

Self-Screening Registration Criteria

T05: Road Contract Compliance Monitoring

The Ministry of Forests and Range will only contract with technical services consultants to carry out contract monitoring for forest road; construction, maintenance and deactivation projects. under category T05, who have the mandatory knowledge and experience as detailed below.

Mandatory Knowledge Requirements

1. have considerable recognized specialization in monitoring for quality assurance with any contract requirements for the construction, maintenance and deactivation of forest roads, as required by the ministry, including:
 - conducting field inspections to confirm that the works contractor has complied with all provisions and specifications of the contract
 - recording relevant field data, and reporting any potential non-compliance with the contract
2. have considerable knowledge of:
 - being able to interpret geometric road designs, and have a through knowledge of construction survey techniques
 - conducting time studies of equipment to determine production rates and costs, and comparing the project final costs to the original cost estimate
 - ministry's contract administration process
3. have a working knowledge of:
 - forest road layout, design, construction, maintenance, and deactivation practices, including construction techniques for working in and around stream crossings
 - ability to identify potential risk of damage or loss to environmental values and other threatened values
 - worker safety provisions associated with general construction practices for roads
4. be familiar with Provincial legislation such as the *Forest Practices Code of British Columbia Act*, *Forest and Range Practices Act*, and *Water Act*, and associated regulations under those acts, including the Water Regulation, Forest Road Regulation, and the Forest Planning and Practices Regulation, among other legislation relevant to specific projects in forest road construction, maintenance and deactivation;
5. have knowledge and understanding of the principles and best management practices relevant to road construction, maintenance and deactivation provided in publications such as:
 - Forest Practices Code of BC Fish-stream Crossing Guidebook (March 2002)
 - Forest Practices Code of BC Forest Road Engineering Guidebook (June 2002)
 - Forest Practices Code of BC Riparian Management Area Guidebook
 - Forest Practices Code of BC Fish-stream Identification Guidebook

- Forest Practices Code of BC Mapping and Assessing Terrain Stability Guidebook (August 1999)
 - Forest Practices Code of BC Gully Assessment Procedure (February 2001)
 - Best Management Practices Handbook: Hillslope Restoration in British Columbia (November 2001)
http://www.for.gov.bc.ca/hth/engineering/documents/publications_guidebooks/publications_reports/bmp_hndbk_nov_01.pdf
6. in the case of projects that come under the control and administration of BC Timber Sales (BCTS), obtain BCTS Environmental Management System (EMS) Level 3 training prior to commencing work on any BCTS Worksite.

Mandatory Experience Requirements

1. Consultants providing services for monitoring require a minimum of 5 years of demonstrated relevant experience in contract compliance monitoring of road contracts in forestry or related resource industries in British Columbia. Consultants must have specific work experience in the following activities:
 - field visits to observe and monitor the progress of the works to confirm that the works contractor has complied with all the provisions and specifications of the contract
 - recording relevant field data, and reporting any potential non-compliance with contract, legislative, and Environmental Management Plan requirements to the ministry
 - confirming and recording the occurrence of unforeseen site conditions, and making recommendations to the ministry regarding necessary changes to the work
 - preparing detailed project records (including photos) and progress and summary reports by phase, including keeping daily diaries (site and weather conditions, type and number of pieces of equipment, observations of contractor performance, problems encountered, costs by piece of equipment by day)
 - acting as receiving authority for contract invoices and recommending substantial completion of the contract to the ministry
 - preparing a project completion report, and making an evaluation of the performance of the works contractor