

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions -
TPSGC
11 LaurierSt./ 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

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
"THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT"
"CE DOCUMENT CONTIENT UNE CONDITION
DE SÉCURITÉ"

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

Issuing Office - Bureau de distribution
Maintenance & Professional Consulting Services
Division (FK)
11 Laurier St./ 11, rue Laurier
3C2, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

Title - Sujet Snow Removal Contract - CFS Leitrim	
Solicitation No. - N° de l'invitation EJ196-130139/B	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client R.019632.817	Date 2012-10-11
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-258-61028	
File No. - N° de dossier fk258.EJ196-130139	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-10-16	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hill, Cris	Buyer Id - Id de l'acheteur fk258
Telephone No. - N° de téléphone (819) 956-1343 ()	FAX No. - N° de FAX (819) 956-3600
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PWGSC, CFS Leitrim, 3545 Leitrim Road, Ottawa, Ontario, K1A-0S5	

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 raised to answer the questions following the site visit of September 11, 2012 and to Revise items within the Request for Proposal (RFP) as follows:

The following questions were recieved following the the site visit:

Questions:

Q:1) What company was last awarded this contract?

Q:2) How long was the term?

Q: 3) When it was last awarded what was the winning bid?

Q: 4) The financial bonding requirement has increased from its usual 10%, to 50% of the value of the contract annually?

Q: 5) Three references are now required from other contracts/properties that are the exact same size and scope as the contract being tendered as opposed to being somewhat similar in size.

Answer:

A: 1) The previous contractor for CFS Leitrim located in Ottawa, Ontario, Canada, is Munro & Scullion Contracting Inc..

A: 2) This contract was one (1) year plus one (1) year option

A: 3) The winning bid total was \$233,620.80 excluding all taxes.

*NOTE: There may be aspects of the scope of work, specification, or the Solicitation document itself that may not be the same as the previous contract. **It is the bidder's responsibility to review the current specification, scope of work and the solicitation document and bid accordingly.***

A: 4) It should be understood that Financial Security is in our document due to the type of service and has been under review and addressed within this amendment.

A: 5) With regards to the Mandatory Contractors Experience and Past Performance for Section 4.1.1 & 4.2.6, this has been under review and has been addressed within this amendment.

RFP

(1) At Part 3 - 3.3 Full Time Supervisor Duties - Delete from RFP in its entirety & add to SOW at General Requirements:

(2) At Part 3 - Delete 4. (MANDATORY) Contractor's Experience and Past Performance in its entirety

Insert as follows:

4. Revised (MANDATORY) Contractor's Experience and Past Performance

4.1. Experience of the bidder

4.1.1 The bidder must provide evidence of its experience and past performance as a contractor by providing references from **three (3) Site Locations** for snow removal services each for a duration of three (3) consecutive years satisfactorily completed within the **last ten (10) years**. The referenced Site Locations must be for sites of similar size and scope as those identified in this Request for Proposal.

4.1.2 The reference information provided by the bidder may be verified for completeness and accuracy and to confirm reference satisfaction with the services provided. Failure by the bidder to provide the required references, or in the event that the references cannot be verified or the services found to be unsatisfactory, may result in the bidder being disqualified and no further consideration will be given to the bidder.

-
- 4.1.3 If the Bidder submits references in excess of the stated requirement at 1. Experience of the Bidder, only the references up to the identified limit will be assessed.
- 4.1.4 It is mandatory that the bidder complete the charts that follow at 2. **“Site Locations”** and **“Scope of Work Question Charts”**.
- 4.2. “Site Locations Charts” and “Scope of Work Question Charts”**
- 4.2.1 The **Site Locations** reference information as described in **1. Experience of the bidder** must be provided in two parts.
- 4.2.2 The first part is the **Site Locations** Reference Charts where the contact information for the references is identified.
- 4.2.3 The second part is the Scope of Work Question Charts wherein the specifics of the referenced project/contract is identified.
- 4.2.4 The mandatory information required in the charts that follow must be completed in their entirety for each **Site Locations** referenced. If the mandatory information is not provided in the **“Site Locations** Charts and/or **“Scope of Work Question Charts”** at bid closing, the proposal will be deemed non-responsive and no further consideration will be given.
- 4.2.5 If the Charts that follow do not allow the Bidder sufficient space to provide the required information, a separate sheet may be attached (which must clearly identify the statement of work/questions) that correspond to the responses with the bid.
- 4.2.6 The following is an estimate of the size and scope that is to be met by the following references.

Estimated Size and Scope:

Location CFS Leitrim;

For Snow Removal: 78 entrances, 2,035 square meters of side walks, 14,406 square meters of parking lots & 24,911 square meters of roads

Site Locations Chart and the Scope of Work Questions for Snow Removal

SITE LOCATION REFERENCE CHART NO. 1 Projects/Contracts which include Snow Removal Services (November 1 to April 30)	
It is mandatory that the name of the client reference(s) be provided which can verify the service provided for this Site Location . It there is an additional client that must be utilized as a reference for this Site Location , then it is mandatory that they be identified.	Name: _____ Title: _____ Name(additional): _____ Title: _____
It is mandatory that a business phone number for each client identified above be provided.	Business phone number: _____ Cell phone number: _____ Additional clients' Business phone number: _____ Cell phone number: _____
It is mandatory that the Site Location be identified by building name, complex name or street address.	Building Name, Complex Name or street addresses _____ _____ _____ _____ _____ _____ _____ _____ _____
It is mandatory that the performance at this Site Location be identified by the start date, (month and year) and the completion period of the Site Location , (month and year).	From: Month _____ Year _____ To: Month _____ Year _____

“Scope of Work Question Chart” for SITE LOCATION Reference Chart / No. 1
 Project/Contract which include Snow Removal Services
 (NOVEMBER 1 TO APRIL 30)

Scope of work (SOW) and/or question.		It is mandatory that all the responses be provided at bid closing for each SOW and/or question. If any of the questions and/or Scope of work (SOW) shown in this column are not responded to, the proposal will be deemed non-responsive and no further consideration will be given.
1	Snow stock piled on site OR hauled off site.	Snow stock piled on site: Yes_____No_____ Hauled off site: Yes_____No_____
2	No # of entrances to be maintained	The estimated number: None:_____ 1 to 25_____ 26 to 100_____ over 100_____
3	Area of sidewalks to be maintained.	Estimated size: _____
4	Area of parking lots to be maintained.	Estimated size: _____
5	Area of roads to be maintained.	Estimated size: _____
6	Kept snow away from trees, shrubs, fences, buildings, hydro poles, light standards, and monuments.	Yes_____No_____
7	Picked up litter.	Yes_____No_____
8	Made repairs to the site in the spring related to any potential damage caused by snow removal operations.	Yes_____No_____
9	Performed daily site inspections.	Yes_____No_____

SITE LOCATION REFERENCE CHART NO. 2

Projects/Contracts which include Snow Removal Services
(November 1 to April 30)

It is **mandatory** that the name of the client reference(s) be provided which can verify the service provided for this **Site Location**. If there is an additional client that must be utilized as a reference for this **Site Location**, then it is mandatory that they be identified.

Name: _____

Title: _____

Name(additional): _____

Title: _____

It is **mandatory** that a business phone number for each client identified above be provided.

Business phone number: _____

Cell phone number: _____

Additional clients' Business phone number: _____

Cell phone number: _____

It is **mandatory** that the **Site Location** be identified by building name, complex name or street address.

Building Name, Complex Name or street addresses

It is **mandatory** that the performance at this **Site Location** be identified by the start date, (month and year) and the completion period of the **Site Location**, (month and year).

From: Month _____ Year _____

To: Month _____ Year _____

“Scope of Work Question Chart” for SITE LOCATION Reference Chart / No. 2
 Project/Contract which include Snow Removal Services
 (NOVEMBER 1 TO APRIL 30)

Scope of work (SOW) and/or question.		It is mandatory that all the responses be provided at bid closing for each SOW and/or question. If any of the questions and/or Scope of work (SOW) shown in this column are not responded to, the proposal will be deemed non-responsive and no further consideration will be given.
1	Snow stock piled on site OR hauled off site.	Snow stock piled on site: Yes_____No_____ Hauled off site: Yes_____No_____
2	No # of entrances to be maintained	The estimated number: None:_____ 1 to 25_____ 26 to 100_____ over 100_____
3	Area of sidewalks to be maintained.	Estimated size: _____
4	Area of parking lots to be maintained.	Estimated size: _____
5	Area of roads to be maintained.	Estimated size: _____
6	Kept snow away from trees, shrubs, fences, buildings, hydro poles, light standards, and monuments.	Yes_____No_____
7	Picked up litter.	Yes_____No_____
8	Made repairs to the site in the spring related to any potential damage caused by snow removal operations.	Yes_____No_____
9	Performed daily site inspections.	Yes_____No_____

SITE LOCATION REFERENCE CHART NO. 3

Projects/Contracts which include Snow Removal Services
(November 1 to April 30)

It is **mandatory** that the name of the client reference(s) be provided which can verify the service provided for this **Site Location**. If there is an additional client that must be utilized as a reference for this **Site Location**, then it is mandatory that they be identified.

Name: _____

Title: _____

Name(additional): _____

Title: _____

It is **mandatory** that a business phone number for each client identified above be provided.

Business phone number: _____

Cell phone number: _____

Additional clients' Business phone number: _____

Cell phone number: _____

It is **mandatory** that the **Site Location** be identified by building name, complex name or street address.

Building Name, Complex Name or street addresses

It is **mandatory** that the performance at this **Site Location** be identified by the start date, (month and year) and the completion period of the **Site Location**, (month and year).

From: Month _____ Year _____

To: Month _____ Year _____

“Scope of Work Question Chart” for SITE LOCATION Reference Chart / No. 3
 Project/Contract which include Snow Removal Services
 (NOVEMBER 1 TO APRIL 30)

Scope of work (SOW) and/or question.		It is mandatory that all the responses be provided at bid closing for each SOW and/or question. If any of the questions and/or Scope of work (SOW) shown in this column are not responded to, the proposal will be deemed non-responsive and no further consideration will be given.
1	Snow stock piled on site OR hauled off site.	Snow stock piled on site: Yes_____No_____ Hauled off site: Yes_____No_____
2	No # of entrances to be maintained	The estimated number: None:_____ 1 to 25_____ 26 to 100_____ over 100_____
3	Area of sidewalks to be maintained.	Estimated size: _____
4	Area of parking lots to be maintained.	Estimated size: _____
5	Area of roads to be maintained.	Estimated size: _____
6	Kept snow away from trees, shrubs, fences, buildings, hydro poles, light standards, and monuments.	Yes_____No_____
7	Picked up litter.	Yes_____No_____
8	Made repairs to the site in the spring related to any potential damage caused by snow removal operations.	Yes_____No_____
9	Performed daily site inspections.	Yes_____No_____

(3) At PART 3 - BID PREPARATION INSTRUCTIONS Revise Section III Financial Security

At 1.1, 1 a & b and at 3, remove 50% and replace with 20%

(4.a) At Part 4 - Evaluation Procedures and Basis of Selections

Delete: "Note: Bids will be evaluated based on 80% of the pricing (Schedule 1) and 20% on the "as & when" (Schedule 2, 3 and 4)"

Insert: "The evaluation will be based on the Lowest Responsive Bid Price, a combination of the overall lowest total bid of which 80% will be for the firm pricing (Schedule 1 and 2) and 20% on the "as & when" (Schedule 3, 4 and 5)."

(4.b) At Part 4 - Evaluation Procedures and Basis of Selections

Delete in its entirety (4) Full Time Supervisor's qualifications in accordance with Part 3, Section 1: Technical Bid

(5) At PART 5 - CERTIFICATIONS

Delete: 5.1 and 5.1.1

Insert the following:**5.1 Certifications Precedent to Contract Award**

The certifications listed below should be submitted with the bid but may be completed and submitted afterwards. If any of these required certifications is not completed or submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

5.1.1 Revised Code of Conduct Certifications

Bidders should provide, with their bids or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder (see Annex C). If such a list has not been received by the time the evaluation of bids is completed, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Bidders must submit the list of directors before contract award, failure to provide such a list within the required time frame will render the bid non-responsive.

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms ([Consent to a Criminal Record Verification form](#) - PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

(6) At Part 7 - Resulting Contract, 7.2.1 General Conditions revise as follows:

Delete in its entirety 7.2.1 General Conditions

Insert (Revised):

7.2.1 General Conditions

2035 (2012-07-16), General Conditions - Services, apply to and form part of the Contract.

The text under Subsection 4 of Section 41 - Code of Conduct and Certifications - Contract of 2035 referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

(7) At Part 7 - Resulting Contract, 7.14 Revise Contract Financial Security as follows:

At 1.1, 1 a & b and at 3, remove 50% and replace with 20%

(8) Delete in its entirety Annex D - Consent to a Criminal record Verification

(9) Delete in its entirety Annex F - Site Plans

Insert the Revised Annex F - Site Plans dated September 25, 2012

(10) Delete in its entirety Annex G - Bidders Proposal Checklist

ALL OTHER TERMS & CONDITIONS SHALL REMAIN THE SAME.


Annex F2 - EJ196-130139/B
Revised Septembre 25, 2012

Échelle/Scale: N.T.S.

This is a detailed site plan of a university campus. The plan shows several buildings, including a large central building labeled 'BLOC 2500', and other buildings labeled 'BLOC 250A', 'BLOC 250', 'BLOC 279', 'BLOC 273', 'BLOC 271', 'BLOC 268', 'BLOC 267', and 'BLOC 266'. There are also smaller buildings labeled 'BLOC 250' and 'BLOC 279'. The plan includes numerous parking lots, some of which are shaded in purple. There are also several green spaces, including a large area labeled 'VALLEY COURT' and a smaller area labeled 'PARKING LOT'. The plan is oriented with a north arrow pointing towards the top left. The scale is indicated as 'N.T.S.' (Not To Scale). The plan is dated 'Revised Septembre 25, 2012' and is identified as 'Annex F2 - EJ196-130139/B'.

2540 J. Neurosci., September 24, 2008 • 28(39):2534–2542

2540 J. Neurosci., September 24, 2008 • 28(39):2533–2542

 **Public Works and
Government Services
Canada**
**Travaux publics et
services gouvernementaux
Canada**

[illegible]

Every effort has been made to ensure that the information on this plan is accurate and complete. However, it is the responsibility of the contractor to verify all dimensions & conditions on site prior to construction or excavation. Any discrepancies should be immediately brought to the attention of PWAGS Geomatics Service.

Tous les efforts ont été déployés afin d'assurer l'exactitude de l'information figurant sur ce plan.

l'entrepreneur a la responsabilité de vérifier toutes dimensions & conditions sur le site, avant toute construction ou excavation. Toute anomalie doit être rapportée immédiatement à l'attention de TPSOC services.

geometries.			
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revisions	description	date

A	A detail no. no. du detail	A
	B: total no. and new ing no.	



sur dessin no.

C d dessin no.

d dessin no.

project

CFS LEITRIM

project

3545 Leblanc Rd, Ottawa, ON

[illegible]

SNOW REMOVAL PLAN PLAN DE DÉNEIGEMENT

ANNEX D

Designed By	Company

Case	Drawn By	Destined to
	J. DE CURTIS	
	2012-09-18	

Reviewed By	Examiner's initials
Date	Examiner's name

Approved By	Approved by (signature)
Date	

Tender	K. TOOLE	Administrateur de projet	Submission
Project Manager			

Project no.	No. du projet
-------------	---------------

Drawing no.	No. du dessin
1-162-9301-109	

601-1066-707-7