

AMENDMENT

QUESTIONS AND ANSWERS

File: DND 12/0019455

Initiative: CBRNE Collective Training Standing Offer Arrangement

To ensure the source of the enquiry is not revealed, the following questions have been paraphrased.

**** The solicitation period will be extended to 27 November 2013 – 14:00.**

Q13 - For planning purposes will travel be required to these locations (Urban Center & DRDC Suffield) prior to exercise conduct?

A13 – No, there is no requirement for travel to these locations prior to exercise conduct.

Q14 - Does DND expect travel cost, to locate exclusive use of a single, multi story building in urban center (planning or recce trip), for non-DRCD Suffield exercises would be included in the CBRNE SME all inclusive per diem rates for the Main Planning Conference (i.e, after IPC and prior to execution) ?

A14 – The need for recces to locate a single, multi story building in urban center is at the discretion of the Contractor. However, there will be no travel and living reimbursement for such work.

Q15 - Does DND expect travel cost, for the Offeror to be familiar with the DRDC Suffield location prior to exercise held in that location (planning or recce trip), be included in the CBRNE SME all inclusive per diem rates for the Main Planning Conference (i.e, after IPC and prior to execution) ?

A15 - The need for recces to become familiar with the DRDC Suffield location prior to the exercise are at the discretion of the Contractor. However, there will be no travel and living reimbursement for such work.

Q16- It is requested that DND amend the on-site preparation time for the (non-DRDC Suffield exercise) execution phase from 2 days to 5 days.

A16 – No, DND has determined that 2 days should be sufficient. As a minimum, the CBRNE SME is expected to be onsite 2 days prior to exercise location in preparation for the exercise. Depending on the exercise objectives, it is possible that up to three other additional resources may be required to be onsite to support the construct (set-up) of the exercise. This would be reflected in the resulting Execution Call-up(s).

Q17 - The execution phase should also include 2 days of deconstruct to allow the rented facility to be returned to normal operations.

A17 –DND agrees to add construction and deconstruction to the scope of work however has determined that only 1 day of deconstruct (tear down) will be sufficient during the exercise execution phase. Depending on the exercise objectives, it is possible that CBRNE SME and up to three additional resources may be required to be onsite to support the deconstruction (tear down) of the exercise.

Annex A, SOW, Section 4.4, Facility, Equipment and Logistical Support is amended to add:

“4.4.8 The Offeror must construct and deconstruct the scenario within the single, multi story building(s), in an urban center, in accordance with the approved final version of the Exercise Plan and Scenario, the Exercise Script and the MEL. The construct and deconstruct can be for up to 3 days, a combination of 2 days before and 1 day after the Exercise execution.”

DND will offer support to the Offeror for construction (set-up) and deconstruction (tear down) activities.

Annex A, SOW, Section 5, Client Support is amended to add:

“4.5.10 DND will provide up to two DND personnel to oversee the construct and/or deconstruct of the scenario within the single, multi story building(s), in an urban center, to ensure that it's in accordance with the approved final version of the Exercise Plan and Scenario, the Exercise Script and the MEL.”

Q18 - Are the all inclusive rates for the EXCON, HICON, LOWCON and Assessment resource categories expected to be based on only five days of execution (i.e., travel costs will be averaged over only five days of support per exercise)?

A18 – No, all inclusive rates should be a daily per diem rate for each resource at execution (typical length is 3 or 5 days of execution and up to 3 days for the preparation, construction, deconstruction), excluding travel and living expenses.

The Basis of Payment and pricing schedule should reflect that travel and living expenses will be reimbursed based on actual costs.

RFSO Section 12, Terms of Payment, para 12.3 is deleted and replaced by the following:

The Offeror will be reimbursed, following submission of copies of all receipts, its authorized travel and living expenses reasonably and properly incurred on the performance of the work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B,C and D of the Treasury Board Travel Directive (<http://www.njc-cnm.gc.ca/directive/index.php?lang=eng>), and with the provisions of the directive referring to ‘travellers’, rather than those referring to employees.

Annex A, SOW para 10 TRAVEL and LIVING is deleted and replaced by the following:

10.1 The Offeror will be required to travel to several locations within Canada and shall be responsible for all arrangements for travel and accommodations. Pre-approval by the TA is required. Expenses will be reimbursed for any travel and accommodation required outside of a 100km radius of the Offeror’s main business address.

Q19 - Would it be possible for DND to request a labour per diem rate and a fixed per diem for travel for each task (i.e., IPB, MPC and execution etc – this would apply for any individuals deployed for these specific tasks).

A19 – The Basis of Payment and Pricing Schedule has been amended as per A18. Travel and living expenses will now be reimbursed based on actual costs. Travel time considerations are to be included in the all inclusive per diem rates.

Q20 - As an alternative, would DND give an estimated level of effort for each category that would allow for an effective calculation of rates, including required travel.

A20- Refer to A17, A18 and A19.

Q21 - As a third option could DND also request per diem rates for labour for these categories at the Offeror’s location.

A21 – The Per Diem rates proposed are all inclusive rates encompassing as example the administration, preparation, travel time, attendance, execution, document development and associated deliverables of each phase.

Q22 - Will the contractor be handling live chemical / biological agents?

A22 - No, the Contractor will not be handling live chemical / biological agents.

Q23 - Will DND be providing a list of Canadian SOF PPE to contractor?

A23 - No, DND will not provide a list of Canadian Special Operations Forces (SOF) PPE to the Contractor. There is no requirement for the Contractor to be involved in the scenarios or Live Agent Training, from within the hot zone.

Q24 Will the contractor be provided with PPE from DRDC during live agent training?

A24 – No, the Contractor will not be provided with PPE from DRDC during the live agent training. There is no requirement for the Contractor to be involved in the scenarios or Live Agent Training, from within the hot zone.

Q25 - On page 9, Section 13, the solicitation requests a “Certificate of Acknowledgement and Availability (Appendix 3)”, but Appendix 3 of the solicitation is the Non-disclosure agreement. Please advise where we might obtain the Certificate of Acknowledgement and Availability Appendix 4(?).

A25 - Completed Certificate of Acknowledgement and Availability referenced in RFSO, Section 13, Information to Bidders is not required.

Paragraph is amended to read:

“Information to Bidders: It is highly recommended that the completed and signed FCP Certificate (Appendix ‘1’), Supplier-Specific Information (Appendix ‘2’), Non-disclosure Agreement (Appendix ‘3’) and the information requested as per Former Public Servant in Receipt of a Pension and Work Force Reduction Program be provided with the technical proposal at the time of bid closing.”