

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC/Réception des soumissions -
TPSGC
11 Laurier/11 rue Laurier
Place du Portage, Phase III
Core 0A1/Noyau 0A1
Gatineau, Québec K1A 0S5
Gatineau
Ontario
K1A 0S5
Bid Fax: (819) 775-7279

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
Property Management Project Division/Division du
projet de gestion immobilière
Sir Charles Tupper Building 4th Fl
Édifice Sir Charles Tupper 4e étage
A-425-F
2720 Riverside Drive/
2720, promenade Riverside
Ottawa
Ontario
K1A 0S5

Title - Sujet Real Property 1	
Solicitation No. - N° de l'invitation EP008-112560/D	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20112560	Date 2013-10-25
GETS Reference No. - N° de référence de SEAG PW-\$\$GC-002-63671	
File No. - N° de dossier gc002.EP008-112560	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-01-14	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Wong, Lisa	Buyer Id - Id de l'acheteur gc002
Telephone No. - N° de téléphone (613) 736-3058 ()	FAX No. - N° de FAX () -
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

Solicitation No. - N° de l'invitation

EP008-112560/D

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

20112560

Amd. No. - N° de la modif.

002

File No. - N° du dossier

gc002EP008-112560

Buyer ID - Id de l'acheteur

gc002

CCC No./N° CCC - FMS No/ N° VME

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AMENDMENT 002

**REQUEST FOR PROPOSAL FOR REAL PROPERTY - 1
PROPERTY MANAGEMENT AND PROJECT DELIVERY SERVICES
(RP-1)
FOR PUBLIC WORKS AND GOVERNMENT SERVICES CANADA**

THIS AMENDMENT HAS BEEN RAISED TO EFFECT THE FOLLOWING CHANGE:

SECTION A: QUESTIONS AND ANSWERS

Q.3:

Can PWGSC please confirm as soon as possible the time of day for the Bidders' Conference on October 31, 2014 in order to appropriately plan travel for those attendees not resident in the National Capital Region.

A.3:

As indicated in Section B: Changes to the Request for Proposal of Amendment 001 to this solicitation, the bidders' conference will be held on October 31, 2013 from 8:30 am to 5:00 pm (EST) at:
Place du Portage, Phase IV, Level 0
Conference Centre, Pontiac Room
140 Promenade du Portage
Gatineau, Quebec

Q.4:

Please confirm that the lease square metreage identified for each Resulting contract at BSF8, 2. Lease Administration and Third Party Leases is incremental to the square metreage identified at BSF8, 1. Management Services (also identified under BSF1 thru BSF6 as crown-owned inventory).

A.4:

Canada confirms that the lease square metreage identified for each Resulting contract at BSF8, 2. Lease Administration and Third Party Leases for each Region is incremental to the square metreage identified at BSF8, 1. Management Services.

Q.5:

Please clarify the number of distinct geographic/urban locations involved, by Region, that accommodate the annual number of assets.

Please confirm that the annual number of assets, by Region, under each 1. Management Services, includes those assets under the custodianship of the RCMP, CBSA, and NRCan as appropriate.

A.5:

This information is contained within 12E - Volumetrics by Contract of the Technical Information that is available on the USB Key described in SI10, Real Property - Technical Information.

Further, Canada confirms that the annual number of assets, by Region, under each 1. Management Services, includes those assets under the custodianship of the RCMP, CBSA, and NRCan as appropriate.

Q.6:

When can we expect the Contract Inventories, by Regions, to be updated with the square metreage by asset?

A.6:

This information is contained within 12E - Volumetrics by Contract of the Technical Information that is available on the USB Key as described in SI10, Real Property - Technical Information.

Q.7:

SRE 1 Para 5.c. states "except for pages described at SRE 1.4 d.,e.,..." It is assumed that reference to SRE 1.4 should in fact be SRE 1.5. Please confirm.

A.7:

Canada confirms that the reference to SRE1.4 should in fact be SRE1.5. Further to Canada's response, please see section B, No. 5.

Q.8:

SRE 1 Para 5.c. provides no specific direction regarding the margins to be maintained throughout the 475 pages of the bid response. Please confirm page margins and header/footer allowances that are acceptable.

A.8:

Canada confirms that page margins and header/footer allowances are up to the discretion of the Bidder.

Q9:

SRE 4- M-1, and BSF 7 Mandatory Technical Evaluation Criteria response template: Specifically in the NCA, please confirm if the 850,000 square metre portfolio is limited to a single client portfolio or if multiple clients may be used to meet the criteria.

A9:

The Bidder must demonstrate that their experience clearly meets the criteria as stated in the RFP. Canada confirms that the 850,000 square meters referred to in M-1 at SRE4 is not limited to a single client and the Bidder may use a combination of multiple clients to meet the criteria

Q10:

SRE 8 Financial Fee Evaluation - Please walk us through each of the 4 sample scoring results and the scoring matrix provided. Please explain how #1 ranked bidder has the 3rd highest score.

A10:

As requested, Canada has provided a step-by-step walkthrough of each mathematical operation used to arrive at the example provided at SRE8, Financial Fee Evaluation (see attached document entitled "Step by Step walk-through of the example financial fee evaluation provided at SRE8, in support of A10"). Further explanation will also be provided at the Bidders' Conference.

Q11:

BSF 8 Volume of Work for all Resulting Contracts - Please confirm that the total square metreage under management for management services equals the sum of the square metreage represented in BSF 8 for each portfolio as identified in the table labeled "Approximate annual area in square metres." We want to ensure that leased square metreage is a part of the total and not incremental to the given total space.

A11:

Canada has published its answer on a similar question/topic area, and directs industry to review Canada's response provided in Q4, published in this Amendment 002.

If, upon review, the response still does not address the question, Canada requests that the Bidder restate/rephrase and submit a new question in accordance with SI04, Enquiries - Bid Solicitation.

Q12:

I received an e-mail notice from MERX indicating the RP-1 Request for Proposal has been cancelled. However, buyandsell.gc.ca indicates that it is still active. Please confirm which one is accurate.

A12:

As of June 1, 2013, federal government bid solicitations (or tenders) previously posted on MERX will now be published and available free of charge on a government of Canada Web site at Buyandsell.gc.ca/tenders. Therefore the RP-1 Request for Proposal as well as all amendments will be published on Buyandsell.gc.ca/tenders.

The RP-1 Request for Proposal is still active:

<https://buyandsell.gc.ca/procurement-data/tender-notice/PW-GC-002-63671>

SECTION B: CHANGES TO THE REQUEST FOR PROPOSAL

5. At SRE1 Bid Preparation Instructions

Delete:

- c. except for the pages described at SRE 1.4 d., e., f., g., h., and i., the total page count limitation for the Bidder's entire response is 475 pages and the text must not be smaller than Arial font size 11. All pages should be numbered sequentially and all pages after 475 will not be considered as part of the Bidder's response. If the pages are not numbered sequentially, a member of the evaluation team will count the pages to determine the total number. The excess pages will be removed and not considered by evaluators. Only referenced material included within the Bidder's response will be evaluated. Reference material outside of the Bidder's response will not be considered.

Insert:

- c. except for the pages described at SRE **1 section 5.** d., e., f., g., h., and i., the total page count limitation for the Bidder's entire response is 475 pages and the text must not be smaller than Arial font size 11. All pages should be numbered sequentially and all pages after 475 will not be considered as part of the Bidder's response. If the pages are not numbered sequentially, a member of the evaluation team will count the pages to determine the total number. The excess pages will be removed and not considered by evaluators. Only referenced material included within the Bidder's response will be evaluated. Reference material outside of the Bidder's response will not be considered.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

Step by Step walk-through of the example financial fee evaluation provided at SRE8. in support of A10.

Bidder A:

Item	Applicable Fee	Multipled by	Subtotal	Calculation
1	\$6,000 /position/year Positions located in GFA	40 positions	\$ 240,000	\$240,000 = \$6,000 x 40
2	\$9,000 /position/year Positions located outside GFA	60 positions	\$ 540,000	\$540,000 = \$9,000 x 60
3	\$300,000 Management Fee	12 Months	\$ 3,600,000	\$3,600,000 = \$300,000 x 12
4	4.90 % PDS Fee	\$15,000,000	\$ 735,000	\$735,000 = 0.049 x \$15,000,000
5	3.50 % OPDS Fee	\$ 7,000,000	\$ 245,000	\$245,000 = 0.035 x \$7,000,000
		Total Fees (adding subtotals for items 1 through 5)	\$5,360,000	\$240,000 + \$540,000 + \$3,600,000 + \$735,000 + \$245,000 = \$5,360,000

Bidder B:

Item	Applicable Fee	Multipled by	Subtotal	Calculation
1	\$9,000/position/year Positions located in GFA	40 positions	\$360,000	\$360,000 = \$9,000 x 40
2	\$12,000/position/year Positions located outside GFA	60 positions	\$720,000	\$720,000 = \$12,000 x 60
3	\$600,000 Management Fee	12 Months	\$7,200,000	\$7,200,000 = \$600,000 x 12
4	4.40 % PDS Fee	\$15,000,000	\$660,000	\$660,000 = 0.044 x \$15,000,000
5	3.00 % OPDS Fee	\$ 7,000,000	\$210,000	\$210,000 = 0.03 x \$7,000,000
		Total Fees (adding subtotals for items 1 through 5)	\$9,150,000	\$360,000 + \$720,000 + \$7,200,000 + \$660,000 + \$210,000 = \$9,150,000

Bidder C:

Item	Applicable Fee	Multiplied by	Subtotal	Calculation
1	\$10,500 /position/year Positions located in GFA	40 positions	\$420,000	\$420,000 = \$10,500 x 40
2	\$15,000/position/year Positions located outside GFA	60 positions	\$900,000	\$900,000 = \$15,000 x 60
3	\$500,000 Management Fee	12 Months	\$6,000,000	\$6,000,000 = \$500,000 x 12
4	5.40 % PDS Fee	\$15,000,000	\$810,000	\$810,000 = 0.054 x \$15,000,000
5	4.00 % OPDS Fee	\$ 7,000,000	\$280,000	\$280,000 = 0.04 x \$7,000,000
		Total Fees (adding subtotals for items 1 through 5)	\$8,410,000	\$420,000 + \$900,000 + \$6,000,000 + \$810,000 + \$280,000 = \$8,410,000

Bidder D:

Item	Applicable Fee	Multiplied by	Subtotal	Calculation
1	\$10,500 /position/year Positions located in GFA	40 positions	\$420,000	\$420,000 = \$10,500 x 40
2	\$15,000 /position/year Positions located outside GFA	60 positions	\$900,000	\$900,000 = \$15,000 x 60
3	\$ - Management Fee	12 Months	\$ -	\$0 = \$ 0 x 12
4	5.40 % PDS Fee	\$15,000,000	\$810,000	\$810,000 = 0.054 x \$15,000,000
5	4.00 % OPDS Fee	\$ 7,000,000	\$280,000	\$280,000 = 0.04 x \$7,000,000
		Total Fees (adding subtotals for items 1 through 5)	\$2,410,000	\$420,000 + \$900,000 + \$ - + \$810,000 + \$280,000 = \$2,410,000

	Total Fees	Deviation	Normalized Raw Score	Rank	Correction (%)	Score (out of 20%)
Bidder A	\$5,360,000	\$972,500	0.846427161	2	80%	13.54%
Bidder B	\$9,150,000	\$(2,817,500)	0.555073036	4	40%	4.44%
Bidder C	\$8,410,000	\$(2,077,500)	0.671930517	3	60%	8.06%
Bidder D	\$2,410,000	\$3,922,500	0.380576392	1	100%	7.61%
Total all Bids						\$25,330,000
Average (Mean)						\$ 6,332,500
Number of Bidders			4			
Standard Deviation			1			

Calculations:

$$\text{Average (Mean Amount)} = (\$5,360,000 + \$9,150,000 + \$8,410,000 + \$2,410,000) + 4 = \$6,332,500$$

Deviation = (Mean Amount – Total Fees):

$$\begin{aligned} \text{Bidder A Deviation} &= \$6,332,500 - \$5,360,000 \\ &= \$972,500 \end{aligned}$$

$$\begin{aligned} \text{Bidder B Deviation} &= \$6,332,500 - \$9,150,000 \\ &= - \$2,817,500 \end{aligned}$$

$$\begin{aligned} \text{Bidder C Deviation} &= \$6,332,500 - \$8,410,000 \\ &= - \$2,077,500 \end{aligned}$$

$$\begin{aligned} \text{Bidder D Deviation} &= \$6,332,500 - \$2,410,000 \\ &= \$3,922,500 \end{aligned}$$

	Total Fees	Deviation	Normalized Raw Score	Rank	Correction (%)	Score (out of 20%)
Bidder A	\$5,360,000	\$972,500	0.846427161	2	80%	13.54%
Bidder B	\$9,150,000	\$(2,817,500)	0.555073036	4	40%	4.44%
Bidder C	\$8,410,000	\$(2,077,500)	0.671930517	3	60%	8.06%
Bidder D	\$2,410,000	\$3,922,500	0.380576392	1	100%	7.61%
Total all Bids						\$25,330,000
Average (Mean)						\$ 6,332,500
Number of Bidders			4			
Standard Deviation			1			

$$\text{Normalized Raw Score} = 1 - \frac{|\text{Mean Amount} - \text{Total Fees}|}{|\text{Mean Amount} + \text{Mean Amount}|}$$

$$\begin{aligned} \text{Bidder A Normalized Raw Score} &= 1 - \frac{|-\$972,500 + \$6,332,500|}{|-\$972,500 + \$6,332,500|} \\ &= 1 - \frac{|0.153572838|}{|0.153572838|} \\ &= 1 - 0.153572838 \\ &= 0.846427161 \end{aligned}$$

$$\begin{aligned} \text{Bidder B Normalized Raw Score} &= 1 - \frac{|-\$2,817,500 + \$6,332,500|}{|-\$2,817,500 + \$6,332,500|} \\ &= 1 - \frac{|0.444926964|}{|0.444926964|} \\ &= 1 - 0.444926964 \\ &= 0.555073036 \end{aligned}$$

$$\begin{aligned} \text{Bidder C Normalized Raw Score} &= 1 - \frac{|-\$2,077,500 + \$6,332,500|}{|-\$2,077,500 + \$6,332,500|} \\ &= 1 - \frac{|0.328069482|}{|0.328069482|} \\ &= 1 - 0.328069482 \\ &= 0.671930517 \end{aligned}$$

$$\begin{aligned} \text{Bidder D Normalized Raw Score} &= 1 - \frac{|-\$3,922,500 + \$6,332,500|}{|-\$3,922,500 + \$6,332,500|} \\ &= 1 - \frac{|0.619423608|}{|0.619423608|} \\ &= 1 - 0.619423608 \\ &= 0.380576392 \end{aligned}$$

	Total Fees	Deviation	Normalized Raw Score	Rank	Correction (%)	Score (out of 20%)
Bidder A	\$5,360,000	\$972,500	0.846427161	2	80%	13.54%
Bidder B	\$9,150,000	\$(2,817,500)	0.555073036	4	40%	4.44%
Bidder C	\$8,410,000	\$(2,077,500)	0.671930517	3	60%	8.06%
Bidder D	\$2,410,000	\$3,922,500	0.380576392	1	100%	7.61%
Total all Bids						\$25,330,000
Average (Mean)						\$ 6,332,500
Number of Bidders			4			
Standard Deviation			1			

Correction %:

- i. the lowest Total Fees will receive 100% of the Normalized Raw Score;
- ii. next lowest Total Fees will receive 80% of the Normalized Raw Score;
- iii. next lowest Total Fees will receive 60% of the Normalized Raw Score;
- iv. next lowest Total Fees will receive 40% of the Normalized Raw Score;
- v. next lowest Total Fees will receive 20% of the Normalized Raw Score;
- vi. next lowest Total Fees will receive 0% of the Normalized Raw Score.

Total Fees Rank Correction %

Bidder A	\$5,360,000	2	80%
Bidder B	\$9,150,000	4	40%
Bidder C	\$8,410,000	3	60%
Bidder D	\$2,410,000	1	100%

	Total Fees	Deviation	Normalized Raw Score	Rank	Correction (%)	Score (out of 20%)
Bidder A	\$5,360,000	\$972,500	0.846427161	2	80%	13.54%
Bidder B	\$9,150,000	\$(2,817,500)	0.555073036	4	40%	4.44%
Bidder C	\$8,410,000	\$(2,077,500)	0.671930517	3	60%	8.06%
Bidder D	\$2,410,000	\$3,922,500	0.380576392	1	100%	7.61%
Total all Bids						
Average (Mean)						
Number of Bidders						
Standard Deviation						
						\$25,330,000
						\$ 6,332,500

Score = Normalized Raw Score X Correction Factor X 20%

Bidder A Score = $0.846427161 \times 80\% = 13.54\%$
Bidder B Score = $0.555073036 \times 40\% = 4.44\%$
Bidder C Score = $0.671930517 \times 60\% = 8.06\%$
Bidder D Score = $0.380576392 \times 100\% = 7.61\%$