Distribution of Liquor Project

Metro Debrief

Date: Thursday, October 18, 2012
Location: Teleconference
Time: 10:00 –11:00 am

Participants:

Richard Poutney	George Macauley	Ken McDonnell
Mike Kishimoto	Roger Bissoondatt	Metro Representatives
Pelle Agerup	Leigh Martin	

1.	Opening Remarks	Pelle Agerup
2.	Overview on what happened (News Release – Public Announcement)	Richard Poutney
3.	Feedback on refinement sessions, Observations	Roger Bissoondatt
4.	Open Questions	All
5.	Confidentiality	Pelle Agerup

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Distribution of Liquor Project

K&N Debrief

Date: Monday, October 15, 2012
Location: 2625 Rupert Street, Vancouver
Time: 10:00 –11:00 am

Participants:

Richard Poutney	George Macauley	Ken McDonnell
Mike Kishimoto	Roger Bissoondatt	K&N Representatives
Pelle Agerup	Leigh Martin	

1.	Opening Remarks.	Pelle Agerup
2.	Overview on what happened (News Release – Public Announcement)	Richard Poutney
3.	Feedback on refinement sessions, Observations	Roger Bissoondatt
4.	Open Questions	All
5.	Confidentiality	Pelle Agerup

Debrief Session Notes

Ground Rules:

- Don't talk about other proponents.
- Don't mention any individual's performance.
- We are NOT evaluating, this is just a debriefing on the participation in the process.
- We shouldn't be commenting on the political decision making process (other than what is already public).
- We shouldn't be commenting on what may or may not be happening in the future.

1. Pelle – Opening remarks.

2. Overview on what happened (News Release – Public Announcement) – RP
(Copies of News release on hand)
   - The project was proceeding according to schedule.
   - The proposal improvement sessions (including the financial meetings) were concluded.
   - Answers to questions were provided.
   - All short listed proponents were still engaged and preparing to submit refined proposals.
   - The LDB project team was scheduled to meet the following week to evaluate the refined proposals.
   - The committee members in the second round were identical to the members in the first round of evaluations.
   - Evaluation booklets were ready to go, the VDR primed to receive proposals.
   - On Sept 28th Government announced that it had reached a tentative agreement with the BCGEU on the broader union contract and that as part of the union negotiations agreement, the NRFP process for the privatization of the LDB was cancelled, effective immediately.
   - The project team worked to prepare for the cancellation procedures.
   - The project team contacted all short-listed proponents just before the formal announcement was made.
   - The project is currently in close-out mode.

3. Feedback on refinement sessions (how it went for us, them, the process). Observations (Share with them about their refinement sessions) – RP or RB

   - As a short listed proponent you have already been briefed on your performance on your initial proposal.
   - Typically we would either be holding a kick-off stage 4 sessions if you were the selected proponent or a debriefing session if you were not.
   - In this case as the project was cancelled before refined proposals were received and evaluated, we cannot give you a debriefing on your refined plan for the LDB project.
   - What we can do is provide you with feedback, if you would like, on how we thought you performed during the improvement sessions. And our thoughts on areas where you might improve/ take advantage, in the event you are in a similar situation on another engagement.
   - As you recall in the NRFP and guide, the proposal improvement sessions were the proponents' time to ask for data/ information that you needed in order to complete your final solution.
   - We decided to allow proponents to decide how they wanted to schedule/ use the meetings since we didn't want to presuppose areas where data augmentation or clarification was needed. We had SME's pre-readied and brought them in as needed.

   - In your case ... SPECIFIC TO PROPONENTS.

Debrief Session Notes

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4. Open questions

5. Confidentiality - Pelle
   - Before we close off our meeting we'd like to remind you of confidentiality regarding this project and the materials provided during the process.
   - Should you retain any provincial information, you are required to maintain confidentiality of the information to the extent that such information is not already public or otherwise officially made public by the government (e.g. disclosed through a freedom of information request).
   - As the process is complete there are no restrictions with regard to speaking with the media provided doing so does not extend to confidential information provided to you during the process.