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To: abdellah.elbensi@snclavalin.com; Paul Fraser; David Haley; sean.lee@snclavalin.com; Maria Moran; Ed Bush
Cc: markturpin@lowerchurchillproject.ca
Subject: CH0009 - Construction of North and South Dams - Bid Evaluation Plan
Date: Thursday, August 14, 2014 11:56:33 AM
Attachments: [.png](#)
[.png](#)
[Bid Evaluation CH0009 - Consolidated_Scores Final.xls](#)
[Bid Evaluation Plan - CH0009 - Draft.docx](#)

Folks

Attached is the draft Bid Evaluation Plan and Evaluation Tables for Package No. CH0009.

For convenience I have used the Evaluation Tables developed for Package No. CH0006 (Bulk Excavation and Associated Civil Works) - if your Evaluation Table Template has changed since then please can you send the latest version to me for incorporation into the Plan.

In the Evaluation Plan itself we included more text for each discipline section to explain in more detail how each discipline evaluation was to be undertaken - if you wish you can edit your own section and revert with the revision you wish to be incorporated into the overall plan. I can provide you with a copy of the final Plan for CH0006 if you wish.

The Bid closes on 30 September 2014 and the Evaluation Plan must be completed and approved before the bids can be opened. Therefore there is some urgency in the development of this plan and I ask that you provide me with your latest template version by no later than 01 September, 2014.

Thank you for your cooperation.

Best Regards

Roy



Bid Evaluation CH0009 - Consolidated_Scores Final.xls



Bid Evaluation Plan - CH0009 - Draft.docx

Roy Lewis PQS(F)

Contracts Coordinator

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LOWER CHURCHILL PROJECT
BID EVALUATION PLAN
CH0009 – CONSTRUCTION OF NORTH AND SOUTH DAMS

	TITLE	NAME	SIGNATURE	DATE
PREPARED BY:	CA	Roy Lewis		
REVIEWED BY:	Package Leader/Area Manager	Mark Turpin		
REVIEWED BY:	Project Manager	Scott O'Brien		
REVIEWED BY:	Deputy Project General Manager	Jason Kean		
APPROVED BY:	Supply Chain Manager	Pat Hussey		



 nalcor <i>energy</i> <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

TABLE OF CONTENTS

1.0	PURPOSE	2
2.0	BIDDER LIST	2
3.0	SCHEDULE	2
4.0	PROPOSAL SECURITY.....	2
5.0	EVALUATION TEAM.....	3
6.0	EVALUATION PROCESS.....	4
7.0	COMMERCIAL EVALUATION	4
8.0	TECHNICAL EVALUATION	5
9.0	QUALITY EVALUATION	6
10.0	PROVINCIAL BENEFITS EVALUATION	6
11.0	RISK MANAGEMENT EVALUATION (IF REQUIRED)	6
12.0	HEALTH AND SAFETY EVALUATION	6
13.0	ENVIRONMENTAL EVALUATION	6
14.0	AWARD PROCESS	6
15.0	NOTIFICATION OF UNSUCCESSFUL BIDDERS.....	7
16.0	ATTACHMENTS.....	7

 nalcor <i>energy</i> <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

1.0 PURPOSE

This document describes the process for receiving, reviewing, and evaluating Proposals including the approach for a Recommendation for Award.

2.0 BIDDER LIST

Request for Proposals (RFPs) were issued to the following **3** Approved Bidders:

- Astaldi Canada Inc.
- Barnard-Pennecon JV
- H.J. O’Connell-Dragados JV


3.0 SCHEDULE

<u>Activity</u>	<u>Due Date</u>
RFP Closing Date	30-September-2014
Bid Opening / Distribute RFP	01-October-2014
Complete Evaluation Process	29-October-2014
Issue Recommendation for Award for Approval	05-November-2014
Receive Approval of Award	19-November-2014
Conform Award Agreement and Route for Approval	21-November-2014
Receive Approval of Award Agreement Document	05-December-2014
Execute Award Agreement to Successful Bidder	10-December-2014

4.0 PROPOSAL SECURITY

Proposals (including priced copies) submitted to the **Contract Administrator** on or before the Bid Closing Date of **30-Sept-2014** will be locked in a secure cabinet until the Bid Opening Meeting. Post Bid Opening Meeting the Contract administrator shall be the custodian of the secure cabinet and permit access only to authorized Bid Evaluation Team Members by means of a formal sign-out process. All signed-out documents shall be secured by the Bid Valuation Team Member when in the Member’s possession and shall be returned to the Contract Administrator for storage in the secure cabinet at close of business each day.

The Package Scope Leader (Area Manager – CH0009) and the Contract Administrator shall be the only Bid Evaluation Team Members with read access to all of the Bidder

 nalcor energy <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

Proposal documents. The Technical Lead shall have access to the Technical Documents and Tables.

The Technical Lead and Contract Administrator shall deliver to the Package Scope Lead any and all completed Technical and Commercial Evaluation Tables and rated scores when completed. At this stage the Package Scope Lead shall direct the Contract Administrator to complete the final Bid Total Value determination and summary worksheets. The Bid Evaluation Team Leads (Package Scope Lead; Contract Administrator; Technical Lead) shall have access to all Bid Evaluation Documents, Tables and Working Papers **only** when final consolidation of each Bid Total Value is determined.

Each Member of the Bid Evaluation Team and his or her designate shall respect the confidentiality of the bid submissions and working papers. The Package Scope Lead shall have the right to share bid evaluation information with the Steering Committee but in a secure and responsible manner. The Steering Committee will consist of:

Muskrat Falls Corporation

General Project Manager - Ron Power

Supply Chain Manager - Pat Hussey

Project Manager Muskrat Falls Generation - Scott O'Brien

5.0 EVALUATION TEAM

The team responsible for evaluating each Proposal is as follows:


Integrated Evaluation Team (Core)

Representative

Package Scope Lead (Area Manager – CH0009)
 Commercial
 Technical

Mark Turpin

 Roy Lewis
 Abdellah El-Bensi

 nalcor energy <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

Quality	Paul Fraser
Risk Management	[Insert]
Benefits	[Insert]
Health & Safety	Sean Lee
Environmental	Dave Healey/Marion Organ

6.0 EVALUATION PROCESS

An Overall Scoring Matrix will be used to rank each Bidder’s Proposal. The following weighted criteria will be used to assess each Bidder’s Proposal. Further details of the breakdown of these items can be found in the relevant sections detailed below:

<u>Criteria</u>	<u>Weighted Rating (%)</u>
Commercial	60
Technical	30
Quality	5.0
Risk Management	2.5
Benefits	2.5
Health & Safety	Pass/Fail *
Environmental	Pass/Fail *


* Bidders must obtain a score of 70% or greater to pass.

7.0 COMMERCIAL EVALUATION

The Contract Administrator will be responsible for:

- All communications to Bidders during the evaluation process
- Reviewing Proposals to ensure the Bidders have completed all pertinent Appendices (A1 to A17), where applicable
- Distributing the Proposals to the evaluation team
- Issuing and receiving all clarifications
- Arranging Proposal clarification Meetings with Bidders (if required)
- Preparing the Commercial Bid Tabulation
- Managing the Overall Scoring Matrix
- Coordinating the Bidder Execution Plan Review Meeting with each Bidder.

Compliance and/or acceptance with commercial and financial requirements will form an integral part of the commercial evaluation. Commercial acceptance will also be influenced by any exceptions/deviations from the RFP. Any proposed change(s) to the Agreement Articles and/or other Exhibits/Appendices will be negotiated with the

 nalcor <i>energy</i> <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

Bidders prior to formal review and subsequent acceptance by Legal Counsel.

The conditioned Proposal Price will be assigned a rating according to differences to the lowest evaluated Proposal Price as per the scoring chart shown below:

Score (Rating)	Criteria
10	Low Bidder
9.5	0-5% > Low Bidder
9	6-10% > Low Bidder
8.5	11-15% > Low Bidder
8	16-20% > Low Bidder
7.5	21-25% > Low Bidder
7	26-30% > Low Bidder
6.5	31-35% > Low Bidder
6	36-40% > Low Bidder
5.5	41-45% > Low Bidder
5	46% > Low Bidder


Proposal price rating will be further converted into a weighted score as presented in the Attachment 1 - Overall Scoring Matrix.

8.0 TECHNICAL EVALUATION

The technical evaluation will be carried out by the Technical Representative. Technical acceptance will be based on meeting the minimum requirements needed to complete the Work. The technical evaluation will be done separately from the commercial evaluation using un-priced copies of the bids.

Following completion of the preliminary evaluation of Proposals, if a Proposal is determined to be significantly non-compliant with the RFP technical documents and/or Technical Specifications, the technical evaluation team will make a recommendation to end the evaluation at this stage and focus all their resources on the evaluation of a technically acceptable Proposal.

A summary of the technical evaluation including a statement advising if 1) the Proposal is technically compliant with negotiated and approved deviations or 2) technically non-compliant will be recorded on the Technical Evaluation Report. A technical score will be determined and detailed on the Overall Scoring Matrix for the Proposal. Evaluation of bids which are determined to be non-compliant will be discontinued with the rationale noted in the evaluation. **Technical Representative should provide any other pertinent**

 <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

information.] Refer to the Attachment 3 for the Technical Evaluation Report.

9.0 QUALITY EVALUATION

The Quality Representative will be responsible for reviewing each Bidder's response to the Quality Questionnaire which was included in the RFP. **[Quality Assurance Representative should provide any other pertinent information.]** Refer to the Attachment 4 for the Quality Evaluation Report.

10.0 PROVINCIAL BENEFITS EVALUATION

The Provincial Benefits Representative will be responsible for reviewing each Bidder's response to the Provincial Benefits Questionnaire which was included in the RFP. **[Provincial Benefits Representative should provide any other pertinent information.]** Refer to the Attachment 5 for the Provincial Benefits Evaluation Report.

11.0 RISK MANAGEMENT EVALUATION (IF REQUIRED)

The Risk Management Representative will be responsible for reviewing each Bidder's response to the Risk Management Questionnaire which was included in the RFP. **[Risk Manager should provide any other pertinent information.]** Refer to the Attachment 6 for the Risk Management Evaluation Report.

12.0 HEALTH AND SAFETY EVALUATION


The Health and Safety Representative will be responsible for reviewing each Bidder's response to the Health and Safety Questionnaire which was included in the RFP. **[Health and Safety Representative should provide any other pertinent information.]** Refer to the Attachment 7 for the Health and Safety Evaluation Report.

13.0 ENVIRONMENTAL EVALUATION

The Environment Representative will be responsible for reviewing each Bidder's response to the Environmental Questionnaire which was included in the RFP. **[Environmental Representative should provide any other pertinent information.]** Refer to the Attachment 8 for the Environmental Evaluation Report.

14.0 AWARD PROCESS

A meeting may be arranged to review the completed Evaluation Reports including the priced Commercial Bid Tabulation. The successful Bidder will be nominated and will be included in the Team's Bid Evaluation and Award Recommendation. The Bid Evaluation

 nalcor <i>energy</i> <small>LOWER CHURCHILL PROJECT</small>	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

and Award Recommendation will be prepared by the Contract Administrator for sign off and approval by the Bid Evaluation Team. This report will identify the Bidder recommended for Agreement Award including the final negotiated Agreement price(s).


The Bid Evaluation and Award Recommendation, along with all supporting Evaluation Reports, will be routed for review and approval. At the same time, the Bid Evaluation Team will commence preparation of the Agreement documentation including revision of all Commercial and Technical sections, where applicable. The Agreement, comprising of the Articles and Exhibits 1 to 14 inclusive, will be prepared by the Contract Administrator for review and approval. Upon receipt of the approved Bid Evaluation and Award Recommendation and the approved final Agreement, the Agreement will be issued to the preferred Bidder for execution. Authority to commence the Work will be issued after the Agreement has been signed and dated by both Contracting Parties.

15.0 NOTIFICATION OF UNSUCCESSFUL BIDDERS

The Contract Administrator will notify the unsuccessful bidders after the Agreement has been signed by both Parties.


16.0 ATTACHMENTS

Attachment 1 – Overall Scoring Matrix
Attachment 2 – Commercial Bid Tabulation
Attachment 3 – Technical Evaluation Report
Attachment 4 – Quality Assurance Evaluation Report
Attachment 5 – Provincial Benefits Evaluation Report
Attachment 6 – Risk Management Evaluation Report
Attachment 7 – Health and Safety Evaluation Report
Attachment 8 – Environmental Evaluation Report


 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

ATTACHMENT 1

OVERALL SCORING MATRIX [TO BE INSERTED BY CA/BUYER]

 LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014


ATTACHMENT 2**COMMERCIAL BID TABULATION
[TO BE INSERTED BY CA/BUYER]**

 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

ATTACHMENT 3


TECHNICAL EVALUATION REPORT

[TO BE PROVIDED BY PACKAGE ENGINEER / TECHNICAL LEAD]

 LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014


ATTACHMENT 4

QUALITY ASSURANCE EVALUATION REPORT [TO BE PROVIDED BY QUALITY]

 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014


ATTACHMENT 5

PROVINCIAL BENEFITS EVALUATION REPORT [TO BE PROVIDED BY BENEFITS LEAD]

 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014


ATTACHMENT 6

RISK MANAGEMENT EVALUATION REPORT [TO BE PROVIDED BY RISK MANGEMENT LEAD]

 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

ATTACHMENT 7

HEALTH & SAFETY EVALUATION REPORT [TO BE PROVIDED BY HEALTH AND SAFETY]

 nalcor energy LOWER CHURCHILL PROJECT	Bid Evaluation Plan	Rev. No.	Date
	CH0009 – Construction of North and South Dams	00	31-August-2014

ATTACHMENT 8

ENVIRONMENTAL EVALUATION REPORT [TO BE PROVIDED BY ENVIRONMENT]



Lower Churchill Project Muskrat Falls Hydroelectric Development		MAIN SUMMARY NORMALISED		
CH0009				
CONSTRUCTION OF NORTH AND SOUTH DAMS		BIDDER'S NAME	SUMMARY	
Item No.	Description	Bidder 1	Bidder 2	Bidder 3
	TOTAL ESTIMATED COST (C/F from Summary Sheet)	-	-	-
	NORMALISATION			
1	Deviations not identified by Bidder			
2	Exceptions by Bidder			
3	Other			
	TOTAL ESTIMATED VALUE AFTER NORMALISATION			
4	Commercial weighting	-	-	-
	TOTAL ESTIMATED VALUE AFTER COMMERCIAL WEIGHTING			
5	Technical Weighting	-	-	-
	TOTAL FINAL ESTIMATED VALUE			

Questionnaire Weightings have been agreed by the following Package Team:

Package Scope Lead	Mark Turpin
Commercial Rep.	Roy Lewis
Technical Rep.	Abdellah El-Bensi
H&S Rep.	Sean Lee
QA Rep.	Paul Fraser
Env. Rep.	Dave Haley/Marion Organ
Risk Management Rep.	

**BID EVALUATION PLAN
COMMENT SHEETS**

Bidder Name:	Bidder 1	Percentage	Grade
Comments:			
Technical - Execution Plan			
Prepared By:	Abdellah El-Bensi		
Technical - Schedule			
Prepared By:	Abdellah El-Bensi		
H&S			
Prepared By:	Sean Lee		
QA			
Prepared By:	Paul Fraser		
Environmental			
Prepared By:	Dave Haley/Marion Organ		
Risk Management			
Prepared By:			

**BID EVALUATION PLAN
COMMENT SHEETS**

Labour Relations

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Prepared By: Roy Lewis

**Commercial - Provincial
Benefits**

--	--

Prepared By: Roy Lewis

**Commercial - Performance
Security**

--	--

Prepared By: Roy Lewis

Commercial - Insurances

--	--

Prepared By: Roy Lewis

**Commercial - Coordination
Procedures**

--	--

Prepared By: Ed Bush

Commercial - Financial Data

--	--

Prepared By: Roy Lewis

**BID EVALUATION PLAN
COMMENT SHEETS**

Bidder Name:	Bidder 2	Percentage	Grade
Comments:		<input type="text"/>	<input type="text"/>
Technical - Execution Plan			
Prepared By:	Abdellah El-Bensi		
Technical - Schedule		<input type="text"/>	<input type="text"/>
Prepared By:	Abdellah El-Bensi		
H&S		<input type="text"/>	<input type="text"/>
Prepared By:	Sean Lee		
QA		<input type="text"/>	<input type="text"/>
Prepared By:	Paul Fraser		
Environmental		<input type="text"/>	<input type="text"/>
Prepared By:	Dave Haley/Marion Organ		
Risk Management		<input type="text"/>	<input type="text"/>
Prepared By:	0		

**BID EVALUATION PLAN
COMMENT SHEETS**

Labour Relations

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Prepared By: Roy Lewis

Commercial - Provincial Benefits

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Prepared By: Roy Lewis

Commercial - Performance Security

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Prepared By: Roy Lewis

Commercial - Insurances

--	--

Prepared By: Roy Lewis

Commercial - Coordination Procedures

--	--

Prepared By: Ed Bush

Commercial - Financial Data

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Prepared By: 0

**BID EVALUATION PLAN
COMMENT SHEETS**

Bidder Name:	Bidder 3	Percentage	Grade
Comments:		<input type="text"/>	<input type="text"/>
Technical - Execution Plan	_____		

Prepared By:	Abdellah El-Bensi		
Technical - Schedule		<input type="text"/>	<input type="text"/>

Prepared By:	Abdellah El-Bensi		
H&S		<input type="text"/>	<input type="text"/>

Prepared By:	Sean Lee		
QA		<input type="text"/>	<input type="text"/>

Prepared By:	Paul Fraser		
Environmental		<input type="text"/>	<input type="text"/>

Prepared By:	Dave Haley/Marion Organ		
Risk Management		<input type="text"/>	<input type="text"/>

Prepared By:	0		

**BID EVALUATION PLAN
COMMENT SHEETS**

Labour Relations

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Prepared By: Roy Lewis

**Commercial - Provincial
Benefits**

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Prepared By: Roy Lewis

**Commercial - Performance
Security**

--	--

Prepared By: Roy Lewis

Commercial - Insurances

--	--

Prepared By: Roy Lewis

**Commercial - Coordination
Procedures**

--	--

Prepared By: Ed Bush

Commercial - Financial Data

--	--

Prepared By: Roy Lewis

BID EVALUATION
DISCIPLINE SCORE SHEET

RFP - Health and Safety Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key Criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
	Answer	Score	Answer	Score	Answer	Score	Answer	Score
Health and Safety								
1.0 HEALTH AND SAFETY MANAGEMENT PERFORMANCE - Please provide the following safety statistics, referencing the attached incident definitions and frequency calculation.	10	0		0		0		0
2.0 WORKER'S COMPENSATION RATES - Indicate the jurisdiction where you are registered. List your overall Worker's Compensation industry rating for the current year and past three (3) years. Attach a WCB clearance letter and experience rating statements for the past three years.	3	0		0		0		0
3. H&S MANAGEMENT SYSTEM CERTIFICATION - Do you have a certificate of recognition or is your health and safety management system certified by an outside agency? (OHSAS 18001, CSA Z-1000 etc.) If yes, provide a copy of the certificate.	2	0		0		0		0
4. H&S POLICY STATEMENT - Does your health and safety program have a policy statement that clearly outlines the Company's commitment to health and safety?	3	0		0		0		0
5. REGULATORY COMPLIANCE PERFORMANCE - Has your company received an occupational health and safety stop work order, charges or equivalent from any regulator in the last three (3) years? If yes, provide details.	3	0		0		0		0
6. SAFETY PROFESSIONALS - Please list the highest ranking safety professional in your organization: (attach résumé). Do you plan to have a safety representative(s) for this Work full time or part time (Y or N)? If "Yes", provide a résumé(s).	3	0		0		0		0
7. KEY PROGRAM ELEMENTS - Does your health and safety management system address the following key elements? Management leadership and commitment; hazard/risk identification, evaluation and control; risk assessments on all critical and non-routine jobs/job functions; a permit to work system; ongoing inspection. If yes to any of these, reference appropriate Health and Safety manual section(s).	8	0		0		0		0

BID EVALUATION
DISCIPLINE SCORE SHEET

RFP - Health and Safety Evaluation

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Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
	Answer	Score	Answer	Score	Answer	Score	Answer	Score
Health and Safety								
8. KEY PROGRAM ELEMENTS - Does your health and safety management system include work practices and procedures, such as: Lockout and tagout; traffic control; excavation and trenching; confined space entry; hoisting and rigging; working near power lines; handling and transporting hazardous substances; unloading large/long materials (such as piles); vehicle recovery. If yes to any of these, reference appropriate Health and Safety manual section(s).	8	0		0		0		0
9. WRITTEN PROGRAM ELEMENTS - Do you have written programs for the following? Duty to refuse work; fall protection; noise management; workplace violence; working alone; personal protective equipment (PPE); WHMIS (Workplace Hazardous Materials Information System); respiratory protection. If yes to any of these, reference appropriate Health and Safety manual section(s). In regards to respiratory protection, have your employees been: trained? fit tested? medically	8	0		0		0		0
10. MEDICAL EXAMINATIONS - Do you conduct medical exams for the following? Pre-employment; replacement job capacity; pulmonary; respiratory. If yes to any of these, reference appropriate Health and Safety manual section(s).	2	0		0		0		0
11. DRUG AND ALCOHOL PROGRAM - Do you have a drug and alcohol program? If "Yes", does it include the following? Pre-employment testing; testing for cause; post incident testing; formalized arrangements with a collection and testing agency (if "Yes", provide testing agency information); does your drug and alcohol policy follow the guidelines as laid out in The Canadian Model for Providing A Safe Workplace – Alcohol and Drug Guidelines and Work Rule Version 2 – Effective October 1, 2010? If yes to any of these, reference appropriate Health and Safety manual section(s).	3	0		0		0		0

BID EVALUATION
DISCIPLINE SCORE SHEET

RFP - Health and Safety Evaluation

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Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
	Answer	Score	Answer	Score	Answer	Score	Answer	Score
Health and Safety								
12. TOOL AND EQUIPMENT PREVENTATIVE MAINTENANCE, USAGE AND INSPECTIONS : Do you have a written list of equipment requiring pre-use inspections? Do you have a documented list of equipment requiring scheduled servicing in accordance with manufacturer's recommendations, legislated requirements, and industry standards? Is frequency of equipment inspections and maintenance identified? Are corrections of deficiencies documented? Do you have follow-up mechanism for corrective actions? If yes to any of these, reference appropriate Health and Safety manual section(s).	4	0		0		0		0
13. ORIENTATION PROGRAM - Do you have a health and safety orientation program? Does the program include new, transferred and temporary workers? Does the program provide instruction on the following: employer health and safety responsibilities; employee health and safety responsibilities; obligation to refuse imminent danger work; progressive discipline policies and procedures; safe work practices and/or procedures; emergency response procedures; first-aid procedures; incident/near miss reporting; does your orientation program include a quiz? If yes to any of these, reference appropriate Health and Safety manual section(s).	5	0		0		0		0
14. INCIDENT REPORTING AND INVESTIGATION - Do you have a written procedure for incident reporting and investigation?; Do you utilize a root cause determination process such as "Tap-Root"? If yes to any of these, reference appropriate Health and Safety manual section(s).	5	0		0		0		0
15. EMERGENCY RESPONSE PROGRAM - Do you have an emergency response plan related to activities and specific locations? If yes reference appropriate Health and Safety manual section(s).	4	0		0		0		0

BID EVALUATION
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Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
	Answer	Score	Answer	Score	Answer	Score	Answer	Score
Health and Safety								
16. FIREARM AND WEAPON POLICY - Do you have a policy pertaining to prohibited items on (e.g. knives, firearms)? Are all employees made aware of the prohibited items policy and is it enforced? If yes to any of these, reference appropriate Health and Safety manual section(s).	1	0		0		0		0
17. LEGISLATIVE AND REGULATORY COMPLIANCE PROGRAM - Do you make reference to following legislative requirements where work is being performed?; violence policies and procedures; harassment policies and procedures. If yes to any of these, reference appropriate Health and Safety manual section(s).	1	0		0		0		0
18. PERSONAL PROTECTIVE EQUIPMENT PROGRAM - Do you have a policy or specific rules with respect to the use of personnel protective equipment (PPE)? Do you have a formal process in place for determining PPE requirements? If yes to any of these, reference appropriate Health and Safety manual section(s).	3	0		0		0		0
19. CONTRACTOR MANAGEMENT - Do you pre-qualify subcontractors?; Do you include subcontractors in: orientations, health and safety meetings, inspections, audits. If yes to any of these, reference appropriate Health and Safety manual section(s).	5	0		0		0		0
20. COMMUNICATIONS - Do you inform employees and subcontractors on Health and Safety alerts, programs, practices, procedures, rules, revisions and related information? Do you have a joint Health and Safety committee? Do you hold scheduled safety meetings, such as weekly general safety meetings for all crew and weekly departmental meetings for each department at all worksites? Are Health and Safety meeting minutes and attendance recorded? If yes to any of these, reference appropriate Health and Safety manual section(s).	5	0		0		0		0

BID EVALUATION
DISCIPLINE SCORE SHEET

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- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
	Answer	Score	Answer	Score	Answer	Score	Answer	Score
Health and Safety								
21. SUPERVISOR SAFETY INSPECTIONS - Does your Health and Safety program outline the requirements for supervisors and employees to conduct regular Health and Safety inspections of equipment and work conditions at all worksite(s)? If yes reference appropriate Health and Safety manual section(s).	3	0		0		0		0
22. HAZARD REPORTING - Does your Health and Safety program require the prompt reporting of hazardous conditions at all worksite(s)? If yes reference appropriate Health and Safety manual section(s).	5	0		0		0		0
23. HEALTH AND SAFETY TRAINING Have your employees received the required Health and Safety training and retraining? Do you have a specific Health and Safety training program for supervisors? If yes to any of these, reference appropriate Health and Safety manual section(s).	3	0		0		0		0
24. TRAINING RECORDS - Do you have Health and Safety training records for your employees? How do you verify competency of the training (job monitoring? written test? competency check? oral test? other?). Are all training records available upon request? If yes to any of these, reference appropriate Health and Safety manual section(s).	3	0		0		0		0
Score	100	0.00		0.00		0.00		0.00
Percentage		0.00%		0.00%		0.00%		0.00%
Pass/Fail								

Minimum Pass Mark is 70%

Evaluated By

Reviewed By

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions
Bid Evaluation Plan Appendix 7			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	(Pass Mark 70%)
1. MANAGEMENT INVOLEMENT, LEADERSHIP AND ADMINISTRATION									
1.1 Environmental Management System (ISO or Not)?	3	5	0	0	0	0	0	0	If ISO Score 5, If not ISO Score 3, If No System score 0
1.1a Adequacy of TOC (if provided)	3	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
1.1b Adequacy of Environmental Policy (if provided)	3	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
1.3 Are environmental targets developed and reviewed on a regular basis?	3	5	0	0	0	0	0	0	Yes = 5; No = 0
1.3a Adequacy of Environmental targets	3	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
1.4 Has a formal system, including the use of audits and inspections, been developed to define responsibilities for verifying that environmental performance objectives are met?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
1.4a Adequacy of audit and inspection information	1.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
2. ENVIRONMENTAL HAZARD IDENTIFICATION AND RISK MANAGEMENT									
2.1 Does the Bidder conduct formal risk assessments when planning and implementing operations and activities?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
2.2 If "Yes", does that risk assessment include environmental risks?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
2.2a adequacy of risk management system	1.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
2.3 Has a formal hazard observation program been implemented at the Bidder's worksites?	0.5	5	0	0	0	0	0	0	Yes = 5; No = 0
2.3a Adequacy of hazard observation program	0.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Bid Evaluation Plan Appendix 7	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions (Pass Mark 70%)
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	
3. ORGANIZATIONAL RULES AND WORK PROCEDURES									
3.1 Does the Bidder have documented environmental protection plans for all jobs/work activities?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
3.1a adequacy of EPP	2.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
3.2 Does the Bidder have environmental contingency plans?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
3.2a adequacy of contingency plans/Does the plan outline responsibilities, available resources and actions to be taken in the event of an environmental incident?	2.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
4. EMPLOYEE KNOWLEDGE, TRAINING AND AWARENESS									
4.1 Does the Bidder have an environmental awareness program?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
4.1a Adequacy of Program?	2	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
4.2 Does the Bidder provide environmental awareness training to supervisory staff?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
4.3 What is frequency of environmental awareness training?	2	5	0	0	0	0	0	0	Score 1-5. If monthly score 5; if bimonthly score 4; if quarterly score 3; if biannually score 2; if annually score 1
4.3a Adequacy of content environmental awareness training	2	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Bid Evaluation Plan Appendix 7	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions (Pass Mark 70%)	
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score		
5. PERSONAL COMMUNICATIONS AND ENVIRONMENTAL MEETINGS										
5.1 Are personal communications conducted to impart environmental awareness with other workers and thereby reducing the likelihood of non compliances or environmental incidents?	1.5	5	0	0	0	0	0	0	0	Yes = 5; No = 0
5.2 Is there a system for sharing best practices and procedures, incidents and other information across the Bidder's organization?	1	5	0	0	0	0	0	0	0	Yes = 5; No = 0
5.3 Is there an environment committee in place?	1	5	0	0	0	0	0	0	0	Yes = 5; No = 0
5.4 Are regular (minimum monthly) environmental meetings held at all facilities to maintain effective communication of environmental information throughout the organization and with Bidder's contractors?	2	5	0	0	0	0	0	0	0	Yes = 5; No = 0
5.4a Adequacy of content and frequency of environmental meetings?	1.5	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
5.5 Are minutes and records of attendance of these meetings maintained?	0.5	5	0	0	0	0	0	0	0	Yes = 5; No = 0
5.5a Adequacy of meeting minutes	0.5	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
5.6 Does the Bidder respond in writing to environmental concerns raised at environmental meetings?	1	5	0	0	0	0	0	0	0	Yes = 5; No = 0
6. ENVIRONMENTAL MONITORING AND REPORTING										
6.1 Has the Bidder developed specific procedures for environmental monitoring and reporting on incidents that occur at its worksites?	2	5	0	0	0	0	0	0	0	Yes = 5; No = 0
6.1a Adequacy of monitoring and incident procedure	1.5	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
6.2 Does the Bidder use an EMS system to establish standards, reporting and follow up and corrective action?	1.5	5	0	0	0	0	0	0	0	Yes = 5; No = 0
6.2a Adequacy of this process	1	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
6.3 Does the Bidder have dedicated environmental personnel?	2	5	0	0	0	0	0	0	0	Yes = 5; No = 0
6.3a Adequacy of personnel and responsibilities	0.5	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
6.4 Are supervisors formally trained in accident/investigations?	1	5	0	0	0	0	0	0	0	Yes = 5; No = 0
6.4a Adequacy of training program and frequency	0.5	5	0	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Bid Evaluation Plan Appendix 7	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions (Pass Mark 70%)
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	
7. ENVIRONMENTAL INCIDENT ANALYSIS									
7.1 Does the Bidder have in place a formal system for the collection, analysis, trending and evaluation of environmental incident data and statistical analysis?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
7.2 Does the Bidder develop monthly environmental incident analysis reports, which are reviewed during management review meetings?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
7.3 Does senior management review and comment on serious and significant environmental incidents?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
7.4 Are all incident reports followed through from recommendations to completion and closure?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
8. LEADERSHIP TRAINING									
8.1 Does Bidder's management receive formal environmental management training which provides a thorough understanding of the philosophies and principles behind environmental management?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
8.1a Adequacy of environmental management training	2	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
8.2 Does the Bidder's management receive an orientation to the Bidder's Environmental Management System that includes an introduction to individual accountabilities and responsibilities?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
8.2a Adequacy of orientation	2	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions
Bid Evaluation Plan Appendix 7			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	(Pass Mark 70%)
9. ENVIRONMENTAL AUDITS, INSPECTIONS AND PREVENTATIVE MAINTENANCE									
9.1 Is there a documented process for performing environmental audits?	2.5	5	0	0	0	0	0	0	Yes = 5; No = 0
9.2 Has a formal process been developed to ensure routine environmental monitoring?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
9.3 Does the Bidder have planned preventative measures in place to prevent environmental incidents?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
10. CRITICAL OPERATION AND TASK ANALYSIS									
10.1 Has a systematic approach been developed to identify and inventory all tasks based on mandatory rules, regulations and applicable codes, guidelines and standards?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
10.2 Is there a formal process to assess the environmental requirements associated with the tasks and to mitigate the risk to ensure compliance with the requirements?	2	5	0	0	0	0	0	0	Yes = 5; No = 0
11. SYSTEM REVIEW AND EVALUATION									
11.1 Do the Bidder's senior management conduct regular reviews of the Environmental Management System, at least annually or at more frequent intervals, as the organization may deem necessary?	1.5	5	0	0	0	0	0	0	Yes = 5; No = 0
11.1a Adequacy of reviews	1.5	5	0	0	0	0	0	0	Rank adequacy 1 - 5; If not provided Score 0
11.2 Do these reviews include environmental management policies and procedures and other inputs such as the results and recommendations from environmental audits, monitoring and surveys and analysis of incident investigations?	1	5	0	0	0	0	0	0	Yes = 5; No = 0

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Environmental Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Bid Evaluation Plan Appendix 7	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3		Scoring Instructions
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	(Pass Mark 70%)
12. STATISTICS									
12.1 Number and type of directives from clients or regulators	1	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.2 Oil spill incidents;	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.3 Waste management incidents;	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.4 Hazardous materials incidents;	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.5 Water degradation incidents;	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.6 Air degradation incidents; and	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.7 Soil degradation incidents.	1.5	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5
12.8 Total Environmental Incidents	1	5	0	0	0	0	0	0	For 3 yr period: >= 5 score 0; 4 score 1; 3 score 2; 2 score 3; 1 score 4; 0 score 5

Total Weighed Scores	100	0	-	0	0	0	0	0
Percentage			0%		0%		0%	

Comments:

Environmental Manager: _____
Date: _____

RFP - Quality Assurance Evaluation								
RFP #: CH0009			RFP Name: Construction of North and South Dams					
	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3	
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
1i) Bidder's quality policy statement and list of current quality objectives.	0.2	5	0	0	0	0	0	0
1ii) Bidder's Master Documents List or the Table of Contents of your policy and procedures manual.	0.5	5	0	0	0	0	0	0
1iii) Bidder's current Internal / External Audit Schedules.	1	5	0	0	0	0	0	0
1iv) Bidder's third party ISO 9000 registration, if available.	0.5	5	0	0	0	0	0	0
1v) Most Recent Management Review Minutes of Meeting.	1	5	0	0	0	0	0	0
1vi) If ISO 9001:2008 registration is held, a copy of last third party surveillance report.	0.3	5	0	0	0	0	0	0
2) Briefly describe any processes employed to plan the activities related to the requested products / services. If available, provide typical examples of Quality Plans and / or Inspection and Test Plans.	0.4	5	0	0	0	0	0	0
3) Describe how this work relates to the total annual productive capacity of Bidder's company and that of Bidder's main suppliers.	0.5	5	0	0	0	0	0	0
4) Briefly describe the processes used to control the design of the products / services to be supplied. Include references to the following processes: <ul style="list-style-type: none"> • Design Planning • Design Review • Design Verification • Design Validation • Design Changes 	1	5	0	0	0	0	0	0
5) Briefly describe the Bidder's Supplier / Sub-contractor selection process and any processes employed to monitor continued performance against contract requirements. In Bidder's response include a list of any services associated with the scope of work that would be sub-contracted out and where appropriate, the contract details for that Sub-Contractor.	1	5	0	0	0	0	0	0
6) What techniques does the Bidder employ to verify that the product / service have been delivered appropriately and in accordance with the contract requirements? What verification records are generated?	0.4	5	0	0	0	0	0	0
7) Briefly describe the Bidder's records retention system and the normal records retained (or supplied to the client) as part of this product / service delivery. Bidder's response should make reference to records such as Material Test Reports, Non-destructive examination records, in process inspections and Factory Acceptance tests.	0.2	5	0	0	0	0	0	0
8) What processes does the Bidder employ to ensure that Inspection is performed and Measuring and Test Equipment is fully calibrated and functioning appropriately?	0.5	5	0	0	0	0	0	0

RFP - Quality Assurance Evaluation								
RFP #: CH0009			RFP Name: Construction of North and South Dams					
	Weight	Max Score	Bidder 1		Bidder 2		Bidder 3	
			Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
9) When products / services do not meet requirements, what processes are employed to ensure timely resolution of the problem? If so, what records of the problem and solution are generated?	0.2	5	0	0	0	0	0	0
10) Does the Bidder employ any continuous improvement processes or other methods to monitor evaluate and improve the quality of products / services provided? If so, briefly describe them. Include in your response details on the following: <ul style="list-style-type: none"> Processes to monitor and measure effects of continuous improvement changes. Processes for the evaluation and implementation of innovative and cost reduction ideas. 	0.5	5	0	0	0	0	0	0
11) Does the Bidder employ any processes to monitor internal / external activities to ensure conformance to procedures? If so, briefly describe them.	0.5	5	0	0	0	0	0	0
12) Briefly describe the Bidder's Training Policy and any controls used to ensure personnel are competent to perform their defined functions and responsibilities.	0.5	5	0	0	0	0	0	0
13) Briefly describe any servicing and / or product support required / recommended as part of the delivery of this equipment / service.	0.5	5	0	0	0	0	0	0
14) Briefly describe any processes employed to monitor Customer Satisfaction and how these processes will be applied to the proposed scope of work.	0.2	5	0	0	0	0	0	0
15) The Bidder shall confirm that it has reviewed and can comply with any Quality Assurance requirements outlined in the contract agreement and that the responses to this questionnaire are true and accurate.	0.1	5	0	0	0	0	0	0
Total Weighed Score	10			0		0		0
Total Weighted Score as % of Max Weighted Score**				0%		0%		0%
Score-Based Conclusion**								

****Proponent must achieve a minimum Total Weighted Score of 60 percent to be considered acceptable.**

Quality Representative: _____

Date: _____

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Comments:

Green	Recommended
Yellow	Clarification
Red	Not Recommended

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Risk Management Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key Criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Item	Risk Management	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3		Score
			Answer	Score	Answer	Score	Answer	Score	
1	Risk Management system in place.	1		0		0		0	0
2	Risk Management Plan sample	1		0		0		0	0
3	Loss Control/Disaster Recovery Plan	1		0		0		0	0
4	Historical Records - On-time Construction	5		0		0		0	0
5	Historical records - Late Construction	5		0		0		0	0
6	Critical Path Recognition & Control Mechanism	5		0		0		0	0
7	Major Construction Equipment Forecast and Loading	5		0		0		0	0
8	Major Logistic Issues	5		0		0		0	0
9	Equipment Mobilisation	5		0		0		0	0
10	Accommodations & Transport	5		0		0		0	0
11	Excavation Works - Water Control	5		0		0		0	0
12	Excavation Works - Over-break	5		0		0		0	0
13	HSE Risk Management System	H&S Questionnaire							
14	Moving Water Hazard Management	H&S Questionnaire							
15	Critical Skills	10		0		0		0	0
16	Retention of Skilled Labour	10		0		0		0	0
17	Strike/Lock-out History	Labour Relations Questionnaire							
18	Involvement of Suppliers/SubContractors in Risk Assessment Activities	2		0		0		0	0
19	Unfamiliarity with Scope of Work	30		0		0		0	0
				0		0		0	0
Score - transfer to Technical Summary		100	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		Total Percentage	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Scored By:

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Labour Relations Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key Criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Item	Labour Relations	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3		Answer	Score
			Answer	Score	Answer	Score	Answer	Score		
1	Labour Union Relationship	50		0		0		0		0
2	Strike/Lock-out History	50	in Risk Management Questionn	0		0		0		0
3				0		0		0		0
	Other			0		0		0		0
				0		0		0		0
				0		0		0		0
Score Part B		100		0.00		0.00		0.00		0.00
Total Percentage				0.00%		0.00%		0.00%		0.00%

Scored By:

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Technical - Schedule Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

0 - Question not answered or no relevant information provided in response
 1 - Response does not meet key Criteria
 2 - Response only meets a few of the key criteria
 3 - Response meets a majority of the key criteria
 4 - Response meets all key criteria
 5 - Response meets and exceeds key criteria

Item	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
		Answer	Score	Answer	Score	Answer	Score	Answer	Score
TECHNICAL - SCHEDULE									
1	Effective Detailed Schedule with Proposal	20	0		0		0		0
2	Ability to Meet Key Milestones	30	0		0		0		0
3	Planning/Scheduling Methods and Resources identified in Execution Plan	10	0		0		0		0
4	Labour Histogram - Completeness & Logic	20	0		0		0		0
5	Equipment Histogram - Completeness & Logic	20	0		0		0		0
			0		0		0		0
			0		0		0		0
			0		0		0		0
			0		0		0		0
			0		0		0		0
			0		0		0		0
Score - transfer to Technical Summary		100	0.00		0.00		0.00		0.00
		Percentage	0.00%		0.00%		0.00%		0.00%

Scored By:

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Commercial - Summary Evaluation

RFP #: CH0009

RFP Name: Construction of North and South Dams

Item	Commercial Summary	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
			Answer	Score	Answer	Score	Answer	Score	Answer	Score
1	Participation in Site Visit	5		0		0		0		0
2	Conflict of Interest	5		0		0		0		0
3	Compliance with RFP	5		0		0		0		0
4	Proposal Validity	5		0		0		0		0
5	Proposal Letter	5		0		0		0		0
6	Declaration of Residency	5		0		0		0		0
7	Substitutions & Alternatives	5		0		0		0		0
8	Exceptions	20		0		0		0		0
9	Provincial Benefits (BF from table)	5	-	-	-	-	-	-	-	0
10	Performance Security (BF from table)	10	-	-	-	-	-	-	-	0
11	Insurances (BF from table)	10	-	-	-	-	-	-	-	-
12	Co-ordination Procedures (BF from table)	10	-	-	-	-	-	-	-	-
13	Financial Data, Staus etc. (BF from table)	10	-	-	-	-	-	-	-	-
14	Escalation (if included - normalise in total tender price exercise)									
Score		100		0.00		0.00		0.00		0.00
Percentage				0.00%		0.00%		0.00%		0.00%

Scored By:
Date:

Scoring Guide:
0 - Question not answered or no relevant information provided in response
1 - Response does not meet key Criteria
2 - Response only meets a few of the key criteria
3 - Response meets a majority of the key criteria
4 - Response meets all key criteria
5 - Response meets and exceeds key criteria

BID EVALUATION
DISCIPLINE SCORE SHEETS

Provincial Benefits (including INNU Content) - Labour RFP Evaluations
(for use on Civil, Supply & Install, and Services RFPs)

RFP # CH0009 Title Construction of North and South Dams

Section	Description / Expectation	Weighting Assigned	Bidder 1		Bidder 2		Bidder 3		Bidder 4	
			Score Given	Weighted Score	Score Given	Weighted Score	Score Given	Weighted Score	Score Given	Weighted Score
2.1	Contracting and Procurement (7.5%)									
2.1 a)	Describe Bidder's experience with implementing local benefits strategies and agreements	2.5		0		0		0		0
2.1 b)	Describe Bidder's procurement policies and procedures that will ensure reasonable advance notice to NL supply community of all procurement opportunities	2.5		0		0		0		0
2.1 c)	Describe Bidder's familiarity with NL contractor/supply capabilities. If Bidder is not currently familiar with these capabilities, describe proposed steps to ensure familiarity	2.5		0		0		0		0
2.2	Employment (5%)									
2.2 a)	Describe Bidder's familiarity with NL workforce	2.5		0		0		0		0
2.2 b)	Describe Bidder's human resource policies that will optimize NL employment benefits	2.5		0		0		0		0
2.3	Gender Equity and Diversity (5%)									
2.3 a)	Describe Bidder have gender equity and diversity plans? If so, describe Bidder's policies, including harassment and discrimination policies that support gender equity and diversity	2.5		0		0		0		0
2.3 b)	Describe Bidder's human resource policies enable the voluntary identification of members of under represented groups	2.5		0		0		0		0
2.4	NL Benefits Reporting (5%)									
2.4 a)	Indicate Bidder's previous experience at capturing employment and expenditure data as they relate to local benefits monitoring	2.5		0		0		0		0
2.4 b)	Indicate who, within Bidders organization, will be responsible for benefits monitoring and reporting	2.5		0		0		0		0
	Scoring Grid	Scoring Guidance for Section 2 (above)								
	5	Response meets and exceeds all key criteria								
	4	Response meets all key criteria								
	3	Response meets a majority of all key criteria								
	2	Response meets only a few of the key criteria								
	1	Response meets none of the key criteria								
3.0	Innu Content (17.5%)									
3.0 a)	Is Bidder a registered Innu Company?	Yes = 5 No = 0	5	0		0		0		0
3.0 b)	Use of registered Innu subcontractors?	Yes = 5 No = 0	5	0		0		0		0
3.0 c)	A named person for Innu /IBA monitoring is provided.	Yes = 5 No = 0	2.5	0		0		0		0
3.0 d)	Bidder has members of Innu Nation as part of Bid.	Yes = 5 No = 0	2.5	0		0		0		0
3.0 e)	Bidder has experience working with aboriginal IBAs	Yes = 5 No = 0	2.5	0		0		0		0
4.0 a)	NL BENEFITS CONTENT - PERSON HOUR ESTIMATE by Residency (22.5%)	25		0		0		0		0
	Score = 5 If NL percentage of total hours is > 80%									
	Score = 4 If NL percentage of total hours is 60 to 80 %									
	Score = 3 If NL percentage of total hours is 40 to 60 %			Insert %s in Box		Insert %s in Box		Insert %s in Box		Insert %s in Box
	Score = 2 If NL percentage of total hours is 20 to 40 %									
	Score = 1 If NL percentage of total hours is < 20%									
4.0 b)	NL BENEFITS CONTENT - PERSON HOUR ESTIMATE by Location of Work (12.5%)	10		0		0		0		0
	Score = 5 If NL percentage of total hours is > 80%									
	Score = 4 If NL percentage of total hours is 60 to 80 %									
	Score = 3 If NL percentage of total hours is 40 to 60 %			Insert %s in Box		Insert %s in Box		Insert %s in Box		Insert %s in Box
	Score = 2 If NL percentage of total hours is 20 to 40 %									
	Score = 1 If NL percentage of total hours is < 20%									
5.0	NL BENEFITS CONTENT - EXPENDITURE ESTIMATE (25%)	25		0		0		0		0
	Score = 5 If NL percentage of total expenditures is > 80%									
	Score = 4 If NL percentage of total expenditures is 60 to 80 %									
	Score = 3 If NL percentage of total expenditures is 40 to 60 %			Insert %s in Box		Insert %s in Box		Insert %s in Box		Insert %s in Box
	Score = 2 If NL percentage of total expenditures is 20 to 40 %									
	Score = 1 If NL percentage of total expenditures is < 20%									

Scored By: _____	Total	100	0	0	0	0
Date: _____	Sectional Weighting Ranking	5%	0%	0%	0%	0%

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Commercial - Performance Security

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key Criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Item	Commercial - Performance Security	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
			Answer	Score	Answer	Score	Answer	Score	Answer	Score
1	Performance Bond	40		0		0		0		0
2	Labour & Material Payment Bond	40		0		0		0		0
3	Letter of Credit	10		0		0		0		0
4	Parental Guarantee	10		0		0		0		0
Score - transfer to Commercial Summary		100		0.00		0.00		0.00		0.00
	Percentage			0.00%		0.00%		0.00%		0.00%

Scored By:

Date:

BID EVALUATION DISCIPLINE SCORE SHEETS

RFP - Commercial - Insurances

RFP #: **CH0009**

RFP Name: **Construction of North and South Dams**

Scoring Guide:

- 0 - Question not answered or no relevant information provided in response
- 1 - Response does not meet key Criteria
- 2 - Response only meets a few of the key criteria
- 3 - Response meets a majority of the key criteria
- 4 - Response meets all key criteria
- 5 - Response meets and exceeds key criteria

Item	Commercial - Insurances	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3		Answer	Score
			Answer	Score	Answer	Score	Answer	Score		
1	Workers Compensation	20		0		0		0		0
2	Employers Liability	20		0		0		0		0
3	Comprehensive General Liability	20		0		0		0		0
4	Automobile Liability	5		0		0		0		0
5	Owned & Non-Owned Aircraft	5		0		0		0		0
6	Property	15		0		0		0		0
7	Property in Transit	15		0		0		0		0
Score - transfer to Commercial Summary		100		0.00		0.00		0.00		0.00
		Percentage		0.00%		0.00%		0.00%		0.00%

Scored By:

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Commercial - Coordination Procedures

RFP #: CH0009

RFP Name: Construction of North and South Dams

Scoring Guide:

0 - Question not answered or no relevant information provided in response
 1 - Response does not meet key Criteria
 2 - Response only meets a few of the key criteria
 3 - Response meets a majority of the key criteria
 4 - Response meets all key criteria
 5 - Response meets and exceeds key criteria

Item	Commercial - Coordination Procedures	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3		Answer	Score
			Answer	Score	Answer	Score	Answer	Score		
1	Key Personnel	12		0		0		0		0
2	Schedule Development and Control Plan	2		0		0		0		0
3	Control Schedule	2		0		0		0		0
4	Control Schedule Baseline Document	2		0		0		0		0
5	Scheduling and Progress Requirements	2		0		0		0		0
6	Project execution Plan	2		0		0		0		0
7	Earned Value Measurement	2		0		0		0		0
8	Recovery Plan Development	2		0		0		0		0
9	Progress Reporting	2		0		0		0		0
10	Company access to data.	2		0		0		0		0
11	Bi-weekly Progress Report	10		0		0		0		0
12	Monthly Progress Report	5		0		0		0		0
13	Cost Report	15		0		0		0		0
14	Change Management - Identification	4		0		0		0		0
15	Change Management - Pricing	4		0		0		0		0
16	Change Management - Schedule Impact	4		0		0		0		0
17	Change Management - Register	3		0		0		0		0
18	Invoicing Summary Report	5		0		0		0		0
19	Cash Forecast	5		0		0		0		0
20	Information Systems/Technology	5		0		0		0		0
21	Data Transfer	5		0		0		0		0
22	Document Control	5		0		0		0		0
	Score - transfer to Commercial Summary	100		0.00		0.00		0.00		0.00
	Percentage			0.00%		0.00%		0.00%		0.00%

Scored By:

Date:

BID EVALUATION
DISCIPLINE SCORE SHEETS

RFP - Commercial - Financial Data

RFP #: CH0006

RFP Name: Bulk Excavation and Associated Civil Works

Scoring Guide:

0 - Question not answered or no relevant information provided in response
 1 - Response does not meet key Criteria
 2 - Response only meets a few of the key criteria
 3 - Response meets a majority of the key criteria
 4 - Response meets all key criteria
 5 - Response meets and exceeds key criteria

Item	Commercial - Financial Data	Question Weight (%)	Bidder 1		Bidder 2		Bidder 3			
			Answer	Score	Answer	Score	Answer	Score	Answer	Score
A	Organisation			0		0		0		0
1	Business Organisation	10		0		0		0		0
2	Joint Venture/Partnership	5		0		0		0		0
3	Business Registration	5		0		0		0		0
4	Ownership %	10		0		0		0		0
5	Company/Bidder Relationship	5		0		0		0		0
B	Financial Data			0		0		0		0
1	Financial Responsibility	5		0		0		0		0
2	Willingness to Guarantee	5		0		0		0		0
3	LOC Maximum Value	5		0		0		0		0
4	Credit References	5		0		0		0		0
5	Claims & Judgements	5		0		0		0		0
6	Bankruptcy	5		0		0		0		0
7	Contract Cancellation	5		0		0		0		0
8	Litigation History	5		0		0		0		0
C	Legal Status			0		0		0		0
1	LLC/Corporation	5		0		0		0		0
2	Partnership	5		0		0		0		0
3	Bank References	5		0		0		0		0
4	Work Experience Table	Technical								
5	Signing Authority	5		0		0		0		0
6	Bank Clearance Letter	5		0		0		0		0
Score - transfer to Commercial Summary		100		0.00		0.00		0.00		0.00
Percentage				0.00%		0.00%		0.00%		0.00%

Scored By: _____
 Date: _____

BID EVALUATION
DISCIPLINE SCORE SHEETS

Bid Evaluation Schedule

RFP No. CH0006
Title: Bulk Excavation and Associated Civil Works

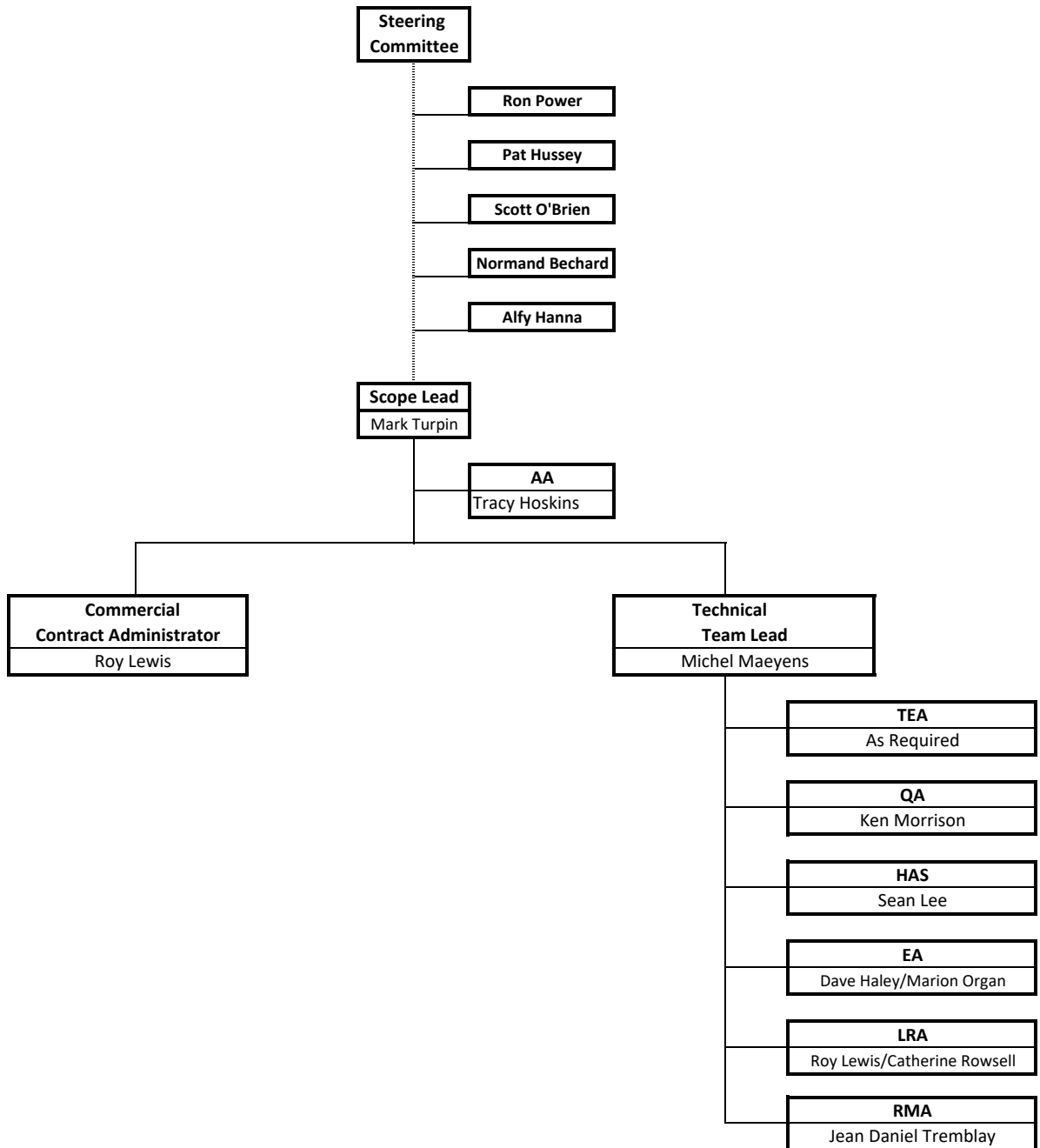
Item	Description	Dur	Days																																																	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44						
1	RFP Closing	1	█																																																	
2	Opening	1		█																																																
3	Clarifications/Bidder Meetings	10																																																		
4	Technical Review	21																																																		
5	Technical Evaluation Complete	1																																																		
6	Commercial Review	21																																																		
7	Commercial Review Complete	1																																																		
8	Commercial - Apply Technical weighting	1																																																		
9	Short List	1																																																		
10	Short List Approval	1																																																		
11	Short List Negotiation	7																																																		
12	Final Review	5																																																		
13	Award Recommendation	1																																																		
14	Endorsement & Approval	3																																																		
15	Award	1																																																		
16	Contract - Preparation	2																																																		
17	Contract - Approval	3																																																		
18	Contract - Execution	1																																																		

- 2-Aug-12 Bid closing
- 3-Aug-12 Bid Opening
- 23-Aug-12 Complete Evaluations
- 7-Sep-12 Award Recommendation
- 10-Sep-12 Award Approval
- 15-Sep-12 Execute

Bid Evaluation Organisation Chart

Index

- PSL** Package Scope Lead
- CA** Contract Administrator
- AA** Admin Assistant
- TL** Technical Lead
- TEA** Technical Engineering Advisor
- HAS** Health and Safety Advisor
- QA** Quality Advisor
- EA** Environmental Advisor
- LRA** Labour Relations Advisor
- RMA** Risk Management Advisor



**BID EVALUATION
DISCIPLINE SCORE SHEETS**

Index

PSL Package Scope Lead
CA Contract Administrator
AA Admin Assistant
TL Technical Lead
TEA Technical Engineering Advisor

HAS Health and Safety Advisor
QA Quality Advisor
EA Environmental Advisor
LRA Labour Relations Advisor
RMA Risk Management Advisor

Bid Evaluation Responsibility Matrix

Item	Description	Dur. Days	Responsible														
			PSL	CA	AA	TEA	QA	HAS	EA	LRA	RMA						
1	RFP Closing																
2	Opening	1	PSL	CA	AA												
3	Clarifications/Bidder Meetings	10	PSL	CA	TL	TEA	QA	HAS	EA	LRA	RMA						
4	Technical Review	21	PSL	TL	TEA	QA	HAS	EA	LRA	RMA	RMA						
5	Technical Evaluation Complete	1	PSL	TL													
6	Commercial Review	21	PSL	CA													
7	Commercial Review Complete	1	CA														
8	Commercial - Apply Technical weighting	1	CA														
9	Short List	1	PSL	CA	TL												
10	Short List Approval	1	NE														
11	Short List Negotiation	7	PSL	CA	TL												
12	Final Review	5	PSL	CA	TL												
13	Award Recommendation	1	PSL														
14	Endorsement & Approval	3	NE														
15	Award	1	PSL	CA	TL												
16	Contract - Preparation	2	CA														
17	Contract - Approval	3	NE														
18	Contract - Execution	1	CA														