

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 COMPORTE DES EXIGENCES
RELATIVES À LA 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 NDMC, Snow Clearing/Landscape	
Solicitation No. - N° de l'invitation EJ196-131360/A	Amendment No. - N° modif. 004
Client Reference No. - N° de référence du client R.019632.445	Date 2013-03-22
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-258-62179	
File No. - N° de dossier fk258.EJ196-131360	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-04-05	Time Zone Fuseau horaire Eastern Standard Time EST
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, NDMC 1745 Alta Vista Drive, 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

- (1) Revise Request for Proposal - Part 3 - Bid Preparation Instructions Section I Technical Bid & Section II Financial Bid,**
- (2) Revise Part 6 - Security Requirement,**
- (3) Revise Part 7- 7.6.1 Limitation of Expenditure,**
- (4) Statement of work (SOW) Annex "A" Section 2 Snow Removal - Add 15. Full time Supervisor Duties & Section 3 Landscape - Add: 3.10 Full time Supervisor Duties (Landscape Maintenance),**
- (5) Items highlighted at the mandatory site visit**
- (6) Questions sent in by bidders and**
- (7) Previous Contractor as follows:**

(1) Revise Request for Proposal - Part 3 - Bid Preparation Instructions Section I Technical Bid & Section II Financial Bid

**Request for Proposal
PART 3 - BID PREPARATION INSTRUCTIONS**

Section I: Technical Bid

In the French document At: 3.1.1 Submission of Evidence

First paragraph the numbering of the clauses should be identified as "3.1.1.2 and 3.2".

At: 3.1.1.4 Full time Supervisor

Add the following notation:

The Supervisor that is identified at the Landscape Requirement can also be the same one for the Snowfall Removal Service.

3.2 (MANDATORY) Contractor's Experience and Past Performance

The following change is to be identified at each of the three Charts
"Statement of Work (SOW) Questions Chart" for Site Location Chart (No. 1, No. 2 and No. 3)
Projects / Contracts which include Landscape Maintenance (May 1 to October 31)

Delete: Question 4 Area of annual flower beds maintained.

Delete: Identify the total estimated size of the area of beds maintained_____ or None_____

At: Question 6 it should read "Did the maintenance of portable flower pots and flower beds include fertilizing, watering, deadheading, weeding, replacing dead or diseased plants, winter preparation of beds".

At: Section II:

Delete: Financial Bid in its' entirety and replace it with the following:

Financial Bid (Revised)

Bidders must submit their financial bid in accordance with the Pricing Schedules detailed below. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

The following requirement **MUST** be strictly adhered to: Failure to do so shall render the bidder's proposal as non-responsive and no further consideration will be given to the bidder.

It is **MANDATORY** that the bidders submit firm prices/rates prices excluding GST/HST for the five (5) year period of the contract for all items listed hereafter (Pricing Schedules 1, 2, 3, 4 and 5).

"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 (Pricing Schedule 1 and 2) and 20% on the "as and when" (Pricing Schedule 3, 4 and 5)

Pricing Schedule 1: Landscape Maintenance

Provide firm all inclusive lot price per month including labour, supervision, material, equipment, transportation, overhead, profit and all related cost (excluding HST/GST) for Landscape Maintenance in accordance with the **Statement of Work** attached at Annex A. The prices proposed for each month shall reflect the volume of work anticipated for that Month.

Location: 1745 Alta Vista Drive (NDMC)	
1.1 YEAR 1 - MAY 1, 2013 TO OCTOBER 31, 2013	
Period	Firm Monthly Rate
May	\$ _____
June	\$ _____
July	\$ _____
August	\$ _____
September	\$ _____
October	\$ _____
1.1 SUB-TOTAL:	\$ _____

Location: 1745 Alta Vista Drive (NDMC)	
1.2 OPTION YEAR 1 - MAY 1, 2014 TO OCTOBER 31, 2014	
Period	Firm Monthly Rate
May	\$ _____
June	\$ _____
July	\$ _____
August	\$ _____
September	\$ _____
October	\$ _____
1.2 SUB-TOTAL:	\$ _____

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Location: 1745 Alta Vista Drive (NDMC)	
1.3 OPTION YEAR 2 - MAY 1, 2015 TO OCTOBER 31, 2015	
Period	Firm Monthly Rate
May	\$ _____
June	\$ _____
July	\$ _____
August	\$ _____
September	\$ _____
October	\$ _____
1.3 SUB-TOTAL:	\$ _____

Location: 1745 Alta Vista Drive (NDMC)	
1.4 OPTION YEAR 3 - MAY 1, 2016 TO OCTOBER 31, 2016	
Period	Firm Monthly Rate
May	\$ _____
June	\$ _____
July	\$ _____
August	\$ _____
September	\$ _____
October	\$ _____
1.4 SUB-TOTAL:	\$ _____

Location: 1745 Alta Vista Drive (NDMC)	
1.5 OPTION YEAR 4 - MAY 1, 2017 TO OCTOBER 31, 2017	
Period	Firm Monthly Rate
May	\$ _____
June	\$ _____
July	\$ _____
August	\$ _____
September	\$ _____
October	\$ _____
1.5 SUB-TOTAL:	\$ _____

All Locations, All Years - GRAND TOTAL for Price Schedule 1: \$ _____

Pricing Schedule 2: Snow Removal Services up to 254 cm

Provide firm all inclusive rates including labour, supervision, material, equipment, transportation, overhead, profit and all relates costs (excluding HST/GST) and shall include all Snow Removal requirements up to a total accumulation of 254 cm of snowfall per snow season as defined below in accordance with the **Statement of Work** attached at Annex A.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
SNOW SEASON - NOVEMBER 1 TO APRIL 30 SNOWFALL UP TO 254 CM					
YEAR 1 2013/2014 LOT PRICE	OPTION YEAR 1 2014/2015 LOT PRICE	OPTION YEAR 2 2015/2016 LOT PRICE	OPTION YEAR 3 2016/2017 LOT PRICE	OPTION YEAR 4 2017/2018 LOT PRICE	SUB-TOTAL
\$ _____ Per year	\$ _____ Per year	\$ _____ Per year	\$ _____ Per year	\$ _____ Per year	\$ _____

All Years - SNOWFALL UP TO 254 CM GRAND TOTAL for Price Schedule 2: \$ _____

Pricing Schedule 3:**3.1. Snowfall in excess of 254 cm**

Provide firm all inclusive rates including labour, supervision, material, equipment, transportation, overhead, profit and all related costs (excluding HST/GST) for Snow Removal in excess of 254 cm as recorded by Environment Canada at the MacDonald-Cartier Airport from November 1 to April 30, on an "as and when requested" basis only in accordance with the Statement of Work attached at Annex A.

* Estimated centimetres per period is for evaluation purposes only.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
SNOW SEASON - NOVEMBER 1 TO APRIL 30					
SNOWFALL IN EXCESS OF 254 CM					
Period	YEAR 1 2013/2014	OPTION YEAR 1 2014/2015	OPTION YEAR 2 2015/2016	OPTION YEAR 3 2016/2017	OPTION YEAR 4 2017/2018
Rate per cm	\$ _____/cm	\$ _____/cm	\$ _____/cm	\$ _____/cm	\$ _____/cm
* Estimated centimetres	50/cm	50/cm	50/cm	50/cm	50/cm
Extended Price	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3.1 Sub-Total:					\$ _____

3.2. Snowfall outside the Snow Season

Provide firm all inclusive rates including labour, supervision, material, equipment, transportation, overhead, profit and all related costs (excluding HST/GST) for Snow Removal services required on an "as and when requested" basis only, in accordance with the Statement of Work attached at Annex A., outside the snow season (November 1 to April 30) as recorded by Environment Canada at MacDonald Cartier Airport for each snowfall.

* Estimated centimetres per period is for evaluation purposes only.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC) SNOWFALL OUTSIDE THE SNOW SEASON					
Period	YEAR 1 2013/2014	OPTION YEAR 1 2014/2015	OPTION YEAR 2 2015/2016	OPTION YEAR 3 2016/2017	OPTION YEAR 4 2017/2018
Rate per cm	\$ _____/cm	\$ _____/cm	\$ _____/cm	\$ _____/cm	\$ _____/cm
*Estimated centimetres	10/cm	10/cm	10/cm	10/cm	10/cm
Extended Price	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3.2 Sub-Total:					\$ _____

All Locations, All Years - GRAND TOTAL for Price Schedule 3. (3.1 + 3.2): \$ _____

Pricing Schedule 4: Special Operations (Landscape Only)

Provide firm all inclusive rates including labour, supervision, material, equipment, transportation, overhead, profit and all related costs (excluding HST/GST) for Special Operations on an "as and when requested" basis only. The Special Operations are to be performed in accordance with the Statement of Work attached at Annex A.

* "Estimated Frequency" per year is for evaluation purposes only.

Location: 1745 Alta Vista Drive (NDMC)			
4.1 YEAR ONE (1): MAY 1, 2013 TO OCTOBER 31, 2013			
Operation	Price per Operation	x Estimated Frequency =	Extended Price
a) Aerating Turf	\$ _____	x 2 =	\$ _____
b) Fertilizing Turf	\$ _____	x 2 =	\$ _____
c) Top Dress and overseed	\$ _____	x 2 =	\$ _____
d) Brush Hog Area B	\$ _____	x 3 =	\$ _____
e) Additional mowing outside the growing season	\$ _____	x 2 =	\$ _____
SUB-TOTAL 4.1			\$ _____

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Location: 1745 Alta Vista Drive (NDMC)			
4.2 OPTION YEAR ONE (1): MAY 1, 2014 TO OCTOBER 31, 2014			
Operation	Price per Operation	x Estimated Frequency =	Extended Price
a) Aerating Turf	\$ _____	x 2 =	\$ _____
b) Fertilizing Turf	\$ _____	x 2 =	\$ _____
c) Top Dress and overseed	\$ _____	x 2 =	\$ _____
d) Brush Hog Area B	\$ _____	x 3 =	\$ _____
e) Additional mowing outside the growing season	\$ _____	x 2 =	\$ _____
SUB-TOTAL 4.2			\$ _____

Location: 1745 Alta Vista Drive (NDMC)			
4.3 OPTION YEAR TWO (2): MAY 1, 2015 TO OCTOBER 31, 2015			
Operation	Price per Operation	x Estimated Frequency =	Extended Price
a) Aerating Turf	\$ _____	x 2 =	\$ _____
b) Fertilizing Turf	\$ _____	x 2 =	\$ _____
c) Top Dress and overseed	\$ _____	x 2 =	\$ _____
d) Brush Hog Area B	\$ _____	x 3 =	\$ _____
e) Additional mowing outside the growing season	\$ _____	x 2 =	\$ _____
SUB-TOTAL 4.3			\$ _____

Location: 1745 Alta Vista Drive (NDMC)			
4.4 OPTION YEAR THREE (3): MAY 1, 2016 TO OCTOBER 31, 2016			
Operation	Price per Operation	x Estimated Frequency =	Extended Price
a) Aerating Turf	\$ _____	x 2 =	\$ _____
b) Fertilizing Turf	\$ _____	x 2 =	\$ _____
c) Top Dress and overseed	\$ _____	x 2 =	\$ _____
d) Brush Hog Area B	\$ _____	x 3 =	\$ _____
e) Additional mowing outside the growing season	\$ _____	x 2 =	\$ _____
SUB-TOTAL 4.4			\$ _____

Location: 1745 Alta Vista Drive (NDMC)			
4.5 OPTION YEAR FOUR (4): MAY 1, 2017 TO OCTOBER 31, 2017			
Operation	Price per Operation	x Estimated Frequency =	Extended Price
a) Aerating Turf	\$ _____	x <u>2</u> =	\$ _____
b) Fertilizing Turf	\$ _____	x <u>2</u> =	\$ _____
c) Top Dress and overseed	\$ _____	x <u>2</u> =	\$ _____
d) Brush Hog Area B	\$ _____	x <u>3</u> =	\$ _____
e) Additional mowing outside the growing season	\$ _____	x <u>2</u> =	\$ _____
SUB-TOTAL 4.5			\$ _____

All Locations, All Years - GRAND TOTAL for Price Schedule 4 (4.1 - 4.5): \$ _____

Pricing Schedule 5: Extra Work 1745 Alta Vista Drive (NDMC)

The Contractor will provide services for extra work on an "as and when requested" basis only where charges shall be made for actual hours of equipment with operator or labourer with tools in accordance with the **Statement of Work** attached at Annex A.

* Estimated quantity of hours per year is for evaluation purpose only.

** The Extended Price is calculated by multiplying the hourly rate for the "Equipment & Operator" by the "Estimated hours" per year (Example: Hours, Year 1, \$5.00 hourly rate x estimated hours 10 = \$50.00)

Firm all inclusive rates including labour, supervision, equipment, transportation, overhead, profit and all related costs (excluding HST/GST). Written authorization must be obtained from the Technical Authority prior to conducting any extra work.

Our firm hourly rate for Equipment and Operator shall be:

5.1 (i) One 4-wheel drive loader with a minimum 3.08 m³ (4 yd³) bucket or larger and an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$ _____ /hr	\$ _____ /hr	\$ _____ /hr	\$ _____ /hr	\$ _____ /hr
* Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5.1 (i) SUB-TOTAL:					\$ _____

5.1 (ii) One dump truck with a minimum 11.46m³ (15yd³) dump box with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1 (ii) SUB-TOTAL:					\$_____

5.1(iii) One water truck and an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(iii) SUB-TOTAL:					\$_____

5.1(iv) One backhoe with 1 m³ (1.31 yd³) bucket with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(iv) SUB-TOTAL:					\$_____

5.1 (v) One 4x4 Pick up truck with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(v) SUB-TOTAL:					\$_____

5.1(vi) One skidsteer with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(vi) SUB-TOTAL:					\$_____

5.1 (vii) One tractor with attachments and an operator. (including but not limited to flail mower, rototiller, wood chipper)

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(vii) SUB-TOTAL:					\$_____

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5.1 (viii) One double drum 48" lawn roller with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(viii) SUB-TOTAL:					\$_____

5.1 (ix) One grader with an operator.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Equipment & Operator	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.1(ix) SUB-TOTAL:					\$_____

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5.2 Labour: Our firm hourly rate per qualified labourer with hand tools for landscaping services shall be. This rate will include adequate supervision.

* "Estimated hours" per year is for evaluation purposes only.

** The "Extended Price" is calculated by multiplying the hourly rate for the labourer with hand tools by the Estimated hours" per year (Example: Hours, Year 1, \$5.00 hourly rate x estimated hours 10 = \$50.00)

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
5.2(i) Regular Hours 08:00 to 17:00 Monday to Friday	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.2(i) SUB-TOTAL:					\$_____

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
5.2 (ii) Outside Regular Hours Saturday, Sunday & Statutory Holidays	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr	\$_____ /hr
*Estimated quantity of hours per year	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
5.2(ii) SUB-TOTAL:					\$_____

5.3 MATERIALS: Materials will be charged at our laid-down cost plus a mark-up of:

* "Estimated expenditure" per year is for evaluation purpose only.

LOCATION: 1745 ALTA VISTA DRIVE (NDMC)					
Period	YEAR 1 RATE 2013/2014	OPTION YEAR 1 RATE 2014/2015	OPTION YEAR 2 RATE 2015/2016	OPTION YEAR 3 RATE 2016/2017	OPTION YEAR 4 RATE 2017/2018
Mark-up	_____%	_____%	_____%	_____%	_____%
Estimated Expenditure:	\$ <u>200</u>	\$ <u>200</u>	\$ <u>200</u>	\$ <u>200</u>	\$ <u>200</u>
* Extended Price:	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5.3 SUB-TOTAL:					\$ _____

For Evaluation Purposes

** The Extended Price for materials is calculated by adding the mark-up quoted to the total estimated expenditure (Example: Year 1, \$500.00 estimated expenditure; 10% mark-up quoted = \$500.00 + (\$500.00 x 10%) = \$550.00)

Parts will be supplied FOB Destination including all delivery charges. The following definitions have been used to arrive at the figures as noted:

i) **MARK-UP** - The difference between the Contractor's laid-down cost for product and resale price to the Canada. Mark-up includes applicable internal cost allocation by the Contractor such as material handling and general and administrative (G&A) expenses plus profit.

ii) **LAID-DOWN COST** - The cost incurred by a vendor to acquire a specific product or service for resale to Canada. This includes but is not limited to the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage.

GC 227 "Call-up Against a Contract".

All Locations, All Years - GRAND TOTAL for Price Schedule 5. (5.1 + 5.2 + 5.3): \$_____

AUTHORIZATION FOR DELIVERY:

The consignee shall request delivery of goods/services identified in Pricing Schedule 3, 4, and 5 on form GC 227.

The identified users shall order goods and services either on form PWGSC-TPSG GC 227 "Call-up Against a Contract", or ordered by other methods such as telephone, but must be confirmed in writing either on form PWGSC-TPSG GC 227 or other agreed upon means that include as a minimum the following: description of the work, pricing schedule and quantity, period of service, contract number, name of authorized person and signature.

TOTAL ASSESSED BID PRICE**Sum of Pricing Schedules,**

Pricing Schedule 1: Subtotal \$_____ +

Pricing Schedule 2: Subtotal \$_____ =

Sub Total Firm Price \$_____

Pricing Schedule 3: Subtotal \$_____ +

Pricing Schedule 4: Subtotal \$_____ +

Pricing Schedule 5: Subtotal \$_____ =

Sub Total "as & when" Price \$_____

Total Bid Price of Firm Sub total + "as & when" Sub total = \$_____

**IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE UNIT PRICE WILL GOVERN.
CANADA MAY ENTER INTO CONTRACT WITHOUT NEGOTIATION**

Solicitation No. - N° de l'invitation

EJ196-131360/A

Amd. No. - N° de la modif.

004

Buyer ID - Id de l'acheteur

fk258

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

R.019632.445

File No. - N° du dossier

fk258EJ196-131360

CCC No./N° CCC - FMS No/ N° VME

(2) Revise Part 6 - Security Requirement,**At: PART 6 - SECURITY REQUIREMENT****Delete: 6.2 Employee Information for Security in its' entirety and replace it with the following:****6.2 Employee Information for Security (Revised)**

The Bidder should specify the following information regarding employees proposed in Part 3, Section I (Technical Bid) to provide services against any resulting contract:

Legal Name (First and Last) Please Print clearly	DATE OF BIRTH Day/Month/Year
Full Time Supervisor Landscape Maintenance	
Full Time Supervisor Snow Removal Service (if different from the Full Time Supervisor Landscape Maintenance)	

(3) Revise Part 7- 7.6.1 Limitation of Expenditure**At: PART 7 - RESULTING CONTRACT CLAUSES****Delete: 7.6.1 Limitation of Expenditure in its entirety and replace it with the following:****7.6.1 Limitation of Expenditure (Revised)**

The Contractor will supply the goods and services under the Contract to an estimated **total expenditure** that must not exceed \$ **(to be determined)** (Goods and Services Tax (GST) or Harmonized Sales Tax (HST) included) of which \$ **(to be determined)** (Goods and Services Tax (GST) or Harmonized Sales Tax (HST) included) is for goods and/or services enumerated or described in Pricing Schedule 1, 2 \$ **(to be determined)** (Goods and Services Tax (GST) or Harmonized Sales Tax (HST) included) is for additional goods and/or services that may be requested on an "As and When Requested" basis at the prices and/or rates set out in Pricing Schedule 3, 4 and 5.

(4) Statement of work (SOW) Annex "A" Section 2 Snow Removal - Add 15. Full time Supervisor Duties & Section 3 Landscape - Add: 3.10 Full time Supervisor Duties (Landscape Maintenance)**STATEMENT OF WORK (SOW) Annex "A"
GROUNDS MAINTENANCE SPECIFICATIONS****At: SECTION 2 SNOW REMOVAL****Add: 15. Full time Supervisor Duties (Snowfall Removal Service)**

The Supervisor (in addition to what is described in the Scope of Work) will be responsible for checking the site (s) and signing the logbook (s). The Supervisor will be the Technical Authority's main contact person for issues related to the terms and conditions in the scope of work of the contract. The Supervisor is authorized by the firm to provide requested quotes to the Technical Authority **within 48 hours from the receipt of the request**. The Supervisor will be the person who will meet with the Technical Authority on site as required. **The Supervisor would have to be available to meet the Technical Authority during the hours 07:30 hrs to 12:00 noon and 13:00 hrs to 15:30 hrs.** The Technical Authority will forward the inspection reports to the Supervisor who will ensure that all the deficiencies are corrected. The Supervisor will advise the Technical Authority of any issues on site which may impact service delivery or which require action from the Technical Authority.

At: SECTION 3 LANDSCAPE**Add: 3.10 Full time Supervisor Duties (Landscape Maintenance)**

The Supervisor will be the Technical Authority's main contact person for issues related to the terms and conditions in the **Specifications at Annex A** of the contract. The Supervisor is authorized by the firm to provide requested quotes to the Technical Authority **within 48 hours from the receipt of the request**. The Supervisor will be the person inspecting the site on an as required basis but minimally once a week to ensure the work is being conducted in accordance with the specification. The Supervisor will sign off on the Horticulture Log book that the work has been completed satisfactorily. The Supervisor will be the person who will meet with the Technical Authority on site as required. **The Supervisor would have to be available to meet the Technical Authority during the hours 07:30 hrs to 12:00 noon and 13:00 hrs to 15:30 hrs.** The Technical Authority will forward the weekly inspection reports to the Supervisor who will ensure that all the deficiencies are corrected. The Supervisor will advise the Technical Authority of any issues on site which may impact service delivery or which require action from the Technical Authority.

(5) A number of items were highlighted at the mandatory site visit which was held on March 5, 2013.

1745 Alta Vista - NDMC (National Defense Medical Centre)

Site Visit Start Time: 9:38am

In attendance from PWGSC: Kevin Toole & Michelle Chaisson (MOA Horticultural), Cris Hill (RPCD),

Contractors in Attendance: Cedar Springs Landscape Group, Prebbel Enterprises Inc., PML Contracting, Caltrio Company Ltd., Exel Contracting Inc., Gemma Property Services Inc., DreamScape Landscaping, Pro-Core Contracting, Paysagiste Envert & Fils, Bradley's Landscaping, Greg Hendrick & Sons, Munro & Scullion Contracting Inc.,

- at the courtyard off the cafeteria, the bidders were reminded to clear out up to 9m from the door for the smokers as per Annex A SOW

- Kevin reminded the bidders that there may be a noise by-law due to the homes and retirement home near by Kevin will check into this. -- City of Ottawa By Law Enforcement has advised that snow removal equipment is exempt from the noise By Laws regardless if it is a snow storm or a clear night. This should not be an issue for the Contractors.

- Kevin reminded the bidders to review the SOW & plans

- Bidders were reminded that no snow is to left on site, to be removed right away or pushed to dump site

- Bidders were reminded to ensure they clear around all fuel tanks and fire hydrants

- Kevin explained that Area B was to be cleared with a brushhog

- Bidders were reminded that area by ball diamond is the City

- Back of building Compound is locked at a certain time so bidders were reminded to make sure they have signed out the key from the commissionaires at the main entrance.

- Bidders were reminded that within the Compound, trucks, cars, containers etc. are moved in & out all the time.

- volleyball area to be kept cleaned as per SOW

- road from Alta Vista up is to be kept cleared

- Mentioned that there will be an amendment to revise pricing schedule 3 & 4

10:50am finished site visit all contractors initialed out

(6) Questions sent in by bidders

(1) Q: Scope of work, Section 1.4 Working hours. As the site is operational 24/7 and snow operations are often done throughout the night, I believe there needs to be a PWGSC contact available for consultation 24/7. We may encounter problems that require our technical authority to guide us/approve extra work/etc. Can the procedure for such a problem be outlined within the contract to avoid confusion, which ultimately results in added burden to the contractor?

(1) A: No, the PWGSC technical contact will not be available 24/7 for consultation. Written approval is required for any additional work.

(2) Q: Scope of work, Section 3.4.1 Shrub Beds. Will be shrubs beds be topped up with mulch to a depth of 80mm prior to commencement of the contract? If not, are we responsible do so within our yearly rate, or is this considered extra work?

(2) A: If the mulch is not at the correct 80 mm depth when the new contract commences we, PWGSC, will issue a Call Up under the new contract to bring the work up to the spec. as outlined in the SOW. After PWGSC has paid to correct the deficiency then the burden is on the contractor to maintain this depth for the duration of the contract..

(3) Q: Scope of work, Section 3.4.5. Will the shrubs/perennials that have died overwinter be replaced prior to the commencement of the contract? If not, are we responsible to do so within our yearly rate, or will this be considered extra work?

(3) A: Since the new contract commences May 1 this work may or may not be completed prior to commencement of the new contract as the old contractor would have to have the repairs conducted by April 30 th and this is weather dependant. If the plants are directly damaged by the old contractor but cannot be replaced due to weather or if they are not directly damaged by the snow removal but have died due to natural winter kill then they will be replaced as a Call Up to the new contract. Either way the burden of replacement will not be put upon the new contractor. PWGSC, will issue a Call Up under the new contract to bring the work up to the spec. as outlined in the SOW. After PWGSC has paid to correct the deficiency from the previous contract then the burden is on the contractor to maintain these shrubs for the duration of the contract.

(4) Q: Scope of work, Section 3.5.6 Replace Tree. Will this work be charged as extra work or are we responsible to do so within our yearly rate?

(4) A: If the trees have died prior to commencement of the contract, then the Contractor is not responsible. If the tree(s) have died as a result of damage caused by the contractor i.e. weedeating, mower damage, etc. the contractor will replace the trees at their cost. If the tree has died due to natural causes then the replacement will be at the expense of PWGSC.

At Contract award another site visit with the contractor will be planned to go through the site to mark down any damages before the contract starts as per Annex A SOW - Section 1 - General - Clause 10.

(5) Q: Scope of work, Section 4.3 Top-dress and Overseed. Using the provided maps I calculated the amount of materials required as per the specifications. This operation calls for approximately 515 cubic yards of compost and 787 kg of seed. Will this operation and the specifications be strictly enforced or can the contractor use his/her best judgement? This operation has a significant cost (easily \$25k+) that may play a large part in who is awarded the contract and I would like to make sure we are all bidding on the same thing.

(5) A: Contract Specifications will be enforced.

(6) Q: Under 3.1 Snowfall in excess of 254 cm. Please clarify the portion with the asterix Estimated cm.? We will provide the **rate per cm** . How do you want us to extend the price or will PWGSC complete this portion?

(6) A: Please refer to item (2) Revise Request for Proposal - Part 3 - Bid Preparation Instructions Section I Technical Bid & Section II Financial Bid of this Amendment.

(7) Q: Under 3.2 Snowfall outside the Snow Season. Please clarify the portion with the asterix Estimated cm.? We will provide the rate per cm. How do you want us to extend the price or will PWGSC complete this portion?

(7) A: Please refer to item (2) Revise Request for Proposal - Part 3 - Bid Preparation Instructions Section I Technical Bid & Section II Financial Bid of this Amendment

(8) Q: Under 4 Estimated frequency for Fertilizing Turf is input as 2. SOW – pg 11 of 11 Talks about “application in late spring and ...two more applications, one in late July and one in mid October.” Please clarify if the number of applications should be 2 or 3.

(8) A: Please refer to item (2) Revise Request for Proposal - Part 3 - Bid Preparation Instructions Section I Technical Bid & Section II Financial Bid of this Amendment

(7) Previous Contractor

For information purposes only, the previous contractor was “Munro & Scullion Contracting” and the contract amount (including taxes) for 5 years is \$504,092.68.

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

All other terms and conditions remain unchanged