**Partnering Special Provisions**

Level 1

**X.XX PARTNERING**

The Contractor shall reference the latest edition of the “Partnering Guidelines Manual for Alberta Transportation Projects” and coordinate his activities with the Consultant and the Department to implement Partnering on this project. This project will require a discussion about Partnering led by the Department Staff and will include all parties working together to develop an Issue Resolution Ladder. The discussion about partnering and the development of the Issue Resolution Ladder will occur at the Pre-Construction Meeting. The Issue Resolution Ladder shall be followed when dealing with issues that arise during this project.

The Contractor, Consultant and Department will all identify their top three concerns regarding the project and bring them to the Partnering Discussion portion of the Pre-Construction Meeting.

The Contractor is advised that the “Partnering Guidelines Manual for Alberta Transportation Projects” can be found at the following website address:

<http://www.transportation.alberta.ca/Content/docType29/Production/PartneringGuidelinesManual.pdf>

Payment for Contractor Expenses including labour, materials, tools, equipment and incidentals required to participate in Partnering will be considered incidental to the contract and no separate or additional payment will be made.

Level 2

**X.XX PARTNERING AND PROJECT SCORECARDS**

The contractor shall reference the latest edition of the “Partnering Guidelines Manual for Alberta Transportation Projects” and coordinate his activities with the Consultant and the Department to implement Partnering on this project. This project will require a discussion about Partnering led by Department Staff, all parties working together to develop an Issue Resolution Ladder and the development of a Project Scorecard Program. The discussion about Partnering, the development of the Issue Resolution Ladder and the development of the Project Scorecard Program will occur at the beginning of the Pre-Construction Meeting. The Issue Resolution Ladder shall be followed when dealing with issues that arise during this project.

The Contractor, Consultant and Department will all identify their top three concerns regarding the project and bring them to the Partnering Discussion portion of the Pre-Construction Meeting to help Department Staff set up the Project Scorecards. The Scorecards will be compiled and maintained by a qualified Facilitator, and will require regular input by the Contractor, the Consultant and the Department, for the purposes of monitoring Partnering throughout the project.

The Contractor shall host site meetings every XXX weeks to discuss the project and review project scorecards, as required. The Consultant shall set the agenda for the site meetings with input from the Contractor and the Department. The Consultant shall also record the minutes of the meetings.

The Contractor is advised that the “Partnering Guidelines Manual for Alberta Transportation Projects” can be found at the following website address:

<http://www.transportation.alberta.ca/Content/docType29/Production/PartneringGuidelinesManual.pdf>

Payment for Contractor Expenses including labour, materials, tools, equipment and incidentals required to participate in Partnering will be considered incidental to the contract and no separate or additional payment will be made.

Level 3

**X.XX FORMAL PARTNERING SESSION**

The Contractor shall reference the latest edition of the “Partnering Guidelines Manual for Alberta Transportation Projects” and coordinate his activities with the Consultant and the Department to implement Partnering on this project. This Project will require a one day formal Partnering Session (located in XXXXXXXXX) prior to the Pre-Construction Meeting, all parties working together to develop an Issue Resolution Ladder and the development of a Project Scorecard Program. The Issue Resolution Ladder and Project Scorecard Program will be developed at the Partnering Session. The issue resolution ladder shall be followed when dealing with issues that arise during this project.

The Department will arrange for a qualified Facilitator and the meeting facility for the formal Partnering Session as well as arrange for the Project Scorecard Program. The formal one day Partnering Session shall be attended by the Contractor and shall include, at a minimum, one field and one office staff who will be directly involved in the management of the project. Any sub-contractors with a major role in the project shall also attend. The Project Scorecards will be compiled and maintained by a qualified Facilitator, and will require regular input by the Contractor, the Consultant and the Department, for the purposes of monitoring Partnering throughout the project.

The Contractor shall host site meetings every XXX weeks to discuss the project and review Project Scorecards, as required. The Consultant shall set the agenda for the site meetings with input from the Contractor and the Department. The Consultant shall also record the minutes of the meetings.

The Contractor is advised that the “Partnering Guidelines Manual for Alberta Transportation Projects” can be found at the following website address:

<http://www.transportation.alberta.ca/Content/docType29/Production/PartneringGuidelinesManual.pdf>

Payment for Contractor Expenses including labour, materials, tools, equipment and incidentals required to participate in Partnering will be considered incidental to the contract and no separate or additional payment will be made.