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## Core Valley Lines – CVL Concept Design – Change Control Process

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Audience	All Bidders
Confidentiality	Confidential to all Bidders
Version	V6.0
Date	25 <sup>th</sup> September 2017

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### I Background

- I.1 TfW required Bidders to submit v1.0 of their CVL Concept Design Submission on the 30<sup>th</sup> June 2017.
- I.2 The document required the submission of 19 products initially but was expanded to include 20 products in total with their V2 CVL Concept Design, these are listed below for clarity, each with their individual product number, for the purposes of future submissions:
  1. Design Development Status Schedule
  2. High Level Programme
  3. Indicative Depot and Stabling Facilities
  4. Possession Blockade Schedule
  5. AI Plan of the CVL Network
  6. Design Development Commentary
  7. Accessibility Model Input Proforma
  8. NR Boundary Schedule
  9. Level Crossing Schedule
  10. Railsys and Traction Power Simulation Input Parameters
  11. Infrastructure Improvements Schedule
  12. 1:1000 Scale Alignment Plans (CDF and CQS)
  13. Typical Cross Sections
  14. Route Diagrams
  15. Stations Schedule
  16. Structures Schedule
  17. Extendibility Outline Response
  18. Cost Templates

- 19. Substation Drawings
- 20. Master Submission Document List

- 1.3 Within the updated CVL Concept Design Document issued on the 14<sup>th</sup> July 2017, Sections 1.5 and 1.6 contained details associated with changes to the CVL Concept Design submitted on the 30<sup>th</sup> June 2017. This note provides further details on how the change process and other aspects such as data management and future submission dates will be managed as the procurement process progresses.
- 1.4 Since the issue of the V3.0 of Core Valley Lines – Concept Design – Change Control Process the subject of submission dates for subsequent versions of the CVL Concept Design has been dialogued with Bidders and this has resulted in an update of Section 7.2 of this document.

## **2 Response to CVL Concept Design Submission**

- 2.1 The Authority will endeavour to provide a response to the submitted CVL Concept Design within 10 working days of receipt of the CVL Concept Design Submission. For clarity, for the submission made on the 22<sup>nd</sup> September 2017, the Authority will endeavour to provide a review response on, or before the 6<sup>th</sup> October 2017.
- 2.2 The response will take the form of Red, Amber, Green, (RAG) status review by product and where a Red or Amber status is noted then additional commentary will be provided.

## **3 Changes to the submitted CVL Concept Design Templates**

- 3.1 As detailed in the document entitled "CVL Concept Design", it is anticipated that Bidders' solutions may develop further over the coming weeks and months and as already indicated and dialogued, the Bidder shall seek Authority approval to modify the CVL Concept Design as submitted.
- 3.2 Bidders shall, within 15 working days of the previous CVL Concept Design Submission date, issue a CQ to the Authority, seeking approval to modify and resubmit revised versions of the products listed in Section 1.2 above.
- 3.3 The Authority shall, within three working days of receipt of such a CQ, confirm that the submission of the revised products is acceptable and that the Bidder can submit revised products at the next submission date.

## **4 Additional Product Item and File Referencing**

- 4.1 To support document management and version control, the Bidders shall include an update of product, item 20 (listed above in Section 1.2) – Master Submission Document List.
- 4.2 This Master Submission Document List shall detail out the following information to ensure that version control is managed to avoid any confusion as the procurement process progresses;
  - (a) Product Number
  - (b) Product Title
  - (c) CVL Concept Design Document paragraph reference

- (d) File Name(s)
  - (e) Version
  - (f) Date
- 4.3 For data completeness, including where documents are not revised as part of the resubmission of the CVL Concept Design, all documents shall be included within the submission ZIP file to ensure document completion at all submission dates.
- 4.4 All File Names shall be structured as follows:
- Product Number – 01, 02, 03 etc.
  - RMM Code – 000, 1.01, 1.02 etc.
  - Bidder Reference – KEA, MTR, ARC or ARR
  - Title – limited to 50 characters
  - Version – Aligned with Submission Number i.e. V2.0 for 280717 Submission
  - Date – Date of CVL Concept Design Submission
- An updated file reference issued on the 280717, would then be structured as follows:
- 18-000-XXX-CVL Cost Template-V2.0-280717
- An unchanged file issued on the 280717, would then be structured as follows:
- 16-1.07-XXX-CVL Structures Schedule-V1.0-280717
- 4.5 Bidders shall utilise the Master Submission Document List to advise the Authority which documents have been modified in their latest submission.

## 5 **Acceptable RAG Status prior to submission of ITSFT**

- 5.1 Bidders will be advised separately with respect to the mechanism that will be applied to the evaluation of the RAG Status within the ITSFT, however for clarity, to maximise the scoring Bidders will benefit from an increasing number of Green Status Products. Bidders are not expected to have any Red Status Products at ITSFT. Out of the Product List contained within Section 1.2 above, the following Product Items must be Green Status by ITSFT;
- (a) High Level Programme
  - (b) Design Development Commentary
  - (c) Accessibility Model Input Proforma
  - (d) Operational Model and Traction Power Simulations
  - (e) Extendibility Outline Response
  - (f) Cost Templates

## 6 **Derogations and Variations to Standards**

- 6.1 Bidders were required to submit details of any proposed Derogations and Variations with submission V3.0 to allow the Authority time to reflect and provide feedback on any proposed Derogations or Variations and allow the

Bidder the opportunity to provide a further iteration of the CVL Concept Design if required in V4.0. No new Derogations or Variations will be considered in V4.0 or prior to the submission of the ITSFT.

## 7 Future Submission Dates

- 7.1 As indicated within the document entitled "CVL Concept Design" it is expected that Bidders will make submissions of their CVL Concept Design as detailed below, until Final Tenders are submitted. This will be subject to the change control process detailed in Section 3 above.
- 7.2 The table below provides a series of dates associated with the key activities. As detailed within the ITSFT the full set of 20 products for the CVL Concept Design shall also be submitted with your Final Tender.

Submission Number	Submission Date	Version	RAG Status issued by Authority	Request for changes to solution from Bidder	Authority Approval of changes to solution for resubmission
1	30/06/17	V1.0	14/07/17	28/07/17	02/08/17
2	11/08/17	V2.0	01/09/17	08/09/17	13/09/17
3	22/09/17	V3.0	06/10/17	13/10/17	18/10/17
4	03/11/17	V4.0	17/11/17	N/A	N/A

END.