

VOLUME V: CONTRACTOR'S PROPOSAL

All written documents submitted to the Employer for review and evaluation shall be prepared in Microsoft Word using Times New Roman font, size 11 type. All headings, titles, nomenclature, outline formats, labeling, lettering, and the like shall mirror that which is contained in this volume of the RFP.

In order to facilitate the evaluation process, each copy of the Tenderer's Proposal shall be divided in separate information binders. The minimum division shall be as indicated below. If required to obtain manageable documents, the contents of any binder can be separated into more than one volume.

- Binder No. 1: Part 1, Overall Execution Plan
- Binder No. 2: Part 2, Key Personnel
- Binder No. 3: Not Used
- Binder No. 4: Part 4, Design-Build Execution Methodology
- Binder No. 5a: Part 5, Design Plan – Tender Design for the Works
 - Part 5, Design Plan – Approach Channels
 - Part 5, Design Plan – Fender Systems
- Binder No. 5b: Part 5, Design Plan – Locks Civil
- Binder No. 5c: Part 5, Design Plan – Lock Gates Design and Fabrication
 - Part 5, Design Plan – Valves
- Binder No. 5d: Part 5, Design Plan – Electrical
 - Part 5, Design Plan – Controls and Telecommunication
- Binder No. 6: Part 6, Construction Plan
- Binder No. 7: Part 7, Maintenance Services
- Binder No. 8: Part 8, Training of ACP Personnel

Further subdivision and order of the different subjects and elements contained within each binder shall mirror those of each Part as subdivided in Volume V of the RFP. Whenever any element of the Contractors Proposal includes a narrative as required by this Volume of the RFP, such narrative shall precede any substantiation information. Drawings or charts included as a part of any information binder may be provided under separate cover.

^{A17}The Tenderer shall recognize that the philosophies, work approaches, procedures, processes, practices, opinions, plans, discussions, and the like that are presented within this proposal will expressly serve to develop an expectation on the part of the Employer as to how the Works would be executed by each Tenderer. The Tenderer's proposal is a representation of how the Tenderer intends to conduct business, and the content will become a part of the Contract between the Employer and the successful Tenderer.^{A17} The Employer is committed to the successful delivery of the Works and to working with the successful Tenderer to optimize all facets of the Works.

GENERAL AND ADMINISTRATIVE

PART 1 - Overall Execution Plan

The Tenderer shall provide a narrative addressing each of the below listed items which, in some cases, include a summary of subsequent elements of the RFP submission. ^{A17}Demonstrate the Tenderer's

overall understanding of how the Works will be developed and executed. The Plan shall include an explanation of how the corporate processes of the Tenderer, or each Member comprising the Tenderer's business entity, will be blended to provide the Employer with an optimal team approach to executing the Works. The order of this Section of the proposal shall exactly follow the outline below.^{A17} The content of this part shall not exceed 15,000 words or 30 pages of text, whichever is larger.

- a. ^{A17}Understanding of current Canal Operations and plan to guarantee non-interference with the continuous use and efficient operation of the Canal.^{A17} Lock operations as well as navigational considerations shall be addressed.
- b. **Key Personnel.** Discuss the Tenderer's selection process for the 5 key staff members submitted within this proposal, who, if the Tenderer is successful, will be used in the delivery of the Works in accordance with the Conditions of Contract. Identify other positions within the Tenderer's staff who are regarded as key and the Tenderer's philosophy regarding retention of key staff.^{A17} Address the Tenderer's philosophy toward project chartering and delivery, and describe how the key staff members will foster effective relationships with the Employer's project team.^{A17}
- c. **Mobilization and construction of Temporary Works.** Provide an overview of how, when, and where the project team will assemble, be on Site, develop the Site for construction activity, and coordinate with other construction activities adjacent to the Site. The details will be developed in a subsequent section of the proposal, so restrict this discussion to an overview.
- d. **Labor management.** Discuss the Tenderer's approach to ensuring that proper labor relations are developed and maintained and state who will be responsible for development of the labor-management plan. Explain if the Tenderer will utilize the terms of the CAPAC/SUNTRAC agreement, make an agreement with another established labor union, or negotiate directly with personnel. Discuss an overall recruiting approach to developing the work force and describe the Tenderer's perspective on provision of supervisory personnel and developmental plans for local hires. The plan is to address details for both Atlantic and Pacific lock activities, as well as situational variances between the two.
- e. **Supplies and logistics.** Overview the concerns, general approach, and responsible parties to be addressed in the detailed supplies and logistics plan to be developed in a subsequent Section of the proposal. Explain how the Tenderer will take aggressive steps to mitigate cost fluctuations in the supply market and minimize the cost-management concerns of the Employer. Briefly summarize what materials will be processed from on-Site resources. The discussion shall address issues for both Atlantic and Pacific lock activities and identify situational variances between the two.
- f. ^{A16}**Safety and security plan.** Discuss the corporate philosophy of the Tenderer, or of each Member of the Tenderer's business entity, toward safety and the merit of safe work practices as they relate to progress. State the Tenderer's safety objectives for the Works. Synopsise how Site security will be implemented at both project sites.^{A16}
- g. **Environmental management.** Overview the concerns, general approach, and responsible parties to be addressed in the detailed environmental management plan to be developed in a subsequent Section of the proposal. Explain how the Tenderer will integrate the existing environmental impact assessment into the Tenderer's plan and subsequent routine operations.
- h. **Quality management.** Discuss the corporate philosophy of the Tenderer, or of each Member of the Tenderer's business entity, toward quality of project administration and quality of the constructed product. Address the merits of minimizing rework as it relates to progress and describe how the Tenderer intends to execute quality control during both design and construction.

State the Tenderer's quality objectives for the Works.

- i. **Project controls.** Discuss the Tenderer's approach to project planning and control and the intent to implement planning and program management to ensure timely delivery of the Works. Address cost-management principles and the Tenderer's approach to applied cost management. Identify how the Tenderer will effectively implement a collective cost-management plan.
- j. **Communication and public relations.** Discuss the Tenderer's understanding of communication needs in Panama and why effective public relations are a project need. Explain the general approach to ensuring that the public is aware of activities that will affect the areas surrounding the Works and population centers of Panama. Identify how the Tenderer will be both effective in and collectively responsible for implementing the communication and public relations plan.
- k. **Risk-management plan.** Discuss the value of developing and implementing a risk-management plan, address the principle concerns, describe the general approach, and indicate the responsible parties who will prepare and then monitor the plan. Details will be developed in a subsequent section of the proposal, so restrict this discussion to an overview.
- l. **Design plan.** Discuss the general approach, responsible parties, and systems to be used in designing the Works.^{A17} Explain the Tenderer's position on and understanding of collaborative design development and how it envisages that the "Over-The-Shoulder Review" would work in practice.^{A17} Details will be developed in a subsequent Section of the proposal, so restrict this discussion to an overview.
- m. **Construction plan.** Discuss the general approach, responsible parties, and systems to be used in constructing the Works. Describe how the Tenderer envisions communication and coordination with the Employer's Representative and staff during construction. Details will be developed in a subsequent section of the proposal, so restrict this discussion to an overview.
- n. **Maintenance Service Plan.** Discuss the general approach, responsible Parties, and procedures to demonstrate how the Tenderer plans to organize, staff and perform the maintenance services to all Plant equipment and systems. Describe how the Tenderer will develop the maintenance documentation package. Describe how the Tenderer plans to transition the maintenance and repair functions to the Employer. Describe how the Tenderer will review and elaborate the total cost of ownership. Details will be developed in a subsequent Section of the proposal, so restrict this discussion to an overview.
- o. **Training Plan:** Discuss the general approach, responsible Parties, and procedures to demonstrate how the Tenderer plans to train Employer maintenance/repair and operational personnel in all Plant equipment and systems. Details will be developed in a subsequent Section of the proposal, so restrict this discussion to an overview.

END OF SECTION

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