

EXPRESSION OF INTEREST (including Pre-Qualification Requirements) (“EOI”)

Supply of: Architectural Support Services

Reference: WS3477083
BIDS Categories: 9130
Issue Date: May 10, 2018
Closing Date: May 24, 2018

Overview:

- Hibernia Management and Development Company Ltd. (HMDC) and ExxonMobil Canada Properties, by its managing partner, ExxonMobil Canada Ltd. (EMCP) are in the process of pre-qualifying companies who can supply Architectural Support in relation to new office space or modifications to existing office space for approximately four hundred (400) people located in St. John’s, Newfoundland and Labrador (NL). Vendor shall provide all management, personnel, processes, materials, tools, equipment, applicable certifications and facilities as may be required to ensure all services covered by this pending contract shall be carried out to meet all statutory requirements, codes of practice and applicable specifications.
- The intention is to have this scope of work cover the requirements of the Hibernia Project*, the Hebron Project and EMCP’s corporate needs in NL. For clarity, the scope of work includes not only the foregoing, but may include at EMCP’s and/or HMDC’s discretion, future work related to minor changes to the scope of work described herein, in which EMCP and/or HMDC may engage onshore or offshore Newfoundland and Labrador, for oil and gas facilities.
- While not planned, it should be noted that the resulting Non-Binding Request for Proposal (NRFP) and contract may require inclusion of and/or extension to other operators in the area, project co-venturers, contractors and/or affiliated companies.
- For work related to the Hibernia Project* and the Hebron Project, HMDC and EMCP support providing opportunities to Canadian, and, in particular, NL companies and individuals, on a commercially competitive basis. Vendors expressing interest in providing services or materials, if they are selected to bid, will be required to complete a Canada-Newfoundland and Labrador Benefits Questionnaire at the bid stage.
- HMDC and EMCP, encourage(s) the participation of members of designated groups (women; Aboriginal peoples; persons with disabilities; and members of visible minorities) and corporations or cooperatives owned by them, in the supply of goods and services.

Supplier Diversity

Diverse Ownership (Completion of this section is voluntary)

A Diverse supplier is a business that is at least 51 % owned and controlled by a member(s) of one or more of the four designated groups identified in Canadian employment equity legislation:

- Women
- Aboriginal peoples
- Visible Minorities
- Persons with disabilities

Please indicate above which designated group(s) are applicable to your business.

Certification for Diverse Businesses

There are currently national certifying organizations that cover certification for businesses owned by:

- Aboriginal Peoples
- Visible Minorities
- Women

The Projects will continue to look for organizations that can provide certification support to businesses owned by persons with disabilities.

If you indicated that your business is owned by a member of a designated group, are you currently certified as a diverse-owned business? Yes No

Through which certifying organization is your business certified? _____

If you are a NL registered business and are not currently certified, would you be interested in learning more about certification? Yes No

The Hebron Project has a vendor database that is used to identify possible suppliers and contractors to participate in the project. Suppliers and contractors are encouraged to register.

EMCP, operator of the Hebron Project, sees value in expanding use of the database to the Hibernia and Hibernia Southern Extension projects, as well as project co-venturers and co-owners should they request information. The increased visibility to three major projects and other noted industry participants may be of value to your organization as it has the potential to increase future procurement opportunities.

DISCLAIMER: By registering your company in the vendor database, you are consenting to making your information available to the parties noted above.

NOTE: Registration in the database does not imply that a vendor is approved as a qualified supplier, nor does it indicate that a vendor is included on any NRFP or bid list for the supply of goods or services for which it has registered.

Scope of Work Overview:

The scope of work/supply includes, but is not limited to:

- Architectural/engineering services for construction of office space or modification to existing office space adequate for approximately 400 people to include architectural, mechanical/electrical, and structural/civil design and corresponding specifications.
- Review of current proposed shell/core or existing building designs to ensure meet code/permitting and client's requirements as well as life cycle costs, operability, and reliability for current building designs.
- Programming (study) process to include determining client requirements for space planning and furniture layouts/selection that will include ExxonMobil Workplace Program which is an activity-based environment, allowing employees to choose from a variety of work settings based on their activities, and offering them a high degree of choice and flexibility. To understand and implement this program and allow implementation into the design, the successful bidder will be required to attend a four hour training course and read more than 160 pages of materials.
- Provide construction estimates and schedules for proposed construction work and corresponding risk assessments.
- Provide traffic and utility studies to ensure location can be supported by current infrastructure.

- Prepare and execute site inspection plans to ensure construction meets design and specification requirements (code, permit, punch list, etc).
- Prepare and execute commissioning/handover requirements including as-is design, specifications, maintenance and operating manuals.

Additionally, the selected vendor will be required to meet all technical and Safety, Health, Environmental, and Security (SHE&S) specifications and safe work practices of EMCP and HMDC and their affiliates as appropriate.

Submission Requirements

Vendor submissions in response to this EOI **must** include the afore-mentioned reference number, as well as the following information:

1. Completed EMCP/HMDC Vendor SHE pre-qualification questionnaire. (Available through BIDS-see contact information below).
2. Completed EMCP/HMDC QA/QC pre-qualification questionnaire. (Available through BIDS-see contact information below).
3. Information demonstrating qualification for the Scope of Work detailed above specifically Vendor should focus their response on the following areas:
 - Past safety performance;
 - Applicable experiences;
 - Project execution skills;
 - Project management skills & integration skills;
 - Available technologies with proven performance;
 - Current capability;
 - System lifecycle support capabilities and proven lifecycle programs;
 - Work-load; and
 - Personnel qualifications.
4. Describe your experience operating under and familiarity with, the benefits provisions of the Canada-Newfoundland and Labrador Atlantic Accord Implementation Act and your experience with any similar regimes in other parts of Canada or internationally. At the NRFP stage, vendors will be required to indicate how they comply with the above.
5. Please acknowledge that responsible management personnel have read, understand and will support requirements to comply with the following where applicable:
 - i) Section 45 of the Canada-Newfoundland and Labrador Atlantic Accord Implementation Act;
 - ii) The Hebron Benefits Agreement and Hebron Benefits Plan work requirements; and

The data submitted in response to the aforementioned questionnaires will be used to evaluate your company's ability (and those of your preferred sub-contractors / vendors where applicable) to perform these services or provide these materials.

We will evaluate this data and develop a final group of vendors who will be asked to submit formal competitive bids. We reserve the right to make the final determination of which vendors will receive the NRFP and which vendor will be awarded the final contract.

This EOI is not a pre-qualification of vendors for other EMCP/HMDC work, but is limited to the scope aforementioned. In addition, participation in this EOI), including any statements whether oral or written between EMCP /HMDC and your company, shall not create or be deemed to create any binding legal relationship or contract, or be construed to do so between EMCP/HMDC and your company. All costs associated with the preparation of your response to this EOI shall be at your expense.

This EOI may or may not result in the issuance of an NRFP and may or may not result in the award of a contract. If you respond to this EOI and your company is selected to be on the bidders list, your company name, your designated company representative's name and business contact information may be posted on public websites. Similarly, if you are selected for award, the same information may also be posted, indicating that the work has been awarded to your company.

* It should be assumed that the Hibernia Project includes, but is not limited to, current and planned Hibernia and Hibernia Southern Extension operations as well as future development on behalf of Hibernia (operated by Hibernia Management and Development Company Ltd.) and/or Hibernia Southern Extension participants (operated by ExxonMobil Canada Properties).

Responses must be submitted electronically by the closing date to the e-mail address below:

Attention: Judy Strickland
Senior Procurement Associate
Email: judy.v.strickland@exxonmobil.com
Phone: 709-273-1622

Finally, potential vendors, if they have not already done so, should register with BIDS using following contact information:

Phone: 1-800-270-4611
E-mail: jayde.mcconchie@bids.ca
Website: www.bids.ca