



Best Value Model

Pre-Proposal Information

Purchase Cards



PERFORMANCE BASED STUDIES RESEARCH GROUP

www.pbsrg.com

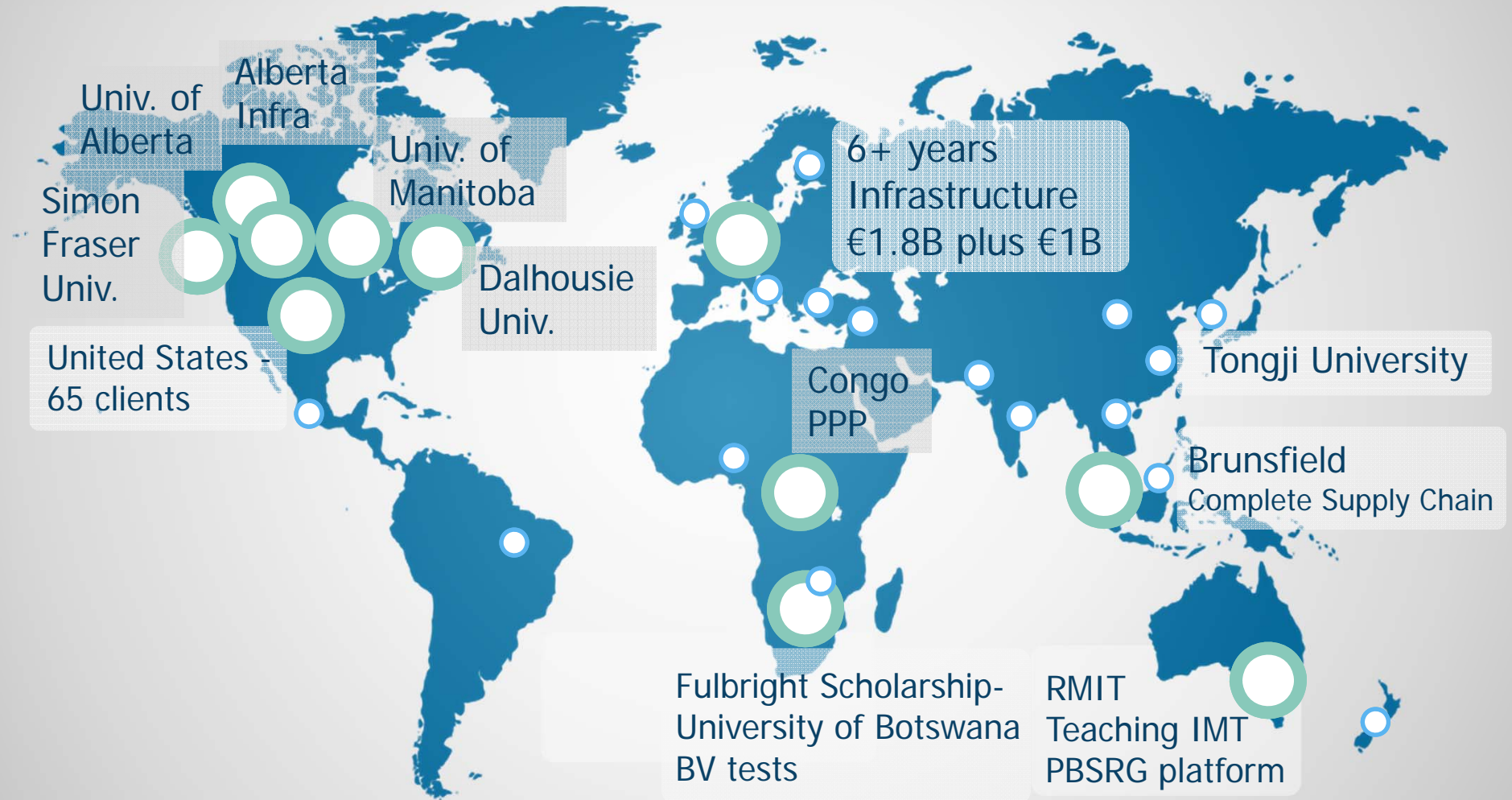
PBSRG's Research Results



- Worldwide leader in Best-Value Systems
 - 18 Years
 - 210+ Publications
 - 550+ Presentations
 - 1600+ Projects
 - \$5.7 Billion Services & Construction
 - 98% Customer Satisfaction
 - Various Awards (PMI, NIGP, IFMA, COAA, IPMA)
 - Owners: Federal, State, Local, School Districts, Private



International Efforts & Partners



BEST VALUE

- | | | |
|---|---|--|
|  U.S. General Services Administration (GSA) |  US Air Force Logistics Command |  Harvard University |
|  US Army Medical Command |  US Coast Guard |  Denver Health & Hospital Authority |
|  Arizona State University |  US Embassy (Botswana) |  State of Missouri |
|  Canon |  US Army Corps of Engineers |  State of Washington |
|  State of Oklahoma |  Federal Aviation Administration |  Idaho Transportation Department |
|  City of Phoenix, AZ |  IBM |  State of Georgia |
|  University of Minnesota |  Brunswick |  Arizona State Parks |
|  State of Alaska |  Qwest |  UNITED EXCEL |
|  Rijkswaterstaat (Dutch public works & water management) |  Honeywell |  EVIT |
|  Aramark |  City of Peoria, AZ |  APS |
|  State of Oregon |  University of Idaho |  RS |
|  State of Idaho |  University of Hawaii |  FE |
|  University of Alberta |  UNM |  ISU |
|  Boise State University |  Entergy |  ON |
|  United Airlines |  sodexo |  PEARSON |
|  Neogard / Jones-Blair |  Chartwells |  WY |
|  TREMCO |  DISD |  IDC |
|  Bank of Botswana |  Olmstead |  CM |
|  GD |  ROSEVILLE |  LC |
|  SRP |  Hennepin |  HDOT |
| |  SCENTER |  BH |
| |  ABENGOA SOLAR |  CC |
| |  CS |  PECO |
| |  US SOLAR |  ID 287 |
| |  RPU | |

PARTNERS

PROJECT PARTNERS AND PARTICIPANTS:

Information Technology

networking help desk services
data centers eProcurement
hardware
COTS software
ERP systems

Facility Management

maintenance custodial
landscaping conveyance
security service pest control
building systems
industrial moving
waste management
energy management

Health Insurance/ Medical Services

Manufacturing

Business / Municipal / University Services

dining material recycling
multi-media rights bookstores
fitness equipment furniture
online education
document management
property management
audiovisual
communications systems
emergency response systems
laundry

Construction / Design / Engineering

large gc small gc DBB
infrastructure renovation CMAR
municipal repair DB
laboratory maintenance IDIQ
education roofing JOC
hospital demolition Low Bid
financial development IPD
large specialty supply chain



This presentation is being provided for educational purposes only

Please refer to the RFP for specific instructions

If there are any inconsistencies, the RFP and Amendments shall take precedence over this presentation

Best Value Model



Value-Proposition

- Cost, Capability, Value

Goal:

Differentiate Expertise

Best Value Model



NOT GOING TO CHANGE...

- Specifications
- Terms and Conditions
- Insurance & Bonding
- Contract
- Delivery System
- Pricing / Financials

The BV Process overlays on top of these...

Best Value Objectives



- Minimize risk of non-performance
 - Highest value for cost
 - Leverage Proponent expertise to optimize project delivery
 - Differentiate: key individuals and their plan to deliver the project
- Minimize the need for client management & decision making.
 - Ability to lay out optimal project plan
 - Identify what you need from the Client
 - Opportunity to maximize profit by being more efficient

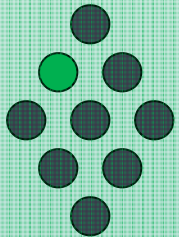
Value Based Project Delivery

SELECTION

PRE PLANNING

PROJECT
MANAGEMENT

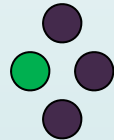
Filter 1
Proposal
Evaluations



Evaluation Criteria

- Financial Proposal
- Project Capability
- Risk Assessment
- Value Added
- Past Performance Information (PPI)

Filter 2
Interview
Key Personnel
& Demos



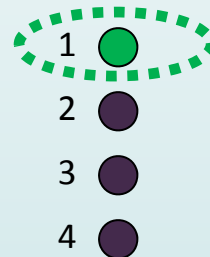
Short List
prior to
Interviews /
Demos
(if necessary)

Filter 3
Prioritization
(Identify
Best Value)



Total Evaluation
Scores are
determined

Filter 4
Cost
Reasonableness
Check



Logic check to
confirm Selection of
the potential Best
Value Proponent

Filter 5
Pre-Award &
Clarification



Pre Award Activities

- Training
- Kickoff Meeting
- Planning & Clarifying
- Summary Meeting

Project Execution
Risk Reporting &
Close Out Rating



Project Execution

- Weekly Risk Report
- Director Report
- Performance Meas.
- Close Out Ratings

Contract Award

Selection Objective

Selection based upon **Proponent Expertise**

How to differentiate expertise?

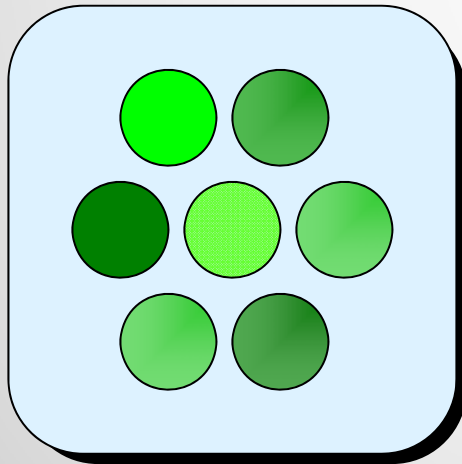
- Ability to understand the project & plan your approach
- Identify & mitigate risks to the project
- Add value to optimize project
- Cost Competitive

What are we trying to accomplish?

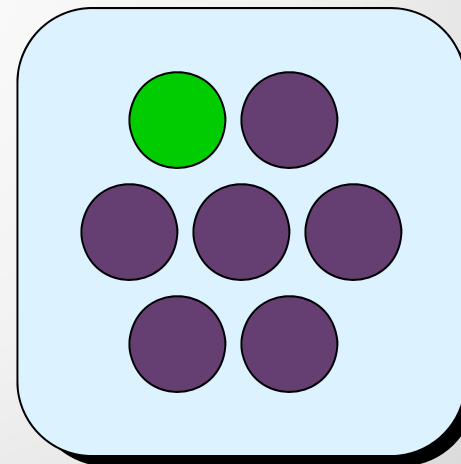
Question:

If Purchasing wants to buy a “green circle”, in which scenario is hiring the right “green circle” easiest to justify?

Scenario 1



Scenario 2



3 Written Submittals

Blind Evaluations: standard templates, no modifications, and no names.

Project Capability

= capability to
meet
Requirements
(technical plan)

Risk Assessment

= key risks
(you don't control)

Value Added

= additional
expertise
beyond
requirements

2 pages each = 6 pages in total

Format of Submittals

- ▲ In order to minimize any bias, the Submittals must **NOT** contain any names that can be used to identify who the proponent is (such as proponent name, personnel names, project names, etc).
- ▲ Template are provided and must be used. Proponents are NOT allowed to re-create, re-format, or modify the templates.
- ▲ DO NOT include any product pictures
- ▲ The plans should not contain marketing material.
- ▲ The Risk Assessment must NOT exceed **2 pages**.
- ▲ The Value Added most NOT exceed **2 pages**



Project Capability

Project Capability

= capability to
meet
Requirements
(technical plan)

Risk Assessment

= key risks
(you don't control)

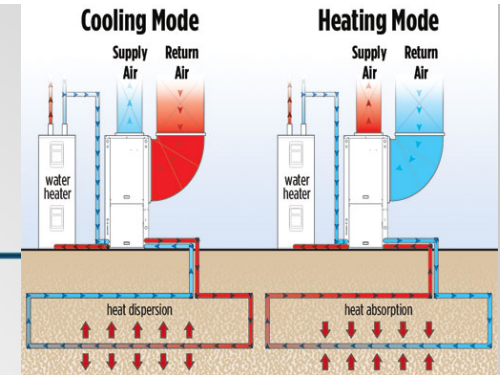
Value Added

= additional
expertise
beyond
requirements

Example of Solutions

Risk: Design of Heating/Cooling System

Type: Project Capability

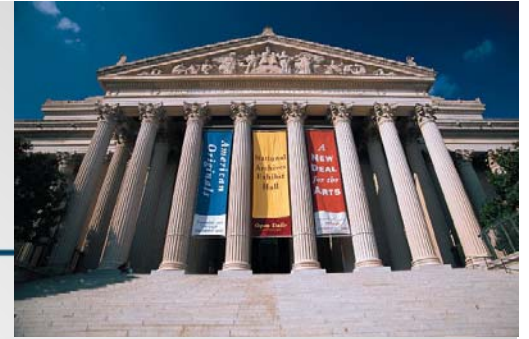


- **Plan 1**
 - We will use our 20 years of experience in working with mechanical systems to minimize the risk of the heating and cooling system design.
- **Plan 2**
 - We have identified the design of the heat/cooling system as a risk. It has not been used before in the area. Will ensure that the system performance and installation is verified in the pre-award period.
 - We have bid using best rated mechanical contractor in the area (rated at 9.8 out of 10.0, next best rated 9.1)
 - Mechanical contractor identified modifications to the design to improve output and sustainability of the system with the following impacts (mechanical system cost minimized by 15% - see VA#1)
 - Mechanical system will be provided by one manufacturer, and will be commissioned by the manufacturer, contractor, and general contractor, who will take full responsibility of commissioning the system

Example of Solutions

Risk: Noise from Demolition

Type: Project Capability



- **Plan 1**

- We will work with the user to minimize the impact of noise from demolition.

- **Plan 2**

- We have planned to demolition during off hours and weekends. This will have a slight impact on our cost (less than 1%), but the impact to customer satisfaction justifies this.
- We will also install rubber sheets on the floors to diminish noise and vibrations.
- Both solutions can be performed within your budget.
- Both solutions have been used on multiple previous projects w/ high levels of customer satisfaction (9.4/10).

Example of Solutions

Risk: Documented Performance

Type: Project Capability



- Project Manager Experience
 - The proposed Project Manager and Pre-Construction Manager have put in place \$87.4M in design-build construction projects in the past five years.
 - The team's schedule deviation is (-1.5%), their contractor generated change order rate is 0%, and their overall customer satisfaction rating is 98%.
- Technical Lead
 - We have selected a technical lead who surveyed 8 past clients on completed jobs worth \$750,000 and received a customer satisfaction rating of 10 out of 10.

Risk Assessment

Project Capability

= capability to meet Requirements (technical plan)

Risk Assessment

= key risks (you don't control)

Value Added

= additional expertise beyond requirements

Risk Assessment

Template

2 pages max.



Section 00413
RFP 2013-098
PROPOSAL FORM
APPENDIX "E"

APPENDIX "E" TO PROPOSAL FORM RISK ASSESSMENT

This template must be used. Modifications to the format of this template may result in disqualification (i.e. altering font size, altering font type, adding colours, adding pictures, etc.). Do not list any names/information that can be used to identify your firm. You may add/delete additional rows but do not exceed the 2-page limit. **(You may delete these instructions.)**

The Proponent is to identify risk items they do not control and clearly state their plan to minimize these risks from negatively impacting project performance. Risks should be listed according to priority. **(You may delete these instructions.)**

Risk 1:
Why is it a _____
Risk? _____
Solution: _____



Risk 2:
Why is it a _____
Risk? _____
Solution: _____

Risk 3:
Why is it a _____
Risk? _____
Solution: _____

Risk 4:
Why is it a _____
Risk? _____
Solution: _____

Risk 5:
Why is it a _____
Risk? _____
Solution: _____

Risk 6:
Why is it a _____
Risk? _____
Solution: _____

Example of Solutions

Risk: Getting water to the site

Type: Risk Assessment



- **Plan 1**

- Coordination with [water company] is critical. We will coordinate and plan with [water company] as soon as the award is made to make sure that we get water to the site to irrigate the fields.

- **Plan 2**

- We will coordinate and schedule the water with [water company]. However, based on past experience there is a high risk they will not meet the schedule (the water company does not meet schedule over 90% of the time).
- We will have temporary waterlines setup and ready to connect to the nearby fire hydrant to irrigate until [water company] is ready.
- We will also have water trucks on-site if there is problems with connecting the lines.

Example of Solutions

Risk: Loss of Radio Flagship in Major Market

Type: Risk Assessment



- **Plan 1**

- We will work very hard to maintain excellent affiliate relationships. If we lose a radio station (e.g. it changes its format) we will move quickly to replace the lost station. If we cannot quickly replace a flagship station, we can be very creative and could even consider purchasing all local inventory from a new flagship station.

- **Plan 2**

- In the past 10 yrs, on over 50 accounts, 7 radio stations format changes have occurred. The following solution is optimal.
- We own and will maintain two radio contracts covering the area, where signals can be switched if required. The flagship station will be the station with the stronger signal and greater coverage.
- If a station is lost we will have a equal replacement within 2 months. If within two months a replacement is not contracted we will purchase inventory from another station or discount the cost of an inventory purchase and add it to our payments to the client.

Risk Assessment Example



- **RISK:** Major risk items typically associated with transit implementations revolve around change management and business process impact. New technology implementations create change for the users. Change often causes issues with technology adoption. Requirements and scope creep also creates challenges. Systems may have thought a certain technology or component was incorporated in the RFP and/or needs assessment process that is not included in the actual scope of work or contract. Communication is also an area that can be a challenge.
- **SOLUTION:** A clearly defined scope of work and communication of the scope at the beginning of the project minimizes scope creep. If there is a discrepancy, scope or requirements can be discussed early on in the process versus at the end of the process. Communication is the key to successful implementations. Change management and business process re-engineering for organizations can be minimized at the technology and management levels. Management can get early buy-in at the “grass roots” level and include them in the technology planning process. The Team focuses on providing very configurable and flexible tools to minimize process re-engineering tasks. The Team focuses on automating existing business processes and providing additional tools to improve those processes that need to be improved such as data management.

Value Added

Project Capability

= capability to
meet
Requirements
(technical plan)

Risk Assessment

= key risks
(you don't control)

Value Added

= additional
expertise
beyond
requirements

Why a Value Added Plan?

Opportunity to identify value added options that may benefit the Owner:

1. Increase customer satisfaction
 2. Increase performance
 3. Provide ways to **optimize the financial proposal**
- Respondent should identify what adjustments are recommended to the project scope
 - MUST have a **cost** impact (and possibly schedule impact)
 - If none, denote as "\$0"
 - NOTE: Value added options ideas are **NOT** included in the base cost proposal

Value Added

Template

2 pages max.



Section 00413
RFP 2013-098
PROPOSAL FORM
APPENDIX "F"

APPENDIX "F" TO PROPOSAL FORM VALUE ADDED OPTIONS

This template must be used. Modifications to the format of this template may result in disqualification (i.e. altering font size, altering font type, adding colours, adding pictures, etc.). Do not list any names/information that can be used to identify your firm. You may add additional rows but do not exceed the 2-page limit. (You may delete these instructions.)

The Proponent is to identify any value added options, ideas, or services that are beyond the standard requirements in the tender. An explanation of "Why it is a Value Add" must be provided for each item. The corresponding cost impact of each value added option must be included. (You may delete these instructions.)



Item 1:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____
Item 2:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____
Item 3:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____
Item 4:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____
Item 5:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____
Item 6:	_____
Why is it a Value Add?	_____
Cost Impact (\$):	_____

Value Added Example

Option to optimize the financial proposal:

- Instead of purchasing “Named Licenses”, the Agency may want to consider purchasing “Concurrent Licenses”. In a “Named Licensing” model, the software designates a license per user and only that particular named user can use/access the license. If that named user is in meetings, on vacation, or not using the system, the license is not utilized.
- In a “Concurrent Licensing” model, the server keeps track of the total number of licenses and loans the licenses to users as they log in. If a user is inactive, the server releases the license and allocates the license to the next user. The advantage is that the Agency is not required to purchase licenses that are not being used, which can result in approximately 25% savings in cost.



Example: Value Added Items

Option to Increase Service Revenue:

- We may be able to increase revenues to the University by an additional 5% per year, if we are allowed to install and operate our own vending machines throughout campus.



Value Added Examples

Option to Optimize Project Schedule:

Alternate Interior Partitions

- The drywall sub-trade occupies the critical path for the bulk of the schedule & creates heavy dust in an area where cleanliness is a priority
- Arcoplast is a composite wall panel that fastens directly to the steel studs, thus eliminating the need for drywall. It has a permanently finished antimicrobial gel coat formulation that inhibits mould, fungus and mildew growth. Arcoplast will be installed in all cGMP areas that are required to be clean areas.
- Arcoplast is a product that meets or exceeds cGMP specific guidelines pertaining to surface finishes for maximum containment facilities.
- Key features include: Impact, chemical, corrosion and water resistance.
- Schedule: Reduces the schedule impact of the drywall trade by 3 months.
- Cost = \$1,697,136

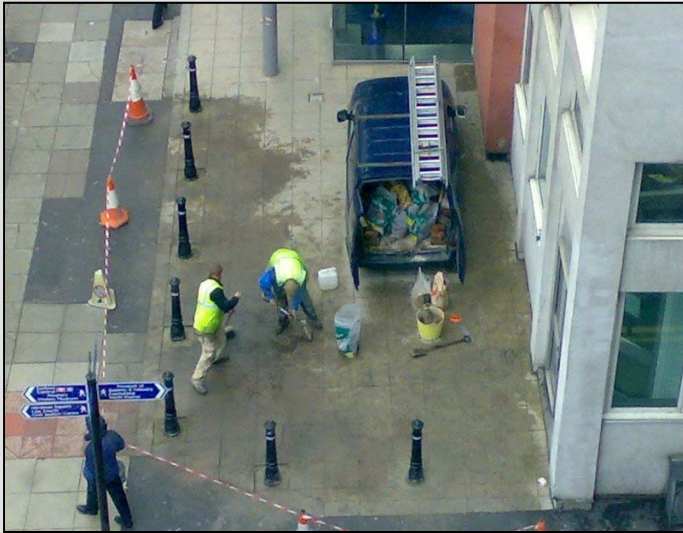


Value Added Example



- Reroofing this building will not stop all water leaks. The majority of the leaks are caused by cracks in the parapet walls, broken/missing glass, and poor caulking. For an additional \$10K and 3 weeks in schedule we can replace and repair all of these items.

We are Looking for Vendors Who Can Think Ahead...



***...And Act In
Our Best Interest***

Page Limits

- Goal is to make the process as efficient as possible (for all parties)

- Proposal is limited to
 - **2 Pages** = Project Capability Plan
 - **2 Pages** = Risk Assessment Plan
 - **2 Pages** = Value Added Plan



- Remember: **No Names** (vendor names, product names) in any of these documents!!!!

Things to Avoid

- **Marketing Information:**
 - *Our company is known worldwide as a leader in online education.*
 - *We will use our long history to make sure the project is a success.*
 - *We will use state-of-the-art process to make it a success.*
- **Transferring risk back to client:**
 - *We will work with the owner to resolve issues*
 - *We will have team meetings / partnering meeting with the owner*
- **General risks and/or general solutions:**
 - *We will plan ahead to coordinate activities*
 - *We will plan ahead to get classes scheduled and created*
- **Overly Technical data:**
 - *The system we propose has 200% increase in PRX bandwidth modularity.*

Submittal Requirements

Submittal Document	Maximum Page Length
Risk Assessment	Two (2) pages
Value Added	Two (2) pages

- Must **NOT** contain ANY identifying information (names, company names, project names, product names, etc.)
- Must use the provided template (can submit as many risks as fit within the 2 page limits of each submittal)
- List Risks in order of priority

Financial Proposal

- Follow the Client's format

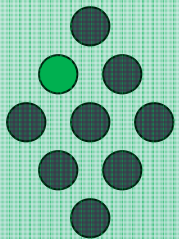
Value Based Project Delivery

1 SELECTION

2 PRE PLANNING

3 PROJECT MANAGEMENT

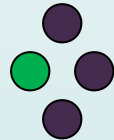
Filter 1
Proposal Evaluations



Evaluation Criteria

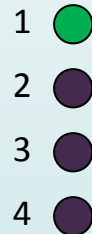
- Financial Proposal
- Project Capability
- Risk Assessment
- Value Added
- Past Performance Information (PPI)

Filter 2
Interview Key Personnel & Demos



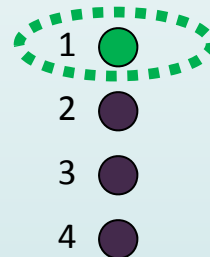
Short List prior to Interviews / Demos (if necessary)

Filter 3
Prioritization (Identify Best Value)



Total Evaluation Scores are determined

Filter 4
Cost Reasonableness Check



Logic check to confirm Selection of the potential Best Value Proponent

Filter 5
Pre-Award & Clarification



Pre Award Activities

- Training
- Kickoff Meeting
- Planning & Clarifying
- Summary Meeting

Project Execution
Risk Reporting & Close Out Rating



Project Execution

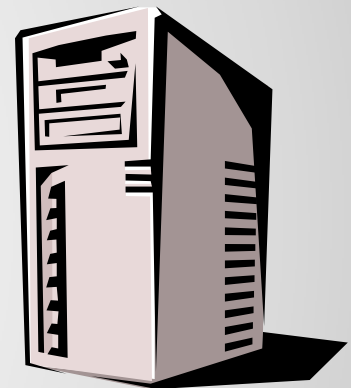
- Weekly Risk Report
- Director Report
- Performance Meas.
- Close Out Ratings

Contract Award

Past Performance Information

Collected For:

- Company / Firm (as the Proponent) – 3 max
- Key Personnel
 - Account Representative (financial) – 3 max
 - Project Implementation Lead (on-site lead) – 3 max
- The Proponent picks their own references
- The Proponent collects all surveys
- Close out ratings at the end of the contract will be used to update PPI scores for future projects.



PPI Survey / Questionnaire

PERFORMANCE QUESTIONNAIRE – DESIGN BUILD PROJECT

To: _____ Survey ID _____
(Name of person completing survey)

Phone: _____ Fax: _____

Subject: Past Performance Survey of: _____
(Name of Company)

The University of Alberta (the University) is a public institution. The information provided in this survey is for the use of the University and its key personnel. The information provided by the supplier/individual listed above is appreciated and will be used to improve the University's services. The supplier/individual listed above is appreciated for taking the time to complete this survey.

Rate each of the criteria on a scale of 1 to 10 (10 is the best and 1 is the worst). Please rate each of the criteria to the particular area, leave it blank.

Client Name: _____

Project Name: _____

NO	
1	Ability to manage costs
2	Ability to provide and maintain schedules and respond to requests in a timely manner
3	Quality of work
4	Professionalism and ability to manage
5	Ability to minimize and re
6	Communication, explanation
7	Ability to work through re
8	Overall customer satisfaction and willingness to hire firm again

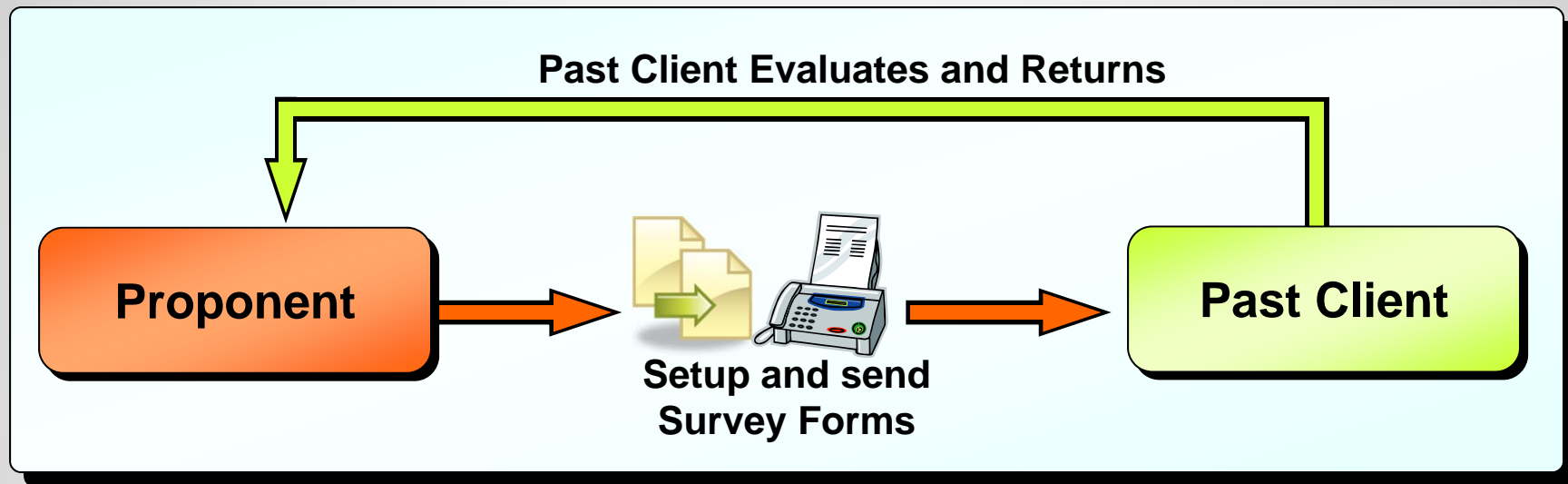
NO	CRITERIA	UNIT	
1	Ability to manage costs	(1-10)	
2	Ability to maintain schedules and respond to requests in a timely manner	(1-10)	
3	Quality of service	(1-10)	
4	Professionalism and ability to manage	(1-10)	
5	Ability to meet client expectations and to respond to address user complaints and/or unique requirements	(1-10)	
6	Ability to identify, communicate, and mitigate risk	(1-10)	
7	Ability to follow Client rules, regulations, and requirements	(1-10)	
8	Overall customer satisfaction and willingness to hire firm again	(1-10)	

Printed Name (of Evaluator) _____

Thank you

Please fax the completed survey to: Proponent fax number

PPI Process

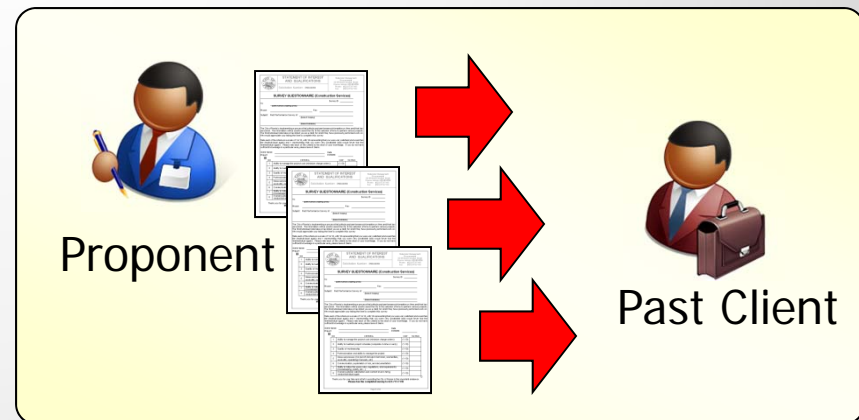
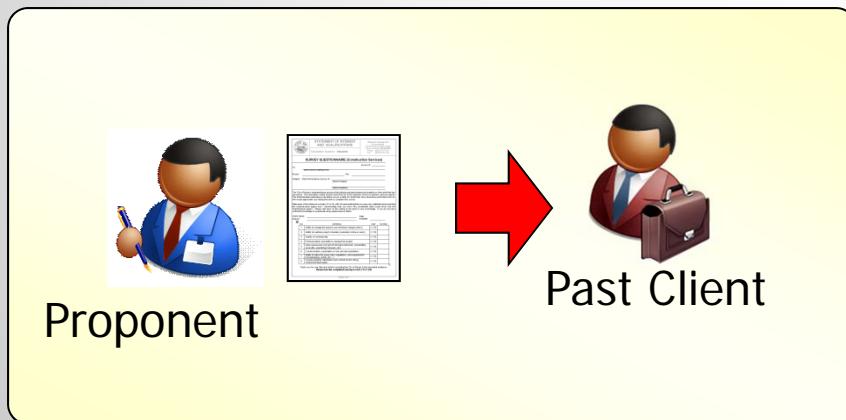


- The Proponent is responsible for sending out a survey questionnaire to each of their past clients.
- The survey must be faxed/emailed back to the Proponent
- The Proponent will submit all surveys to the Owner with their submittal.

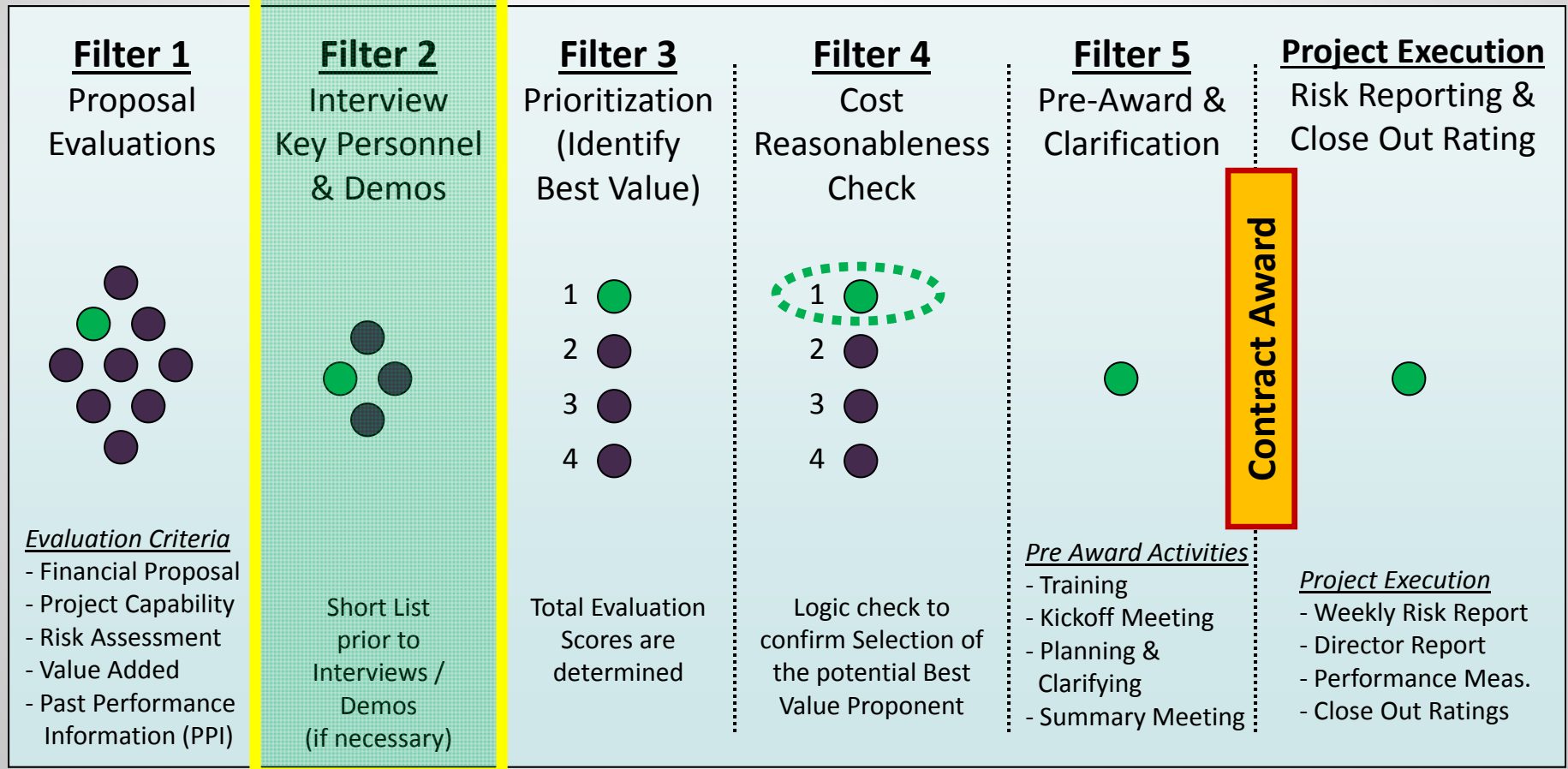
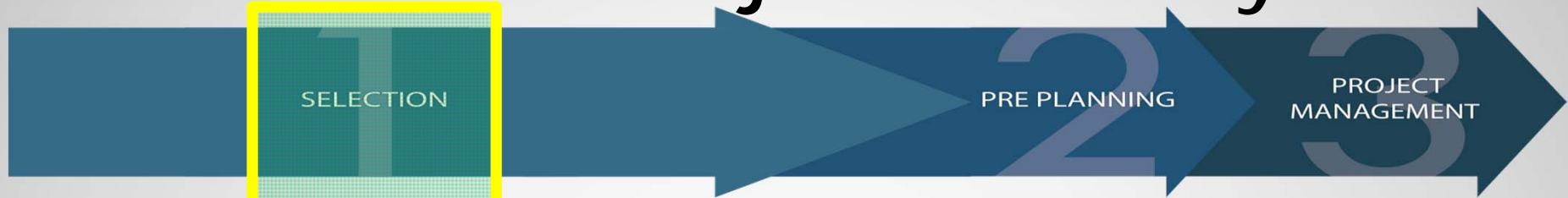
Example Survey

(Firm and Individuals)

		Survey ID	126
To:	Jack Robertson <i>(Name of person completing survey)</i>		
Phone:	623-555-5659	Fax:	623-555-5999
Subject: Past Performance Survey of:	ABC Designer Inc <i>(Name of Company)</i>		
	Amy Smith (Lead Designer), John Jacobs (Lead Engineer), Brad Thompson (Civil Eng) <i>(Name of Individuals)</i>		

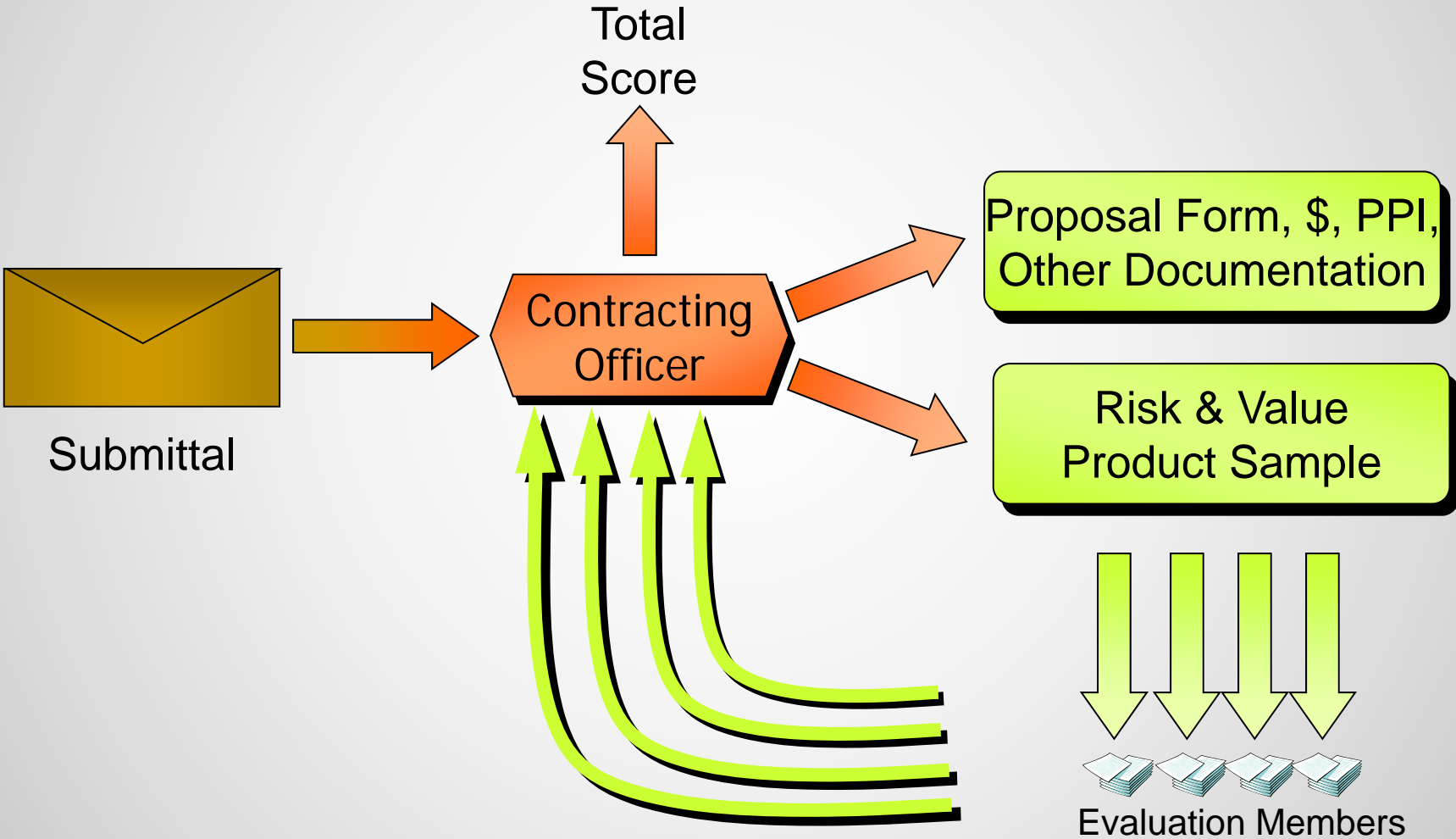


Value Based Project Delivery



Contract Award

The Evaluation Process



Shortlisting

- If necessary short listing will be conducted prior to interviews (depending on the number of Proponent)
- Interviews:
 - Account Representative
 - Project Implementation Lead

Interview Format



- Q&A Interview, NOT a presentation
- Individuals will be interviewed separately.
- A standard set of questions will be generated and asked to each individual.
- Typically interview times will last about 15-30 minutes per individual
- No substitutions will be allowed.

Best Value Interviews:

Identifying Expertise

Examples of questions asked:

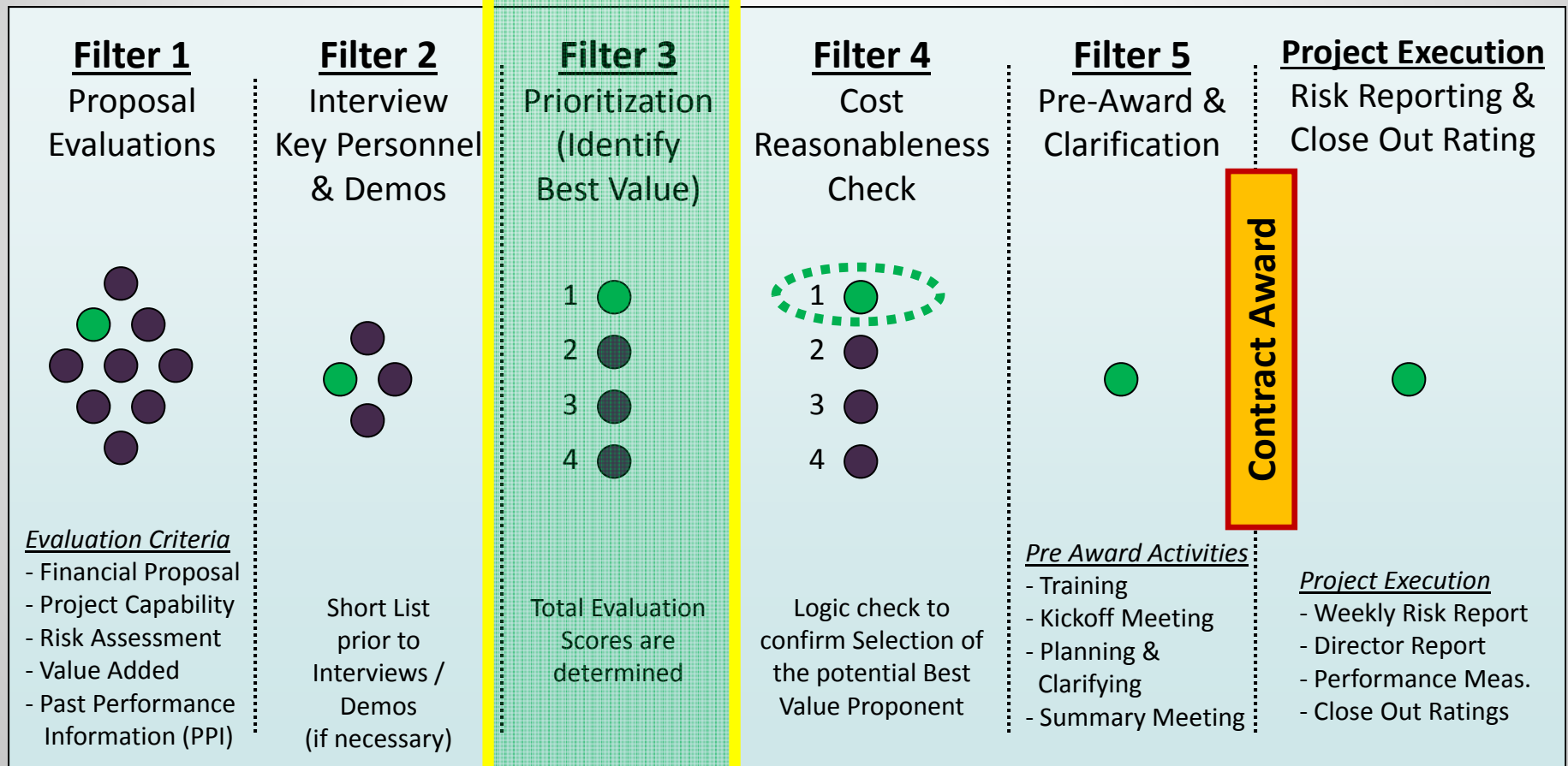
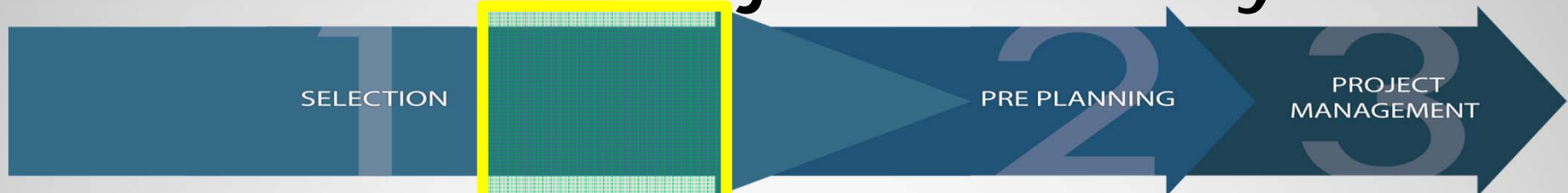
1. Why were you selected for this project?
2. How many similar projects have you worked on? Individually and as a Team?
3. Describe a similar project you have developed/worked on to the current project.
4. What is different about this project from other projects that you have worked for?
5. Draw out the process for this project by major milestone activities.
 1. Identify, prioritize, and how you will minimize the risks of this project.
 2. What risks don't you control? How will you minimize those risks?
 3. What do you need from the client and when do you need it?
6. How are you going to measure your performance during the project?
7. What value do you bring to the project in terms of differences based on dollars, quality, expertise, or time?
8. Other questions regarding the RFP requirements

Client Demonstrations



- This is a high level demonstration (not a traditional demo). The detailed/technical demo will be performed at a later stage.
- The purpose of this demonstration is to:
 - View an actual installed and operating system (that is similar)
 - Identify how well the end users can use the system
 - Identify the end users' satisfaction with the product, system, installation, and services
- Prior to the demonstrations, the Owner will provide the Proposers with a detailed timeline and script of items that are to be demonstrated.
- A current end user may be asked to demonstrate basic product or system functionality.

Value Based Project Delivery

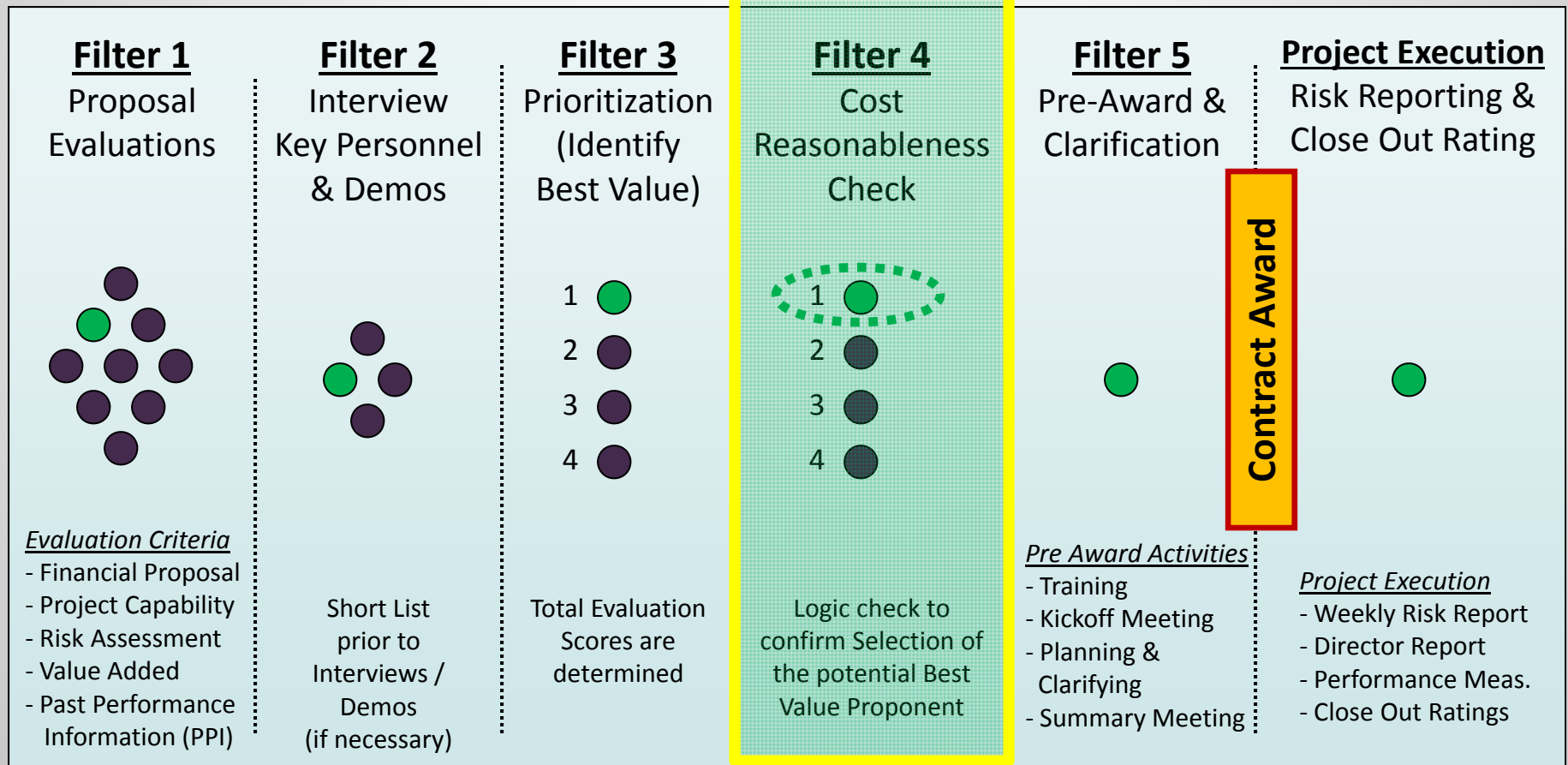
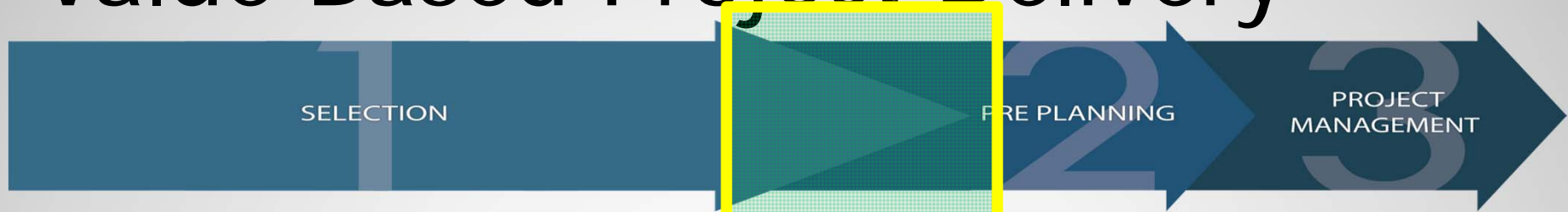


Contract Award

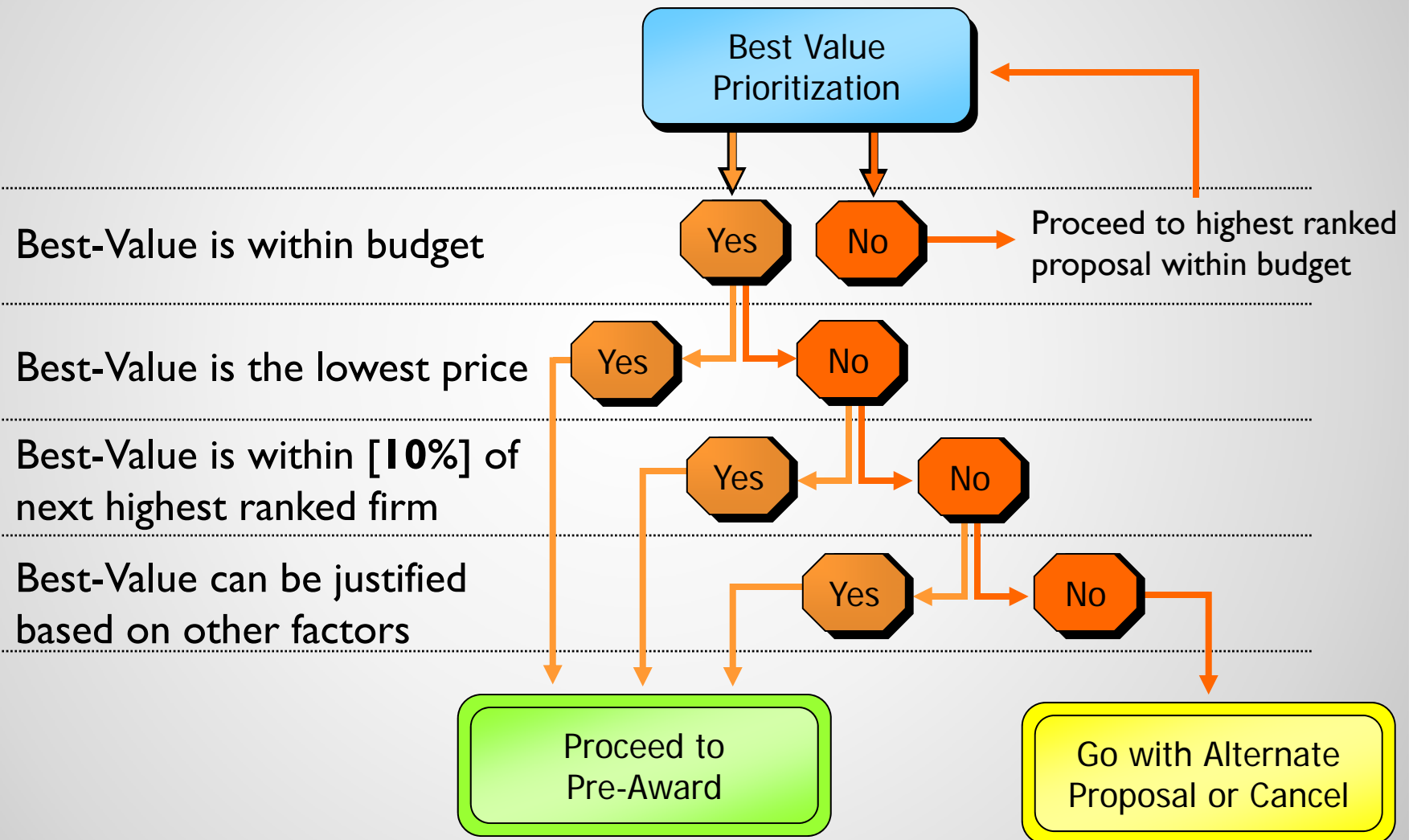
Simple Scoring Methodology

NO	CRITERIA	WEIGHTS	RAW DATA			FINAL POINTS		
			Vendor A	Vendor B	Vendor C	Vendor A	Vendor B	Vendor C
1	Proposal Cost	250	\$ 57,000	\$ 65,000	\$ 55,000	241	212	250
2	Interview Rating	350	8.5	5.1	5.1	350	210	210
3	NTR Rating	150	9.5	6.5	5.1	150	103	81
4	TC Rating	100	9.1	9.5	9.9	92	96	100
5	VA Rating	100	5.0	8.5	5.0	59	100	59
6	PPI Rating	50	9.8	9.8	9.9	49	49	50
						941	770	749

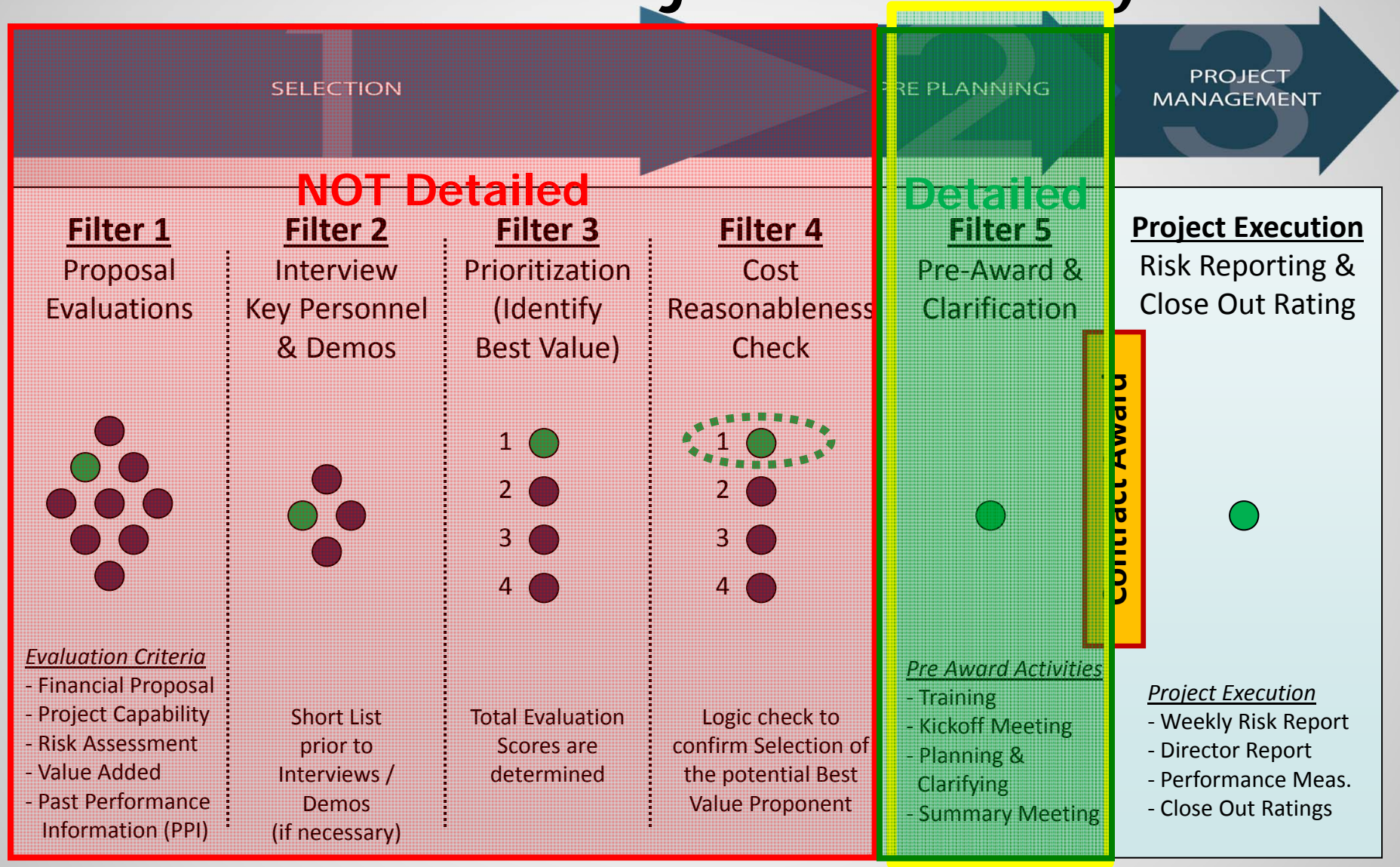
Value Based Project Delivery



Dominance Check & Cost Reasonableness



Value Based Project Delivery

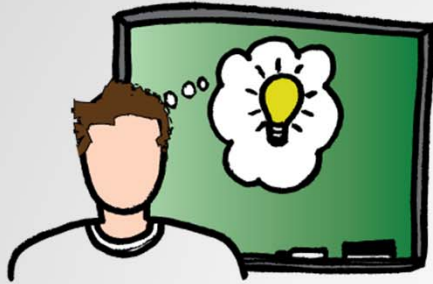


Pre-Award Clarification

What the Vendor Does

- Presents their Optimal Plan
 - Clarify that it's accurate & set the expectation for *how* you will execute
 - Coordinate the milestone schedule
- Identifies Project Risks
 - Set plans to minimize those risks from occurring
 - Address any client concerns
 - Clarify assumptions & "known unknowns"
- Identifies what support they need from the Client (or others)
 - Coordinate & establish how you'll get the support you need
 - Could be: info, access, decisions, reviews, etc.

Clarification / Preplanning Period



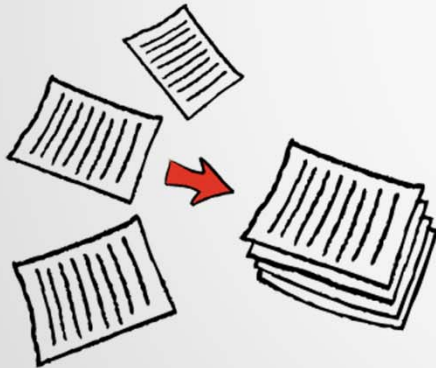
1 Pre Award Education



2 Kickoff Meeting



3 Plan & Coordinate Deliverables



4 Insert Deliverables Into Contract

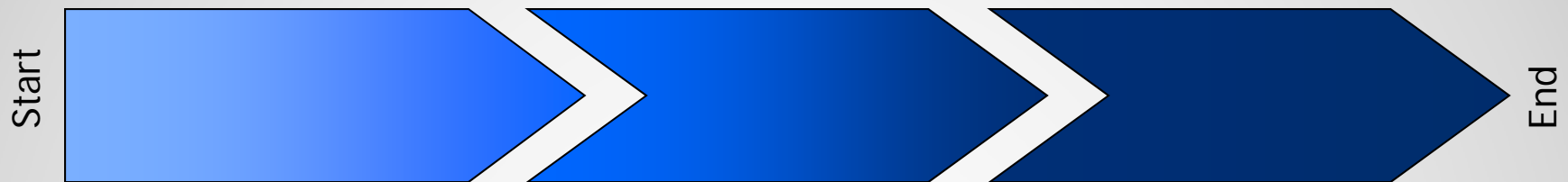


5 Summary Meeting



6 Contract Signed

Clarification / Preplanning Period



Very High Level

Cost Verification

Included in Proposal

Excluded from
Proposal

Major Assumptions

Major Client
Risks/Concerns

High Level

Project Work Plan

Client Risks/Concerns

PA Schedule

Uncontrollable Risks

Response to all risks

Roles and
Responsibilities

Value Added Ideas

Coordination

Review Functionality

Technical Level

Performance Reports / Metrics

Additional Documentation

Technical Details

Project Schedule

High level demos

PA Document

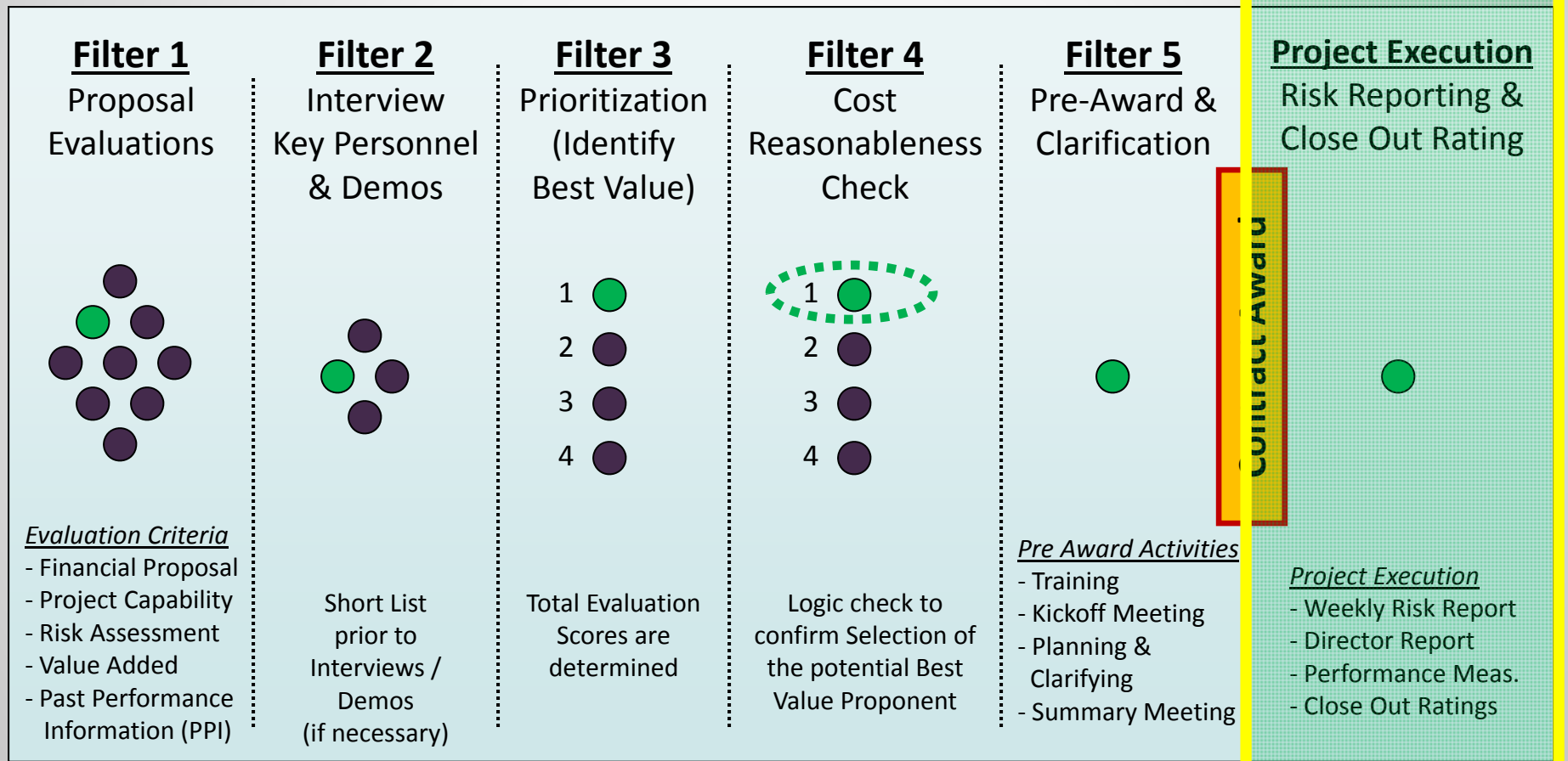
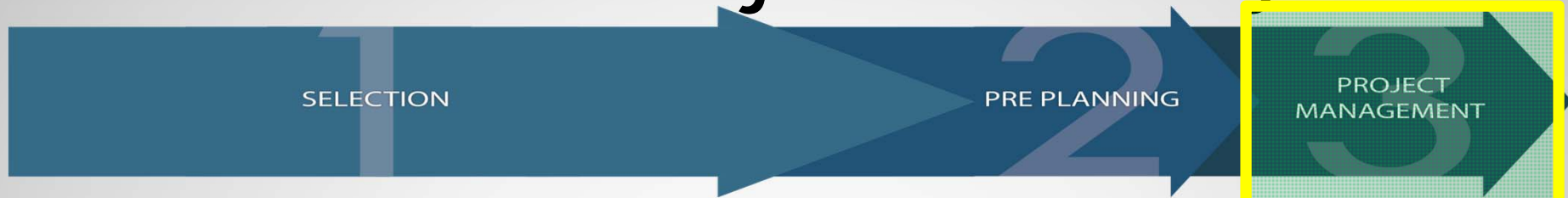
Kickoff Meeting Agenda

- Vendor runs the meeting
 - Review plan in detail
 - Milestone schedule
 - Address client concerns (if given)
 - Address your risks and unknowns (it is ok not to know things, but need to know when you will know and what could happen along the way)
 - Have day-by-day schedule for clarification period

Summary Meeting Agenda

- Not a “Q&A” meeting
 - All issues resolved
 - All coordination complete
 - All risks that are not in vendors control have been identified
 - All value added options have been addressed
- PA Summary Meeting is to summarize all of the coordination that has been complete and walk through the PA Document/RMP
- Upon successful completion of the PA Summary Meeting, the client will make the award

Value Based Project Delivery



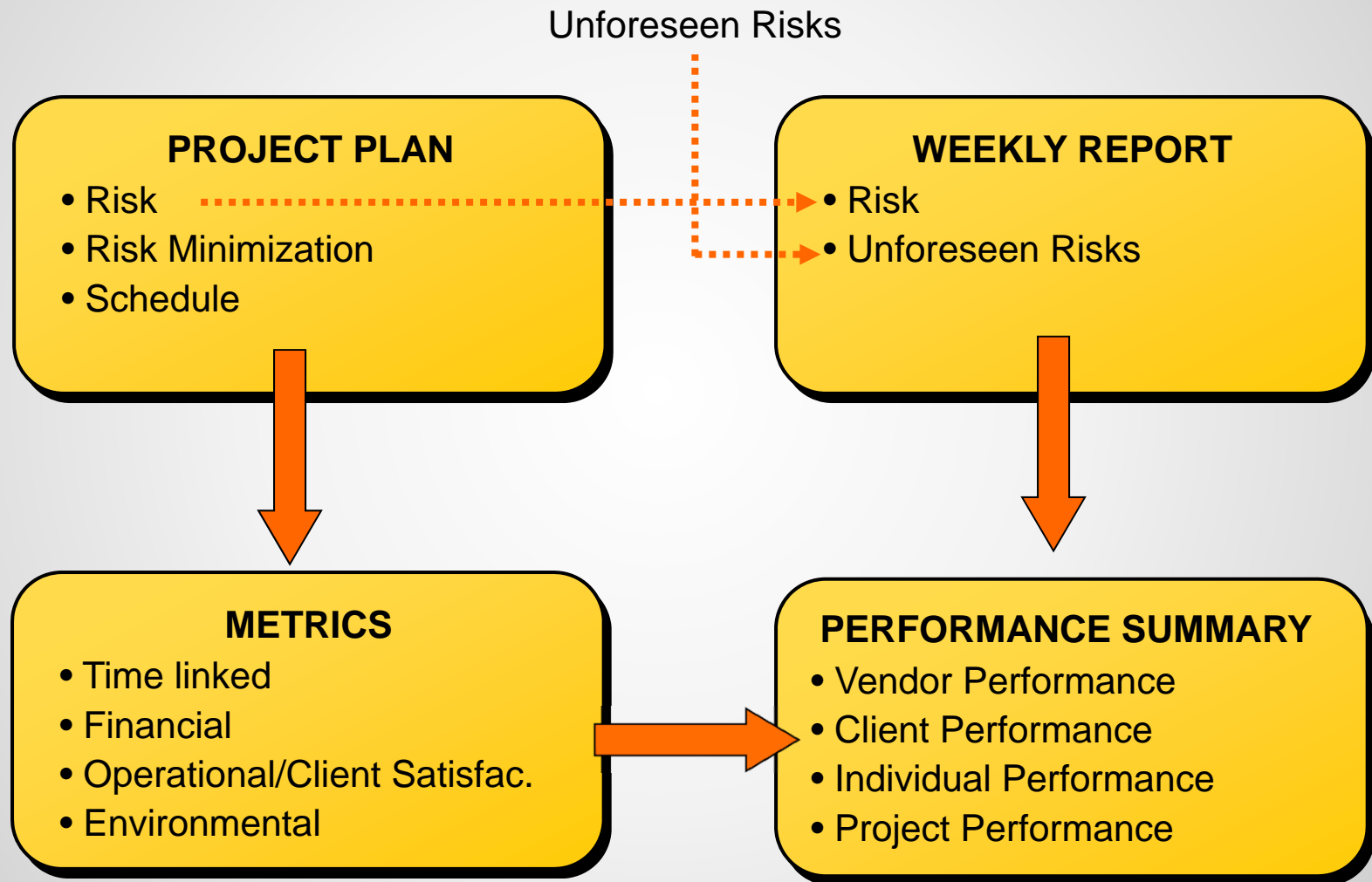
CONTRACT AWARD

Weekly Risk Report

- Excel Spreadsheet that tracks risks and impacts
- Client will setup and send to vendor once the Award is issued. ASU will provide additional training.
- The final project rating will be impacted by the accuracy and timely submittal of the WRR

No	Date Entered	Risk Items	Plan to Minimize Risk	Planned Resolution Date	Actual Date Resolved	Impact Days to Critical Path	Impact to Cost	Owner/ Contractor Generated	Satisfaction Rating (1-10)
0	3/17/2006	EXAMPLE: Risk A	Risk A Plan: 1) Problem background - why is this an unexpected project risk? 2) What will be done to minimize this? 3) Who is responsible for the plan? 4) What kind of impact will this have?	9/9/2006		75	\$ 10,000	0	5
1									
2									
3									

Measurement of Deviation from the Expectation Management by Risk Minimization



Questions?



Mike Drane

Director of Procurement

Dalhousie University

mike.drane@dal.ca

902-494-2363