

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Bid Fax: (902) 496-5016

SOLICITATION AMENDMENT MODIFICATION DE L'INVITATION

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

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

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9

Title - Sujet MOVING RCMP STAFF NEW HEAD QUARTERS	
Solicitation No. - N° de l'invitation E0225-130811/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client E0225-13-0811	Date 2012-10-12
GETS Reference No. - N° de référence de SEAG PW-\$HAL-503-8766	
File No. - N° de dossier HAL-2-69123 (503)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-10-22	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Forward (HAL), LeeAnne	Buyer Id - Id de l'acheteur hal503
Telephone No. - N° de téléphone (902) 496-5070 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

This amendment is issued for the following reasons:

1. To address the security provisions of the contract.
2. To respond to the questions received from the bidders.
3. To issue the minutes of the site visit of September 26, 2012.

1. Delete:

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

1. Before award of contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

Insert:**PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS****1. Security Requirement**

Before award of contract, the following conditions must be met:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold an appropriate RCMP clearance, granted or approved by RCMP. (NOTE: All security screenings undertaken by the RCMP on behalf of PWGSC for this contract will also be duplicated to CISD.)

In addition, Contractor personnel must submit to a local verification of identity / information by RCMP, prior to admittance to the facility / site. The RCMP reserves the right to deny access to any facility / site or part thereof to any Contractor personnel, at any time.

3. The Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.

4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

5. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable).
- (b) Industrial Security Manual (Latest Edition).

2. To respond to the following questions received from the bidders:

Q-1: If RCMP staff will be moving all IT Equipment (computers, monitors, printers, scanners, copiers) to the new Headquarter building, will they also be moving any deemed surplus IT equipment, or with this be the responsibility of the chosen relocation provider? If the responsibility of the mover, will you please provide an approximate count of how many computer systems/printers/copiers would need to be moved to surplus buildings?

A-1: All IT items (computers, monitors, printers, scanners, copiers including television sets) will be moved by the RCMP IT staff whether to the new location at Garland Aneue or to the warehouse for disposal.

Q-2: Would you like the move provider to assume the responsibility of moving specialized items or items that may be deemed personal (example; artwork, or the encased, decorative rifle in the CO's office)?

A-2: All items deemed "Personal" such as artwork, medal or patch display's and decorative rifles will not be moved by the movers.

Q-3: Where the Financial Proposal component of the tender is based on a "Type A" or "Type B" moves and a set number of hours/resources; and knowing that the successful proponent will be responsible to provide quotations following each Task Authorization – What allowable variance is there between the successful bidder's Financial Proposal (originally submitted) and the total sum of quotations for each Task Authorization? What measures will be in place to handle discrepancies?

A-3: Please see the following sections listed below and in the solicitation document.

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid in accordance with the basis of payment, in Annex B, as specified in the authorized TA. Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ (to be inserted at

contract award). Customs duties are included, and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

Q-4: Could you please confirm at the new building if there are any doors that are dock level. And, what is the height of the grade level doors? Want to determine if we can drive a truck into the building.

A-4: The doors on site are two sizes: the smaller being 3675mm in height the taller being 4300mm in height. Getting a truck into the building will not be an issue.

Q-5: Annex C - Task auth form is not attached.

Annex D - Consent form is not attached.

A-5: Please see attached documents.

Q-6: I do not understand M1 thru M8 and the total sq ft ? Can you clarify please.

A-6: The references to floors M-1 through M8 under destination blocks "Floors and Elevators" and the square footages of the floors are to be omitted. References in the Floors block of the table should read 1 through 5. Under the "Elevators Block" of the table it should read "Floors 1 through 5 are serviced by four passenger elevators that serve all floors and one freight elevator with a weight capacity of 1588 kg located in proximity to the loading dock."

Q-7: Re Annex A / item 4.5 makes reference to 'TYPE C MOVES' - I do not see any description of type C moves?

A-7: Please delete any reference to Type C moves.

Q-8: The way Annex E is set up requesting the 'Mandatory Requirements' and 'Point Rated Requirements', it requests information regarding the Bidders' experience in different areas. Where the sections MR2 and PR3 (for example) are virtually asking for the same information (aside from the number of projects to be listed) - Do you still want those tables produced separately, or shall we complete one table and identify it as addressing different sections of Annex E's requested responses?

A-8: Please produce separate tables.

3. To provide the minutes from the site visit of September 26, 2012 as follows;

E0225-130811/A

MOVING RCMP STAFF NEW HEAD QUARTERS

3139 OXFORD STREET - CURRENT ADDRESS OF RCMP - MAIN ENTRANCE

MANDATORY SITE VISIT

ATTENDANCE:

AMJ Campbell Van Lines

Premiere Van Lines MT Moving Systems

Thompson's Moving Group Limited

George Brennan

Hoyt's Moving and Storage

Halifax Transfer/ United Van Lines

Stan Hanes

Cory Sanford, David Chiasson

Mr. Blair Landry, Mr. Terry Delahunt or Mr.

Kim Inglis, Steve Russell

Mark Thompson

Headquarters

Reminder: IT equipment/photocopies not being moved.

Start date- Later in January. The move will be done in phases, so you may be in the same building twice:

' First move - people, files and personal items.

' Second move - Furniture probably sent to warehouse.

' There are some heavy items - rolling files, disintegrator and safes.

' Equipment will be dismantled and RCMP will assemble these items (rolling files)

' Bins with files will be sealed and truck will be sealed, RCMP will open seals. (for high-security items.)

' Once schedule is set it is set. Building is on time so far.

-Criminal Operations:

-Example of a safe, we will provide the total number of furniture that is staying, filing cabinets moving and some chairs.

-Chairs at Willow St. moved by supplier.

-Diplomas on wall etc... are considered personal items.

Moving file contents in rolling files.

-To be packed in order as directed by RCMP and unpacked as directed, also in sequential order.

-Personal space - To be packed by the individual RCMP staff person.

-Books going to new library.

Desks to be disassembled and assembled by movers. Need information on manufacturer.

-Library shelves are staying where they are, they are not being moved unless they go to surplus.

-Shown a boardroom

*Flat screen TV's - IT will move redundant.

Shown in another boardroom - biggest one in this building.

*After tender is awarded.

Will there be an opportunity for bidders to look at the building again? - Yes, to be organized with PM.

-Site visit is meant to allow bidders to gauge the size and scope of the job to ensure an accurate bid.

-Shown some cubicles.

-Most cases with workstations, files and bins and boxes only in the initial moves. Workstations will be taken apart and moved to storage in the second phase of the moves.

3rd Floor.

-Nothing in mess going in the initial moves, only in phase 2.

-Can we get a total count on workstations which are going in phase 1 if any and the total number going in phase 2. and cubicles going? And the same for the closed offices?

IT Operations

Storage Room to move to new building.

DCAS & CISWS

General office area

Closed office/cubicles.

Storage area to be moved.

Career Development/Resources.

Cubicles and files.

Emergency management

Desks and office files (bins and boxes)

Clarification

Whiteboards are going? Yes all white boards but Not smart boards.

Shown docking area & storage rooms.

Can not block parking lot. -Need to respond to emergencies.

Aproximately 75 bags, hockey bags of gear to be moved.

Gym equipment goes with surplus move.

FORENSICS LAB

-A lot of it going to new building.

-In tender document it's considered part of 3139.

-One floor only and one storage area.

-Shown the loading dock and lift.

-Property Management - Trailer.

Records in 3139 - 2nd Floor

-Shelves that don't roll are going - Will be packed under the direction of the RCMP.

-Quinpool Road -Will be used as a storage space, nothing is coming out of there once the chairs are removed.

3rd Floor - Young St.

-VIP Suites and Security/ Drug Awareness

LEASED -Need to be done after hours.

-Do not move Sat/Sun

Commercial Crime:

-File/records room.

-4th floor... Integrated 20 people.

Elevators must be protected in all buildings.

File/records room plus 2 closed door offices here.

How is the furniture is being set-up in new offices? Can you clarify if it must be exactly as it was taken apart? Pertains to the closed offices.

-8 employees -in customs excise

*-Freight Elevator shown. Which leads to parking in back.

Bayers Road Centre

-Combined Forces Intelligence Unit.

Boardroom Capacity plus 11 or 12 persons

*Loading Bay to be clarified. Is it through the basement or down the escalators and out the main doors in the back of the mall.

*NOTE: Remove Bedford Row from Spec. - Not moving anything.

How many people in Bedford Tower - 74. We did not tour Bedford Tower as it is standard office set up with work stations and approximately 74 people moving.

Bedford House

5th Floor-Basic Office space;

-Files;

-2-3 boardrooms

-Shelves - Boltless file racks.

The entire office is going.

6th Floor - Health Services & Drug Section - Procurement Contracting.

*Clarify - Loading dock and elevators for moving out of Bedford House.

Cobequid

File room; Federal Enforcement Section.

Safe is going, it will be empty - 1,500 lbs

Queen Square

Shown loading Dock

Taking the tables from the laboratory?

Is that being dismantled by movers?

The shielded room - will be dismantled but will be moved by Contractor - 3000kg.

Shannon Park ' Coastal Watch

' Chart Table and safe.

' Provincial Gaming - didn't see, consists of 2-3 offices.

Special "I" '

-Small kits will be in bins.

-Any hazardous goods will be in bins, no hazardous goods to be moved by movers in this contract.

-Anything bolted to ground will be unbolted.

-Shown loading dock.

**Can use heavy vehicles on the floor in this location.

*Compressors oil and gas - moving?

-Some items may be purged (15-2000)

TROOP AVE.

Garage

-Music Instruments will not be here.

-Boxes on skids will not be here.

-Tires are going.

-Tools- will have to be packed by contractor.

-Shown the disintegrator ' will be dismantled.

-Battery Room - To be packed, someone will show them how.

Garage - Who's moving the robots? (Not contractor) they'll be going in truck.

-Explosives/chemicals will not be moved.

Stores Area

-Contractors not able to use forklifts on-site, they must bring their own forklifts and operators
Will the shelves in here have to be packed and dismantled and then moved first? So that there are shelves to put the items on in the new location?

-Cabinets in PTSS Room 109, are these wall-mounted, and are they to be uninstalled and installed in the new location?

Alarm Panel Boards? Contractor to move?

HEADQUARTERS

' Shown the loading bays,

*High or level docks on loading bays.

All other terms and conditions remain the same.



**FOR GOVERNMENT USE ONLY
POUR USAGE DU GOUVERNEMENT SEULEMENT**

Special Investigations Directorate File No.
N° de dossier de la Direction des enquêtes spéciales

Date Received (Y-A M D-J)
Date de réception

**CONSENT TO A CRIMINAL RECORD VERIFICATION
CONSENTEMENT À LA VÉRIFICATION DE L'EXISTENCE D'UN CASIER JUDICIAIRE**

This form must be completed and signed by each individual who is currently on the Board of Directors of the Bidder/Offeror/Supplier and provided with the Bid/Offer/Arrangement.

Le présent formulaire doit être rempli et signé par chaque membre du conseil d'administration du soumissionnaire/de l'offrant/du fournisseur et fourni avec la soumission/l'offre/l'arrangement.

A

PRIVACY ACT STATEMENT

ÉNONCÉ CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS

The personal information requested on this form is collected under the authority of subsection 750(3) of the *Criminal Code*, paragraph 42(1(c)) of the *Financial Administration Act*, and sections 7 and 21 of the *Department of Public Works and Government Services Act*. The information will be used for validating the criminal conviction certifications necessary for obtaining or maintaining a procurement instrument. It may be shared with other government departments, agencies, as well as provincial, territorial, and federal courts, within the limits of what is required to conduct the criminal conviction verification.

A refusal to provide information will result in the bid/offer/arrangement being rejected or the contract terminated, the standing offer being set-aside or the supply arrangement being cancelled, as applicable.

The personal information is described in personal information bank PWGSC PPU 184 - Integrity Assessment Program. Individuals have a right of access to, correction of and protection of their information in accordance with the *Privacy Act*.

Les renseignements personnels demandés dans le présent formulaire sont recueillis en vertu du paragraphe 750(3) du *Code criminel*, du paragraphe 42(1(c)) de la *Loi sur la gestion des finances publiques* et des articles 7 et 21 de la *Loi sur le ministère des Travaux publics et des Services gouvernementaux*. Ces renseignements seront utilisés pour valider les attestations de condamnation au criminel nécessaires pour obtenir ou conserver un instrument d'approvisionnement. Les renseignements peuvent être diffusés à d'autres ministères et organismes fédéraux, ainsi qu'à des tribunaux provinciaux, territoriaux et fédéraux, dans les limites de ce qui est requis pour la vérification des condamnations au criminel.

À défaut de fournir les renseignements demandés, la soumission/l'offre/l'arrangement sera rejeté ou le contrat résilié, l'offre à commandes sera mise de côté ou l'arrangement en matière d'approvisionnement sera annulé, selon le cas.

Les renseignements personnels sont décrits dans les fichiers de renseignement personnels n° TPSGC PPU 184 - Programme de l'évaluation de l'intégrité. Les personnes ont le droit d'accéder aux renseignements personnels qui les concernent, ainsi que de les faire corriger ou protéger, conformément à la *Loi sur la protection des renseignements personnels*.

B

**BIOGRAPHICAL INFORMATION - Must be completed by the individual
RENSEIGNEMENTS BIOGRAPHIQUES - À remplir par l'individu**

Family Name (Last Name) - Nom (de famille)

Family Name at Birth - Nom de famille à la naissance

Full Given Names (No initials) - Prénoms au complet (aucune initiale)

All other previously used names (i.e. maiden name, previously married names, legal name change, nicknames)
Tout autre nom utilisé (tel que nom de jeune fille, noms maritaux précédents, changement de nom légaux, sobriquets)

Gender - Sexe

☐

Male
Masculin

☐

Female
Féminin

Date of Birth - Date de naissance (Y-A M D-J)

**Current Residential Information
Information résidentielle actuelle**

Apartment No. - N° d'appartement

Street No. - N° civique

Street Name - Nom de la rue

City - Ville

Province

Postal Code - Code postal

C	CONSENT - Must be signed by the individual CONSENTEMENT - Doit être signé par l'individu
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I, the undersigned, confirm that I have read and understand the above *Privacy Act* statement and that I consent to the collection and use of my personal information as described therein.

Je, soussigné, confirme avoir pris connaissance de l'Énoncé concernant la *Loi sur la protection des renseignements personnels* et consens à la collecte et à l'utilisation des renseignements personnels fournis aux présentes.

Signature	
Print Name - Nom en lettres moulées	Date (Y-A M D-J)

D	ADMINISTRATIVE INFORMATION - Internal Government Use Only RENSEIGNEMENTS ADMINISTRATIFS - Pour usage interne du gouvernement seulement	
Requesting Branch/Sector/Directorate/Division - Direction générale/Secteur/Direction/Division requérante		
Solicitation/Proposed Contract No. - N° de la demande de soumission/N° du contrat		Date of Request (Y-A M D-J) Date de la demande
Requesting Contact Person - Personne-ressource requérante	Contact Person Tel. No. - N° de tél. de la personne-ressource	



Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (GST/HST extra) Coût total estimatif de la tâche (TPS/TVH en sus) \$
Security Requirements: This task includes security requirements Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité <input type="checkbox"/> No - Non <input type="checkbox"/> Yes - Oui If YES, refer to the Security Requirements Checklist (SCRL) included in the Contract Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat ▶	

For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (GST/HST Extra) before the revision Coût total estimatif de la tâche (TPS/TVH en sus) avant la révision \$	Increase or Decrease (GST/HST Extra), as applicable Augmentation ou réduction (TPS/TVH en sus), s'il y a lieu \$
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Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.

Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.

1. Required Work: - Travaux requis :

A. Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>

Contract Number - Numéro du contrat

2. Authorization(s) - Autorisation(s)

By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.

The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.

Name and title of authorized client - Nom et titre du client autorisé à signer

Signature

Date

PWGSC Contracting Authority - Autorité contractante de TPSGC

Signature

Date

3. Contractor's Signature - Signature de l'entrepreneur

Name and title of individual authorized - to sign for the Contractor
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date