



**AMENDMENT NO. 5
FILE NO. T8080-180068**

The Amendment No. 5 is issued to provide answers to the following questions received:

Question No. 1

Deliverables 2 and 3 in the proposed payment schedule / list of deliverables could have a similar scope. Could you expand on the difference between 'summary report on key findings' and 'draft report'?

Answer No. 1

The summary report would be a basic summary of the key findings of the work, mainly for Transport Canada's awareness and as an indicator of what the results could contain. The draft report refers to a draft of the more detailed final report, which is what will eventually be shared with workshop participants.

Question No. 2

Page 2 in the RFP indicates that the technical proposal should include a summary of company experience directly related to the Terms of Reference. However, the mandatory and point-rated criteria focus on the lead resource's experience. Can you confirm that the technical proposal need not include a section on company experience?

Answer No. 2

A summary of company experience is not one of the evaluated criteria, however, should be included for reference purpose.

Question No. 3

Page 2 of the RFP indicates that the technical proposal should include the names of resource(s) proposed to be assigned to the work, together with a résumé of related experience and a contingency plan in the event the resource becomes unavailable. However, the mandatory and point-rated criteria suggest that only the lead resource's experience, resume and academic credentials will be evaluated. What information should be included in the technical proposal for proposed team members that are not the lead resource?

Answer No. 3

Alternate resources would be evaluated later, and only if needed. Details of their experience etc. do not need to be submitted in the technical proposal. Please also see Appendix B, Section 15.

Question No. 4

Appendix E indicates that document signing for an incorporated company must be “By the representative(s) duly authorized by a resolution of the board of directors.” Does this requirement apply to signatures in proposals?

Answer No. 4

Yes, this applies to the signature required in the request for proposal submission.

This amendment shall form part of the agreement. All other terms and conditions of the said agreement shall remain unchanged and in force.