



**Trillium Line Extension  
OLRT Bid Evaluation Steering Committee (BESC)  
September 24 2018**

Meeting Minutes

<b>Place</b>	NRF Offices (Ottawa), Teleconference
<b>Date</b>	September 24, 2018
<b>Time</b>	4:00-4:30PM
<b>Invited</b>	<p><u>BESC Members:</u> Geoffrey Gilbert (Lead) [GG] Simon Dupuis [SD] Remo Bucci [RB]</p> <p><u>Financial Evaluation Sub-Committee:</u> Mohammed Mehany (Lead) [MM]</p> <p><u>Support:</u> Martin Masse (Legal) [MGM] Oliver Grant (Fairness) [OG] Emily Marshall-Daigneault (Evaluation Manager) [EMD] Raquel Gold [RG] Mike Harvey [MWH]</p>
<b>Regrets</b>	

**Notes:**

	Description	Lead	Minutes
0.	<b>Introduction</b>	<b>EMD, OG</b>	
1.	<p><b>Financial Evaluation</b></p> <ul style="list-style-type: none"> <li>Affordability of bids*</li> </ul> <p>(*did not discuss values or bid-specific information that could identify individual bid submissions)</p>	<b>MM</b>	<ul style="list-style-type: none"> <li>The Affordability Review looked at information as presented by the Proponent in the Price Form submissions and crosschecked against key figures in the Financial Model. The review is considered high-level in nature.</li> <li>Further detailed review of Proponent financial models will occur over next two weeks through Financial Evaluations.</li> <li>Affordability was reviewed using two criteria as defined in the RFP: <ul style="list-style-type: none"> <li>- Capital Cost Affordability Criteria</li> <li>- Aggregate Cost Affordability Criteria</li> </ul> </li> <li><b>The outcome of the Affordability Review is as follows: One affordable bid and two unaffordable bids</b></li> </ul>

	Description	Lead	Minutes
2.	<b>BESC General Discussion</b>		<ul style="list-style-type: none"> <li>The BESC has discretion in RFP 6.5.3(3) to determine whether to continue to score unaffordable bids for the purposes of establishing a second or third ranked Proponent.</li> <li>Goal is to identify a second ranked Proponent in the event that the First Negotiations Proponent (“FNP”) negotiations do not lead to Preferred Proponent (“PP”) and to ensure tension associated with a second ranked Proponent during the FNP negotiations phase.</li> <li>Given that Technical Evaluations are ongoing, need to evaluate all bids as First Negotiations Proponent may not meet the minimum scoring thresholds to be considered for a total score.</li> <li>Contemporaneous ranking of non-affordable bids with the affordable bid will promote consistency of financial scoring.</li> </ul>
3.	<b>BESC Direction</b> <ul style="list-style-type: none"> <li>Next Steps for Financial Completeness and Evaluation</li> </ul>	<b>GG</b>	<b>Direction:</b> Evaluate all three Financial Submissions and provide a ranking for second and third ranked Proponent.

Adjournment: *The foregoing represents the writer’s understanding of the major items of discussion and the decisions reached and/or actions required. Any errors, omissions, or concerns regarding the minutes captured should be brought to the attention of the undersigned individual within 48 hours of receiving these minutes.* Prepared By: Mike Harvey