



# GNCTR 2018 | WATERLOO REQUESTS FOR INFORMATION (RFI) RESPONSE PACKAGE #1

In an effort to ensure all competing teams are working off the same information, the responses to any relevant questions sent to the GNCTR 2018 Organizing Committee will be published for all teams to see in the form of Requests for Information Response Packages. These responses are meant to supplement the Official Rules. The questions and responses for RFI Response Package #1 are listed as follows:

RFI #	001
RFI TITLE	Shipping Crate Dimensions
INFORMATION REQUEST	Please confirm if the shipping crate dimensions for the toboggan and technical exhibit is the same as previous years. If not, please provide these dimensions.
INFORMATION RESPONSE	Recommended shipping crate dimensions remain the same as previous GNCTR's - 8'(L) x 4'(W) x 6'(H). Logistics Decisions will be returning as the GNCTR 2018 Recommended Shipper. Please refer to the GNCTR FAQ on Logistics Decisions' website for more information regarding shipping crate dimensions. <a href="http://logisticsdecisions.com/gnctr-shipping-info/">http://logisticsdecisions.com/gnctr-shipping-info/</a> <a href="http://logisticsdecisions.com/gnctr-qa-frequent-questions/">http://logisticsdecisions.com/gnctr-qa-frequent-questions/</a>

RFI #	002
RFI TITLE	Definition of a Competing Team
INFORMATION REQUEST	Clause 2.23.1 of the GNCTR 2018 Official Rules defines a Competing Team as <i>"Any team comprised solely of current undergraduate students registered for the Competition that is eligible to receive points and win the Competition"</i> . The word "undergraduate" was never explicitly defined in previous competition rules. Our team has a graduate student as a team member - can this clause be modified so they are able to attend GNCTR 2018?
INFORMATION RESPONSE	Yes, let Clause 2.23.1 be rewritten as follows: <i>Competing Team: Any team comprised solely of current undergraduate or graduate students registered for the Competition that is eligible to receive points and win the Competition, where the majority of the Team's members are undergraduate students.</i>  The intent of this definition was never to stop graduate studies students who are key contributors for their team from attending GNCTR 2018. Graduate students may attend GNCTR 2018 as competing team members, so long as the majority of the attendees remain undergraduate students.



RFI #	003
RFI TITLE	Project Schedule Requirement
INFORMATION REQUEST	<p>Various questions including:</p> <ul style="list-style-type: none"><li>A. How is the project schedule marked? Will we be deducted marks if the final schedule varies from the baseline?</li><li>B. How detailed are you expecting the project schedule to be?</li><li>C. How do we determine a critical path if there are so many unknowns in the schedule?</li></ul>
INFORMATION RESPONSE	<p>Answers as follows:</p> <ul style="list-style-type: none"><li>A. Marking of the project schedule will include: that team's submitted both a baseline and final schedule; that team's included all required elements of the schedule described in the competition rules; that team's accurately represented the design, procurement, construction, and testing/shipping phases of the project in a logical manner; that team's incorporated any unique constraints (like finals) into their project planning; and how the team discussed variances between the schedules in the project management section of the technical report. The intent is not to compare the baseline to the final schedule and say "Team X took three days longer to build their formwork, let's deduct marks" or "Team Y had to re-sequence a few activities because of material procurement delays, let's deduct marks". The intent is for teams to show that they completed some degree of planning during the fall, and that the baseline planning was utilized to reach their final project schedule.</li><li>B. Each team is going to have a different approach to their project planning with unique constraints. Therefore, we are leaving this as open ended as possible. A good rule of thumb would be that as a minimum there should be more than twenty activities in the work breakdown structure, and as a maximum the work breakdown structure should fit on one 11"x17" page in landscape Gantt chart format.</li><li>C. Yes, we agree there are unknowns which may impact the final critical path of the project schedule. The point of showing the critical path is for teams to highlight tasks that have the highest potential to impact schedule. The critical path can change in the final schedule without losing marks, so long as an explanation is included in the project management section of the technical report. The reasoning of how the critical path was developed (and if other tasks were also assumed critical because of a small lag), should also be included in the technical report. It is reasonable to assume that unknowns will come up during the project that will impact schedule, and therefore it is reasonable to assume that teams are planning for some level of unknowns and not planning on leaving everything to the last minute. This addition to the competition was developed from the concrete canoe competitions which have required project schedule submissions for a number of years without issue.</li></ul>



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RFI #	004
RFI TITLE	Safety Report Construction Drawings
INFORMATION REQUEST	Clause 5.2.2.2 states that the Safety Report is to "...outline the general concepts and specific measures to reduce risk of injury during race activities...", yet Clause 5.2.2.5 notes that construction drawings must be submitted as an appendix. Is the expectation that the construction drawings submitted with the technical report are now submitted on November 6 <sup>th</sup> with the safety report?
INFORMATION RESPONSE	The construction drawings included with the safety report should be of sufficient quality to detail the design intent of the toboggan so the design concept can be reviewed prior to construction by the safety judges. These do not need to be the same set of finalized construction drawings included with the technical report. Think of these as '50% Design Documents'. It is up to each individual teams' discretion as to how detailed the drawings submitted on November 6 <sup>th</sup> are. The safety judges may request additional detailed information to be submitted for review by early December, as outlined in Clauses 5.2.2.6 & 5.2.2.7. Please keep in mind that submitting more information upfront with the Safety Report should decrease the likelihood that additional information is requested, which should expedite teams' construction timeline.

RFI #	005
RFI TITLE	Salvage of Old Material
INFORMATION REQUEST	Clause 7.5.1.1. of the rules states that the only components that are allowed to be reused are "salvaged raw materials". Does this include items such as shocks or a rack and pinion that would not immediately come to mind when one thinks of the word "salvaged"? It feels somewhat pointless to purchase an expensive new set of shocks, for example, and sell an old set.
INFORMATION RESPONSE	Yes, teams are permitted to reuse items such as shocks or a rack and pinion in their toboggan. The Organizing Committee agrees that it would be a waste to purchase these new, and additionally would contradict the spirit of the sustainability portion of GNCTR.

RFI #	006
RFI TITLE	Length of the Technical Report
INFORMATION REQUEST	Please confirm if the point deductions for technical report length outlined in Clause 5.2.3.3 start once 8,000 words is exceeded or once 8,500 words is exceeded.
INFORMATION RESPONSE	Point deductions start at 8,000 words exceeded. As an example: A report has 8,000 words = No deduction. A report has 8,001 words = -1pt deduction to total score. A report has 8,500 words = -1pt deduction to total score. A report has 8,501 words = -2pt deduction to total score. A report has 9,000 words = -2pt deduction to total score. A report has 9,001 words = -3pt deduction to total score.

END OF RFI RESPONSE PACKAGE #1