

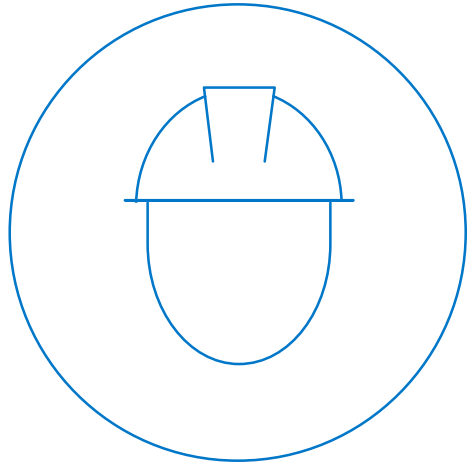
Procurement Requirements

Giant Mine Remediation Project



Michelle Anderson, Subcontract Administrator

Key Steps in Procurement



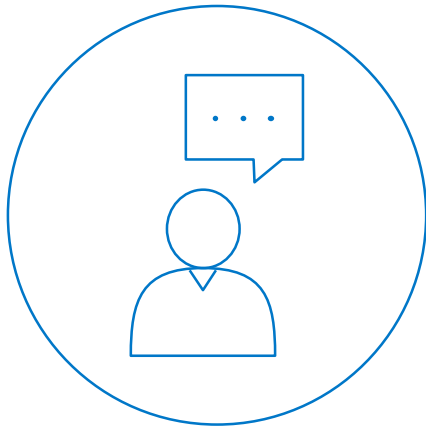
Bidding the Work

Request for Proposal

- Scope of Work
- Basis of Payment
- Bid Submission Form
- Health and Safety requirements
- Aboriginal Opportunities Consideration
- Subcontract Terms and Conditions
- Medical Monitoring

Advanced notification of each package is via Community Economic Development Manager, two to three weeks ahead of Merx

Key Steps in Procurement



Timeline for an RFP

Minimum guidelines are 13 weeks between RFP announcement and subcontract execution

Request for Proposal Schedule

- RFP is submitted to **MERX**
- Bidders onsite conference date is specified
- Questions submission date is specified
- All components to submit are specified
- Contact information is specified
- Additional pertinent information is provided
- Bid close date and time are specified

Procurement



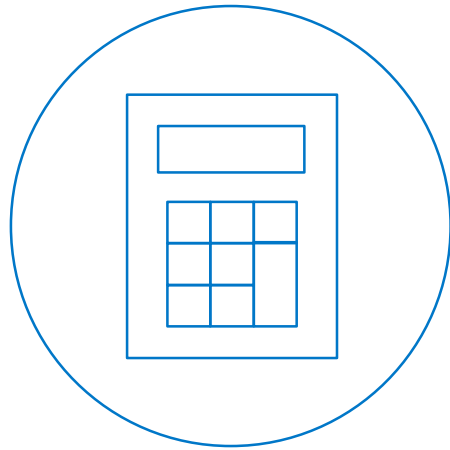
Safety is a primary factor in ALL aspects of the work

Scope of Work

- The scope of work is developed with Health, Safety, Environment and Aboriginal Opportunities Consideration as pillars to the composition.
- The scope of work is determined based on the overall timeline of the Giant Mine Remediation, the time of year the work is expected to take place, the existing work happening onsite and various other factors.

**Parsons MCM aims to provide ample time for bidders to prepare their future tenders.
As the SOW develops, updates to the advanced notice occurs.**

Procurement



Estimating is always a factor in developing scope

Basis of Payment

- The Basis of Payment assigns each portion of the scope of work, a method of estimating the cost of the work.

Table 1
XXXXX in Support of the Giant Mine XXXXX - Basis of Payment for Scope of Work

Item #	Description	Unit	Quantity	Unit Price	Total
BOPC-1	Balance of Project Costs	Lump Sum	12 months		
1.4-1	Mobilization	Lump Sum	1.00		
1.4-2	Demobilization	Lump Sum	1.00		
2.1-1	Site Specific Health and Safety Plan	Lump Sum	1.00		
			Subtotal Bid Amount		
			GST on Subtotal Bid Amount		
			Total Bid Amount		

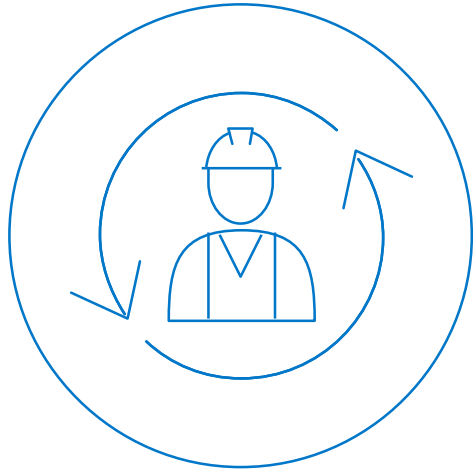


**AOC form submission
is a mandatory requirement**

Aboriginal Opportunities Consideration

- Every piece of work Parsons subcontracts has this critical component as a pillar.
- The forms contain 16 pages – please read carefully. Ask during the question period prior to submission if you don't understand something but always sign and return the form.
- Non-submittal of AOC forms results in failure to move forward in the evaluation process.

Procurement



**Important information in the RFP package
can help Bidders to assess their costing strategy**

Other information in the RFP

- Health and Safety information – provided in the RFP package. All bidders must meet or exceed the information provided.
- Contractor Safety Evaluation – all successful bidders must complete this evaluation prior to signing a subcontract.
- Medical Monitoring - all personnel onsite for the timeline specified in the documentation must conform to the monitoring guidelines provided in the RFP.



Terms and Conditions

Subcontract Terms and Conditions

- The sample subcontract in the RFP package forms the basis of the agreement between Parsons and the successful bidder.
- The allocated question period is the time to clarify how terms and conditions might affect your costing– always read carefully prior to submitting a bid.
- The terms and conditions of the solicitation are the terms and conditions in the subcontract – they are not negotiable.



Bid Submission Form - a checklist to success

Bid Submission Form

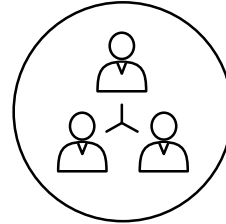
- The bid submission form is a checklist to ensure you are providing all the components needed to have your bid evaluated.
- If you are missing an item on the checklist there is a strong possibility that you will not move forward in the process as your bid will be deemed “non-compliant”.

Procurement sequence once a bid is received



INITIAL ANALYSIS

- Bid received on time
- Bid opening
- Bid Submission Form received



EVALUATION

- Technical Evaluation
- AOC Evaluation
- Financial Evaluation
- Safety Record reviewed
- Award Recommendation to Client



AWARD

- Award to Subcontractor
- Site orientation
- Site Kick Off Meeting
- Mobilization
- Progress reporting
- Invoicing
- Change management
- Contract close out

Procurement preparation

- Make sure any RFP is reviewed thoroughly
- There are no stupid questions! Never assume something in an RFP.
- Make sure all forms are filled out and signed
- Make sure your records are up to date and ready to submit
 - Insurance
 - Safety statistics
 - Bonding requirements
 - Resumes
 - References
- Make sure the bid is sent on time

Procurement



Procurement is an involved process for all the ongoing and future work on GMRP.

Should you have any questions regarding Parsons MCM procurement, please contact the Subcontract Administrator for more information.

*Qujannamiik Quyanainni Máhsí Máhsí Mahsi`
Mársí Kinanāskomitin Merci Haġ' Quana - thank you for your attention.*