

Procurement Schedule / Activities Operations & Maintenance Contractor

Prequalification Process

May 17 – Aug 20	Meetings with YRT and Project Team to discuss issues
May 17 – Jun 4	Meetings to establish goals and objectives of procurement
May 17 – Jun 11	Prepare Request for Qualifications (RFQ)
May 17 – Jun 11	Prepare list of known contractors to contact
Jun 7 – Jun 11	Prepare advertisement for APTA Passenger Transit
Jun 9 – Jun 11	Procure services of Process Auditor
Jun 17	Rapid Transit Steering Committee approval
Jun 18	Release RFQ
Jun 24	Council approval
Jun 29	Meeting with prospective proponents
Jul 9	RFQ closes
Jul 12 – Jul 23	Evaluation and preparation of any questions to proponents
Jul 26 – Jul 31	Request proponents to respond to questions and/or queries
Aug 4	Shortlist selection
Aug 7	Notify proponents of shortlist

Preparation of Request for Proposal

Jun 17 – Aug 30	Prepare Request for Proposal (RFP) document
Jun 17 – Aug 30	WeirFoulds to prepare Form of Contract
Aug 11-14	Meeting(s) with shortlisted firms to discuss Draft RFP (if required)
Sep 7 – Sep 10	Issue RFP
Sep 16	Rapid Transit Steering Committee update
Sep 20 – Sep 24	Meeting with proponents to discuss document
Oct 14	Rapid Transit Steering Committee update
Oct 18 – Oct 22	Close RFP
Oct 25 – Nov 19	Evaluate RFP and recommend preferred contractor (s)
Nov 11	Rapid Transit Steering Committee update
Nov 22 – Dec 17	Negotiate with selected contractor (s)
Dec 09	Rapid Transit Steering Committee update
Jan 20, 2005	Recommendation of Award to Steering Committee
Jan 27	Recommendation of Award to Council
Jan 28	Award Contract
Feb 24	Execution of Contract Documents