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**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**  
Public Works and Government Services Canada -  
Western Region  
P.O. Box 1408, Room 100  
167 Lombard Ave.  
Winnipeg  
Manitoba  
R3C 2Z1

<b>Title - Sujet</b> Stanley Knowles Fit-up	
<b>Solicitation No. - N° de l'invitation</b> ET025-131746/A	<b>Amendment No. - N° modif.</b> 006
<b>Client Reference No. - N° de référence du client</b> PWGSC	<b>Date</b> 2013-01-17
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWZ-080-8310	
<b>File No. - N° de dossier</b> PWZ-2-35218 (080)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-01-23</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Almonte, Cathleen	<b>Buyer Id - Id de l'acheteur</b> pwz080
<b>Telephone No. - N° de téléphone</b> (204) 984-6664 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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### Stanley Knowles Fit-Up

*Solicitation Amendment No. 003 is hereby issued to respond to questions raised during the solicitation period.*

- Q1** Can you expand the Designer's role for the coordination of the furniture for the project? Will the Designer be working directly with the purchaser through PWGSC?
- A1** The Professional Interior Designer on the consultant's team will work directly with both the PWGSC Procurement Officer and the PWGSC in-house Professional Interior Designer for the coordination of furniture.
- Q2** Please clarify approximately how much of the furniture is new versus existing and which locations the existing will be coming from.
- A2** The ratio of new versus existing furniture and which locations the existing will be coming from is unknown at present.
- Q3** For common support areas, will the furniture be new or reused? Will furniture specifications be required, if new? Item 1.2.1.7 (TOR document) discusses the systems furniture only.
- A3** The existing furniture will be re-located to 391 York Ave, Wpg, MB for use to the largest extent possible. In the event that that new furniture is required, it will be procured using PWGSC mandatory procurement tools (i.e. Consolidated Procurement Instruments) to the largest extent possible and therefore, it will be unlikely that the consultant's Professional Interior Designer will have to produce full furniture specifications. An amendment will be issued with regards to the consultant's scope of work if it is deemed necessary for the consultant to produce furniture specifications for posting on MERX as the project progresses.
- Q4** With regard to Terms of Reference item 1.4.5, this Item indicates that the work is to conform to BOMA Best Level 1. It states that while no formal application to obtain certification is needed, the Consultant is to provide documentation to the Dept'l Rep that the BOMA Best Level 1 requirements have been met.

The BOMA BEST Level 1 standard is intended as a building wide program and is not a program directed at single tenant improvements, and it includes a number of items and policies that are landlord driven and not under the control of a tenant or a consultant team (eg, office recycling policy, water conservation policy, etc.). We assume that the intent here is that the Consultant team is to design the project to ensure that, where practicable, nothing would compromise the addressing of BOMA BEST at a building level (eg – use low VOC paints, any added toilets would be low-flow, etc), but that items normally beyond the scope of a Consultant team and/or that are a landlord's responsibility and not a tenant's, would not need to be addressed and documented for this project.

Please confirm that this is a correct interpretation.

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- A4** The interpretation provided in the questions for work to conform to BOMA Best Level 1 in Item 1.4.5 of the Terms of Reference is correct.
- Q5** TOR Item 1.2.4.11 indicates that x-ray or ultrasound investigations of the existing floor slabs may be needed to ascertain the bearing capacities. Will this investigation be provided/paid for directly by PWGSC outside the scope of the Consultant's work?
- A5** All investigation methodology for floor slab bearing capacity is to be part of the Consultant's scope of work. The Consultant must provide a price breakout for this work as part of their submission package.
- Q6** TOR Item 1.2.1.1 refers to specific usable and rental areas. - We assume that the usable areas govern this project, and rental areas are provided here just for information; can you please confirm?
- A6** Usable areas govern the project.
- Q7** Are the rental areas based on industry average U/R area ratios or actual calculations for this specific building?
- A7** The rentable areas building specific.
- Q8** Will the Consultant be required to provide usable to rental calculations for the project utilising BOMA and/or PWGSC methods?
- A8** The Consultant must ensure & demonstrate that the design does not exceed the allocated usable areas. The usable/rentable areas will be measured on-site by PWGSC in-house resources, according to PWGSC standards.
- Q9** If so will accurate useable digital plans of all floors of the building be provided?  
TOR item 1.2.1.2 lists areas available on each floor for HC and PHAC. These appear to be usable areas (not rentable areas).Can you please confirm?
- A9** Digital floor plans of the building will be provided to the Consultant. The Consultant is responsible for confirmation of all site conditions in terms of architectural, mechanical, electrical, structural & acoustical that affects the design of this project. Spatial area confirmation by the Consultant must be for usable area. Consultant is responsible for engaging the services of the appropriate trades (mechanical, controls, electrician, IT, FA, low voltage lighting control, etc.) to verify existing conditions and upgrade existing drawings and/or provide new record drawings. In addition consultant is responsible for documenting the complete details (with loads and hook-up and design requirements) for HC & PHAC equipment inventory.
- Q10** TOR items 1.2.1.1.1 & 2 indicate a need of 1543.7 sm usable (1744.4 rentable) for HC and 1883.8 sm usable (2128.7 rentable) for PHAC for a total of 3427.5 sm usable (3973.1 sm rentable). Item 1.2.1.2 indicates an availability of 1660 sm for PHAC on the main floor, and 342 plus 976.9 sm (total 1318.9 sm) on the main and second floors for HC, for an overall total of

2978.9 sm for both departments. The areas for basement spaces are not provided in 1.2.1.1.2, but this line refers to TOR Appendix C, which identifies basement rooms totalling 461.5 sm useable for HC and PHAC, which would create an overall total of 3440.4 sm, which is a touch larger than programmed.

Please confirm that this is an accurate understanding of the total program area requirements and space availability.

**A10** The understanding is correct.

**Q11** TOR item 1.2.1.2.3 indicates an existing 60 sm assigned to HC on the second floor. Is this included in or additional to the 976.9 sm indicated in item 1.2.1.2.2 as available for HC? Is it included in or additional to the program area requirements listed in item 1.2.1.1.1.1?

**A11** The 976.9 m<sup>2</sup>u does not include the 30m already assigned to HC or the 30m hallway. The 60 m<sup>2</sup> is additional to the program areas requirements listed in 1.2.1.1.1.1.

**Q12** Similarly, TOR Appendix C basement plan highlights an Existing HC Lunchroom. Is it included in or additional to the program area requirements listed in item 1.2.1.1.1.1?

**A12** It is additional to the program area requirements listed in Item 1.2.1.1.1.1.

**Q13** Is any work required in that lunchroom (new furniture, equipment, other)?

**A13** Additional work to the lunchroom has not yet been determined.

**Q14** TOR item 1.2.4.2 indicates a need for security clearances that can take up to 6-8 weeks to obtain. The schedules provided in 1.6 and the Amendment do not appear to take this time into account. How is it anticipated that this be addressed/resolved?

**A14** Security clearances are not required while the space is vacant.

**Q15** Will Consultants be allowed access to the site while their clearances are in progress?

**A15** Security clearances are not required while the space is vacant.

**Q16** Will all of the contractor's on-site employees require security clearance, and, if so, will they be allowed access to the site while their clearances are in progress?

**A16** Security clearances are not required while the space is vacant.

**Q17** TOR item 1.7.1 indicates that the construction budget provided is in current dollars. Can you please confirm that an escalation allowance will be incorporated into the final budget to account for construction inflation over the duration of the project?

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- A17** Refer to note in Item 1.7.1.
- Q18** TOR item 1.7.2 includes a construction cost estimate chart, which indicated different costs per square foot for the two projects. Based on programmed usable areas, HC appears to be budgeted at \$111.31/sf, PHAC at \$98.94/sf (plus FF&E).
- A18** This is correct, due primarily to the additional special purpose area to be provided for the HC portion.
- Q19** Will separate quantity surveys and/or construction accounting be needed to address this or will PWGSC take care of divvying up the costs internally.
- A19** The Consultant is expected to provide breakout costs according to Section A3.3 of the Fit-up Standards Manual with input from PWGSC.
- Q20** TOR item 1.8.1.2.1 indicates that the digital drawings of the existing building that will be provided by PWGSC "will require modifications by the Consultant". Can the extent of these modifications be ascertained at this time; is this just minor dimensional clarifications or are much more elaborate changes required?
- A20** Refer to PWGSC answer provided in A9.
- Q21** Do the available files conform to the current PWGSC drawing standards, especially for layering, line weights, and so on? If they do not conform, are we required to update them to current standards or can we incorporate them as is, including into the Record Drawings required for 2.10.3.3?
- A21** The PWGSC electronic drawings conform to the current PWGSC drawing standards.
- Q22** TOR Annex C basement plan suggests a PHAC generator location in the basement. The Asset Performance Report Item 04.3A-040 (p59 of 62) suggests a generator be added in an environmental enclosure behind the building. Does PWGSC have a programmatic preference or requirement of one location versus the other?
- A22** PWGSC does not have a programmatic preference for the location of the generator. The generator location will be subject to space availability and building constraints.
- Q23** Are the space needs of the generator considered a part of the usable area in the program? Is there space available on the property for an exterior solution?
- A23** The space needs of the generator are not considered part of the usable area in the program. There is no space available on grade level of the property for an exterior solution.
- Q24** If the generator has to be indoors, have the installation, ventilation and fire protection costs been accounted for in the construction costs provided in 1.7.2?

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- A24** Refer to PWGSC answer in A22 with regards to generator location preference. It is the Consultants responsibility to provide PWGSC with the generator location options & the associated risk, cost & schedule implications. Costs related to location of the generator were incorporated into budget estimates.
- Q25** Please clarify the definition of GP&S.
- A25** Refer to the heading title of Item 1.1.2 on page 3 of 30 of the Terms of Reference for the definition of GP&S.
- Q26** 7 of 30 Paragraph 1.2.5 Project Delivery approach
- .2 It is anticipated that twelve (12) separate tender packages and one digital copy will be required for this project.
- Please identify/list 12 separate tender packages
- A26** There will only be one tender package, the tendering of the design, it will **not** be broken up (i.e. generator, furniture etc.). The number of Consultant submissions for review by the PWGSC evaluation committee will be six (6) copies of the tender package in total.
- Q27** Will PWGSC have a dedicated person who will set up, administer and coordinate meetings with Health Canada and Public Health Agency of Canada department manager/staff meetings. Also will this person be the intermediary to ensure that department meet deadlines for required decisions and information.
- A27** Yes, the PWGSC Project Manager will be responsible for this role.
- Q28** Mention is made in the Terms of Reference, page 6, item 1.2.4 (.11) of the possible need for x-raying of floor slabs. Clarify that this will be a disbursement or construction cost not included in the consulting fee cost.
- A28** Refer to PWGSC answer in A5 to Consultant questions.
- Q29** Terms of Reference, page 6, item 1.2.4 (.13) notes that FTE's count may increase by 10 -12%. Please confirm that if this occurs that extra consulting fees are applicable for added scope and possibly additional fees for changes if timing of changes impacts design work or contract administration scope of fees.
- A29** Extra Consultant fees will not result due to the potential increase of FTE's by 10 to 12%. Additional consultant fees will only be a consideration if there impacts to schedule.

- Q30** Confirm that disbursements and printing costs are in addition to the contract.
- A30** Costs are to be all inclusive in the Consultant fee proposal.
- Q31** Please confirm whether estimates of furniture moving and purchase costs are to be included in the cost estimates.
- A31** The Consultant is responsible for the estimates of furniture moving & purchase cost with input from PWGSC.
- Q32** In the TOR, page 4 the total premises are that is to be designed totals 1 744.4 s.m. + 2 128.7 s.m. = 3 873.10 s.m. On page 4 item 2. there is a description of department and respective areas that also reference floor plans in the appendix. Please confirm and show that areas on plans total approximately 3 873.10 s.m. noted.
- A32** Refer to PWGSC answer to Consultant question in A9.
- Q33** Does an asbestos management plan exist?
- A33** There is no asbestos in the building.

### **AMENDMENT ITEMS**

- (1) Refer to Item 2.1.1.7 Construction Support Service – add the following:

The Prime Consultant is responsible for permit application and upon award of construction contract; the permit application will be transferred to the General Contractor.

- (2) Refer to Item 1.5.1.4 Acoustical Engineering – add the following:

The acoustical engineer must design at minimum to meet The Government of Canada Workplace 2.0 Fit-up Standards.

(3) Refer to Item 1.5.1.3 Electrical Engineering – add the following:

1. The following is a brief overview of some of the electrical systems at the Stanley Knowles Building:

1. **Power:**

1. Power panels (120/208V) are located in each of the East and West electrical rooms and dedicated to each area and floor basis via the ceiling power grid. New breakers, panels may be required to meet increase circuiting loading.
2. Ceiling Power Grid: Consists of a conduit system with pull boxes in the each column zone grid. In addition to the normal power circuits some areas have a separate isolated ground grid.

2. **Lighting:** The majority of the existing fluorescent lighting fixtures (T8's) are 347 volts (source) with dedicated lighting panels on each of the East and West electrical room and on per floor basis. They are interconnected with a modular wiring plug-in system from the ceiling column grid conduit distribution system.

3. **Lighting low voltage control:** The Douglas Lighting control system contains addressable (switching loops) system controls most areas or zones with dedicated relays and panels on per East and West and per floor basis. Some minor upgrades have been done in 2001 and may require new lighting control units and relay panels be added.

4. **Exit signs:** Consists of bilingual (exit/sortie) and mixed signs no longer 'running person' code compliance.

5. **Fire Alarm:** It's an addressable system with speakers throughout and has been recently upgraded. New strobes were installed throughout the floors in certain areas.

6. **Voice/Data:**

1. Consists mainly of a Cat 5E structured wiring system with entrance and main communications room located in the basement and dedicated communications at each floor. Copper and Fibre backbone extends from the main basement communications room to each floor communications room. The dedicated voice and data bix fields are wall mounted in their respective floor communications room. Pig tails extend from the bix fields to the patch panels located in floor mounted cabinets.
2. All horizontal cabling runs in a ceiling "zone conduits" grid system from each floor communications room to each column grid area and than open cabling suspended with ceiling hooks to the outlets.

(4) Refer to 2.6.3.1.29 Electrical Requirements - add the following:

1. Change Cat5e to read: Cat 6e (horizontal, vertical and backbone) relating to the fit-up spaces and without affecting the existing Cat 5e other users remaining wiring. Provide options to minimize existing IT system disruptions including other non related user's space and to suit phasing.

1. Increase backbone voice/data and fibre to suit requirements.



(5) Refer to Article 1.2, paragraph 1.2.1, sub-paragraph 1.2 – add the following:

“.3 Provide an emergency diesel generator to suit the program requirements including IT, UPS's and other equipment loads. Investigate the potential for the generator to be located at the following possible locations:

- .1 Basement Mechanical Room.
- .2 East Penthouse on the roof.
- .3 West Penthouse on the roof.
- .4 Construction of a new penthouse on the roof.

Note that the locations must take into consider architectural requirements, structural requirements, sound impact, ventilation requirements, fuel storage tank and unit day tanks (double wall) location, etc. to suit users requirements. The Consultants is responsible for providing PWGSC with the generator system components location options & the associated risk, cost & schedule implications.”

(6) Refer to Article 1.5, paragraph 1.5.1, sub-paragraph .1.2.2.1 – add the following:

“Provide ventilation, engine exhaust piping, insulation, controls, fuel piping, fuel storage and fuel pumping (duplex) between tanks for the emergency generator.”

(7) Refer to Article 2.6.3 – ELECTRICAL REQUIREMENTS

Refer to 2.6.3.1. - add the following:

.34 Provide and include for the following:

- 1. Separate floor plans for at least Lighting, Power and systems, Ceiling zone conduits (V/D) grid, Ceiling lighting and power conduits grids, Voice/Data outlets and as directed.
- 2. Indicate and show size off all major conduit runs.
- 3. Indicate actual circuit adjacent to each device indicating panel and where circuit is derived from.
- 4. Updated single line distribution.

.35 Generator system and transfer switch to be in conformance with CSA-282 and to include:

- 1. Automatic transfer switch with maintenance by-pass switch.
- 2. Built in unit annunciator and remote mounted annunciator to include alarms (min.) for over crank, low oil pressure, high coolant temperature, and low coolant level, over speed, frequency and voltage limits, contactor failure, day and storage tanks fuel levels.
- 3. Controller to include time delays and adjustments for crank, re-start, by-pass engine start, EM normal, dead bus, cool down, normal and essential sources indications,

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Amd. No. - N° de la modif.

006

Buyer ID - Id de l'acheteur

pwz080

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

PWGSC

File No. - N° du dossier

PWZ-2-35218

CCC No./N° CCC - FMS No/ N° VME

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non-volatile memory, spare output dry contacts, remote monitoring to a central or desired monitoring station.

*If your bid has already been forwarded and you wish to revise the same, this revision should reach the Bid Receiving Unit identified before the closing date. The bid number and closing date are to be clearly identified.*

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**