



Ottawa LRT Stage-2 Trillium Line Extension

RFP Conformance Report

September 14, 2018. Draft, Private & Confidential. DRAFT For discussion purposes only.



0.0 Introduction



Purpose

Technical Conformance process can be found in *TRI Evaluation Framework Section 2.2 (3)*, with Technical Consensus Conformance outlined specifically in (c)-(d).

1. Technical Conformance Manager to review Conformance Worksheet for each Proponent with all Conformance Leads to ensure they are in agreement with classifications and comments.
2. Technical Conformance Leads, with the support of the Technical Conformance Manager to compile Conformance Worksheets into one Technical Conformance Report per Proponent.
3. Technical Conformance Manager to review Technical Conformance Report with all Conformance Leads, including Key Outcomes slide during Conformance Consensus Workshops.
4. The Technical Conformance Report and Technical Conformance Worksheets will be attached to TRI Evaluation Framework Appendix 5 – Participant Sign-Off for Technical Conformance Team.
5. Outcomes and report are presented to the Technical Advisory panel. Their comments and recommendations are included into one final report presented to OLRT BESC prior to proceeding to Step 2, Technical Evaluation.
6. Outcomes and report are given to Technical Evaluators when approved.

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- 3.2 Conformance Observations
- 3.3 Conformance Events



1.0 Conformance Report

TNext



1.1 Conformance Status



Legend

Corresponding colours to be populated in matrix on following pages

	Description	Colour
Conformant [no comments to be addressed]	The section of the Proponent’s technical submission under review is generally conformant with the terms of the RFP and the relevant Project Agreement requirements.	
Conformant with comments [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review is generally conformant with the terms of the RFP and the relevant Project Agreement requirements, with comments provided in respect to aspects of the submission do not provide sufficient detail, reflect potential misinterpretations of the requirements, or raise concerns regarding design features that will be further developed during detailed design.	
Non-Conformant [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review does not conform with the RFP terms and/or the relevant Project Agreement requirements. The non-conformances labelled in this section include minor non-conformances, and more significant non-conformances that fall short of Material Deviations. It is recommended that a Conformance Event form be filled out for important non-conformances and/or non-conformances that, in the opinion of the reviewers, would require a degree of scope modification.	
Material Deviation [may disqualify a bid from further consideration]	A Material Deviation is a non-conformance that is so significant that it could lead to the disqualification of a proposal from further consideration. In order to constitute a Material Deviation, the section of the Proponent’s technical submission under review deviates so significantly from the RFP or Project Agreement requirements that it either impedes the ability of the Sponsor to evaluate this aspect of the submission, or modifies the content of the Sponsor’s or the Proponent’s rights or obligations under the RFP and/or the Project Agreement to such an extent that they cannot be enforced by the Sponsor. Material Deviations also include deviations from the RFP that would require extensive change to the scope of the Project and/or that would extensively impact the financial component of the submission. A Conformance Event form should be filled out for all Material Deviations.	

1.1 Conformance Status



Material Deviation (1 of 2)

A Material Deviation is a non-conformance that is so serious, it should cause the Proponent to fail the technical evaluation outright, no matter what score it might receive during the Technical Evaluation.

RFP Section 6.3(1) states:

A Material Deviation is any failure in a Proposal to conform with any requirement of the RFP Documents that, in the sole discretion of the Sponsor:

- (a) impedes, in any material way, the ability of the Sponsor to evaluate the Proposal;
- (b) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the RFP Documents or affects the Sponsor's ability to enforce the Proponent's obligations pursuant to the RFP Documents in a way not permitted by this RFP; or
- (c) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the Project Agreement.

The RFP also draws a distinction between "poor quality" or non-conformance and Material Deviations.

RFP Section 6.4(1) states:

A Proposal that contains a poor quality response and/or a failure to conform to a requirement of the RFP Documents shall not be deemed to be non-compliant and such poor quality response and/or failure to conform shall not be deemed to be a Material Deviation unless, and only unless, such poor quality response and/or failure to conform to the requirement of the RFP Documents, in the sole discretion of the Sponsor, meets the definition of a Material Deviation as set out in RFP Section 6.3(1).

1.1 Conformance Status



Material Deviation (2 of 2)

A Material Deviation is a serious non-conformance that could result in a bid no longer being considered for evaluation and that must fall into the categories set out in Section 6.3(1) RFP at (a), (b), and (c).

A category (a) Material Deviation is most likely to be relevant to the Technical Conformance review and occurs when the evaluator cannot, in fact, evaluate the proposal. For example:

- some crucial piece of information is missing or provided on the basis of a fundamental error, without which the Project could not be completed in accordance with the RFP requirements;
- the Proponent has provided an alternative solution to an RFP requirement which although functional, makes a fundamental change to the scope of the Project and/or would extensively impact the financial component of the submission.

A category (b) or (c) Material Deviation is when the Proponent is seeking to change their legal rights and liabilities, or those of the City. For example:

- by changing a key clause in the Project Agreement, or
- by failing to submit a compliant Letter of Credit.

A category (b) or (c) Material Deviation could also include when a Proponent is seeking to “game the system” by a non-conformance which will have an extensive impact on the Project Agreement, and will significantly impact the financial scoring, allowing the Proponent to significantly and artificially reduce their price for the purposes of scoring.

1.1 Conformance Status

Overview – 1.0 General Technical Submission – TNext (1 of 2)



Section	General Technical Submission (Kelly Roberts)			Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION										
1.1 Project Management Plan	0	0	0							
1.1.1 General Approach	0	0	0							
1.2 Integrated Management System	0	4	0							
1.3 Environmental Management Plan	0	0	0							
1.4 Construction Communications and Stakeholder Engagement	0	0	0							
1.5 Works Schedule PBS-1	0	0	0							

1.1 Conformance Status



Overview – 1.0 General Technical Submission – TNext (2 of 2)

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1.6 Risk Management Plan	0	0	0							
1.6.1 Overall Approach to Risk Management	0	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0	0							
1.6.3 Risk Register	0	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0	0							
1.8 Early Works Agreement (optional)	0	0	0							

1.1 Conformance Status



Overview – 2.0 Design Submission – TNext (1 of 2)

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION								
2.1 Civil and Guideway Design Submission		0 5 0						
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		0 2 0						
2.3 Systems Design Submission			0 1 0					
2.4 Station Design Submission				0 9 0				

1.1 Conformance Status

Overview – 2.0 Design Submission – TNext (2 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				0 9 0				
2.6 New Vehicle Fleet Design Submission			0 0 0					
2.7 Airport Link				0 0 0				
2.8 System Safety and Security Certification			0 0 0					
2.9 Dow's Lake Tunnel Design Submission		0 0 0						



1.1 Conformance Status

Overview – 3.0 Construction Submission – TNext



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION								
3.1 Emergency Response Plan					0 2 0			
3.2 Traffic and Transit Management Plan and Construction Access Management Plan						0 0 0		
3.3 Construction Plan					0 1 0			
3.4 Testing & Commissioning Plan							0 0 0	
3.5 Health and Safety Certification					0 0 0			
3.6 Mobility Matters Lane						0 2 0		

1.1 Conformance Status

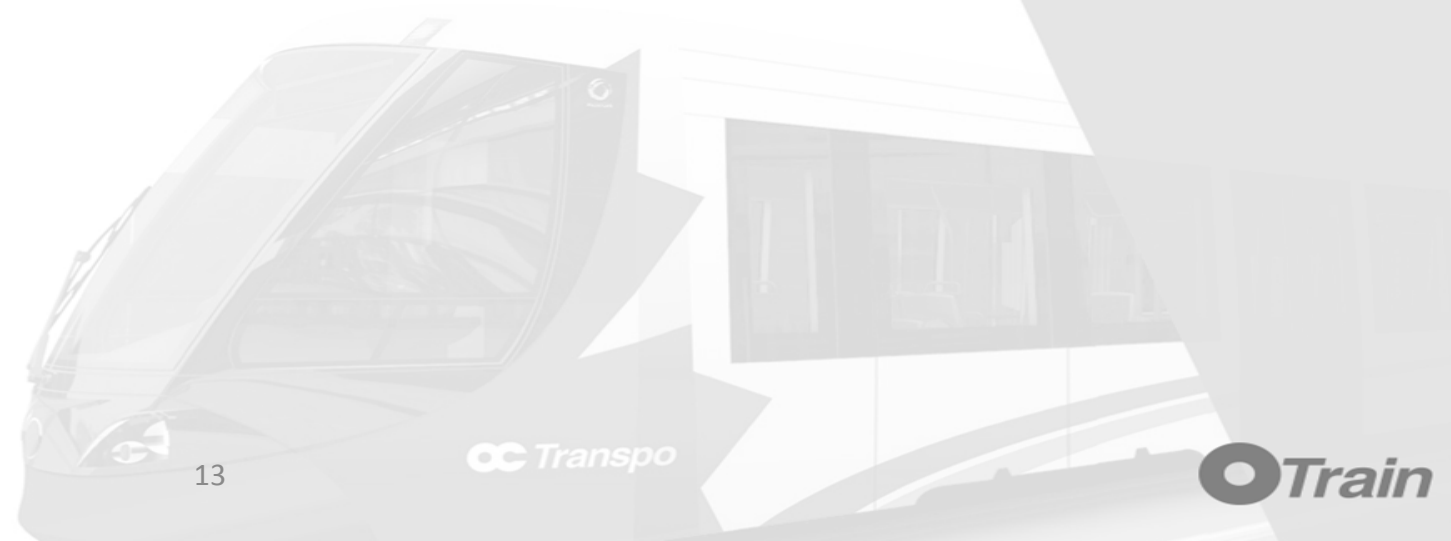
Overview – 4.0 Maintenance and Rehabilitation Submission – TNext



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)		
4.0 MAINTENANCE AND REHABILITATION SUBMISSION										
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	0	0
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								0	0	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								0	1	0
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0	0

1.2 Conformance Observations

Proponent 1



1.2 Conformance Observations



Legend

Corresponding colours to be populated in matrix on following pages

	Description	Colour
Unobservable [comments potentially addressed during negotiations]	The section of the Proponent's technical submission under review does not include the information, or part of the information, requested in Schedule 3 Part 1 of the RFP, which inhibits the reviewer's ability to ascertain conformance with the requirements and to appraise the Proponent's understanding of the RFP/PA requirements.	
Exceedances [comments potentially addressed during negotiations, and put forward as Proposal Extracts]	The section of the Proponent's technical submission under review conforms with and exceeds the requirements in the RFP and relevant Project Agreement sections. If the reviewer believes this exceedance represents a potential benefit to the Sponsor, they should flag the exceedance and the relevant submission documents that detail the design features in question, as possible candidates for Proposal Extracts.	



1.2 Conformance Observations



Overview – 1.0 General Technical Submission – TNext (1 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION									
1.1 Project Management Plan	0	0							
1.1.1 General Approach	0	0							
1.2 Integrated Management System	6	0							
1.3 Environmental Management Plan	0	0							
1.4 Construction Communications and Stakeholder Engagement	0	0							
1.5 Works Schedule PBS-1	1	0							

1.2 Conformance Observations



Overview – 1.0 General Technical Submission – TNext (2 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.6 Risk Management Plan	0	0							
1.6.1 Overall Approach to Risk Management	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0							
1.6.3 Risk Register	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0							
1.8 Early Works Agreement (optional)	0	0							

1.2 Conformance Observations



Overview – 2.0 Design Submission – TNext (1 of 2)

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)		Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION											
2.1 Civil and Guideway Design Submission		30	0								
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		5	0								
2.3 Systems Design Submission				2	0						
2.4 Station Design Submission						26	0				

1.2 Conformance Observations



Overview – 2.0 Design Submission – TNext (2 of 2)

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)		Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				8	0						
2.6 New Vehicle Fleet Design Submission				1	0						
2.7 Airport Link						0	0				
2.8 System Safety and Security Certification				0	0						
2.9 Dow's Lake Tunnel Design Submission		0	0								



1.2 Conformance Observations



Overview – 3.0 Construction Submission – TNext

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)		Construction Submission (Campbell Inwood)		Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION										
3.1 Emergency Response Plan					1	0				
3.2 Traffic and Transit Management Plan and Construction Access Management Plan							2	0		
3.3 Construction Plan					2	0				
3.4 Testing & Commissioning Plan									1	0
3.5 Health and Safety Certification					0	0				
3.6 Mobility Matters Lane							2	2		

1.2 Conformance Observations



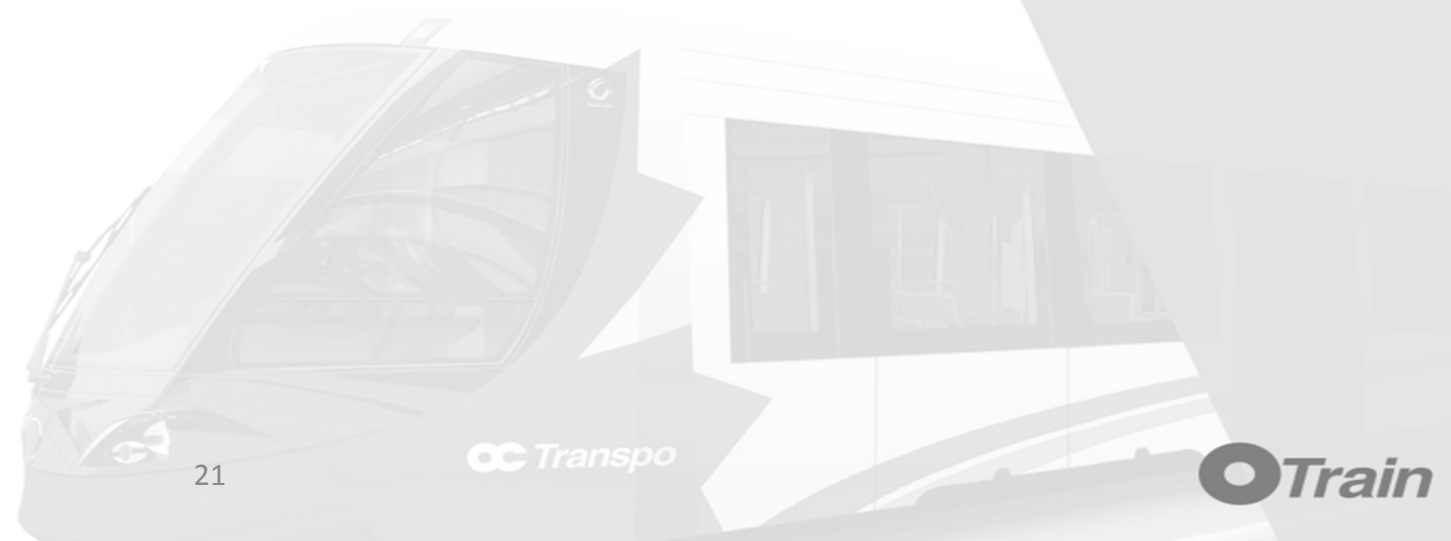
Overview – 4.0 Maintenance and Rehabilitation Submission – TNext

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)	
4.0 MAINTENANCE AND REHABILITATION SUBMISSION									
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	2
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								0	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								1	1
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0



1.3 Conformance Events

TNext



1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	1.2 (2) (g) (v)
Title: <i>[Title of Event]</i>	TN-NC001: Quality assurance review and witness and hold points;
Location in Proposal: <i>[section, page #]</i>	Page 1.2-27
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	<p>Page 1.2-27 indicates that the City will be provided 48 hours notice for Witness and Hold Points. Hold (H): Hold points are critical steps identified in the ITP where the QC inspectors must advise the Quality Assurance personnel and any other required personnel (such as the Engineer, City representative, or Testing Agency representative, see Figure 12) at least 48 hours before a test so that they may witness it. The subcontractor may not proceed with the work beyond the hold point until authorized personnel release it in person or in writing. Witness (W):The subcontractor will be asked to provide at least 48 hours' notice of upcoming witness points. The subcontractor may proceed with the work past the witness point if they have notified all stakeholders. Schedule 11 Section 4.4 requires a notice period of 2 Business Days be provided to the City.</p>
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	<p>2 Business Days must be provided. This prevents issues potentially involved in a Friday advisement. Missing this intent may have a minor effect on the construction schedule.</p>

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TN-NC002: Spur Track
Location in Proposal: <i>[section, page #]</i>	Drawings Volume 1
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	Article 1.2 (b) (i) G is non-conformant as NRC Spur Track with 200m runout track is not provided within submission. Connection to NRC is direct from Mainline to NRC yard with no runout track to allow switching/storage cars outside of NRC yard.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	The NRC Spur track connection to the NRC yard tracks shall be designed such that 200m of runout track south of the NRC turnout shall be provided in accordance with Schedule 15-2, Part 2, Article 1.2 (b) (i) G.

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (k) (i)
Title: <i>[Title of Event]</i>	TN-NC003: Via Rail Grade Separation
Location in Proposal: <i>[section, page #]</i>	VIA Rail Grade Separation at Ellwood Diamond dwg 43dk-2001
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	The existing Brookfield MUP connection adjacent to and over Sawmill Creek is not shown.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	The existing Brookfield MUP structure shall be shown in plan and elevation as described in Schedule 15-2, Part 2, Article 4.8 (c) (xxi) A. (i) with dimensions demonstrating that clearances and structure are accommodated under the new grade separation structure.

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.4 (1) (b)
Title: <i>[Title of Event]</i>	TN-NC004: Uplands Station
Location in Proposal: <i>[section, page #]</i>	NOR-S3UL-44DK-2001, NOR-S3UL-44DK-3001
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	It is not evident the Proponent has provided a 6.0m wide non fare paid connection traversing the alignment as required by Schedule 15-2, Part 4 Clause 3.12(d). The information provided is contradictory in several instances, the Proponent has indicated this as a future element.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Proponent is required to design the station structure to include the non fare paid pedestrian underpass. As this connection has been noted as future, significant redesign (reconfiguration) is not required, however, the Proponent shall confirm the structure is included with the initial build as constructing at a later date most likely would result in service disruption.

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.5 (1) (c) (ii)
Title: <i>[Title of Event]</i>	TN-NC005: MSF Operator Crossing
Location in Proposal: <i>[section, page #]</i>	Drawings: NOR SWF 41DK 4011 and 4002
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	MSF site design requires personnel to cross tracks between trainsets to access revenue vehicles, particularly on MSF Track 3; Schedule 15-2, Part 5 Clause 1.1(b)(iv) requires the Proponent to design and construct track crossings to provide safe passage on foot.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	The Proponent will need to identify track crossing locations on the MSF site and design and construct crossings to be paved, raised to top of rail, in accordance with the requirements of Schedule 15-2, Part 5 Clause 1.1(b)(iv) and good industry practice.

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	3.3 (1) (a)
Title: <i>[Title of Event]</i>	TN-U001: Staging Drawings
Location in Proposal: <i>[section, page #]</i>	3.3.1
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Unobservable
Description: <i>[insert description as required]</i>	There is a general Construction Management Plan but no staging drawings. Proponent just provided traffic staging schematics only at select locations in Figures 3-8.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	In accordance with RFP Schedule 3 Part 1, “The Proponent’s Construction Management Plan shall address the following items (including staging drawings to effectively illustrate proposed methodology)”.

1.3 Conformance Events

Events – TNext



Section: <i>[e.g.: Section 1.2 IMS]</i>	4.3 (1) (a) (i) and (ii)
Title: <i>[Title of Event]</i>	TN-NC006: Rating Condition of Assets
Location in Proposal: <i>[section, page #]</i>	4.3-3 to 4.3-6 (including Table 3: Activities and Processes for Condition Assessments)
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	<p>Revenue Vehicle condition assessed and reported annually/continuously per regs, Proponent indicating frequency at 10, 15, and 22 year for minimum condition assessments in table 3 which is non-conformant.</p> <p>Facilities notes inspection and reporting once every two years, while 15-3 requires annual reporting for ongoing/routine inspections, while detailed inspections occur every two years;</p> <p>Vehicles require ongoing/routine inspections with annual reporting, currently not present;</p>
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Update assessment and reporting to required frequency.

Key Conformance Outcomes

Outcomes – TNext



- ❑ No Material Deviations



Conformance Consensus Sign-Off

TNext



Conformance Consensus Lead to append, with signatures from all Conformance Team members for TNext:

Appendix 5 – Participant Sign-Off for Technical Conformance Team

CONFIDENTIAL

APPENDIX 5 – TECHNICAL CONFORMANCE TEAM

PARTICIPANT SIGN-OFF FOR TECHNICAL CONFORMANCE TEAM

Date: **September 6, 2018**

To: City of Ottawa, Finance Department
Supply Branch
100 Constellation Crescent
4th Floor, West Tower
Ottawa, ON K2G 6J8

Attention: Simon Dupuis
Title: Manager, Procurement and Funding
Telephone: 613 580 2424 x12560
E-mail: simon.dupuis@ottawa.ca

Copy to: OLRT Bid Evaluation Steering Committee (Mtg: Sept. 12th, 2018)

Re: RFP for Ottawa Light Rail Transit Project
Participant Sign-off for Technical Conformance Review

We are the members of the Technical Conformance Team, as specified in the "Ottawa Light Rail Transit Project – Framework to Evaluate Responses to Request for Proposals" ("Evaluation Framework"). Please refer to the Evaluation Framework for the definition of all capitalized terms that are not specifically defined within this letter.

We have undertaken our responsibilities in accordance with the RFP and the Evaluation Framework. On that basis, we have prepared a report as to the findings made in our review of the Proposals.

Sincerely yours,

Technical Conformance Team

Colin Sandler
Technical Conformance Manager, Colin Sandler, AECOM

Kelly Roberts
Technical Conformance Lead, Kelly Roberts, Morrison Hershfield

PAUL BEEDE
Technical Conformance Lead, Paul Beede, AECOM

[Signature]
Lead Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

Confidentiality Warning:
This document contains confidential and sensitive material and must neither be copied nor shared. Its unauthorized disclosure is expected to be injurious to the Sponsors.

1

CONFIDENTIAL

Harrell Thomas
Technical Conformance Lead, Harrell Thomas, STV

Richard E. Piloseno
Technical Conformance Lead, Rich Piloseno, AECOM

ALFRED KLAG
Technical Conformance Lead, Al Klag, STV

Campbell Inwood
Technical Conformance Lead, Campbell Inwood, City of Ottawa

Allan Fraser
Technical Conformance Lead, Allan Fraser, Morrison Hershfield

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Attachments: Technical Conformance Consensus Report & Technical Conformance Worksheets]

GENERAL INSTRUCTIONS

The Technical Conformance Team will carry out a detailed review of each Proponent's design to ensure it complies with the requirements of the RFP. The Technical Conformance Team will identify any potential or actual material deviations and will summarize the results of its review and present to the OLRT Bid Evaluation Steering Committee, which shall review and approve these findings, deem the Proposal non-conformant, or seek clarification from the Proponent. Once approved by the OLRT Bid Evaluation Steering Committee, the Technical Conformance review shall be provided to the Technical Evaluation Team for reference only.

Confidentiality Warning:
This document contains confidential and sensitive material and must neither be copied nor shared. Its unauthorized disclosure is expected to be injurious to the Sponsors.

2



2.0 Conformance Report

TLink



2.1 Conformance Status



Legend

Corresponding colours to be populated in matrix on following pages

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Conformant [no comments to be addressed]	The section of the Proponent’s technical submission under review is generally conformant with the terms of the RFP and the relevant Project Agreement requirements.	
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2.1 Conformance Status



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A Material Deviation is a non-conformance that is so serious, it should cause the Proponent to fail the technical evaluation outright, no matter what score it might receive during the Technical Evaluation.

RFP Section 6.3(1) states:

A Material Deviation is any failure in a Proposal to conform with any requirement of the RFP Documents that, in the sole discretion of the Sponsor:

- (a) impedes, in any material way, the ability of the Sponsor to evaluate the Proposal;
- (b) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the RFP Documents or affects the Sponsor's ability to enforce the Proponent's obligations pursuant to the RFP Documents in a way not permitted by this RFP; or
- (c) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the Project Agreement.

The RFP also draws a distinction between “poor quality” or non-conformance and Material Deviations.

RFP Section 6.4(1) states:

A Proposal that contains a poor quality response and/or a failure to conform to a requirement of the RFP Documents shall not be deemed to be non-compliant and such poor quality response and/or failure to conform shall not be deemed to be a Material Deviation unless, and only unless, such poor quality response and/or failure to conform to the requirement of the RFP Documents, in the sole discretion of the Sponsor, meets the definition of a Material Deviation as set out in RFP Section 6.3(1).

2.1 Conformance Status



Material Deviation (2 of 2)

A Material Deviation is a serious non-conformance that could result in a bid no longer being considered for evaluation and that must fall into the categories set out in Section 6.3(1) RFP at (a), (b), and (c).

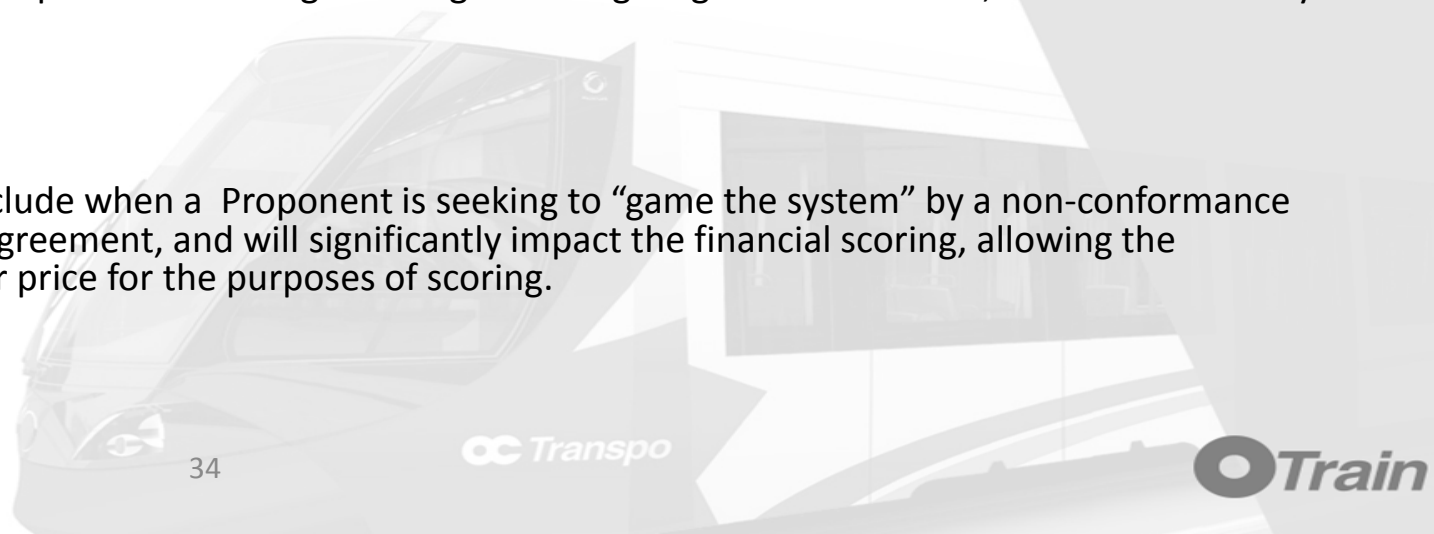
A category (a) Material Deviation is most likely to be relevant to the Technical Conformance review and occurs when the evaluator cannot, in fact, evaluate the proposal. For example:

- some crucial piece of information is missing or provided on the basis of a fundamental error, without which the Project could not be completed in accordance with the RFP requirements;
- the Proponent has provided an alternative solution to an RFP requirement which although functional, makes a fundamental change to the scope of the Project and/or would extensively impact the financial component of the submission.

A category (b) or (c) Material Deviation is when the Proponent is seeking to change their legal rights and liabilities, or those of the City. For example:

- by changing a key clause in the Project Agreement, or
- by failing to submit a compliant Letter of Credit.

A category (b) or (c) Material Deviation could also include when a Proponent is seeking to “game the system” by a non-conformance which will have an extensive impact on the Project Agreement, and will significantly impact the financial scoring, allowing the Proponent to significantly and artificially reduce their price for the purposes of scoring.



2.1 Conformance Status

Overview – 1.0 General Technical Submission – TLink (1 of 2)



Section	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION								
1.1 Project Management Plan	0	0	0					
1.1.1 General Approach	1	0	0					
1.2 Integrated Management System	0	0	0					
1.3 Environmental Management Plan	0	0	0					
1.4 Construction Communications and Stakeholder Engagement	0	0	0					
1.5 Works Schedule PBS-1	0	0	0					

2.1 Conformance Status

Overview – 1.0 General Technical Submission – TLink (2 of 2)



Section	General Technical Submission (Kelly Roberts)			Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.6 Risk Management Plan	0	0	0							
1.6.1 Overall Approach to Risk Management	0	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0	0							
1.6.3 Risk Register	0	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0	0							
1.8 Early Works Agreement (optional)	0	0	0							

2.1 Conformance Status

Overview – 2.0 Design Submission – TLink (1 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION								
2.1 Civil and Guideway Design Submission		3 18 0						
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		1 8 0						
2.3 Systems Design Submission			0 0 0					
2.4 Station Design Submission				0 2 0				

2.1 Conformance Status

Overview – 2.0 Design Submission – TLink (2 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				0 5 0				
2.6 New Vehicle Fleet Design Submission			0 0 0					
2.7 Airport Link				0 0 0				
2.8 System Safety and Security Certification			0 0 0					
2.9 Dow's Lake Tunnel Design Submission		0 0 0						



2.1 Conformance Status

Overview – 3.0 Construction Submission – TLink



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION								
3.1 Emergency Response Plan					0 0 0			
3.2 Traffic and Transit Management Plan and Construction Access Management Plan						0 1 0		
3.3 Construction Plan					0 1 0			
3.4 Testing & Commissioning Plan							0 0 0	
3.5 Health and Safety Certification					0 0 0			
3.6 Mobility Matters Lane						0 0 0		

2.1 Conformance Status

Overview – 4.0 Maintenance and Rehabilitation Submission – TLink



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)		
4.0 MAINTENANCE AND REHABILITATION SUBMISSION										
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	0	0
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								0	0	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								0	0	0
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0	0



2.2 Conformance Observations

TLink



2.2 Conformance Observations



Legend

Corresponding colours to be populated in matrix on following pages

	Description	Colour
Unobservable [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review does not include the information, or part of the information, requested in Schedule 3 Part 1 of the RFP, which inhibits the reviewer’s ability to ascertain conformance with the requirements and to appraise the Proponent’s understanding of the RFP/PA requirements.	
Exceedances [comments potentially addressed during negotiations, and put forward as Proposal Extracts]	The section of the Proponent’s technical submission under review conforms with and exceeds the requirements in the RFP and relevant Project Agreement sections. If the reviewer believes this exceedance represents a potential benefit to the Sponsor, they should flag the exceedance and the relevant submission documents that detail the design features in question, as possible candidates for Proposal Extracts.	



2.2 Conformance Observations



Overview – 1.0 General Technical Submission – TLink (1 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION									
1.1 Project Management Plan	0	0							
1.1.1 General Approach	0	0							
1.2 Integrated Management System	3	0							
1.3 Environmental Management Plan	1	0							
1.4 Construction Communications and Stakeholder Engagement	0	0							
1.5 Works Schedule PBS-1	1	0							

2.2 Conformance Observations



Overview – 1.0 General Technical Submission – TLink (2 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.6 Risk Management Plan	0	0							
1.6.1 Overall Approach to Risk Management	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0							
1.6.3 Risk Register	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0							
1.8 Early Works Agreement (optional)	0	0							



2.2 Conformance Observations

Overview – 2.0 Design Submission – TLink (1 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)		Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION											
2.1 Civil and Guideway Design Submission		7	0								
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		10	0								
2.3 Systems Design Submission				4	0						
2.4 Station Design Submission						20	0				



2.2 Conformance Observations

Overview – 2.0 Design Submission – TLink (2 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)		Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				8	0						
2.6 New Vehicle Fleet Design Submission				2	0						
2.7 Airport Link						0	0				
2.8 System Safety and Security Certification				0	0						
2.9 Dow's Lake Tunnel Design Submission		0	0								



2.2 Conformance Observations

Overview – 3.0 Construction Submission – TLink



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)		Construction Submission (Campbell Inwood)		Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION										
3.1 Emergency Response Plan					0	0				
3.2 Traffic and Transit Management Plan and Construction Access Management Plan							0	0		
3.3 Construction Plan					0	0				
3.4 Testing & Commissioning Plan									1	0
3.5 Health and Safety Certification					0	0				
3.6 Mobility Matters Lane							2	0		

2.2 Conformance Observations



Overview – 4.0 Maintenance and Rehabilitation Submission – TLink

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)	
4.0 MAINTENANCE AND REHABILITATION SUBMISSION									
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	0
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								1	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								1	0
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0



2.3 Conformance Events

TLink



2.3 Conformance Events

Events – TLink



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.2 (d) (v) (A)
Title: <i>[Title of Event]</i>	TL-NC001(a): Guardrail
Location in Proposal: <i>[section, page #]</i>	608-S-102
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	Guardrail at back of sidewalk at Gladstone Plaza conflicts with the urban design quality expectations as described in the City of Ottawa’s Community Development Plan.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Delete guardrail to make design conformant per Schedule 15-2 Part 6, Clause 2.2 (a), (i), (G) and Section 9.2 (a), (ii), D with good industry practices.



2.3 Conformance Events

Events – TLink



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.2 (d) (v) (A)
Title: <i>[Title of Event]</i>	TL-U001(b): Plaza Structural Capacity
Location in Proposal: <i>[section, page #]</i>	608-S-102
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Unobservable
Description: <i>[insert description as required]</i>	<p>Plaza adjacent to 40 km/h local road. Currently there is a guardrail in place to prevent a vehicle, during an emergency situation, from driving on to the plaza where it cannot be observed to have sufficient structural capacity to support a vehicle load.</p> <p>The guardrail is non-conformant as described in Event TL-NC001(a) and is required to be removed. Therefore, the plaza will require sufficient structural capacity to support vehicular loading.</p>
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Plaza is to support vehicular loading per Schedule 15-2, Part 2, Clause 4.5,(b)(i) and Clause 4.5(c)(i)A; and Schedule 5-2 Part 4, Clause 4.5(b)(ii)C.

Key Conformance Outcomes

Outcomes – TLink



- ❑ No Material Deviations



Conformance Consensus Sign-Off

TLink



Conformance Consensus Lead to append, with signatures from all Conformance Team members for TLink:

Appendix 5 – Participant Sign-Off for Technical Conformance Team

CONFIDENTIAL

APPENDIX 5 – TECHNICAL CONFORMANCE TEAM

PARTICIPANT SIGN-OFF FOR TECHNICAL CONFORMANCE TEAM

Date: **September 6, 2018**

To: City of Ottawa, Finance Department
Supply Branch
100 Constellation Crescent
4th Floor, West Tower
Ottawa, ON K2G 6J8

Attention: Simon Dupuis
Title: Manager, Procurement and Funding
Telephone: 613 580 2424 x12560
E-mail: simon.dupuis@ottawa.ca

Copy to: OLRT Bid Evaluation Steering Committee (Mtg: Sept. 12th, 2018)

Re: RFP for Ottawa Light Rail Transit Project
Participant Sign-off for Technical Conformance Review

We are the members of the Technical Conformance Team, as specified in the "Ottawa Light Rail Transit Project – Framework to Evaluate Responses to Request for Proposals" ("Evaluation Framework"). Please refer to the Evaluation Framework for the definition of all capitalized terms that are not specifically defined within this letter.

We have undertaken our responsibilities in accordance with the RFP and the Evaluation Framework. On that basis, we have prepared a report as to the findings made in our review of the Proposals.

Sincerely yours,

Technical Conformance Team

Colin Sandler
Technical Conformance Manager, Colin Sandler, AECOM

Kelly Roberts
Technical Conformance Lead, Kelly Roberts, Morrison Hershfield

PAUL BEEDE
Technical Conformance Lead, Paul Beede, AECOM

[Signature]
Lead Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

Confidentiality Warning:
This document contains confidential and sensitive material and must neither be copied nor shared. Its unauthorized disclosure is expected to be injurious to the Sponsors.

1

CONFIDENTIAL

Harrell Thomas
Technical Conformance Lead, Harrell Thomas, STV

Richard E. Piloseno
Technical Conformance Lead, Rich Piloseno, AECOM

ALFRED KLAG
Technical Conformance Lead, Al Klag, STV

Campbell Inwood
Technical Conformance Lead, Campbell Inwood, City of Ottawa

Allan Fraser
Technical Conformance Lead, Allan Fraser, Morrison Hershfield

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

[Attachments: Technical Conformance Consensus Report & Technical Conformance Worksheets]

GENERAL INSTRUCTIONS

The Technical Conformance Team will carry out a detailed review of each Proponent's design to ensure it complies with the requirements of the RFP. The Technical Conformance Team will identify any potential or actual material deviations and will summarize the results of its review and present to the OLRT Bid Evaluation Steering Committee, which shall review and approve these findings, deem the Proposal non-conformant, or seek clarification from the Proponent. Once approved by the OLRT Bid Evaluation Steering Committee, the Technical Conformance review shall be provided to the Technical Evaluation Team for reference only.

Confidentiality Warning:
This document contains confidential and sensitive material and must neither be copied nor shared. Its unauthorized disclosure is expected to be injurious to the Sponsors.

2



3.0 Conformance Report

TEA



3.1 Conformance Status



Legend

Corresponding colours to be populated in matrix on following pages

	Description	Colour
Conformant [no comments to be addressed]	The section of the Proponent’s technical submission under review is generally conformant with the terms of the RFP and the relevant Project Agreement requirements.	
Conformant with comments [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review is generally conformant with the terms of the RFP and the relevant Project Agreement requirements, with comments provided in respect to aspects of the submission do not provide sufficient detail, reflect potential misinterpretations of the requirements, or raise concerns regarding design features that will be further developed during detailed design.	
Non-Conformant [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review does not conform with the RFP terms and/or the relevant Project Agreement requirements. The non-conformances labelled in this section include minor non-conformances, and more significant non-conformances that fall short of Material Deviations. It is recommended that a Conformance Event form be filled out for important non-conformances and/or non-conformances that, in the opinion of the reviewers, would require a degree of scope modification.	
Material Deviation [may disqualify a bid from further consideration]	A Material Deviation is a non-conformance that is so significant that it could lead to the disqualification of a proposal from further consideration. In order to constitute a Material Deviation, the section of the Proponent’s technical submission under review deviates so significantly from the RFP or Project Agreement requirements that it either impedes the ability of the Sponsor to evaluate this aspect of the submission, or modifies the content of the Sponsor’s or the Proponent’s rights or obligations under the RFP and/or the Project Agreement to such an extent that they cannot be enforced by the Sponsor. Material Deviations also include deviations from the RFP that would require extensive change to the scope of the Project and/or that would extensively impact the financial component of the submission. A Conformance Event form should be filled out for all Material Deviations.	

3.1 Conformance Status



Material Deviation (1 of 2)

A Material Deviation is a non-conformance that is so serious, it should cause the Proponent to fail the technical evaluation outright, no matter what score it might receive during the Technical Evaluation.

RFP Section 6.3(1) states:

A Material Deviation is any failure in a Proposal to conform with any requirement of the RFP Documents that, in the sole discretion of the Sponsor:

- (a) impedes, in any material way, the ability of the Sponsor to evaluate the Proposal;
- (b) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the RFP Documents or affects the Sponsor's ability to enforce the Proponent's obligations pursuant to the RFP Documents in a way not permitted by this RFP; or
- (c) constitutes an attempt by the Proponent to revise the Sponsor's or the Proponent's rights or obligations under the Project Agreement.

The RFP also draws a distinction between "poor quality" or non-conformance and Material Deviations.

RFP Section 6.4(1) states:

A Proposal that contains a poor quality response and/or a failure to conform to a requirement of the RFP Documents shall not be deemed to be non-compliant and such poor quality response and/or failure to conform shall not be deemed to be a Material Deviation unless, and only unless, such poor quality response and/or failure to conform to the requirement of the RFP Documents, in the sole discretion of the Sponsor, meets the definition of a Material Deviation as set out in RFP Section 6.3(1).

3.1 Conformance Status



Material Deviation (2 of 2)

A Material Deviation is a serious non-conformance that could result in a bid no longer being considered for evaluation and that must fall into the categories set out in Section 6.3(1) RFP at (a), (b), and (c).

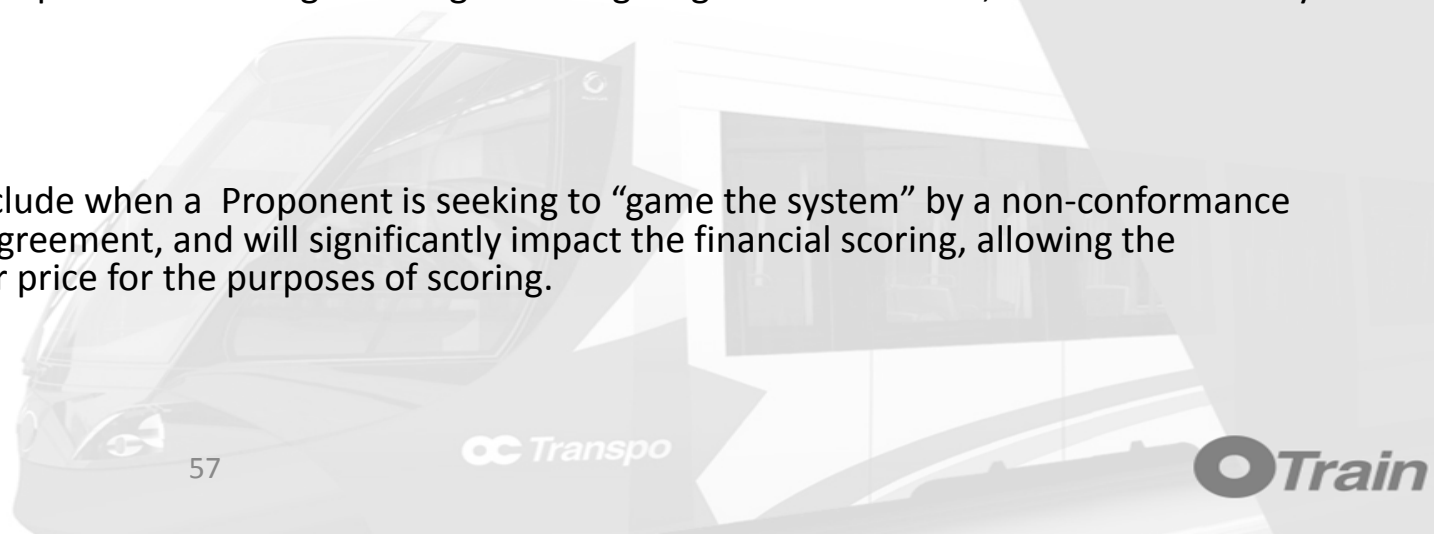
A category (a) Material Deviation is most likely to be relevant to the Technical Conformance review and occurs when the evaluator cannot, in fact, evaluate the proposal. For example:

- some crucial piece of information is missing or provided on the basis of a fundamental error, without which the Project could not be completed in accordance with the RFP requirements;
- the Proponent has provided an alternative solution to an RFP requirement which although functional, makes a fundamental change to the scope of the Project and/or would extensively impact the financial component of the submission.

A category (b) or (c) Material Deviation is when the Proponent is seeking to change their legal rights and liabilities, or those of the City. For example:

- by changing a key clause in the Project Agreement, or
- by failing to submit a compliant Letter of Credit.

A category (b) or (c) Material Deviation could also include when a Proponent is seeking to “game the system” by a non-conformance which will have an extensive impact on the Project Agreement, and will significantly impact the financial scoring, allowing the Proponent to significantly and artificially reduce their price for the purposes of scoring.



3.1 Conformance Status

Overview – 1.0 General Technical Submission – TEA (1 of 2)



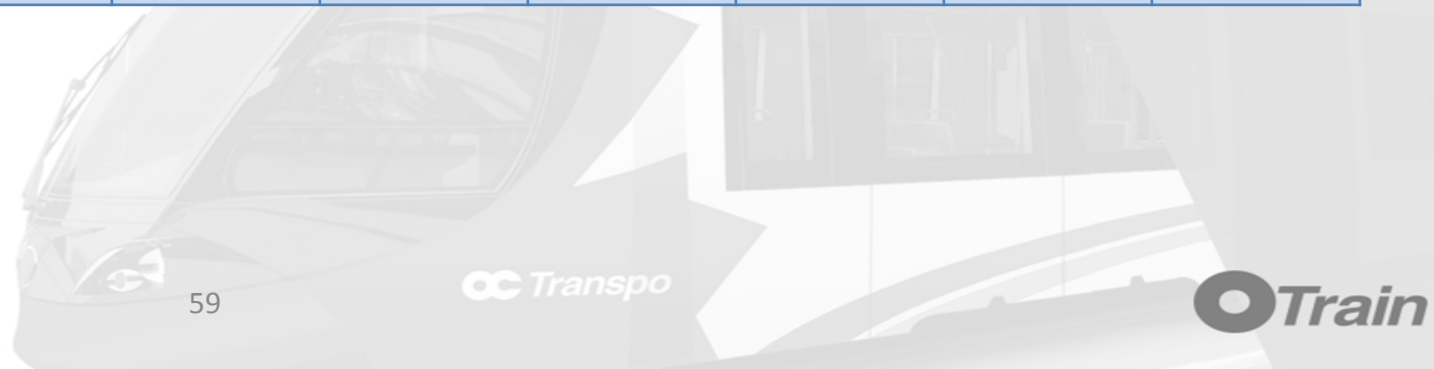
Section	General Technical Submission (Kelly Roberts)			Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION										
1.1 Project Management Plan		0	0	0						
1.1.1 General Approach		0	0	0						
1.2 Integrated Management System		0	7	0						
1.3 Environmental Management Plan		0	0	0						
1.4 Construction Communications and Stakeholder Engagement		1	1	0						
1.5 Works Schedule PBS-1		0	0	0						

3.1 Conformance Status

Overview – 1.0 General Technical Submission – TEA (2 of 2)



Section	General Technical Submission (Kelly Roberts)			Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.6 Risk Management Plan	0	0	0							
1.6.1 Overall Approach to Risk Management	0	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0	0							
1.6.3 Risk Register	0	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0	0							
1.8 Early Works Agreement (optional)	0	0	0							

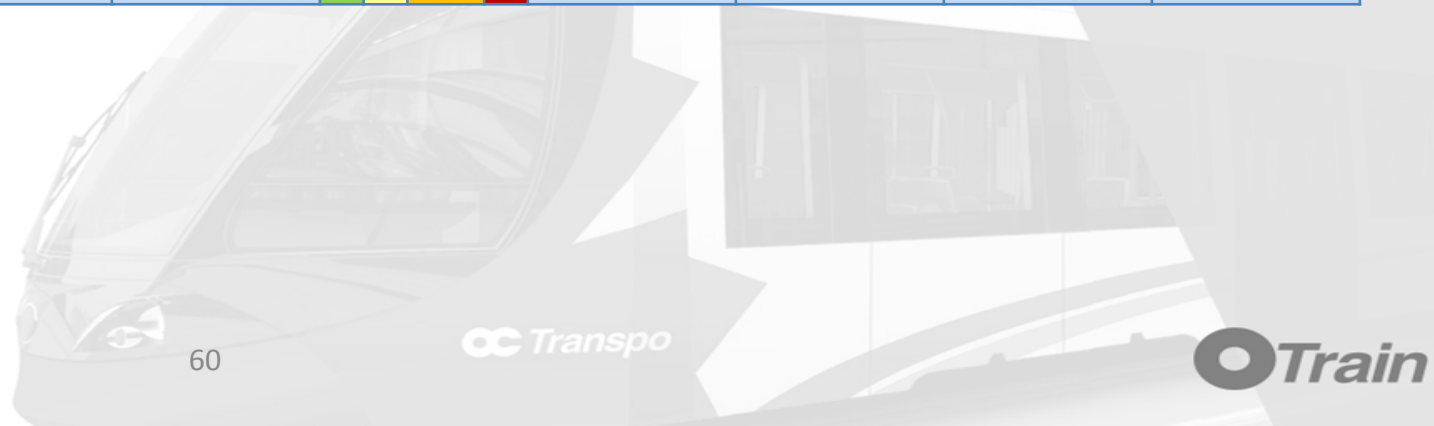


3.1 Conformance Status

Overview – 2.0 Design Submission – TEA (1 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION								
2.1 Civil and Guideway Design Submission		1 14 0						
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		0 4 0						
2.3 Systems Design Submission			0 0 0					
2.4 Station Design Submission				0 16 0				



3.1 Conformance Status

Overview – 2.0 Design Submission – TEA (2 of 2)



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				0 7 0				
2.6 New Vehicle Fleet Design Submission			0 0 0					
2.7 Airport Link				0 0 0				
2.8 System Safety and Security Certification			0 2 0					
2.9 Dow's Lake Tunnel Design Submission		0 0 0						



3.1 Conformance Status

Overview – 3.0 Construction Submission – TEA



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION								
3.1 Emergency Response Plan					0 0 0			
3.2 Traffic and Transit Management Plan and Construction Access Management Plan						0 1 0		
3.3 Construction Plan					0 1 0			
3.4 Testing & Commissioning Plan							0 0 0	
3.5 Health and Safety Certification					0 0 0			
3.6 Mobility Matters Lane						0 1 0		

3.1 Conformance Status

Overview – 4.0 Maintenance and Rehabilitation Submission – TEA

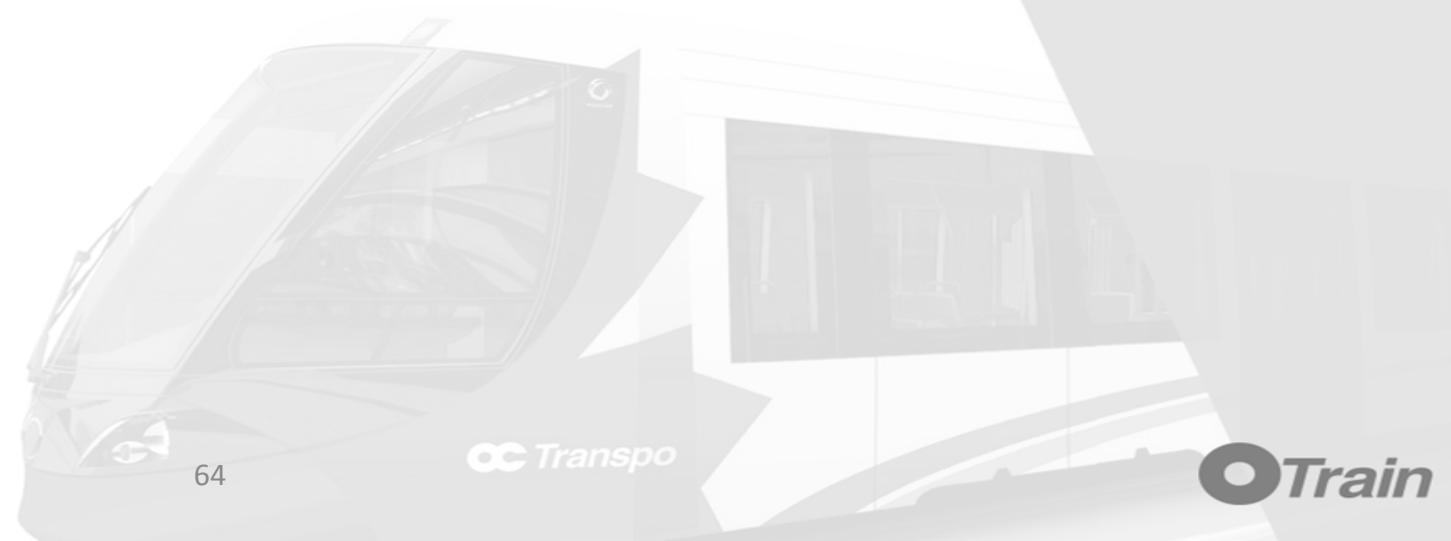


	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)		
4.0 MAINTENANCE AND REHABILITATION SUBMISSION										
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	0	0
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								0	1	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								0	0	0
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0	0



3.2 Conformance Observations

Proponent 3



3.2 Conformance Observations



Legend

Corresponding colours to be populated in matrix on following pages

	Description	Colour
Unobservable [comments potentially addressed during negotiations]	The section of the Proponent’s technical submission under review does not include the information, or part of the information, requested in Schedule 3 Part 1 of the RFP, which inhibits the reviewer’s ability to ascertain conformance with the requirements and to appraise the Proponent’s understanding of the RFP/PA requirements.	
Exceedances [comments potentially addressed during negotiations, and put forward as Proposal Extracts]	The section of the Proponent’s technical submission under review conforms with and exceeds the requirements in the RFP and relevant Project Agreement sections. If the reviewer believes this exceedance represents a potential benefit to the Sponsor, they should flag the exceedance and the relevant submission documents that detail the design features in question, as possible candidates for Proposal Extracts.	



3.2 Conformance Observations



Overview – 1.0 General Technical Submission – TEA (1 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.0 GENERAL TECHNICAL SUBMISSION									
1.1 Project Management Plan	0	0							
1.1.1 General Approach	0	0							
1.2 Integrated Management System	3	0							
1.3 Environmental Management Plan	0	0							
1.4 Construction Communications and Stakeholder Engagement	3	0							
1.5 Works Schedule PBS-1	2	0							



3.2 Conformance Observations



Overview – 1.0 General Technical Submission – TEA (2 of 2)

Section	General Technical Submission (Kelly Roberts)		Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
1.6 Risk Management Plan	0	0							
1.6.1 Overall Approach to Risk Management	0	0							
1.6.2 Initial Risk Assessment and Planning	0	0							
1.6.3 Risk Register	0	0							
1.7 Systems Integration Management Plan (SIMP)	0	0							
1.8 Early Works Agreement (optional)	0	0							



3.2 Conformance Observations



Overview – 2.0 Design Submission – TEA (1 of 2)

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.0 DESIGN SUBMISSION										
2.1 Civil and Guideway Design Submission		1	2							
2.2 Utilities, Geotechnical, Drainage and Stormwater Management, Urban Design and Landscape Architecture		5	0							
2.3 Systems Design Submission				0	0					
2.4 Station Design Submission						17	0			



3.2 Conformance Observations



Overview – 2.0 Design Submission – TEA (2 of 2)

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)		Design Submission (Harrell Thomas)		Design Submission (Rich Piloseno)		Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)
2.5 New Walkley Yard Design Submission				8	0						
2.6 New Vehicle Fleet Design Submission				2	0						
2.7 Airport Link						0	0				
2.8 System Safety and Security Certification				2	0						
2.9 Dow's Lake Tunnel Design Submission		0	0								

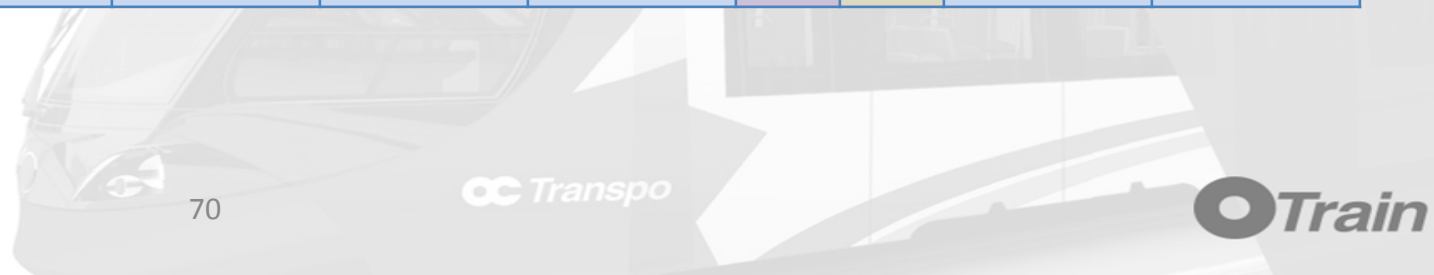


3.2 Conformance Observations

Overview – 3.0 Construction Submission – TEA



	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)		Construction Submission (Campbell Inwood)		Construction Submission (Harrell Thomas)		Maintenance Submission (Allan Fraser)
3.0 CONSTRUCTION SUBMISSION											
3.1 Emergency Response Plan					0	0					
3.2 Traffic and Transit Management Plan and Construction Access Management Plan							1	0			
3.3 Construction Plan					0	0					
3.4 Testing & Commissioning Plan									1	0	
3.5 Health and Safety Certification					0	0					
3.6 Mobility Matters Lane							1	0			



3.2 Conformance Observations



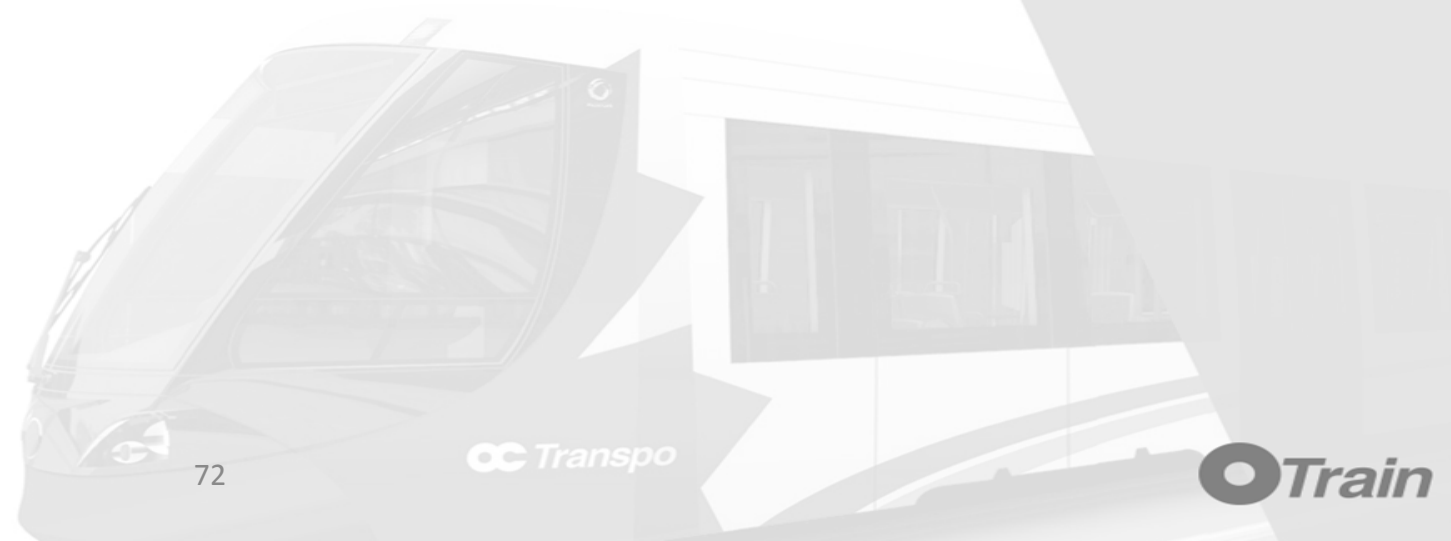
Overview – 4.0 Maintenance and Rehabilitation Submission – TEA

	General Technical Submission (Kelly Roberts)	Design Submission (Paul Beede)	Design Submission (Harrell Thomas)	Design Submission (Rich Piloseno)	Construction Submission (Al Klag)	Construction Submission (Campbell Inwood)	Construction Submission (Harrell Thomas)	Maintenance Submission (Allan Fraser)	
4.0 MAINTENANCE AND REHABILITATION SUBMISSION									
4.1 Maintenance & Rehabilitation Approach to Part 1 of Schedule 15-3 of the Project Agreement								0	0
4.2 Maintenance & Rehabilitation: Approach to Appendix A (Maintenance Performance Requirements) to Schedule 15-3 of the Project Agreement								1	0
4.3 Maintenance & Rehabilitation: Approach to Appendix B (Asset Preservation) to Schedule 15-3 of the Project Agreement								1	0
4.4 Maintenance & Rehabilitation: Approach to Appendix C (Expiry Date Requirements) to Schedule 15-3 and Schedule 23 – Expiry Transition Procedure of the Project Agreement								0	0



3.3 Conformance Events

Proponent 3



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-NC001: Siding Locations
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	Siding lengths provided at locations within the Mainline Drawing Submission, as per Schedule 15-2, Part 2, 1.2 (a) (ii) and (iii) were not the correct length per the PSOS.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Revise siding locations to provide the correct lengths at the locations as identified in Schedule 15-2, Part 2, 1.2 (a) (ii) and (iii).



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-EwC001: Storage Track
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Exceedance with Comments
Description: <i>[insert description as required]</i>	The shown Storage Track at Limebank (not specified in PSOS) is located outside the Lands.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Redesign Limebank Station to stay within the Lands per Schedule 15-2, Part 1, Article 2.4 (a).



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-NC002: NRC Yard
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	<ol style="list-style-type: none"> 1. Location of NRC Spur connection to NRC yard would currently require major rework to existing NRC tracks in order to make them line up. They are required to line up without rework as per Schedule 15-2, part 2, 1.2 (b) (i) G ii. 2. Emergency access turnaround connection to NRC yard is not in correct location.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	<ol style="list-style-type: none"> 1. Revise NRC Spur connection to NRC yard tracks per Schedule 15-2, part 2, 1.2 (b) (i) G ii 2. Remove emergency access turnaround from connection to NRC yard. Turnaround should be located at emergency access gate per Schedule 15-2, Part 2, Article 1.3 (d)



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-NC003: Emergency Access Road
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	No emergency access road between Bowesville Station and Leitrim Station. No emergency access road between Limebank Station and Bowesville Station.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Provide emergency access road per Schedule 15-2, Part 2, Article 1.3 (a), (b), (c), and (d) between Bowesville Station and Leitrim Station, as well as Limebank Station and Bowesville Station.



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-EwC002: Leitrim Road Emergency Access
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Exceedance with Comments
Description: <i>[insert description as required]</i>	The emergency access road between Leitrim Station and Leitrim Road does not maintain the 6m width throughout (note that this access road is not required in PSOS per NFPA 130). The mentioned access road is also located outside the Lands.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Redesign the access road with the required 6m width, within the Lands (if required given that it is not a PSOS requirement) as per Schedule 15-2 Part 3, Article 1.3



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii)
Title: <i>[Title of Event]</i>	TE-NC004: Emergency Access Road Turnarounds
Location in Proposal: <i>[section, page #]</i>	Mainline Drawing Submission
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	No turnarounds, or turnarounds not designed properly, at emergency access gates per 15-2, Part 2, 1.3 (d) at all locations.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Add conformant turnarounds per Schedule 15-2, Part 2, Article 1.3 (d) at all emergency gate access points.



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.4 (1) (a) (i) (H)
Title: <i>[Title of Event]</i>	TE-NC005: Station Weather Protection, Roofing
Location in Proposal: <i>[section, page #]</i>	Narrative 2.4 pg 12 Various station drawings: 2.4.b.5-BOST-3000; 2.4.b.4-CRST-3000; 2.4.b.5-GLST-3000
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	<p>Proponent states, windscreens on stairs will be placed selectively. Schedule 15-2 Part 4 Clause 2.5,(b)(i)B, and Clause 2.5,(b)(iii)B, requires stairs and ramps to be fully protected from the weather if not heat traced, heat trace is not mentioned for public access stairs. A majority of stations with stairs and ramps have insufficient walls to fully weather protect the vertical circulation item for safe passage in winter.</p> <p>Additionally, the narrative indicates vertical circulation elements will be generally be covered by solid roofs, specifically, Carling Station stairs are not provided with a roof as required by Schedule 15-2 Part 4, Clause 2.7(d)(vii).</p>
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	The proponent will be required to provide the proper weather protection including glazing from the stair surface to the roof structure and or provide the stairs and ramps with heat tracing .

3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.1 (1) (i) (ii) 2.4 (1) (b) (i)
Title: <i>[Title of Event]</i>	TE-NC006: Airport Future Expansion
Location in Proposal: <i>[section, page #]</i>	2.4.1.b.6-AIST-1001; 1101
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	The Proponent’s design solution locates the guideway structure outside of the Lands provided in Schedule 33 for this station. The location of the guideway structure and platform penetrates the envelope of the future terminal building west of Column Line M of the Airport Terminal building which is prohibited by Schedule 33, Schedule 15-2 Part 2 Clause 1.2(b)(iii)A.i and Schedule 15-2, Part 4 Clause 3.13 (a)(i).
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Update design as required; The Station Platform shall be located no further northeast from column line M of the existing Airport Passenger Terminal Building than as described in PSOS Schedule 15-2, Part 2, Article 1.2, Clause (b) (iii) A., I., Schedule 15-2, Part 2, Clause 3.8 (d) and Schedule 15-2, Part 3, Clause 10.2 (q) and therefore within the Lands provided in Schedule 33.



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	2.6 (1) (a) (i)
Title: <i>[Title of Event]</i>	TE-N001: New Vehicle Fleet
Location in Proposal: <i>[section, page #]</i>	Section 2.6(Final).pdf pg 1-3
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Note
Description: <i>[insert description as required]</i>	TEA is not using the area between the doors as the accessible area as detailed in design reviews and provided for by Stadler. Renderings being used are older versions of the vehicle interior. PEI not in accessible locations. No mention of passenger capacity. TEA incorrectly describes the announcement signs, omitting the LED signs and replacing them with TFT screens. Both are required.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	The bidder is using old/outdated reference information to produce their proposal. The bidder should use the current renderings and revise their proposal to include all of the requested vehicle design details as the vehicle is being supplied by the city.



3.3 Conformance Events

Events – TEA



Section: <i>[e.g.: Section 1.2 IMS]</i>	4.2 (d) (i)
Title: <i>[Title of Event]</i>	TE-NC007: M&R Plan
Location in Proposal: <i>[section, page #]</i>	7 of 28
Classification: <i>[Non-Conformant, Unobservable, Exceedances...]</i>	Non-Conformant
Description: <i>[insert description as required]</i>	Appendix A Article 1.4(a) requires the M&R Plan to be submitted 90 days prior to the Testing and Commissioning phase, the Proponent has only provided 60 days.
Scope Modification Description <i>[in the case of a Non-Conformance, what is the scope required to accomplish Conformance]</i>	Update Schedule to submit M&R Plan to be submitted within 90 days prior to Testing and Commissioning phase

Key Conformance Outcomes

Outcomes – TEA



- ❑ No Material Deviations



Conformance Consensus Sign-Off

TEA



Conformance Consensus Lead to append, with signatures from all Conformance Team members for TEA:

Appendix 5 – Participant Sign-Off for Technical Conformance Team

CONFIDENTIAL

APPENDIX 5 – TECHNICAL CONFORMANCE TEAM

PARTICIPANT SIGN-OFF FOR TECHNICAL CONFORMANCE TEAM

Date: September 6, 2018

To: City of Ottawa, Finance Department
Supply Branch
100 Constellation Crescent
4th Floor, West Tower
Ottawa, ON K2G 6J8

Attention: Simon Dupuis
Title: Manager, Procurement and Funding
Telephone: 613 580 2424 x12560
E-mail: simon.dupuis@ottawa.ca

Copy to: OLRT Bid Evaluation Steering Committee (Mtg: Sept. 12th, 2018)

Re: RFP for Ottawa Light Rail Transit Project
Participant Sign-off for Technical Conformance Review

We are the members of the Technical Conformance Team, as specified in the "Ottawa Light Rail Transit Project – Framework to Evaluate Responses to Request for Proposals" ("Evaluation Framework"). Please refer to the Evaluation Framework for the definition of all capitalized terms that are not specifically defined within this letter.

We have undertaken our responsibilities in accordance with the RFP and the Evaluation Framework. On that basis, we have prepared a report as to the findings made in our review of the Proposals.

Sincerely yours,

Technical Conformance Team

Colin Sandler
Technical Conformance Manager, Colin Sandler, AECOM

Kelly Roberts
Technical Conformance Lead, Kelly Roberts, Morrison Hershfield

PAUL BEEDE
Technical Conformance Lead, Paul Beede, AECOM

[Signature]
Lead Signature

[Signature]
Participant Signature

[Signature]
Participant Signature

Confidentiality Warning:
This document contains confidential and sensitive material and must neither be copied nor shared. Its unauthorized disclosure is expected to be injurious to the Sponsors.

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[Signature]
Technical Conformance Lead, Harrell Thomas, STV

[Signature]
Participant Signature

[Signature]
Technical Conformance Lead, Rich Piloseno, AECOM

[Signature]
Participant Signature

ALFRED KLAG
Technical Conformance Lead, Al Klag, STV

[Signature]
Participant Signature

Campbell Inwood
Technical Conformance Lead, Campbell Inwood, City of Ottawa

[Signature]
Participant Signature

[Signature]
Technical Conformance Lead, Allan Fraser, Morrison Hershfield

[Signature]
Participant Signature

[Attachments: Technical Conformance Consensus Report & Technical Conformance Worksheets]

GENERAL INSTRUCTIONS

The Technical Conformance Team will carry out a detailed review of each Proponent's design to ensure it complies with the requirements of the RFP. The Technical Conformance Team will identify any potential or actual material deviations and will summarize the results of its review and present to the OLRT Bid Evaluation Steering Committee, which shall review and approve these findings, deem the Proposal non-conformant, or seek clarification from the Proponent. Once approved by the OLRT Bid Evaluation Steering Committee, the Technical Conformance review shall be provided to the Technical Evaluation Team for reference only.

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Appendix 1

Conformance Worksheet – TNext



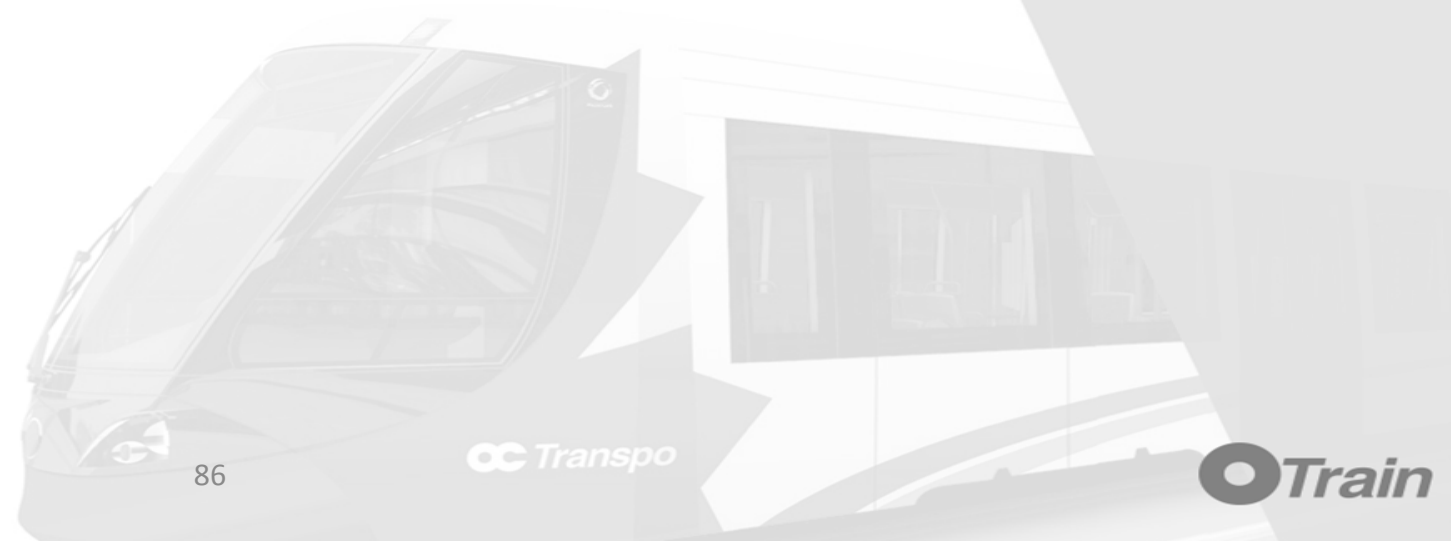
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Train

Appendix 2

Conformance Worksheet – TLink



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Appendix 3

Conformance Worksheet – TEA



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