance requirements of the contract. **[five points]**

**Exceed Expectations (EE):** To score at this level the contractor enhanced performance and/or outcomes of the contract and performed above the basic performance expectations set out in the contract. **[ten points]**

**Q. How are points awarded in the rating system?**

A. Points are given to a contractor as noted above in the "Definition of the Ratings". There are three key performance indicators (KPI) which are assessed. KPIs include: Safety (6 criteria); Project Management (9 criteria); and Quality (5 criteria). KPI's are assessed and scored on a rating form for each BCTS planting contract.

**Q. How is a rating calculated?**

A. A contractor receives a points total for each contract within the 3 year assessment period. The total points for all contracts over the assessment period are then averaged and adjusted based on the number of contracts and the average size of contracts to give a final rating score. The rating score converted to a percentage of between zero and 7%. (The 7% rating percentage would be for the highest performers with a large number of large contracts). The percentages will be the bid price rating advantage.

**AMENDED:**

**For the purposes of implementing the BCTS the rating system we have changed the assessment period for year TWO (2) to TWO (2) years to reflect potential current available data.**

**Q. What is the maximum price advantage over a 3 fiscal year period?**

A. The maximum price advantage over a 3 fiscal year period is 7%.

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- Q. Is every BCTS planting contract going to be rated using the rating system?**
- A. Yes, as of April 1, 2016, every BCTS planting contract will have a rating done on it regardless of a contractor being in the program or not.
- Q. When will BCTS start posting planting contracts onto BC Bid that are using the rating system?**
- A. The pilot stage for the program started fall of 2016. Moving forward selected tenders using the rating system will be solicited and clearly identified as using the rating system.
- Q. Will all BCTS planting contracts be using the “BCTS Planting Contractor Rating System”?**
- A. No, BCTS reserves the right to tender some of its planting contract solicitations on BC Bid without the rating system.
- Q. Can a contractor not participating in the rating system still bid on BCTS Planting contract solicitations using the rating system?**
- A. Yes. However, a non-participating contractor will not receive any rating adjustment. Note, contractors who opt into the rating system but do not have any recent BCTS contracts will not be given a rating.
- Q. How is a rating applied to a tender bid?**
- A. On BCTS planting contract solicitations using the rating system, a contractor participating in the rating system will have **their bid** reduced by the percentage price advantage of their rating. This will give an “adjusted” bid. After all tenders from contractors in the rating system have been adjusted, the lowest bidder at that point will be the one awarded the contract. The lowest bidder could still be a contractor who is **not** in the rating system.
- Q. Does BCTS sign the contract to the lowest “adjusted” bid price?**
- A. No, the adjusted tender bids are only used to determine the lowest bidder. The contract will be awarded at the original tendered price, if the contractor in the rating system is the lowest bidder after bids are adjusted.