

PROPOSERS CONFERENCE - MEETING NOTES

RFP: 12-2019 BUSwatch Signs at Southwest Transitway Stations
Meeting: Proposers Conference
Date: March 27, 2019, 10:30 – 12:30
Location: Winnipeg Transit

Attendees

Winnipeg Transit

Jesse Crowder, Capital Projects
Kirk Cumming, Information Systems
Jim Pearce, Plant and Equipment
Brad Pluta, Service Development

Colliers Project Leaders

Steven Foubert, Contract Administrator

Dillon Consulting Limited

Bill Menzies
Taran Peters
Adam Prokopanko

Project Co

Alex Dyck, PCL Constructors Canada, Inc.

Proposers

In Person

Luxtronix (Trevor Kern, Matthew Kern)
T.G. Baker Americas (Sean Coster)
Enseicom (Make Hansson)
Luminator (Regan Johnson)
Fast Signs (Jennifer Antonio)

By Telephone

Daktronics (Craig Dickinson)
Solari (Fabrizio Patuelli, Riccardo Sigoni, Stefano Rosso, Eleonora Lasagna)

Purpose

1. The meeting provided Proponents with an overview of the BUSwatch project, outlined major requirements of the RFP, and offered an opportunity for Proponents to ask questions about the procurement.

Protocols

2. The Contract Administrator stated that anything shared by the City's Project Team or by the Proponents during the Proponents Conference is not contractually binding.
3. Proponents participating by conference call were requested to submit their contact information to the Contract Administrator following the meeting.
4. The meeting notes (including a list of attendees) and the presentation deck used during the meeting will be issued in an Addendum.
5. Proponents are to direct all inquiries about the procurement to the Contract Administrator during the RFP open period.
6. Proponents wishing to make site visits to the Southwest Transitway (Stage 2) stations are to coordinate arrangements directly with PCL Constructors Canada, Inc. (see RFP B3.2).

Project Team

7. Winnipeg Transit has engaged Dillon Consulting Limited and Colliers Project Leaders to assist with the BUSwatch project.
8. Colliers is managing the procurement, including contract administration.
9. Dillon is providing technical services during the project.
10. Project Co (which includes PCL Constructors Canada, Inc.) is the contractor completing the design, construction, operations, and maintenance of the Southwest Rapid Transitway (Stage 2) and Pembina Highway Underpass Project.

Overview of Requirements

11. An overview of the Southwest Transitway and BUSwatch requirements (including sign types, station locations, priority work packages, and number of installations/screens by priority work package) was presented by Dillon (see attached presentation deck).
12. The criteria that will be used to evaluate Proposals was reviewed by Colliers (see attached presentation deck).
13. The Project Team confirmed that Proponents are required to include a completed *Form B: Prices* in Proposals. While only the successful Proponent will be required to submit a completed *Form K: Detailed Pricing Table* following award, all Proponents were encouraged to use *Form K* to develop their prices. It was noted that, for the successful bidder, prices for each Priority Work

Package on *Form B* are required to be consistent with prices shown for each Priority Work Package in *Form K*.

14. The Milestone Dates for the procurement were reviewed by the Contract Administrator (see attached presentation deck).
15. Project Co is required to achieve Substantial Performance for the Southwest Transitway (Stage 2) project, including stations, by October 1, 2019. The successful Proponent for the BUSwatch project is to achieve Total Performance for all assigned work by February 14, 2020.
16. Prior to completion of the Southwest Transitway (Stage 2) project, Project Co is required to accommodate BUSwatch work undertaken by the successful Proponent, provided the successful Proponent's work does not interfere with Project Co's work.
17. Safety orientation is only required for visits or work by Proponents prior to final completion of the Southwest Transitway project by Project Co.
18. Transit vehicle training and emergency vehicles may use the Southwest Transitway between final completion of transitway construction by Project Co and the commencement of rapid transit service by Winnipeg Transit in April 2020.
19. Plaza, Chancellor, and Markham stations are within 30 metres of the CN Letellier rail line and require communication with CN about the work undertaken at those stations by the successful Proponent.

Demonstration Mock-Ups

20. Proponents were advised that Demonstration Mock-Ups are required to be completed by April 30, 2019.
21. Each Proponent is to contact the Contract Administrator to schedule a date/time for the demonstration. Each Demonstration Mock-Up is to be completed during a single work day.
22. Each Proponent is required to demonstrate signs for each technology it plans to include in its Proposal. For clarity, if signs of the same technology, but of different dimensions, are to be used for Canopy, Kiosk, Pylon, and Sign Structure applications, then the sign of the dimensions proposed for the Canopy application is to be demonstrated.
23. Proponents are to provide their own screen content for display during the demonstrations. The content is to include examples of text, graphics, and video.
24. Arrangements for the Demonstration Mock-Ups will be coordinated with Winnipeg Transit staff and will take place at Fort Rouge Station. An electrical supply is available at Fort Rouge Station. Winnipeg Transit can provide a bucket truck to assist in the placement of demonstration signs at appropriate elevations. Winnipeg Transit can provide the services of its electricians to assist in setting up electrical connections for the demonstrations.

25. The Project Team and Winnipeg Transit are particularly interested in learning about the legibility of the signs during typical outdoor lighting conditions and in the layout of the sign electronics and/or housings.

Proponents Questions

26. For questions raised at to the Proponents Conference, Proponents were requested to submit them in writing (email) to the Contract Administrator. Written answers to submitted questions will then be provided in Addenda to the RFP at the earliest opportunity.

27. Examples of comments/questions raised by Proponents included the following:

- a) Anticipated date on which Southwest Transitway (Stage 2) stations would be completed construction (see item 15 above);
- b) Dimensions and power requirements of existing BUSwatch signs;
- c) Clarification of power cycling requirement (Functional Requirements Section 4.6.6). Proponents noted that there would be significant battery capacity required for typical Winnipeg winter weather, thus affecting design and cost;
- d) The required dimensions for signs to be placed in Kiosks and whether the existing front glass in the Kiosks is to be retained;
- e) The typical viewing distance for each type of sign;
- f) Responsibility for structural engineering assessment of whether proposed signs can be supported at each of the Canopy, Kiosk, Pylon, and Sign Structure locations;
- g) Responsibility for removal of existing BUSwatch signs at Southwest Transitway (Stage 1) station and at Terminal stations;
- h) The number of spare signs to be provided at the conclusion of the Warranty Period (requirements are listed in Section 4.11 of Appendix 1, costs are to be included in Proponent pricing);
- i) Time periods during which new signs can be installed at stations that are in operation for rapid transit service (it was noted that installation schedules would best be undertaken during early weekday morning (02:00 – 06:00) or on weekends);
- j) Clarification of communications, data interface, and software requirements to display content designed and generated by Winnipeg Transit during operation of the new BUSwatch signs;
- k) Final date for receipt of questions on the RFP from Proponents.

28. Proponents attending in person were invited to tour Transit's electronics shop.

Meeting Notes prepared by Dillon Consulting Limited



RFP 12 - 2019:

BUSwatch Signs at Southwest Transitway Stations

**Proponents Conference
10:30 am, March 27, 2019
Winnipeg Transit**

Agenda

- 1. Introductions**
- 2. Communications Protocol**
- 3. Overview of Requirements**
- 4. Evaluation Criteria**
- 5. Pricing Table**
- 6. Milestone Dates**
- 7. Proponents Questions**
- 8. Tour of Winnipeg Transit's Shops Area**



City / Consultant Representatives

Winnipeg Transit

- Jesse Crowder, Project Leader
- Brad Pluta, Service Development
- Kirk Cumming, Information Systems
- Jim Pearce, Plant and Equipment

Project Co

- Alex Dyck, PCL

Consultants

- Steven Foubert, Colliers
 - **Contract Administrator**
- Bill Menzies, Dillon
- Taran Peters, Dillon
- Adam Prokopanko, Dillon



Communications Protocols

• Enquiries about RFP (D4.1):

- Steven Foubert
steven.foubert@colliersprojectleaders.com
(204) 230-1352

• Discussions with Project Co (B3.2):

- Jay Van Hove
PCL Constructors Canada, Inc.
jvanhove@pcl.com
(204) 299-5954



Overview of Requirements



Sign Types

Canopy



Kiosk

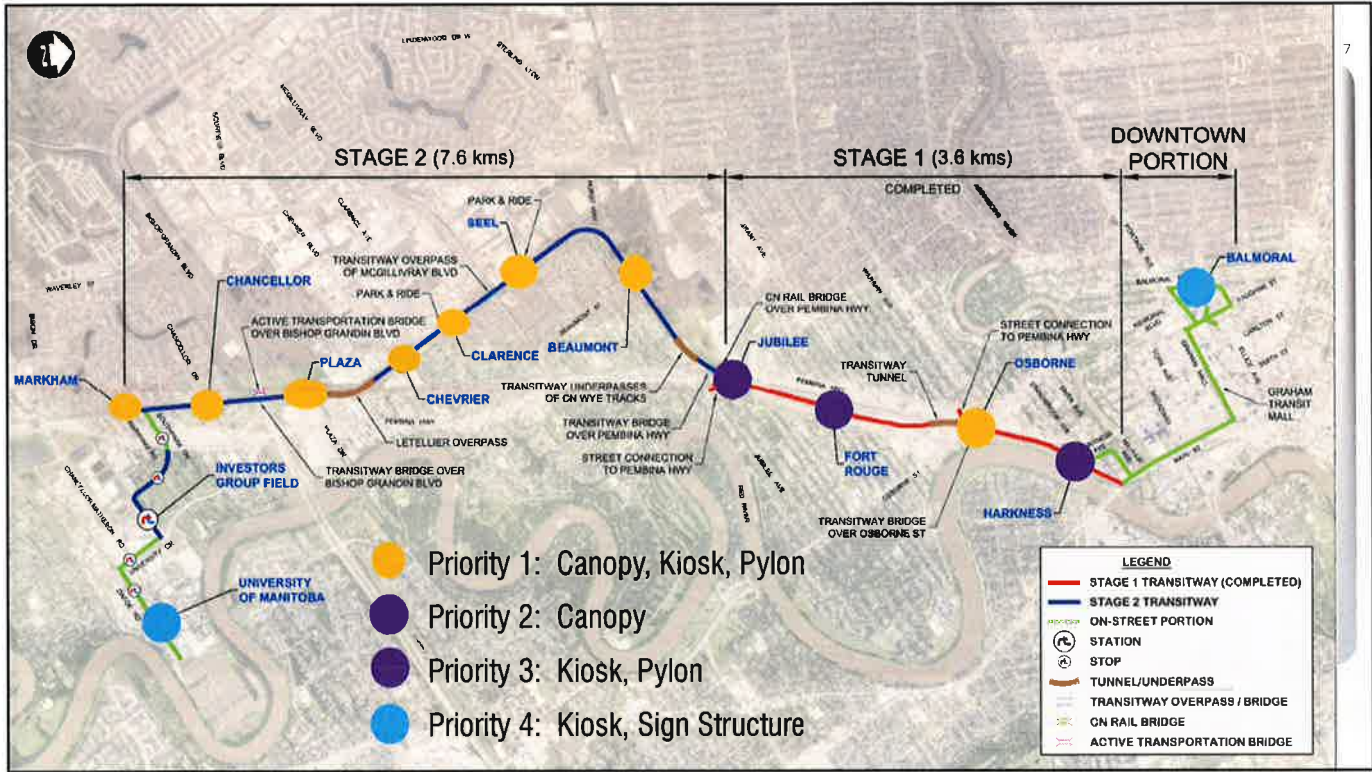


Pylon



Sign Structure





Number of Installations / Screens

Sign Type	Priority 1	Priority 2	Priority 3	Priority 4	Total
Canopy	16 / 32	6 / 12	-	-	22 / 44
Kiosk	30 / 30	-	6 / 6	2 / 2	38 / 38
Pylon	8 / 32	-	3 / 12	-	11 / 44
Sign Structure	-	-	-	6 / 12	6 / 12
Total	54 / 94	6 / 12	9 / 18	8 / 14	77 / 138



Evaluation Criteria



Evaluation Criteria

B22. EVALUATION OF PROPOSALS

B22.1 Award of the Contract shall be based on the following evaluation criteria:

- (a) compliance by the Proponent with the requirements of the Request for Proposal or acceptable deviation therefrom; (pass/fail)
- (b) qualifications of the Proponent and the Subcontractors, if any, pursuant to B16; (pass/fail)
- (c) successful completion of a Demonstration Mock-Up for proposed products; (pass/fail)
- (d) Total Bid Price; 35%
- (e) Experience of Proponent and Subcontractors; (Section C) 10%
- (f) Project Understanding and Methodology (Section E) 50%
- (g) Project Schedule (Section F); 5%

FORM B: PRICES
(See B10)

Design, Supply, Installation and Testing of New BUSwatch Signs at Southwest Transitway Stations

LUMP SUM PRICE

Item No.	Description	Spec. Reference	Unit	Approx. Quantity	Amount
1	Priority 1 Work Package	Appendix 1	Lump Sum	1	
2	Priority 1 Work Package - Applicable MRST		Lump Sum	1	
3	Priority 2 Work Package	Appendix 1	Lump Sum	1	
4	Priority 2 Work Package - Applicable MRST		Lump Sum	1	
5	Priority 3 Work Package	Appendix 1	Lump Sum	1	
6	Priority 3 Work Package - Applicable MRST		Lump Sum	1	
7	Priority 4 Work Package	Appendix 1	Lump Sum	1	
8	Priority 4 Work Package - Applicable MRST		Lump Sum	1	
Total Bid Price (GST Extra) (In numbers)		\$	_____		

Name of Proponent _____

FORM K: DETAILED PRICING TABLE

Design, Supply, Installation and Testing of New BUSwatch signs at Southwest Transitway Stations

Priority Work Package	Item	Description	Units	Unit Price	Amount	Use Number		
PRIORITY 1 Work Package		Canopy	16			1		
		Kiosk	30			2		
	PART A: Southwest Transitway (Stage 2) Canopy, Kiosk, and Pylon installations at Beaumont, Seel, Clarence, Chevrier, Pata, Chancellor, and Markham Stations	Screens, Controllers, Housing, and Mounts	Pylon	8			3	
			Sub-Total (sum of lines 1, 2, 3)				4	
		and PART B: Southwest Transitway (Stage 1) Canopy, Kiosk, and Pylon installations at Osborne Station	Communications Equipment, Cords, Cables	Beaumont Station		Lump Sum		5
				Seal Station		Lump Sum		6
			Clarence Station		Lump Sum		7	
			Chevier Station		Lump Sum		8	
			Pata Station		Lump Sum		9	
			Chancellor Station		Lump Sum		10	
			Markham Station		Lump Sum		11	
			Osborne Station		Lump Sum		12	
			Sub-Total (sum of lines 5 to 12)				13	
			Sign Canopy Set (Each Set: 2 screens, controller, housing, mounting/attachment hardware)	2			14	
		Sign Kiosk Sign Set (Each Set: 1 screen, controller, housing, mounting/attachment hardware)	2			15		
		Sign Pylon Sign Set (Each Set: 2 screens, controller, housing, mounting/attachment hardware)	3			16		
		Sub-Total (sum of lines 14, 15, 16)				17		
		Design			Lump Sum		18	
		Delivery, Installation, Testing			Lump Sum		19	
		Software			Lump Sum		20	
		Training & Documentation			Lump Sum		21	
		Warranty			Lump Sum		22	
	Total for Priority 1 Work Package (sum of lines 4, 13, 17, 18, 19, 20, 21, 22)					23		
				Applicable MRST/PST		24		
	Total Bid Price: Priority 1 Work Package (sum of lines 23, 24)					25		
PRIORITY 2 Work Package	Screens, Controllers, Housing, and Mounts	Canopy	6			26		
		Sub-Total (sum of line 26)				27		

Milestone Dates

March 13, 2019	RFP Issued
March 27, 2019	Proponents Conference
April 30, 2019	Demonstration Mock-Ups Completed
NOTE: Proponents to contact Contract Administer to coordinate arrangements	
May 3, 2019	Submissions Due by 12:00 noon, Winnipeg Time
February 14, 2020	Substantial Performance, Total Performance
Warranty Period	3 Years following Total Performance



Proponents Questions



Tour of Winnipeg Transit Electronics Shop

