

❁❁ *Greetings for the Holiday Season* ❁❁

Newsletter # 5 – December 2000

The Institute sends all its members the very Best Wishes for the Holiday Season and hopes that 2001 will bring you happiness and prosperity.

CDBI has been promising you the release of the first two series of its **Practice Manual**. It was delayed for several months due to the fact that we wanted a product that would be well balanced and well received in the industry. Well, here it is. You can now order the series by contacting Dianna Fournier at the CDBI Secretariat or filling in the order form provided. We are very pleased with the outcome and we hope that they will be useful to your operation.

We will now begin the work on the 300 Series, which will be titled: **Responding to RFQs and RFPs**. This series will cover such topics as: Analyzing the RFQ, Establishing a strategy for being shortlisted, Responding to the RFQ, Analyzing the RFP, Responding to the RFP, Pricing Cost of Proposals, Proposal Development, Documentation and Submittal, Oral Presentation. We will attempt to fast-track the development of this series for its release next Spring. The Institute will also consider developing the 400 Series in the winter months so that it can be released next summer.

There are several other activities also taking place. A Task Force has been established for the production of a Design-Builder-Trade Contractor Partnering/Confidentiality Agreement. The Task Force intends to meet at least twice before the end of January and is hopeful to have a draft ready in March.

CDBI's Owners Committee is working on three specific initiatives: It is developing a matrix to assist owners in determining when to choose design-build as a procurement method. It is developing a standard format for RFPs and RFQs. It is developing a survey of owners with experience in design-build to get feedback and to assess areas where improvements can be made.

The Institute plans to undertake a survey with Industry Canada to assess the trends in the country. What is the level of usage? What are the projections? In which specific sectors are we seeing a larger use of this procurement method (industrial, commercial, etc.)? Is it the private sector or the public sector that is making the most use of this method? Why? What is the satisfaction level? We hope to have this project concluded by next March.

CDBI's next major event will be its annual meeting, which is scheduled to take place on April 19 & 20 in Calgary. This meeting will be held within the context of a conference which promises to be most exciting. Several local practitioners have already volunteered their services to ensure we get a most informative and practical event out West. So, please mark these dates on your calendar and join us for yet another successful CDBI conference. Your input will be solicited on many issues and you will have the opportunity to elect your Council members for the coming year.



