



Procurement Hub- Ottawa Office
200 Kent Street, Station 9W067
Ottawa, Ontario
K1A 0E6

FP802-130099

November 13th, 2013

Subject: Procurement of Special Studies and Analyses Support Research Services to the Department of Fisheries and Oceans (DFO) Federal Contaminated Sites Action Plan (FCSAP) Expert Support Group.

ADDENDUM NO. 2

Further to the above mentioned Request for Proposal documentation previously forwarded to your firm, Addendum (#2) is hereby issued to provide bidders with additional clarification.

Q1) Section 7 of the Basis of Payment discusses overhead. Can you confirm that this clause is disallowing overhead on only travel expenses?

A1) Confirmed, this clause is disallowing overhead on travel and living expenses only. All travel and living expenses should refer to the current National Joint Council's Travel Directive. Please review the provided link:

<http://www.njc-cnm.gc.ca/directive/index.php?did=10&lang=eng>

Q2) Can you confirm that:

- a. University overhead would be allowed on salaries at the approved PWGSC rates (65% on campus salaries, 30% off campus salaries) and if so.....
- b. The overhead rate is to be built into the hourly rate in the Resource Category table.

A2a) Please refer to the above answer A1.

A2b) Please complete the Tendered Prices chart provided in the Basis of Payment in Appendix B on page 29 in the RFP document for your submission. The fixed hourly rate for all professional services should include all associated costs necessary to carry out the required work on an "as-and-when required" basis.

Q3) Is it possible to have the Waiver of Moral Rights requirement removed? As a university, we are not comfortable asking our researchers to waive their moral rights, whether they retain ownership to the IP or not. This clause seems to only appear in contracts for some of the Federal departments, not all, and we have often had the requirement removed.



A3) The requirement for the Waiver of Moral Rights requirement has been removed from Appendix I. Please see the revised Appendix I.

Q4) the solicitation states:

"The Department of Fisheries and Oceans has a requirement for these services to be carried out in accordance with the **Statement of Work** attached hereto as **Appendix "C"**. The services are to be performed during the period commencing upon the date of award of the contract on an "*as-and-when required*" basis and are to be completed by March 31st, 2014 as detailed in the Statement of Work."

Is March 31st, 2014 the correct date or is this a typo?

A4) Yes, the initial contract period starting from contract award in 2013 to March 31, 2014.

All other Terms and Conditions for this requirement remain unchanged. **ADDENDUM.**

Yours truly,

Grace Chau
Senior Contracting Officer
Procurement Hub – Ottawa Office