

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions
- TPSGC

11 Laurier St. / 11 rue Laurier

Place du Portage, Phase III

Core 0A1/Noyau 0A1

Gatineau, Québec K1A 0S5

Bid Fax: (819) 997-9776

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Consultant Services Division/Division des services
d'experts-conseils

11 Laurier St./11 Rue Laurier

3C2, Place du Portage

Phase III

Gatineau, Québec K1A 0S5

Title - Sujet Landscape Architectural Services	
Solicitation No. - N° de l'invitation EJ116-131316/A	Date 2013-03-07
Client Reference No. - N° de référence du client 20131316	Amendment No. - N° modif. 004
File No. - N° de dossier fe103.EJ116-131316	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$FE-103-61937	
Date of Original Request for Standing Offer 2013-01-11	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-03-21	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Coulombe, Tina	Buyer Id - Id de l'acheteur fe103
Telephone No. - N° de téléphone (819) 956-6042 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: To be identified at time of call-up.	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

This amendment will form part of the contract documents.

The following is in response to inquiries received in relation to this solicitation.

Question 40 a): Are the following documents included in the maximum number of 40 pages as per the permit or certificate of authorization to practice professional in Quebec or Ontario (license). These documents are said to be required, but appear not to be included in the list of "The following is not included in the maximum number mentioned above," page 2 of 58 for the Submission Requirements and evaluating proposals.

Answer 40 a): Refer to section SRE Proposal Requirements.

Question 40 b): Resolution Board for signature authorization.

Answer 40 b): Refer to section SRE Proposal Requirements.

Question 40 c): Letter of customer satisfaction for each of the projects presented.

Answer 40 c): The Letter of Certification is no longer required. Refer to Amendment # 03.

Question 41 a): Re Amendment 3, Answer 24: GI 1.2, page 8 of 50, states "Proponents shall be licensed or eligible to be licensed to practice in the provinces of Quebec and Ontario. If a Proponent is licensed to practice in only one of the two provinces, then that Proponent must be eligible and willing to be licensed in the province in which they are not licensed." However; Answer #24 of Amendment 3 states that "At least one member of each of the key specialists/sub-consultants disciplines should be certified to practice in both Ontario and Quebec."

Answer 41 a): Amendment number 03, answer #24 is correct.

Question 41 b): Please clarify whether an active certification in both provinces is required, or if it is sufficient to be "eligible and willing" to be certified as stated in the original RFSO.

Answer 41 b): The Proponent must clearly demonstrate that they are able to provide professional stamps to construction drawings with the correct discipline in either Ontario or Quebec. If they are unable to do so the Proponent risks not being able to undertake project work under the Landscape

Architecture Standing Offer. Refer to SRE 3.1.2 Licensing, Certification or Authorization.

Question 42 a): 3. Re Amendment 3: Answer 12, Answer 13, Answer 17, Answer 25, Answer 26, Answer 32A/B, Answer 34, Answer 35, Answer 38:

Re Amendment 3: Answer 12, Answer 13, Answer 17, Answer 25, Answer 26, Answer 32A/B, Answer 34, Answer 35, Answer 38:

Several Answers (listed above) respond to RS 5.4 "Consultant Team Composition" on page 42 of 43. Answer 13 states that it is not required to structure the team: "*as per all the resources of the 22 disciplines and areas of expertise*", but that "*it would be of benefit...if it can be demonstrated such as through an organizational chart...*". Several subsequent answers provide specific detail on what should be included related to sub-disciplines such as urban design and environmental design. Answer 17 states that the flow chart example, which shows a team organizational chart, is not relevant to the evaluation of the current proposal.

Answer 42 a): Some caution is suggested, as answers to questions are specific to that question only.

Question 42 b): Please clarify how the proponents should incorporate the 22 disciplines/expertise that are listed, but are not within the "core team" into the proposal.

Answer 42 b): It is up to the Proponent to demonstrate their capability to form a team response. Please refer to SRE 3 Section 3.2.2 Team Approach/Management of Services for details as to what is required.

Question 42 c): Please clarify whether a team organizational chart should be included in the proposal and if so, whether it should include the 22 disciplines outside the core team.

Answer 42 c): An organizational chart is not required. It may be of benefit to provide one to explain the Proponent's team capabilities.

Question 43 a): SRE 3.2.1.2 Comprehension of the Scope of Services - Please clarify "*scope of services - detailed list of services*". Are you requiring that the Proponent list each of the Required Services (RS), including sub-services (such as RS 1.2.2 - Urban Design Studies) then describe how we provide this service? Please clarify whether the Proponent should provide a

written summary in paragraph form or a chart/spreadsheet listing specific tasks and deliverables.

Answer 43 a): The Proponent should to demonstrate they are capable in providing a team response. Refer to SRE 2 Proposal Requirements for more details as to the format accepted.

Question 43 b): As in item (a.) above are you looking for the entire list of RS codes in the RFSO?

Answer 43 b): Please Refer to SRE 3 Submission Requirements and Evaluation Section 3.2.2 Team Approach/Management of Services for details.

Question 44 c): What are you looking for Re. "time schedule" and "level of effort"? Would you like us to provide the typical amount of time and resources typically allocated to each task? This could be challenging, as the level of effort required for a task is usually very project-specific.

Answer 44 c): It is for the Proponent to demonstrate they understand the requirements a project will need in order to meet a project's completion date.

Question 44 d): . Re Amendment 1: Answer 9, the Proponent is directed to provide a work breakdown of a hypothetical call-up. Please clarify what is being required. As above, should this hypothetical call-up include all of the Required Services (RS)? Are we to assume one of the hypothetical projects in the RFSO?

Answer 44 d): Please refer to SRE 3 Submission Requirements and Evaluation Section 3.2.6 Hypothetical Projects for details. The Hypothetical Project immediately follows 3.2.6 point # 03.

Question 45 a): SRE 3.2.6 Hypothetical Project: 3.2.6.1 states that the approach and methodology should be provided in general written response only, and 3.2.6.1 requests a work breakdown structure with resources assigned, time schedule, numbers of hours, etc.

Please clarify whether this information should be provided in paragraph form or chart/spreadsheet form.

Answer 45 a): Please refer to SRE 2 Proposal Requirements as per the accepted format.

Question 46 a): GI 14 Licensing Requirements indicates: "Consultant team members and key personnel shall be, or be eligible to be licensed, certified or otherwise authorized to provide the necessary professional services to the full extent that may be required by provincial law in the province of the work".

Answer 46 a): Refer to SRE 2 Proposal Requirements.

Question 46 b): "By virtue of submission of a proposal, the Proponent certifies that the Proponent's consultant team and key personnel are in compliance with the requirements of paragraph 1 above. The Proponent acknowledges that PWGSC reserves the right to verify any information in this regard and that false or erroneous certification may result in the proposal being declared non-responsive".

Answer 46 b): Refer to SRE 2 Proposal Requirements.

Question 47 a): Bid Solicitation Item 3.2.1 indicates: "The Proponent shall be authorized to provide Landscape Architectural services and must include a landscape architect licensed, or eligible to be licensed, certified or otherwise authorized to provide the necessary professional services to the full extent that may be required by provincial or territorial law in the province of Ontario and Quebec. If the Proponent is licensed to practise in only one of the two provinces then the Proponent must be eligible and willing to be licensed in the province in which they are not licensed.

Answer 47 a): Refer to SRE 2 Proposal Requirements.

Question 47 b): The Proponent must indicate current license of how you intend to meet the provincial licensing requirements".

Answer 47 b): Refer to SRE 2 Proposal Requirements.

Question 48 a): Amendment No. 003, Answer No. 24 indicates: "At least one member of each of the key specialists/sub-consultants disciplines should be certified to practice in both Ontario and Quebec".

Solicitation No. - N° de l'invitation

EJ116-131316/A

Amd. No. - N° de la modif.

004

Buyer ID - Id de l'acheteur

fe103

Client Ref. No. - N° de réf. du client

20131316

File No. - N° du dossier

fe103EJ116-131316

CCC No./N° CCC - FMS No/ N° VME

Answer 48 b): That is correct.

Question 49: Could you please advise if the licensing requirements to be confirmed by the Proponent are in accordance with GI 14, Item 3.2.1 or Question/Answer No. 24? Specifically, can the Proponent and sub-consultants be **eligible** to obtain any necessary licensing, or must this licensing be in place for both Ontario and Quebec at the time of proposal submission?

Answer 49: Amendment 3 Answer #24 is correct. Licensing does not need to be in place for time of the RFSO submission. It is of benefit to the Proponent if it is.