

REGION OF OTTAWA-CARLETON
RÉGION D'OTTAWA-CARLETON

REPORT
RAPPORT

Our File/N/Réf. 41-28
Your File/V/Réf.

DATE 21 June 2000

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. General Manager, OC Transpo

SUBJECT/OBJET **TRAINING OF LIGHT RAIL OPERATORS**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee approve the award of a contract to CANAC Inc to train operators for the Light Rail Project for a total contract provision of \$374,500.

BACKGROUND

At the September 9, 1999 meeting of Council, approval was granted to proceed with the light rail pilot project. The main recommendations passed were to implement a light rail pilot project on Canadian Pacific Railway's (CPR) Ellwood Subdivision, as an independent project of the Region and OC Transpo by the Summer of 2001 and to establish a new project authority to accommodate \$16,000,000 of expected one-time costs and \$3,940,000 of expected operating costs for each of two years.

Work is well underway towards meeting a summer 2001 start-up of the service. A critical component of the project is training OC Transpo operators to become qualified light rail operators. A Request for Proposal for training services was issued on May 3, 2000. There were several guidelines that prospective suppliers of the service had to consider in their submissions. These included:

- training must take into account the fact that the OC Transpo operators have little or no railway experience;
- the training program must meet with Transport Canada approval;
- training must be delivered in Ottawa and on OC Transpo facilities and equipment.

Training of up to 35 bus operators would start in January 2001 and must be completed in time for light rail service to start in the summer of 2001. It is important to award a contract for training services at this time in order to meet the schedule.

SCOPE OF SERVICES

The contractor will design and deliver a training program in rail rules, safety, safety policies, first aid, evacuation/emergency situations, light rail equipment mechanisms and provide for sufficient actual driver operating experience to meet Transport Canada approval.

ANALYSIS

Detailed requirements and proposal documents were prepared and sent to Merx's Open Bidding System where eleven firms picked up documents. Four responses were received from General Physics Canada Ltd., Canarail, CANAC Inc. and a partnership of Southern Alberta Institute of Technology and Canadian Pacific Railway.

The proposals were evaluated by a team composed of four staff and one outside consultant. Two proposals did not meet the mandatory requirements and were deemed non-responsive. The remaining firms, CANAC and Canarail, were invited to make presentations and resulted in the CANAC Inc. proposal, a subsidiary of Canadian National Railway Company, being evaluated as the best company to perform this work. All members of the evaluation team were impressed with the depth of the CANAC experience and detailed submission and were unanimous in rating.

OC Transpo recommends the award of the Light Rail training services contract to CANAC Inc. in an amount not to exceed \$350,000. plus G.S.T. of \$24,500. for a total contract provision of \$374,500.

FINANCIAL ANALYSIS

Funds for this purpose in the amount of \$300,000 are provided in the approved budget for the Light Rail Project (Order 900473). It is expected that the light rail pilot project will remain within the total budget of \$23,875,000 and that funds for the additional \$88,500 cost of this contract will be provided by offsets and economies on other project items.

Approved Budget to Date	23,880,000
Total Paid and committed	<u>(5,872,730)</u>
Balance Available	18,007,270
THIS REQUEST	<u>(388,500)</u>
Balance Remaining	<u>17,618,770</u>

*Approved by
Gordon Diamond*

SUPPLY MANAGEMENT DIVISION

I concur,

*G. Ford on behalf of
the Finance Commissioner*