

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada**
PO Box 1408, Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3C 2Z1
Bid Fax: (204) 983-0338

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
PO Box 1408, Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3C 2Z1

Title - Sujet Landscape Maintenance	
Solicitation No. - N° de l'invitation ET025-122172/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client ET025-122172	Date 2012-04-05
GETS Reference No. - N° de référence de SEAG PW-\$WPG-101-7964	
File No. - N° de dossier WPG-1-34368 (101)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-04-16	Time Zone Fuseau horaire Central Standard Time CST
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Wolowidnyk, Danielle	Buyer Id - Id de l'acheteur wpg101
Telephone No. - N° de téléphone (204) 983-6109 ()	FAX No. - N° de FAX (204) 983-7796
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 #002 is raised to answer questions posted at the site visit and modify the solicitation.

Questions and Answers:

Q1. What is the Contract Number of the previous Contract in place at Department of Fisheries and Oceans?

A1. ET025-090320/001/WPG

Q2. What is the approximate square footage for landscape maintenance?

A2. Approximately 15,700 square meters.

Q3. Please clarify the edge of the property line on the southside.

A3. The property line on the southside is in line with the posts used at the south west corner of the property. The East property line can be described as, the center of the three Water Main valves facing University Drive and marked with a (Fluorescent Orange) 1 1/4 inch diameter Polypropylene pipe. This area runs parallel with the south parking lot and includes the Bicycle storage racks we saw.

General Answers:

1. Spring clean-up is included for the 2012 season, this includes all sand existing on grass.
2. Pruning of shrubs and bushes will not be included in this tender.
3. The courtyard is not included.

Refer to page 2 of 32 at "List of Annexes";

Add: ANNEX D Task Authorization Approval Form
ANNEX E Task Authorization Reporting Form

Refer to page 7 of 32 at "PART - 6 RESULTING CONTRACT CLAUSES";

Add:

1.1 Task Authorization

The Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

1.1.1 Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.

3. The Contractor must provide the Project Authority, within one (1) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

1.1.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$ TBD, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Project Authority and Contracting Authority before issuance.

1.1.3 Periodic Usage Reports - Contracts with Task Authorization

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below or in Annex "E". If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31; and
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than seven (7) calendar days after the end of the reporting period.

1.1.4 Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain (contracting authority to edit the text as applicable):

For each authorized task:

- (i) the authorized task number or task revision number(s);
- (ii) a title or a brief description of each authorized task;
- (iii) the total estimated cost specified in the authorized Task Authorization (TA) of each task, GST or HST extra;
- (iv) the total amount, GST or HST extra, expended to date against each authorized task;
- (v) the start and completion date for each authorized task; and
- (vi) the active status of each authorized task, as applicable.

For all authorized tasks:

- (i) the amount (GST or HST extra) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (ii) the total amount, GST or HST extra, expended to date against all authorized Tasks.

6.0 Payment

6.1 Basis of Payment - Limitation of Expenditure - Task Authorizations

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.1.1 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. 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 \$ TBD. Customs duties are included and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. 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.
3. 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.
4. 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.

Refer to page 13 of 32 at “E. Treatment and Identification of Diseased Woody Plant Species”;

DELETE in its entirety.

Refer to “Annex B - BASIS OF PAYMENT”;

DELETE IN ITS ENTIRETY

Solicitation No. - N° de l'invitation
ET025-122172/A
Client Ref. No. - N° de réf. du client
ET025-122172

Amd. No. - N° de la modif.
002
File No. - N° du dossier
WPG-1-34368

Buyer ID - Id de l'acheteur
wpg101
CCC No./N° CCC - FMS No/ N° VME

INSERT:

1. INSTRUCTIONS

- 1.1. This Annex B, when completed, will be considered as the Financial Bid.
- 1.2. Should there be an error in the extended pricing of the Financial Bid, the unit pricing will prevail and the extended pricing will be corrected in the evaluation. Any errors in the quantities or weights of the Financial Bid will be changed to reflect the quantities or weights stated in the RFP.
- 1.3. GST, as applicable, is not included and is to be shown as a separate item on any resulting invoice. Payment will be made in accordance with the following pricing.

2. PRICING SCHEDULE

Basis of Payment - 501 University Crescent Firm All-Inclusive Rates, FOB Destination, Including Delivery, GST Extra			
Item	Description	Unit of Issue	Unit Price
A	Scheduled Services - including all travel expenses and materials		
1	Landscape Maintenance as detailed in Annex A Contract Period: 1 May 2012 - 30 April 2013	LOT	\$
2	Landscape Maintenance as detailed in Annex A Option Year 1: 1 May 2013 - 30 April 2014	LOT	\$
	Landscape Maintenance as detailed in Annex A Option Year 2: 1 May 2014 - 30 April 2015	LOT	\$
B	Service Calls “As and When Requested”		
Contract Period: 1 May 2012 - 30 April 2013			
1	Grass Seeding of unprepared land	m ²	\$
2	Grass seeding of prepared land	m ²	\$
Option Year 1: 1 May 2013 - 30 April 2014			
1	Grass Seeding of unprepared land	m ²	\$
2	Grass seeding of prepared land	m ²	\$
Option Year 2: 1 May 2014 - 30 April 2015			
1	Grass Seeding of unprepared land	m ²	\$
2	Grass seeding of prepared land	m ²	\$
Total Evaluated Price			\$

Invoicing is to be done on a monthly basis, at 1/6th of the total cost for the given year. Services are anticipated to be required from May through October.

At the last page of the document:

ADD:

ANNEX D

TASK AUTHORIZATION APPROVAL FORM

Refer to Task Authorization Form PWGSC-TPSGC 572 - Task Authorization

ANNEX E

TASK AUTHORIZATION REPORTING FORM

The Contractor must submit quarterly usage reports tracking all TAs made for the services supplied under Contract. The Contractor agrees that it is their responsibility to implement a system for tracking TAs under this Contract for the purposes of providing such usage reports.

Each Task Authorization Usage Report must include all completed TAs for services provided under this Contract. Learn

Task Authorization Usage Report Submission Schedule:

REPORT DUE	WORK PERIOD START DATE	WORK PERIOD END DATE
15 November	01 August	31 October
15 February	01 November	31 January
15 May	01 February	30 April
15 August	01 May	31 July

The Contractor must provide information on completed TAs using the following format:

TASK AUTHORIZATION NO.	DOLLAR VALUE (HST INCLUDED)	CUMULATIVE DOLLAR VALUE (HST INCLUDED)	COMMENTS
Total Dollar Value of TAs for this Period <insert period>:			
Accumulated TAs to Date (Cumulative Dollar Value + Period Dollar Value):			

[] Check this box if you are submitting a NIL **REPORT**

Please send all reports to the attention of the Contracting Officer:

Name: Danielle Wolowidnyk

E-mail: danielle.wolowidnyk@pwgsc-tpsgc.gc.ca

Fax: (204) 983-7796

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ALL OTHER TERMS AND CONDITIONS SHALL REMAIN THE SAME.