

SOCIÉTÉ DU MUSÉE CANADIEN DES CIVILISATIONS
CANADIAN MUSEUM OF CIVILIZATION CORPORATION



REQUEST FOR INTEREST (RFI)

FOR

CONSTRUCTION MANAGEMENT SERVICES

REQUIRED BY

The Canadian Museum of Civilizations Corporation (Contracts Section).

SOLICITATION NO.: CMCC-2130

DATE OF SOLICITATION: August 22nd 2013
DATE & TIME OF CLOSING: September 27th 2013

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GENERAL INFORMATION

1.0 Project Summary

The Canadian Museum of Civilization Corporation (CMCC) is conducting a prequalification of Construction Management companies with the objective to shortlist the proponents capable of providing Construction Management services necessary for the renewal of the Canada Hall and Canadian Personalities Hall exhibits located at the Canadian Museum of Civilization, 100 Laurier Street, Gatineau, QC. The services will include providing advice (during design development stages and construction document stages) and administration, preparation of tender packages, coordination, tendering, construction implementation and commissioning services (during tendering/construction and post construction stages).

2.0 SECURITY CLEARANCES

The required security clearances is Enhanced.

3.0 SITE VISIT (THERE WILL BE NO SITE VISIT)

4.0 TERMINOLOGY

The term 'Proponent' used in this Request for Interest means the entire proponent's team and any consultants as described within this Request for Interest.

The term 'Contractor' used in this Request for Interest means the firm selected to enter into a contract for providing the products and/or services of this Request for Interest.

The designation "Owner" shall refer to: Canadian Museum of Civilization Corporation.

5.0 Request for Proposal

The selected qualified Contractor's will be asked to respond to a closed Request For Proposal (RFP) to be issued in September or October 2013.

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6.0 NON DISCLOSURE AGREEMENT (MANDATORY)

The successful proponents shall be required to sign a Non-Disclosure Agreement prior to receiving the closed RFP documents. Any party that fails to sign this agreement shall be disqualified and removed from the selected bidders' list.

PART 1 – PROPONENT’S INSTRUCTIONS, INFORMATION AND CONDITIONS

1.0 Museum’s rights

The Museum reserves the right to:

- reject any or all proposals received in response to this RFI;
- enter into negotiations with proponents on any or all aspects of their proposal;
- accept any proposal in whole or in part without prior negotiation;
- cancel and/or reissue this RFI at any time;
- award one or more contracts;
- retain all proposals submitted in response to this RFI.

2.0 Enquiries

All enquiries or issues concerning this Request for Interest must be submitted in writing to the Contracting Authority named below as early as possible during the period of the RFI.

Enquiries must be received by the Contracting Authority no later than September 18th 2013 at 2:00 pm specified herein to allow sufficient time to provide a response. Enquiries or issues received after that time may not be able to be answered prior to the RFI closing date.

To ensure consistency and quality of information provided to Proponents, the Contracting Authority will provide, simultaneously to all proponents to whom this RFI has been sent, any information with respect to significant enquiries received and the replies to such enquiries without revealing the sources of the enquiries.

All enquiries and other communications with museum’s officials throughout the RFI’s period are to be directed ONLY to the Contracting Authority named below.

Noncompliance with this condition during the RFI period may (for that reason alone) result in disqualification of a proposal.

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Meetings will not be held with individual proponents prior to the closing date/time of this RFI.

Contracting Authority:

The Canadian Museum of Civilization Corporation
Contracts Section
100 Laurier Street
Gatineau, Québec K1A 0M8
Attention: Kristine Jackson, **Senior Purchasing Officer**
Telephone: (819) 776-8342 **Fax:** (819) 776-8225
E-mail address: Kristine.Jackson@civilisations.ca

PART 2 - PROPOSAL PREPARATION INSTRUCTIONS & EVALUATION PROCEDURES

1.0 Transmission and Submission of Proposals

NOTICE: PROPOSALS SUBMITTED BY FACSIMILE OR OTHER ELECTRONIC MEANS WILL NOT BE ACCEPTED.

Due to the nature of this RFI, electronic transmission of proposals by such means as electronic mail or facsimile to the museum's contracts section is not considered to be practical and therefore will not be accepted. All submissions **MUST** be delivered and stamped with the date and time of remittance at the bid box to the following location by the time and date indicated on page 1 of this RFI document:

The Canadian Museum of Civilization Corporation
Shipping/Receiving of the Administration Building
(door N-4 accessed from Jacques-Cartier Park)
100 Laurier Street
Gatineau, Québec K1A 0M8

The Proponent must ensure that the Proponent's name, return address, "solicitation number" and closing date appear legibly on the outside of the envelope containing the Proponent's proposal. Proposals (**5 copies**) submitted in response to this RFI will not be returned.

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2.0 Evaluation Procedures

Proposals will be evaluated in accordance with the Evaluation Procedures and Criteria specified in **Annex “1”**. Proposals received will be assessed against the evaluation criteria identified therein for the total requirement of this Request for Interest (RFI) and in conjunction with the accompanying Statement of Work, **Annex “1”**.

The evaluation team reserves the right but is not obliged to seek clarification or verify any or all information provided by the Proponent with respect to this RFI;

PART 3 - ANNEXES

Annex 1 PROJECT DESCRIPTION AND EVALUATION CRITERIA

TITLE: Canada hall renewal – BASE BUILDING MODIFICATIONS
REQUEST FOR INTEREST - CONSTRUCTION MANAGEMENT SERVICES

OBJECT

The objective of this Request for Expression of Interest is to shortlist the best suited Construction Management companies capable of providing Construction Manager (CM) services necessary for the renewal of the Canada Hall and Canadian Personalities Hall exhibits of the Canadian Museum of Civilization Corporation (CMCC) at 100 Laurier Street, Gatineau, QC.

The services will include providing advice (during design development stages and construction document stages) and administration, preparation of tender packages, coordination, tendering, construction implementation and commissioning services (during tendering/construction and post construction stages).

The Proponents will be requested to demonstrate that they possess the necessary financial capacity, technical expertise, managerial ability, quality control techniques, and relevant successful project experience.

Up to five of the highest-ranking firms, selected on the basis of the Prequalification submissions will receive the Request for Proposal documents as a part of the next phase of the selection process.

PROJECT

.1 BACKGROUND AND DESCRIPTION

Currently, the Canada Hall (approximately 2800 m² or 30,000 ft²) presents the history of our country through immersive scenes. The visitors circulate through immersive historical environments reproduced in full scale. The exhibition on the upper floor of the Canada Hall, the Canadian Personalities Hall (approximately 1200 m² or 13,000 ft²) presents Canadian personalities.

The visitors can circulate through these two floors which, at certain places along their way, present vertical views between them.

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To adapt to the new exhibition content, the existing exhibitions will undergo major modifications. The exhibits in the Canadian Personalities Hall will be completely dismantled and removed whereas the Canada Hall will keep some of its exhibition modules (the extent of removal to be determined). The modifications will affect the base building structures, the base building mechanical and electrical systems, as well as the structures forming and the systems servicing the exhibitions modules.

.2 DEFINITIONS

CHH Canadian History Hall

CMCC Canadian Museum of Civilization Corporation

CM Construction Management

CMCC Contract Authority – the CMCC representative responsible for administering the CM contract and for providing approvals throughout all CM tender processes and sub-contract awards. Responsible for pre-qualification of sub-contractors and approvals of contract awards between the CM and the sub-contractors and suppliers.

CMCC Project Authority – the CMCC representative or his designate responsible for managing the building design and construction part of the CHH renewal.

Core Building Team – the CMCC members that will lead the building design and construction part of the CHH renewal. The members comprise of the CMCC Contract Authority, the CMCC Project Manager, the CMCC Project Director, the CMCC Project Authority and the Architect of Record.

Consultant Team – a team comprised of an architectural firm and engineering firms under contract with CMCC responsible for producing design development, detailed design and technical construction tender documents under the direction of the Core Building Team.

CMCC Exhibition Core Team – the CMCC members that will lead the content development, design, production and installation of the exhibitions.

.3 MANDATE

The objective of the project is to transform the existing exhibition spaces (approximately 4000m² or 43,000 ft² on two floors) into a major exhibition presenting the history of Canada. The existing Canada Hall and Canadian Personalities Hall permanent exhibitions will be replaced with a new permanent exhibition on Canadian History, currently called the Canadian History Hall (CHH).

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The project scope of work comprises the demolition of the existing structures (partial or complete), as one or more separate packages, followed by multiple tender packages for the new construction.

An effective team made up of the Construction Manager, the CMCC Project Manager, the CMCC Contract Authority, the Project Lead Architect, Architectural and Engineering Consultants and the CMCC Exhibition Core Team will be very important for this challenging and important project. The Construction Manager will be engaged in communication with this team during the design development stage in order to actively participate in the development of construction documents, estimates and schedules.

The CMCC Project Authority will function as the prime contact for the CM.

The Project Authority manages and exercises contract supervision over the CM during all phases of the project.

At the time of award of the contract for Construction Management services, the Project Lead Architect, Douglas Cardinal, will be progressing with the architectural design concept. Subsequently, the base building Consultant team (Architectural, Structural, Mechanical and Electrical) will be hired by the Museum for production of the construction tender drawings and for construction contract administration services.

A project organization chart and a communication protocol will be provided with the RFP issued to the shortlisted Proponents

The outline of the CM responsibilities for this project is as follows:

- CM at risk(acting as the General Contractor);
- Contracting directly with the Trade Contractors, suppliers, as per CMCC contracting policies and guidelines;
- Responsibility for providing estimates and for conformity to construction budget;
- Participation in Value Engineering and Partnering;
- Insurance and bonding abilities;
- "Open book" for CMCC approval on all tendering, construction, and other financial aspects of construction;
- Ability to guarantee completion time.

All of the services listed above shall be provided for a fixed fee.

Services and work under the contract with the CM firm can be summarized but is not limited to the following:

.1 Pre-Construction Services

- .1 Assist the Architectural and Engineering Consultants and the project team in the development of the overall concept of the project.
Provide expertise for scheduling, cost estimating and control, coordination as well as construction phasing, life cycle costing and constructability.

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- .2 Organize and document the sequencing and packaging of the construction work for the Architectural and Engineering Consultants to develop into tender documents.
Prepare tender packages for sub-contractors and materials suppliers by combining the appropriately sequenced plans and specifications.
 - .3 The successful CM will prepare, as part of the work, comprehensive cost estimates using the design development and tender documents prepared by the base building Consultant team.
 - .4 The successful CM will prepare, as a part of the work, a construction schedule, coordinated with the exhibition schedule, and will update it as required.
- .2 Tender and Construction Services**
- .1 Tendering / contracting with / managing, supervising and administering all trade contracts / coordination / commissioning and warranty based on CMCC contracting policies and guidelines.
To be provided mainly in relation to being responsible for delivering the constructed project and work including calling and managing tenders for Trade Contractors, awarding trade contracts, supervising and being responsible for the work with all Trade Contractors, controlling and monitoring costs, schedule and quality, providing commissioning and resolving warranty issues. Pre-qualification of sub-contractors shall be undertaken by CMCC and the CM will assist CMCC with the evaluation and analysis of the pre-qualification process results. The CM shall use a modified Invitation to Tenders document provided by CMCC to call tenders from sub-contractors and suppliers that will ensure fairness and transparency in the tender process. The CM shall obtain approval from the CMCC Contract Authority before proceeding with award of contracts to sub-contractors and suppliers through an open book process of complete disclosure of tender package documents before issue and disclosure of detailed tender results immediately after tenders close. The CM and the CMCC Contract Authority shall agree on a minimum number of sub-trades and suppliers to be solicited through invitations or other means of public tendering for each construction tender package. The CM shall conform to CMCC's procurement standards that will be more detailed in the next phase of this selection process.
 - .2 Division 1 – To be provided mainly in relation to requirements of Division 1 of the National Master Specifications or equivalent. It will include site organization and safety, provision of temporary services and site facilities, system maintenance, and other miscellaneous work that can be estimated based on fixed project duration, to be carried out by the CM directly as a contract with CMCC.
 - .3 Act as the General Contractor.
- .3 Post-Construction Services**
- .1 After the completion of the typical Post construction work where all building systems are proven to be operational, warranties are issued, operations and maintenance manuals are issued and building operators have been trained, an extensive Post construction commissioning process shall be undertaken. This work consists of returning to the site on regular scheduled visits during the first full

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year that the building is occupied to test and report on the performance of all building systems and make any required adjustments to ensure compliance with operational and performance specifications.

.4 ESTIMATED CONSTRUCTION BUDGET

The estimated available budget for base building modifications will be limited to \$5,300,000 including all construction management fees and amendments.

.5 ESTIMATED PROJECT SCHEDULE

A preliminary overall project schedule showing the interrelation of all the groups involved in the project is provided in the Annex 3 of this RFI. The activities involving participation of a Construction Manager have been scheduled in accordance with the following preliminary dates:

- | | |
|---|----------------------------|
| • Exhibition Concept Constructability Assessment | February, March 2014 |
| • Design Concept | February, March 2014 |
| • Design Development | March-September 2014 |
| • Pre-qualification of sub-contractors and suppliers | April -June 2014 |
| • Tender documents for base building demolition | June-November 2014 |
| • Tender demolition | December 2014-January 2015 |
| • Tender documents for base building new construction | December 2014-June 2015 |
| • Tender new construction | June, July 2015 |
| • Demolition | Jan-May 2015 |
| • New construction | Aug. 2015-Mar. 2016 |

PREQUALIFICATION SUBMISSION CONTENT

The submission shall, at a minimum, describe how the Proponent proposes to participate in the design process and to organize and control the construction work in a manner that will result in a finished Project that will meet or exceed the CMCC requirements. The proposal shall include the following:

- .1 EXPERIENCE, REFERENCES**
- .1 Indicate Length of time firm has been operating in the Construction Industry.
 - .2 Indicate Length of time firm has been operating as Construction Managers.
 - .3 Provide evidence of the proponent's direct or relevant experience for the past 10 years (use the Annex 2 of this RFI):

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1. Principal projects; minimum of (5) five examples;
2. Similar Projects (buildings that remained open to the public during construction); minimum of (5) five examples;
3. Major construction projects underway as of the date of the submission, managed by the Proponent's local office. Indicate the date of the anticipated construction completion.

Include for every project:

- name and type of project,
- duration of work and date of completion,
- initial and final construction cost, as well as fees for your company,
- percentage of participation of your firm in the context of construction realization,
- summary description of construction trades used,
- services provided and the relationships to the client,
- the prime consultant and the contractors,
- main challenges of the project,
- project references with phone numbers.

2. SYSTEM RESOURCES AND PROPOSED PROJECT TEAM

1. Prove the overall capacity to complete the work by outlining the available resources: financial, management personnel, site personnel, equipment, bonding and insurance capacity, cost control and cost commitment reporting, cash flow control, information/communication/job tracking systems used.
2. Provide proposed organization chart of staff that will be involved in the project, including back-up personnel. Indicate each team member's role with the project. The sub-contracting firms and individuals shall be shown on the organization chart and their reporting relationships with the Proponent shall be described.
3. Provide CV's of key personnel, outlining Construction Management skills. Such resumes must clearly describe the role, responsibilities and achievements of each key team member. Provide a list of completed projects for each individual, minimum of (3) three similar projects, including the project description, dates and construction budget.
Professional accreditations/awards of the staff will be considered as a bonus (copies of certificates required). Considerations will also be given for the memberships in industries associations.

3. ORGANISATION OF WORK

- .1 General
 1. Describe your Firm's concept for the project organization and its philosophy of construction management.
 2. Indicate all the important functions to be carried out.

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.2 Methodology

The proposed methodology details include but are not limited to the following aspects:

1. Description of procedures for project planning, cost analysis and control, scheduling, project progress reporting, estimating and budgeting, documentation for construction management and administration, bidding and award and construction administration procedures;
2. The Proponent's approach to coordinating and scheduling different trades;
3. The Proponent's approach to the Schedule control and re-scheduling of its own activities to achieve recovery of the Schedule if the project falls behind schedule;
4. The proponent's approach to dealing with design errors and omissions;
5. Recycling or disposing of construction waste in an environmentally sensitive manner;
6. Undertaking construction in occupied buildings;
7. Public safety;
8. Site safety;
9. Dealing with deficiencies;
10. Warranty follow-up.

.3 Quality Management

Proponents are required to submit a full description of their proposed Quality Assurance and Quality Control Program:

- what elements it includes,
- how it is implemented,
- personnel who provide it,
- standards by which the effectiveness of the program can be measured,
- a record of results on previous projects.

ELIGIBILITY CRITERIA

With the prequalification submission (use the Annex 2 of this RFI) the Proponents must include copies of the following documents:

1. Bonding verifications and limits (a letter from the bonding company);
2. Insurance (a valid Certificate of Insurance of a letter from the Insurer stating that the Proponent has the ability to obtain the required insurance should they be successful);
3. Bank reference (a letter for the Proponent's financial institution regarding their financial position);
4. Contractor's Qualification Statement , as per the attached form;
5. WSIB Clearance Certificate;
6. Health and Safety Policy Statement/Record;

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7. Valid RBQ 1.3 licence;
8. Reference letters (minimum of 5).

The Proponents must provide proof that:

1. Their company has been in business for at least 10 continuous years preceding the application;
2. They have the capacity to provide services in both French and English languages;

Outline the financial capabilities of your firm including your ability to guarantee bonding to 50% of the construction budget including Division 1 value.

CMCC may request in writing clarification information regarding the listed documents.

Failure to provide the required information within two (2) business days from the date of the written request will result in the Proponent's disqualification

PROPOSAL SUBMISSION

1. Bidder must take cognizance of the various qualifications and evaluation criteria and provide with his bid all necessary documents.
2. The document must be clearly readable and the information clearly identifiable for the evaluation process.

EVALUATION CRITERIA

The following are the main factors to be considered by the CMCC Evaluation Committee during the evaluation process. These factors are weighted as per the included rating form.

Proposals must respond to all of these items, in a short and concise way.

. 1 EXPERIENCE, REFERENCES (total 30 points)

Refer to the Article 3, Paragraph 1 of this RFI for the criteria description

The overall point rating of 30 points is broken down into the following ranges:

1. Principal projects (10 points)
2. Similar projects (10 points)
3. Major construction projects underway, managed by the Proponent's local office (10 points)

.2 PROPOSED PROJECT TEAM AND RESOURCES (total 40 points)

Refer to the Article 3, Paragraph 2 of this RFI for the criteria description

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The overall point rating of 40 points is broken down into the following ranges:

1. Resources (15 points)
2. Proposed organisation chart (5 points)
3. Resumes of key personnel (20 points)

.3 ORGANISATION OF WORK (total 30 points)

Refer to the Article 3, Paragraph 3 of this RFI for the detailed criteria description

The overall point rating of 30 points is broken down into the following ranges:

1. General (5 points)
2. Methodology (15 points)
3. Quality Control (10 points)

Rating Form

	FACTORS	WT	RATE		
			FIRM		
			A	B	C
1.	Experience/References	30			
2.	Proposed Team and Resources	40			
3.	Organization of the Work	30			
	TOTAL/100	100			

ADDITIONAL INFORMATION

Annex 2 – CMCC Contractor's Qualification Statement

Annex 3 – Project Stages

Annex 4 – Canada Hall and Canadian Personalities Hall Schematic Floor Plans

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ANNEX 2

CMCC Contractor's Qualification Statement

Introduction	Page 17
2. List 5 principal projects completed in the past 10 years.	Page 18
3. List 5 similar or related projects completed.	Page 30
4. List 5 major construction projects underway as of the date of submission	Page 42

Provide the following

- **Resume(s) of key personnel**
- **Reference letter(s)**
- **Letter from a bonding company**
- **Reference for the Bank**
- **Insurance certificate**
- **RBQ document**
- **CSST document**

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Introduction

Project Number: _____

Project Title: _____

Location: _____

Submitted to:

Firm Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Submitted by:

Firm Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

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Legal Structure of Contractor:

Year Established: _____

Joint Venture, Corporation, Partnership, Registered, Sole Proprietor,

Other: _____

Names and Titles of Officers, Partners, Principal:

Name: _____

Title/Position: _____

I declare the information in this form to be true and correct to the best of my knowledge

Name of Contact Person: _____

Title of Contact Person: _____

1. List 5 principal projects completed in the past 10 years.

1.1 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

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➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

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Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

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1.2 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

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➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

Prime Consultant and Contractor:

- Contact Person(s), *Consultant*: _____
- Phone: _____
 - Fax: _____
 - Email: _____
 - Description: _____
-
-

Contact Person(s), *Contractor*: _____

- Phone: _____
- Fax: _____

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➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

1.3 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization: _____

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➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____
➤ Phone: _____
➤ Fax: _____
➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____
➤ Fax: _____
➤ Email: _____

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➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

1.4 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

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- Initial Construction Cost: \$ _____
- Final Construction Cost: \$ _____
- Fees of your Company: _____
- Percentage of participation of your firm in the context of construction realization: _____

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

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Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

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1.5 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

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➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

- Phone: _____
 - Fax: _____
 - Email: _____
 - Description: _____
-
-

Contact Person(s), *Contractor*: _____

- Phone: _____
- Fax: _____
- Email: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Description: _____

Project reference:

- Name: _____
- Title: _____
- Phone number: _____

2. List 5 similar or related projects completed.

2.1 Project Title: _____

- Type of Project: _____
 - Location: _____
 - Duration of work: _____
 - Date of Completion: _____
 - Initial Construction Cost: \$ _____
 - Final Construction Cost: \$ _____
 - Fees of your Company: _____
 - Percentage of participation of your firm in the context of construction realization: _____
-

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

2.2 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

- Initial Construction Cost: \$ _____
- Final Construction Cost: \$ _____
- Fees of your Company: _____
- Percentage of participation of your firm in the context of construction realization: _____

- Summary description of construction trades used:

- Services provided and the relationships to the client:

- Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

2.3 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

- Phone: _____
 - Fax: _____
 - Email: _____
 - Description: _____
-
-

Contact Person(s), *Contractor*: _____

- Phone: _____
- Fax: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

2.4 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

➤ Initial Construction Cost: \$ _____

➤ Final Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

2.5 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Date of Completion: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

- Initial Construction Cost: \$ _____
- Final Construction Cost: \$ _____
- Fees of your Company: _____
- Percentage of participation of your firm in the context of construction realization: _____

- Summary description of construction trades used:

- Services provided and the relationships to the client:

- Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

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CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

3. List 5 major construction projects underway as of the date of submission.

- 3.1 Project Title: _____
- Type of Project: _____
- Location: _____
- Duration of work: _____
- Schedule Completion Date: _____
- Percentage completed: _____
- Initial Construction Cost: \$ _____
- Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

- Phone: _____
 - Fax: _____
 - Email: _____
 - Description: _____
-
-

Contact Person(s), *Contractor*: _____

- Phone: _____
- Fax: _____
- Email: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

3.2 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Schedule Completion Date: _____

➤ Percentage completed: _____

➤ Initial Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), Consultant: _____

➤ Phone: _____

➤ Fax: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

3.3 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Schedule Completion Date: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

- Percentage completed: _____
- Initial Construction Cost: \$ _____
- Fees of your Company: _____
- Percentage of participation of your firm in the context of construction realization: _____

- Summary description of construction trades used:

- Services provided and the relationships to the client:

- Main challenges of the project:

Owner:

- Contact Person(s): _____

- Phone: _____

CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES

➤ Fax: _____

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

➤ Name: _____

➤ Title: _____

➤ Phone number: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

3.4 Project Title: _____

➤ Type of Project: _____

➤ Location: _____

➤ Duration of work: _____

➤ Schedule Completion Date: _____

➤ Percentage completed: _____

➤ Initial Construction Cost: \$ _____

➤ Fees of your Company: _____

➤ Percentage of participation of your firm in the context of construction realization:

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Main challenges of the project:

Owner:

- Contact Person(s): _____
- Phone: _____
- Fax: _____
- Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*:

- Phone: _____
 - Fax: _____
 - Email: _____
 - Description: _____
-
-

Contact Person(s), *Contractor*:

- Phone: _____
- Fax: _____
- Email: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Description: _____

Project reference:

- Name: _____
- Title: _____
- Phone number: _____

3.5 Project Title: _____

- Type of Project: _____
 - Location: _____
 - Duration of work: _____
 - Schedule Completion Date: _____
 - Percentage completed: _____
 - Initial Construction Cost: \$ _____
 - Final Construction Cost: \$ _____
 - Fees of your Company: _____
 - Percentage of participation of your firm in the context of construction realization: _____
-
-

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Summary description of construction trades used:

➤ Services provided and the relationships to the client:

➤ Main challenges of the project:

Owner:

➤ Contact Person(s): _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

Prime Consultant and Contractor:

Contact Person(s), *Consultant*: _____

➤ Phone: _____

➤ Fax: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

➤ Email: _____

➤ Description: _____

Contact Person(s), *Contractor*: _____

➤ Phone: _____

➤ Fax: _____

➤ Email: _____

➤ Description: _____

Project reference:

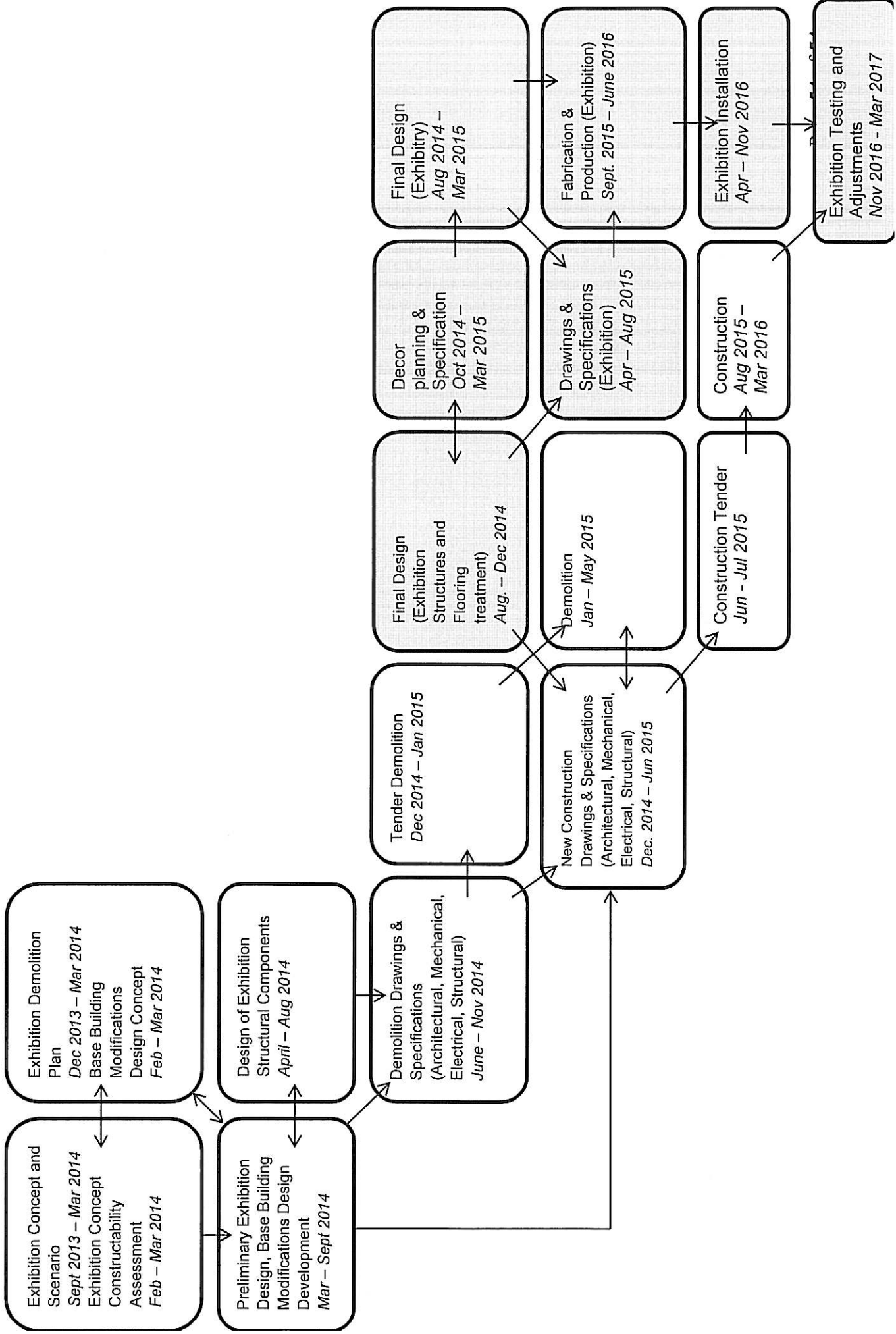
➤ Name: _____

➤ Title: _____

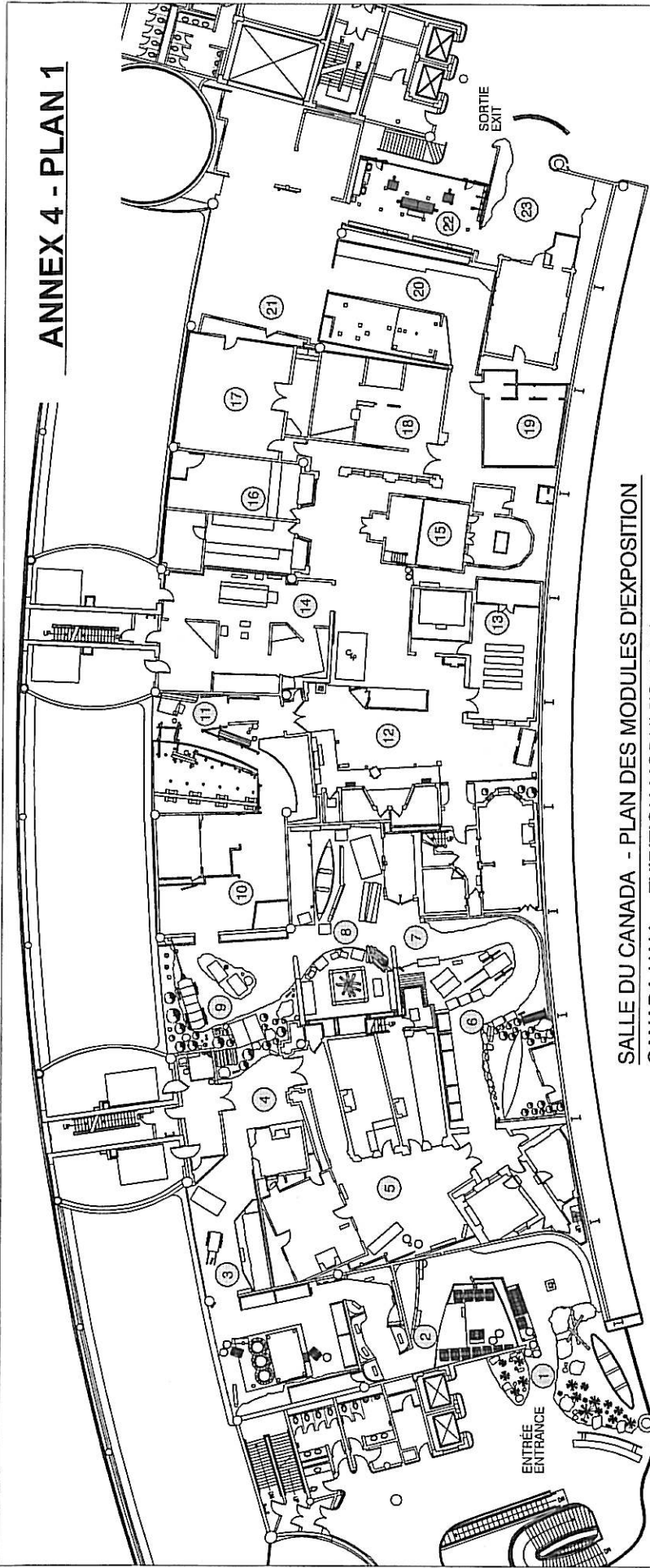
➤ Phone number: _____

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
 CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

Annex 3 - project stages



ANNEX 4 - PLAN 1

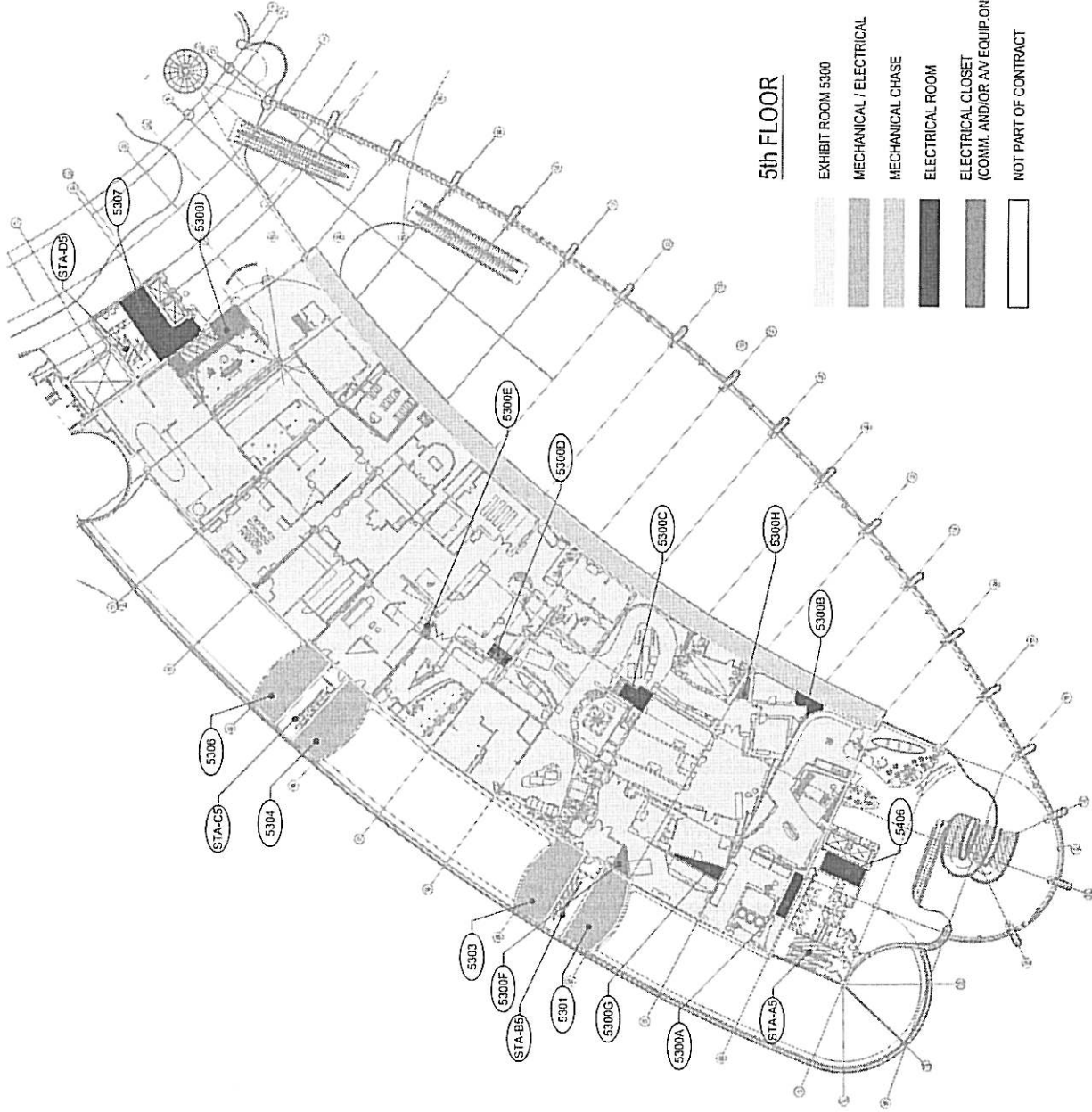


SALLE DU CANADA - PLAN DES MODULES D'EXPOSITION CANADA HALL - EXHIBITION MODULES PLAN

- | | | |
|--|--|---|
| <ul style="list-style-type: none"> ① LES VIKINGS
THE VIKINGS ② LA PÊCHE ET LA CHASSE À LA BALEINE
FISHING AND WHALING ③ LES PREMIERS TEMPS DE L'ACADIE
EARLY ACADIA ④ LES SEIGNEURIES
THE SEIGNIORIES ⑤ PLACE DE LA NOUVELLE-FRANCE
NEW FRANCE SQUARE ⑥ LA TRAITE DES FOURRURES
THE FUR TRADE ⑦ LES CHASSEURS DU BISON MÉTIS
THE METIS BISON HUNTERS ⑧ LE COMMERCE DU BOIS DANS L'EST
THE EASTERN TIMBER TRADE | <ul style="list-style-type: none"> ⑨ L'ARRIVÉE DES LOYALISTES
THE ARRIVAL OF THE LOYALISTS ⑩ DES RÉBELLIONS À LA CONFÉDÉRATION
FROM REBELLIONS TO CONFEDERATION ⑪ LES CHANTIERS MARITIMES
MARITIME SHIPYARD ⑫ UNE RUE ONTARIENNE
ONTARIO STREET ⑬ LA GARE DU CANADIEN PACIFIQUE
CANADIAN PACIFIC RAILWAY STATION ⑭ LE SILO KING WHEAT
KING WHEAT GRAIN ELEVATOR ⑮ L'ÉGLISE SAINT-ONUPHRIOS
ST. ONUPHRIUS CHURCH ⑯ LA BOULTOUE UKRAÏNIENNE ET L'IMPRIMERIE
UKRAINIAN STORE AND PRINT SHOP | <ul style="list-style-type: none"> ⑰ LA SALLE SYNDICALE "LABOR TEMPLE"
UNION HALL "LABOR TEMPLE" ⑱ LA BLANCHISSERIE CHINOISE
CHINESE HAND LAUNDRY ⑲ L'ÉCOLE TOLES
TOLES SCHOOL ⑳ LE "CHAMP DE PÉTROLE"
THE "OIL PATCH" ㉑ LES COMMUNAUTÉS DE LA CÔTE OUEST
WEST COAST COMMUNITIES ㉒ LA PORTE D'ENTRÉE DU PACIFIQUE
PACIFIC GATEWAY ㉓ LA CIRCULATION DANS LE NORD - WILDCAT CAFE
NORTHERN TRAFFIC - THE WILDCAT CAFE |
|--|--|---|

ANNEX 4 - PLAN 2

SALLE DU CANADA
 CONDITIONS EXISTANTES
 CANADA HALL
 EXISTING CONDITIONS



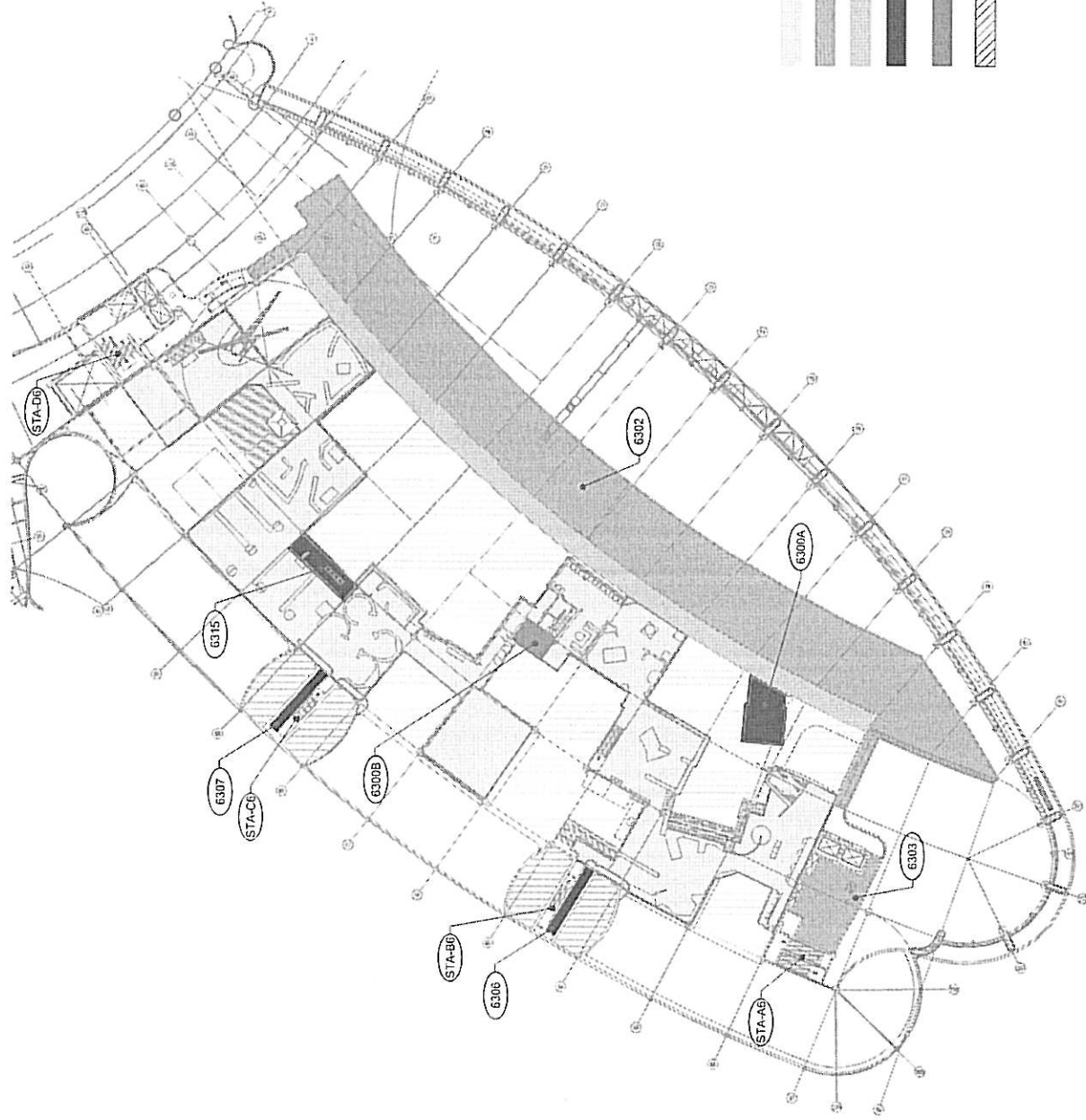
5th FLOOR

- EXHIBIT ROOM 5300
- MECHANICAL / ELECTRICAL
- MECHANICAL CHASE
- ELECTRICAL ROOM
- ELECTRICAL CLOSET
(COMM. AND/OR AV EQUIP. ONLY)
- NOT PART OF CONTRACT

- SALLE D'EXPOSITION 5300
- MÉCANIQUE / ÉLECTRIQUE
- PASSAGE MÉCANIQUE
- SALLE ÉLECTRIQUE
- CABINET ÉLECTRIQUE COMM. ET/OU AV
 SEULEMENT
- HORS DU CONTRAT

ANNEX 4 - PLAN 3

SALLES DES PERSONNALITÉS CANADIENNES
 CONDITIONS EXISTANTES
 CANADIAN PERSONALITIES HALL
 EXISTING CONDITIONS



EXHIBITION	EXPOSITION
MECHANICAL / ELECTRICAL	MÉCANIQUE / ÉLECTRIQUE
MECHANICAL CHASE	PASSAGE MÉCANIQUE
ELECTRICAL ROOM	SALLE ÉLECTRIQUE
ELECTRICAL CLOSET (COMM. AND/OR AV EQUIP ONLY)	CABINET ÉLECTRIQUE COMM. ET/OU AV
OPEN BELOW	SEULEMENT OUVERTURES

**CANADIAN MUSEUM OF CIVILIZATION CORPORATION
CONTRACT SECTION, FINANCIAL AND ADMINISTRATIVE SERVICES**

Annex 5 - Competition ID page

**Société du Musée canadien
des civilisations**

100, rue Laurier
Gatineau (Québec)
K1A 0M8

**Canadian Museum of Civilization
Corporation**

100 Laurier Street
Gatineau, Quebec
K1A 0M8

Nom de la compagnie/Company Name

Toutes les soumissions doivent porter la date et l'heure à laquelle elles ont été livrées et doivent être acheminées à la boîte à soumissions située au quai d'expédition/réception de l'édifice de l'administration du Musée canadien des civilisations (porte N-4 accessible par le Parc Jacques-Cartier), 100, rue Laurier, Gatineau (Québec), Canada.

All bids are to be delivered and stamped with the date and time of remittance at the bid box located at the Shipping/Receiving of the Administration Building at the Canadian Museum of Civilization (door N-4 accessed from Jacques-Cartier Park), located at 100 Laurier Street, Gatineau, Quebec, Canada.

**PROJET NO. CMCC-2130
PROJECT NO. CMCC-2130**

**DATE ET HEURE DE FERMETURE : Le 27 septembre 2013 à 14H00
CLOSING DATE & TIME: September 27th, 2013 at 2:00 P.M.**

Section des contrats/ Contract Section
Services financiers et administratifs/ Financial & Administrative Services

PAGE D'IDENTIFICATION - IDENTIFICATION PAGE

S.V.P. joindre à votre enveloppe/paquet –
Please affix to your envelope/package