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Public Works and Government Services Canada  
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Edmonton  
Alberta  
T5J 1S6  
Bid Fax: (780) 497-3510

**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  
Telus Plaza North/Plaza Telus Nord  
10025 Jasper Ave./10025 ave Jasper  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6

<b>Title - Sujet</b> EMS Training	
<b>Solicitation No. - N° de l'invitation</b> W0118-13SC05/B	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> DND	<b>Date</b> 2013-09-16
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$EDM-607-9924	
<b>File No. - N° de dossier</b> EDM-3-36036 (607)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-09-18</b>	<b>Time Zone</b> Fuseau horaire Mountain Daylight Saving Time MDT
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Jenkinson, Lorraine	<b>Buyer Id - Id de l'acheteur</b> edm607
<b>Telephone No. - N° de téléphone</b> (780) 497-3593 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**TITLE: EMS TRAINING FOR THE DEPARTMENT OF NATIONAL DEFENCE (SHILO)**

This solicitation amendment is to provide for clarifications regarding the Request for Proposal (RFP).

**PART A: QUESTIONS/ANSWERS**

Q1-1 I am in the process of bidding on the contract to provide educational services to the Shilo Emergency Services. Below is a response from the Director of Emergency Medical Services for the Province of Manitoba regarding certification of Instructors. As indicated, the Province of Manitoba does not certify EMS Instructors. Can you please advise as to how I should proceed.

"The EMS Branch have never "certified" EMS instructors in the province of Manitoba, therefore I am unable to fulfill this request. As the provincial Regulator, the EMS Branch is responsible for approving EMS education programs and licensing EMS services (land, air and stretcher) and EMS providers, but the EMS Branch does not "certify" EMS educators or instructors. Indeed there is no body in the province that "certifies" EMS educators. It would appear the Federal Government hold a requirement for which Manitoba Health (and no one else in this province for that matter) does not possess the requisite authority."

A1-1 The Statement of Work, Annex "A", and Evaluation Criteria, Annex "C", have been revised to correct the qualifications and criteria.

Statement of Work, Annex "A", item 4.3 has been revised:

From: 4.3. Training personnel must be certified as an EMS trainer/instructor by Manitoba Health.

To: 4.3. Training personnel must be **licensed as an EMS provider by Manitoba Health.**

Evaluation Criteria, Annex "C", items 1 and 2 have been revised:

From: 1. Bidders must provide proof that Contractor's educational program is certified by Manitoba Health.  
2. Bidders must provide proof that Contractor's instructors are certified by Manitoba Health.

To: 1. Bidders must provide proof that Contractor's educational program is **approved** by Manitoba Health.  
2. Bidders must provide proof that Contractor's instructors **are licensed as an EMS provider by Manitoba Health.**

**PART B: REVISION TO SOLICITATION DOCUMENT**

1 On Page 13 of 16 of the Solicitation,

DELETE: Statement of Work, Annex "A", in its entirety.

INSERT: Statement of Work, Annex "A", Revised 2013-09-16, per attached.

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2 On Page 16 of 16 of the Solicitation,

DELETE: Evaluation Criteria, Annex "C", in its entirety.

INSERT: Evaluation Criteria, Annex "C", Revised 2013-09-16, per attached.

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If your bid has already been submitted, you may wish to revise it. Revisions to your bid must be submitted in a sealed envelope or by facsimile with the contents clearly identified on the outside of the envelope or fax. Any revisions to your bid must be received by the Bid Receiving Unit on or before the time and date stated on page 1 of this document. Any revisions to your bid received after the closing date and time will be considered late and will be returned unopened.

**STATEMENT OF WORK (Revised 2013-09-16)..... ANNEX "A"**

**EMS TRAINING FOR THE DEPARTMENT OF NATIONAL DEFENCE (SHILO)**

**1. Description of work**

- 1.1. Work under this Contract covers the supply of all material, labour, equipment, transportation and supervision required to provide emergency medical service (EMS) training at Canadian Forces Base Shilo, Shilo, Manitoba.
- 1.2. Training to include on-site EMS educational services to the Shilo Fire Department personnel, during regular business hours, four (4) days a month, for nine (9) months within a one (1) year period. Training is NOT to be scheduled during the months of December, July or August.
- 1.3. Training provider to offer flexibility of the educational content to include:
  - a. Continuing education/alternate route to maintenance of licensure format for Basic Technician and Technician-Paramedic.
  - b. Refresher courses for re-certification/ licensure.
  - c. Transfer of function (TOF) skill certification/re-certification. TOF must include practical and written testing of each transfer.
  - d. Educational needs assessment support. (i.e. Ensuring students medical skills meet Manitoba Health protocols)
- 1.4. Develop (if not already in place) and maintain an educational database tracking the individual personnel certifications and continuing education hours.
- 1.5. Training provider to act as the communication and orientation point of new treatment protocols and emergency treatment guidelines.
- 1.6. Room and electrical equipment required for the training will be provided by DND. All training material will be supplied by the Contractor.

**2. Codes and Standards**

- 2.1. Emergency Medical Response and Stretcher Transportation Act.
- 2.2. Manitoba Emergency Treatment Guidelines.

**3. Schedule**

- 3.1 Provide an anticipated training schedule within 10 working days after Contract award.

**4. Qualifications**

- 4.1. Training personnel shall function under the direction of the Provincial Regional EMS Medical Director.

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- 4.2. Submit to Manitoba Health all required documentation related to education being provided.
  - 4.3. Training personnel must be *licensed as an EMS provider by Manitoba Health.*

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**EVALUATION CRITERIA (Revised 2013-09-16) ..... ANNEX "C"**

Failure to meet any of the following mandatory criteria at bid closing will render your submission non-responsive and it will be given no further consideration.

A.	MANDATORY TECHNICAL CRITERIA	YES	NO
1.	Bidders must provide proof that Contractor's <i>educational program is approved by Manitoba Health.</i>		
2.	Bidders must provide proof that Contractor's <i>instructors are licensed as an EMS provider by Manitoba Health.</i>		