

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. 006
Client Reference No. - N° de référence du client 20112560	Date 2013-11-14
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	
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.

006

File No. - N° du dossier

gc002EP008-112560

Buyer ID - Id de l'acheteur

gc002

CCC No./N° CCC - FMS No/ N° VME

**This amendment has been raised to publish the RP-1 Bidders' Conference Summary Report.
Please see attached.**



**REAL PROPERTY-1, PROPERTY MANAGEMENT AND PROJECT
DELIVERY SERVICES (RP-1)
EP008-112560/D**

REQUEST FOR PROPOSAL

**OCTOBER 31, 2013
BIDDERS' CONFERENCE
SUMMARY REPORT**

RP-1 BIDDERS' CONFERENCE SUMMARY REPORT

OCTOBER 31, 2013

The purpose of the October 31, 2013 Bidders' Conference was to provide potential bidders with the opportunity to attend a review, provided by the RP-1 Procurement Team, of the requirements contained in the Request for Proposal (RFP).

Public Works and Government Services Canada (PWGSC) had the opportunity to:

- Present the requirements of the RP-1 Request for Proposal (RFP) document at a high level to potential bidders.
- Highlight to potential bidders the mandatory requirements, as well as often overlooked administrative requirements, of the RFP.

Potential bidders had the opportunity to:

- Ask questions related to the requirements of the RFP
- Highlight areas of concern regarding the requirements of the RFP.

PWGSC's presentation covered the following topics:

Technical Aspects of the RP-1 Resulting Contracts:

- RP-1 Responds to PWGSC's Real Property Strategies and Objectives
- Overview of Contract Inventories
- Overview of Requirements
- Service Delivery Regime and Acceptance Process
- Operational Transition
- Support to PWGSC Quality Monitoring

Overview of Important RP-1 RFP Elements:

- Overview of RP-1 Request for Proposal Sections
- RP-1 Evaluation
- RP-1 Bid Proposal Requirements
- Important RP-1 Resulting Contract Requirements

INDUSTRY PARTICIPANTS:

A total of 13 firms registered to participate in the Bidders' Conference on October 31, 2013, with 20 representatives attending in person and others attending by WebEx.

A list of the firms who registered for the Bidders' Conference can be found in Appendix A - List of Participating Firms.

BIDDERS' CONFERENCE QUESTIONS AND ANSWERS:

The questions posed by industry representatives together with the responses provided by PWGSC are included in Annex B – Bidders' Conference Questions and Answers.

A Fairness Monitor (Patricia Tessier) was also in attendance.

Sometime in late November, a copy of the verbatim transcript for the Bidders' Conference will be available upon written request to the Contracting Authority. The slide presentation is included at the end of this document.



Appendix A - List of Participating Firms

PARTICIPATING FIRMS:

The following 13 firms registered to participate in the Bidders' Conference on October 31, 2013, either in person or by WebEx. These firms are listed in alphabetical order.

- Accenture
- Balfour Beatty Communities
- Brookfield Johnson Controls
- CBRE Ltd.
- CitiGroup Properties Limited
- Cofely GDF Suez
- Dalkia Canada
- GBA Development and Project Management
- Jones Lang Lasalle
- OPSIS, Gestion d'infrastructures inc.
- Schneider Electric
- SNC Lavalin Operations & Maintenance Inc.
- Tender Bid Supply

Annex B – Bidders’ Conference Questions and Answers

Questions raised by industry representatives at the Bidders’ Conference related to the following areas of the RP-1 RFP:

- SI03 List of Resulting Contracts
- SI10 Real Property 1 – Technical Information
- SRE1 Bid Preparation Instructions
- SRE7 Evaluation Procedures
- SRE9 Basis of Selection
- BSF1 to BSF6 Financial Bid Form for Resulting Contracts
- BSF8 Historical Information Regarding Volume of Work for All Resulting Contracts
- SC03 Authorities
- SC07 Insurance Terms
- TP2 Costs
- TP3 Fees
- TP5 Payment
- Work Authorization Process (WAP)
- Statement of Work
- Attachment 2 to the Statement of Work
- Bidders’ Conference
- buyandsell.gc.ca/tenders

The questions and answers that follow have been edited to improve readability and are presented in the order they were asked. Please note that PWGSC is responsible only for the content of the answer that is provided.

Question 1 (SNC Lavalin, Operations and Maintenance): Related to SI10 of RP-1 RFP.

We have noticed that in certain cases, when comparing the information in the RFP with what’s in the current contracts, it doesn’t quite match up. For instance in the Ontario portfolios, in Pickering lands, the asset is listed, but there’s no leased space listed. There are currently about 500 3rd party leases at this location and we would like you to confirm whether or not these leases are out of for the RP-1 contract. The reason is that there is a certain level of complexity in managing this asset which isn’t reflected in the current documents.

Answer 1:

We have noticed some inconsistencies in the volumetric data and an amendment is forthcoming. However, if anyone in the room has noticed other areas of concern, I would invite you to please submit them to us in writing so that we can validate whether there are inconsistencies to be addressed in the upcoming amendments.

Question 2 (CBRE Ltd): Related to BSF8 and SI10 of RP-1 RFP.

The complete portfolio includes both owned and leased properties and is comprehensive; that there is no additional space. Could you confirm this?

Answer 2:

PWGSC has intentionally made these contracts flexible so that it is possible to add or remove assets from the contract inventory. The bid submission form, BSF8, identifies the projected volumes that we are aware of today. The information provided on the slides and in the inventory list and the supplementary asset lists on USB key represents what PWGSC anticipates on day 1 of the contract.

Question 3 (CBRE Ltd): Related to SRE9 and SC03 of RP-1 RFP.

Regarding there being a Technical Authority, there are 6 contracts to be awarded regardless of how many services providers there are. Could you confirm whether there will be one Technical Authority per contract or if it will be rolled up under one Technical Authority should one service provider win multiple contracts?

Answer 3:

We have received a similar question in writing and we will be publishing organizational charts for PWGSC in relation to the eight existing AFD contracts. While this is PWGSC's organizational structure today, PWGSC is continually adapting to evolving organizational priorities, including oversight requirements. There is no guarantee that PWGSC's organizational structure will remain static.

It is anticipated there will be a Technical Authority (TA) for every resulting contract. The TA has the ability to delegate certain tasks and would advise the contractor in writing if the Contractor is required to liaise with specific individuals or if the Contractor is required to take direction from someone other than the designated TA.

Question 4 (SNC Lavalin, Operations and Maintenance):**Related to TP2, TP3, Statement of Work and Attachment 2 to the Statement of Work of RP-1 RFP.**

With respect to the IMIT portion, we've noticed that the solicitation contains a lot of requirements for reports, but with no specifications associated with these. What is PWGSC's intent as it relates to the customization of contractors' report that may be requested by PWGSC. Will this customization be an allowable cost or not?

Answer 4:

With respect to allowable and non-allowable costs, we would invite you to read the Terms of Payment contained within the RFP. Furthermore, the Statement of Work, along with its attachments, IMIT transactions and the DIDs, describe what's required of the Contractor. In accordance with the terms of payment, anything that is over and above what has been articulated in the Statement of Work, are allowable costs. If, upon review of the RFP, you feel there's a discrepancy or something is not clear for you, we request that you submit a question in writing.

Question 5 (WebEx):**Related to Bidders' Conference.**

Will the names of those attending be released?

Answer 5:

PWGSC will issue a solicitation amendment that will summarize this conference as well as the questions received and answers provided. PWGSC will provide the slide deck presentation. PWGSC will identify the firms that have attended today, not individuals. Some participants are joining by WebEx, which does not allow PWGSC to identify with absolute certainty everyone who may be listening.

Question 6 (WebEx):**Related to buyandsell.gc.ca/tenders**

MERX used to offer a list of firms that had requested documents. Does Buy and Sell have this same list and, if so, could we get a copy of this list?

Answer 6:

MERX was the key distribution method for advertising Government of Canada bidding opportunities. This summer, this changed to buyandsell.gc.ca/tenders and now all the official notices are published there.

The buyandsell.gc.ca/tenders site does track who has downloaded or viewed the solicitation or its amendments. This allows other organizations, such as MERX, to obtain and republish solicitation information quickly and efficiently, which in turn allows PWGSC to reach a broader audience. Because the solicitation information is also available from multiple sources that are not affiliated with PWGSC, PWGSC does not know who is obtaining the solicitation documents from MERX or any other service provider.

Question 7 (Brookfield Johnson Controls):**Related to SC07 of the RP-1 RFP.**

I would like to express a concern regarding the wrap-up liability insurance. The requirement for the wrap-up liability insurance for RP-1 is very similar to what was in the RP-2 RFP.

In our opinion, a wrap-up insurance policy was designed for the construction industry and construction projects where you have a lot of stakeholders within one project. There's a beginning, there's an end, so your insurer really has a good understanding of the nature of his risk. When there is a specific project, we feel that wrap-up insurance is appropriate.

However, when seeking this type of insurance for property management within the scope described in RP-1, it can be difficult to obtain this insurance. We feel that Commercial and General Liability (CGL) insurance is a better approach for property management scope of the business.

To give you an example, we were awarded the RP2 contract and we went to the market to try and get this insurance. We probably spoke with eight or 10 insurers and we found one that customized a solution for us. It ended up being three times the cost that we had estimated.

We're starting the same process with RP1 and we have gone to about 10 insurance companies again. Maybe three of them are willing to entertain this insurance, but not under the current criteria. What we're seeing is that this product is not available off the shelf, which becomes a real issue for most of the bidders to comply with.

We even spoke with (and I believe PWGSC did as well) to the Insurance Bureau of Canada (IBC). The IBC told us they spoke to five markets, and most of the markets don't have that product on the shelf.

We're asking if PWGSC is willing to reconsider their approach to insurance. I think the wording in the RP-1 RFP regarding the insurance requirement is going to limit the number of bidders if it stays as is.

Answer 7:

As discussed throughout the Request for Information (RFI) consultations, PWGSC will not accept any substitute to the wrap-up insurance as stated in the RFP. PWGSC has determined that this is the best insurance product for the RP-1 requirement. We have consulted with the Insurance Bureau of Canada, and they have confirmed that the product is available. Our subject matter experts that deal with the insurance within our group, have confirmed through consultations with the insurance industry, that there are products available through insurance brokers.

Question 8 (SNC Lavalin, Operations and Maintenance):

Related to SRE1 of the RP-1 RFP

We feel that the limited page count of 475 pages doesn't allow the bidder to provide a fulsome response, especially when you consider all the evaluation criteria that have been laid out. We feel that this contradicts the objective of fair procurement and we request that you consider increasing the page count.

Answer 8:

At this time, PWGSC is of the opinion that a limit of 475 pages is sufficient to meet the requirements of the RP-1 RFP. This opinion was developed through the RFI consultation process with industry. When responding to criteria, bidders are able to refer to different pages within their bid, so as not to repeat the same information.

Question 9 (SNC Lavalin, Operations and Maintenance):

Related to SRE9 and TP5 of the RP-1 RFP

We have a question about the 10 percent holdback at the contract level. You've mentioned the possibility that a bidder who is awarded more than one contract for more than one region could see these rolled up into one contract. Should the contractor not meet the Key Performance Indicators (KPI) for a single portfolio, would they forfeit the entire 10% holdback at the contract level?

Answer 9:

The RFP states:

"Should the Contractor be recommended for award of more than one Resulting Contract as a result of this solicitation, Canada may, at its sole discretion, initiate changes to establish a Single Contract to be executed between the Contractor and Canada. The Single Contract would include a reference to specific Resulting Contract terms and conditions for which the contractor is responsible and all other terms and conditions will be incorporated into a single document for ease of reference."

The intention is that some region specific details would remain specific for that region in the administration of the contract. This would include the KPI structure and the 10% holdback, which would remain at the region. Each region would be independent of each other for the purposes calculating the 10% holdback.

For example, if a bidder was to be awarded the resulting contract for Atlantic and Pacific, then only the KPIs for the Atlantic portfolios would need to be met in order to obtain the 10% holdback for Atlantic. The Contractor would not also need to meet the KPIs for Pacific in order to obtain the 10% holdback for Atlantic. If the Contractor does not meet one of the KPIs for Pacific, then only the 10% holdback for Pacific would be affected.

Question 10 (CBRE Ltd):

Related to BSF1 to BSF6 of the RP-1 RFP

In the financial bid submission forms (BSF-1 through BSF-6) you stipulate the number of positions that you'll multiply our price by. How are you going to rationalize if one firm has 40 people actually doing the work, and another firm has a hundred people doing the work? How does that get rationalized in your scoring?

Answer 10:

The numbers in the right-most column of the Financial Bid Forms are provided for evaluation purposes only. This is to allow PWGSC to assign an appropriate relative weight to these prices in the financial evaluation and which enables a better comparison between one set of prices and another because the same relative weight is applied to each price. It is very possible that the number of positions will change after a contract award, but for the purposes of the financial evaluation, these numbers are used to ensure the financial evaluation is fair.

Question 11 (CBRE Ltd):

Related to BSF1 to BSF6 of the RP-1 RFP

Based on the response to your question, why wouldn't we just say it's 40 people as opposed to building out an entire organization if the thought is that they're going to change after award? Are you really looking for a detailed built-out organization if you're only going to price part of it?

Answer 11:

As mentioned in our presentation, the successful bid will form part of the contract. The purpose of the rated criteria and the technical scenario is to manage expectations after contract award. PWGSC expects that the Contractor's approach to meeting the requirements of the contract will be consistent with what they proposed in their bid. The HR plan will be used during contract initiation for the implementation of the service delivery regime that will meet the requirements of the Statement of Work.

For the purposes of the financial evaluation, SRE8 and the financial bid forms explain how PWGSC will evaluate the fees. However, our expectation is that those fees will not change after contract award. For instance, if the overhead fee per employee was a hundred dollars per full-time employee, we would expect that fee to remain the same and not suddenly see an increase to \$300 for that same position on your org. chart.

Question 12 (CBRE Ltd) :

Related to TP3 and TP2 of the RP-1 RFP

My question relates to the Terms of Payment, under TP3 Fees, at article 4, Fee for establishing third party leases and agreements. If we understand what's written, there's direct labour and there's obviously the flow through for the labour as described. With respect to the fee structure for third party leases, can you expand on the components of the allowable cost that will be passed through?

In other words, if we're contemplating a dedicated transaction manager, for example, to the account that would flow through, as opposed to having that person be variable, how would that impact this person's fee?

I understand that the fee structures are percentage based on the base management fee, and that this percentage applies to lease administration and to transaction management or fees for establishing third party services. What cost elements

would be multiplied by that percentage? In other words, what is the list of items that we would multiply by that percentage?

Answer 12:

The RP-1 RFP contains a description of what is considered an allowable cost and what isn't at TP2, Costs, of the Terms of Payment. We would ask that Bidders review this section of the RFP and submit questions in writing to the Contracting Authority regarding the specific cost elements that may be unclear in the description provided.

Question 13 (SNC Lavalin, Operations and Maintenance):

Related to BSF1 to BSF6 of the RP-1 RFP

Could you confirm that the direct labour overhead fee does not include salaries in that overhead fee; that the salaries are flow through and that the overhead fee includes all the costs that are itemized there and not salaries. Is that correct?

Answer 13:

That is correct. We would refer you to the description in the terms of payment of what is included in the Direct Labour Overhead Fee.

Question 14 (CBRE Ltd):

Related to SRE7 of the RP-1 RFP

What is the timeline for the Information System (IS) demonstration? There was mention that we will be given five days notice to prepare for the demo. Do you have an idea of the month when the IS demonstrations will be conducted?

Answer 14:

PWGSC does not currently have an exact time frame, but we should have a better idea once the RFP closes.

Question 15 (SNC Lavalin, Operations and Maintenance):

Related to the Work Authorization Process (WAP) of the RP-1 RFP

On the Work Authorization Process, I think it's quite clear as to how this would operate in terms of project work and services work. What would the process be for the operation and maintenance of all the buildings? Obviously, you don't want an authorization process for every single purchase orders we make, so is that a monthly process, an annual process; can you elaborate on that?

Answer 15:

The work authorizations will identify an annual budget for the (O&U) portion of the work by custodian. To ensure funding is allocated and tracked by custodian, it is possible that there will be separate work authorization for each custodian.

It is anticipated that monthly meetings will occur between the Technical Authority and the Contractor, and that there would be continuous monitoring of the work authorizations. Adjustments to the work authorizations may be affected during the year as funding and priorities change.

The intention is that there would be one single work authorization per custodian for the O&U portion of the work, adjusted annually as required.

Question 16 (WebEx):

Related to SI03 of the RP-1 RFP

I am assuming that one of the reasons for breaking up this RFP into 6 different regions is to attract medium sized business' that might be interested in this opportunity. Given the mandatory office space requirements for SRE-4, it would seem to us this RFP is tailored to only 5 or 6 companies in Canada. Please explain how the requirements in SRE-4 would allow medium sized enterprises to bid on this RFP? Specifically SRE-4 sub sections M-1 and M-2.



Answer 16:

In ensuring that each portfolio includes a reasonable inventory composition, careful consideration was given to the feedback obtained from industry during the Request for Information (RFI) consultations.

We have aligned the RP-1 resulting contracts for administrative and management efficiencies. Portfolios have been organized according to Canada's governance structures, and its services administration needs, with an aim to ensure that the needs of each portfolio are met. The Portfolios reflect PWGSC's regional organization, the needs of other government department Custodians, and the difference in services requirements between leased and Crown-owned assets.

PWGSC will continue to welcome and respond to questions in accordance with SI04 Enquiries - Bid Solicitation.



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REAL PROPERTY -1
BIDDERS' CONFERENCE

October 31, 2013

Real Property-1 Procurement Team
Biensimmobiliers1.RealProperty1@tpsgc-pwgsc.gc.ca

RP¹ REAL PROPERTY-1
PROPERTY MANAGEMENT AND
PROJECT DELIVERY SERVICES



Public Works and Government Services Canada / Travaux publics et Services gouvernementaux Canada

Canada

AGENDA



- 9h00 Opening Remarks
- 9h30 Overview of the Contract Inventories
- 10h15 Questions and Answers
- 10h30 Break
- 10h45 Overview of RP-1 Requirements
 - Service Delivery Regime and Acceptance Process
 - Operational Transition
 - Support to PWGSC Quality Monitoring
- 11:30 Questions and Answers
- 12h00 Lunch

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AGENDA



- 13h00 Part 1 - Overview of RP-1 Request for Proposal Sections
- Part 2 – RP-1 Bid Proposal Requirements
- 13h45 Questions and Answers
- 14h15 Break
- 14h30 Part 3 -RP-1 Evaluation
- Part 4 - Important RP-1 Resulting Contract Requirements
- 15h00 Questions and Answers
- 15h30 Closing Remarks

3



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RP-1 Responds to PWGSC's Real Property Strategies and Objectives



- Providing workplaces that are safe, healthy, secure and affordable
- Delivering responsive services that meet Tenant operational needs
- Ensuring best value, consistent with federal policy
- Leveraging the full value of commercial expertise
- Enabling custodians to focus resources on service management and administration
- Improving the sustainability of the government's real property

4



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RP-1 is of strategic importance to PWGSC



- Long-term arrangements for real property services for Crown-owned buildings and leased space:
 - Management Services
 - Services to Establish Third-party Leases and Agreements
 - Lease Administration Services
 - Project Delivery Services
 - Optional Services
- Covers operational needs of most Crown-owned assets administered by PWGSC, as well as assets of Other Government Departments
- Much of the inventory will be transitioned from existing contracts at the end of their terms



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The RP1 logo, with 'RP' in a blue box and '1' in a green circle, positioned above the main title.

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REAL PROPERTY-1
PROPERTY MANAGEMENT AND
PROJECT DELIVERY SERVICES

Presentation on Technical Aspects

A silhouette of a city skyline with various buildings and a crane, located at the bottom of the slide.

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Topics to be covered



- Overview of Contract Inventories
- Overview of Requirements
- Service Delivery Regime and Acceptance Process
- Operational Transition
- Support to PWGSC Quality Monitoring



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Overall Approach



- Contractor to have and apply its Service Delivery Regime (SDR) and be totally responsible for service delivery
- Emphasis on overall portfolio performance and support of Custodian accountabilities
- Levels of service tailored for different types of assets based on the identified Asset Group



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The Technical Authority (TA)



- A Technical Authority will be appointed for each contract
- Responsible for all technical aspects of the Work under the contract
- Main point of contact for matters related to the contract
- Authorizes work under the contract
- May delegate some responsibilities to designated individuals for certain aspects of the Work



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The logo for Real Property-1, featuring the letters 'RP' in a blue box with a white '1' in a green circle to the right.

REAL PROPERTY-1
PROPERTY MANAGEMENT AND
PROJECT DELIVERY SERVICES

Overview of Contract Inventories

A silhouette of a city skyline with various buildings and a crane.

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Service delivery requirements will be tailored to meet needs of different Asset Groups:



- General-purpose office buildings
- Enforcement and detachment buildings
- Laboratories and non-office research facilities
- Special-purpose facilities and structures
- Housing
- Managed land
- Parking and roads



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Assets Included in
Contract Inventories
Vary Widely



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General Purpose Office Buildings



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Enforcement and Detachment Buildings



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Canada

Examples of Other Assets



Housing



Multi Building Site



Contracts are aligned with PWGSC Regions

Region	Approximate Area (rentable m ²)	Number of Assets
Pacific	440,000	485
Western	360,000	327
Ontario	910,000	675
Quebec	370,000	309
National Capital Area	1,600,000	274
Atlantic	680,000	1,295



Each Contract contains multiple portfolios



Region	Portfolios
Pacific	<ol style="list-style-type: none"> 1. Crown-Owned PWGSC Assets 2. Leased Assets
Western	<ol style="list-style-type: none"> 1. Crown-Owned PWGSC and OGD Assets 2. Leased Assets
Ontario	<ol style="list-style-type: none"> 1. Crown-Owned PWGSC Assets 2. Leased Assets 3. Crown-Owned OGD Assets
Quebec	<ol style="list-style-type: none"> 1. Crown-Owned PWGSC Assets 2. Leased Assets 3. Crown-Owned OGD Assets
National Capital Area	<ol style="list-style-type: none"> 1. to 4. Crown-Owned PWGSC Assets 5. Crown-Owned PWGSC and OGD Assets
Atlantic	<ol style="list-style-type: none"> 1. Crown-Owned PWGSC Assets 2. Leased Assets 3. Crown-Owned OGD Assets



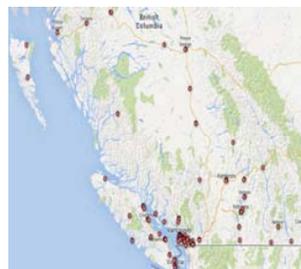
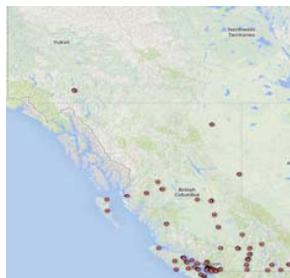
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Canada

Pacific Region



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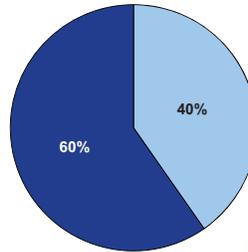
18

Canada

Makeup of Pacific Region Inventory



- Two portfolios:
 1. Crown-Owned PWGSC Assets
 2. Leased Assets



□ 1. C.O. PWGSC
■ 2. Leased



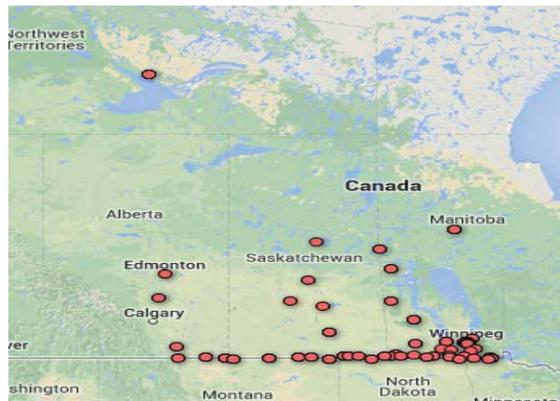
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Canada

Western Region



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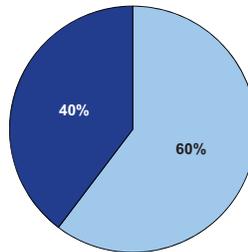
20

Canada

Makeup of Western Region Inventory



- Two portfolios:
 1. Crown-Owned PWGSC and OGD Assets
 2. Leased Assets



- 1. C.O. PWGSC & OGD
- 2. Leased

OGD = Other Government Departments



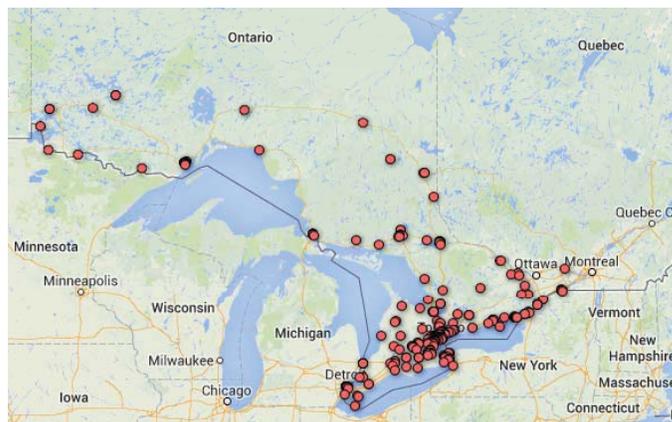
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Canada

Ontario Region



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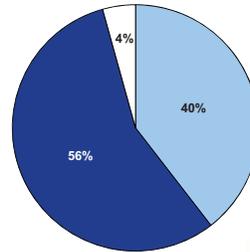
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Canada

Makeup of Ontario Region Inventory



- Three portfolios:
 1. Crown-Owned PWGSC Assets
 2. Leased Assets
 3. Crown-Owned OGD Assets



- 1. C.O. PWGSC
- 2. Leased
- 3. C.O. OGD

OGD = Other Government Departments



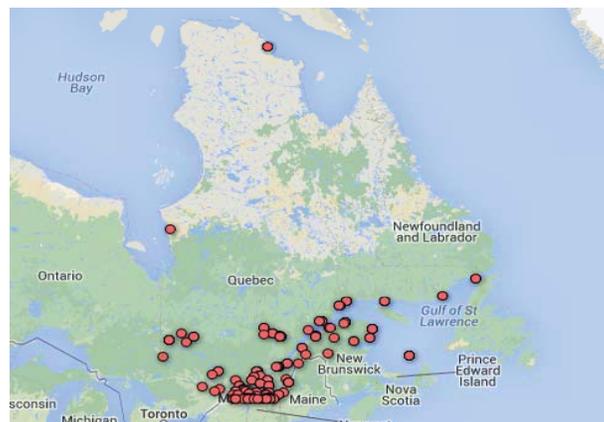
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Quebec Region



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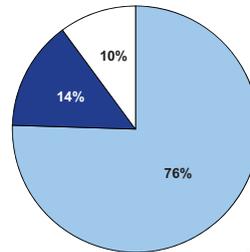
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Canada

Makeup of Quebec Region Inventory



- Three portfolios:
 1. Crown-Owned PWGSC Assets
 2. Leased Assets
 3. Crown-Owned OGD Assets



- 1. C.O. PWGSC
- 2. Leased
- 3. C.O. OGD



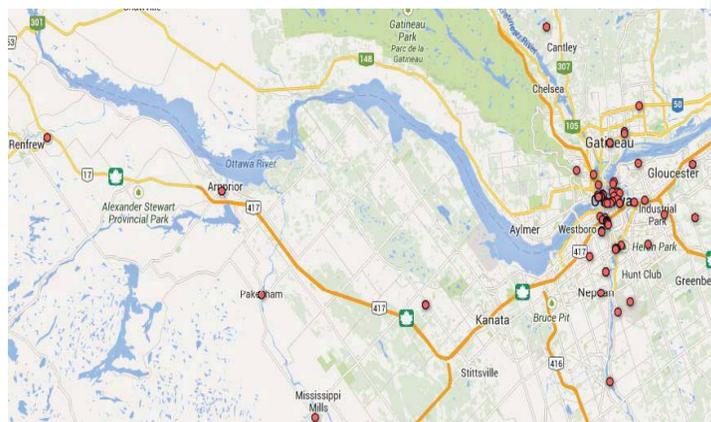
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Canada

National Capital Area Region



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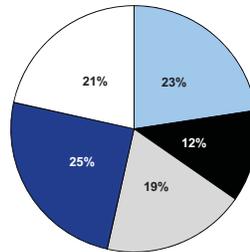
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Canada

Makeup of National Capital Area Region Inventory



- Five portfolios:
 1. to 4. Crown-Owned PWGSC Assets
 5. Crown-Owned PWGSC & OGD Assets



- 1. C.O. PWGSC
- 2. C.O. PWGSC
- 3. C.O. PWGSC
- 4. C.O. PWGSC
- 5. C.O. PWGSC & OGD

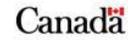
OGD = Other Government Departments



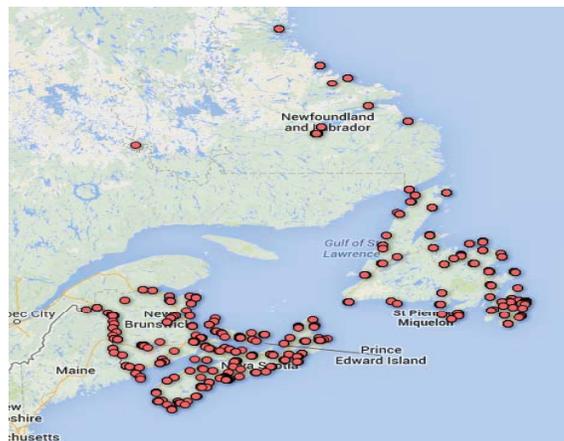
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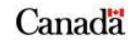
Atlantic Region



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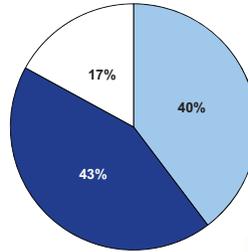
28



Makeup of Atlantic Region Inventory



- Three portfolios:
 1. Crown-Owned PWGSC Assets
 2. Leased Assets
 3. Crown-Owned OGD Assets



- 1. C.O. PWGSC
- 2. Leased
- 3. C.O. OGD

OGD = Other Government Departments

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QUESTIONS



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Overview of Requirements



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Requirements Documentation



- The SOW is the main document that describes RP-1's technical requirements
- The SOW has two attachments:
 - Performance Measurement Regime Information
 - Statement of Work Deliverables Requirements List
- In addition to the SOW, there are two Standards that describe the format and content of SOW-related deliverables:
 - RP-1 Deliverable Item Descriptions Standard
 - RP-1 IM/IT Standard

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Requirements Topics



1. Services:
 - Management Services
 - Services to Establish Third-Party Leases and Agreements
 - Lease Administration
 - Project Delivery Services
 - Optional Services
2. Information Management



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Management Services



- General Requirements
- Business Administration Requirements
- Communications and Information Services
- Property Management Services



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Services to Establish Third-Party Leases and Agreements



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Lease Administration



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Project Delivery Services



- Construction Projects
 - Category I – \$5,000 to \$24,999,
 - Category II – \$25,000 to \$999,999
 - Category III (Optional) – \geq \$1,000,000
- Category IV Projects: Other Real Property Projects
- Category V Projects: Projects in Leased Space
- Category VI Projects: Tenant Projects



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Optional Services



- Asset Management Plans and Building Condition Assessments
- Category III Project Delivery Services
- Space Measurement Services
- Tenant Facilities Management Services



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Information Management and Reporting Requirements



Contractor required to :

- securely exchange automated transactions
- exchange information through other conventional means
- Provide electronic access to Contractor-hosted documents, systems and information
- provide document transmittal notices via email



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The banner features a dark green header with a white line-art illustration of a city skyline on the left and a group of stylized human figures in the center. Below the figures is the text 'Respect • Integrity • Excellence • Leadership'. On the right side of the header, it says 'Serving GOVERNMENT, Serving CANADIANS.' The main body of the banner is white with a large, stylized blue graphic of a road or path that curves from the right side towards the center. The 'RP1' logo is placed at the start of this path. To the right of the logo, the text reads 'REAL PROPERTY-1 PROPERTY MANAGEMENT AND PROJECT DELIVERY SERVICES'. The title 'Service Delivery Regime' is centered in a large, bold, black font. At the bottom of the banner is a silhouette of a city skyline. The footer contains the Canadian flag logo, the organization's name in both English and French, and the 'Canada' logo.

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Service Delivery Regime

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Service Delivery Regime Topics



- Quality Management
- Environmental Management
- Occupational Health and Safety
- Sustainability
- Performance Measurement



Quality and Environmental Management Systems



- Contractor must operate ISO-9001 Quality Management System (QMS) and ISO-14001 Environmental Management System (EMS)
- Compliant EMS and QMS in place by end of first full year of operations
- QMS registered by end of second full year of operations
- EMS registered within 2-1/2 full years of operations
- Contractor must ensure that other management systems are harmonized with QMS



Occupational Health and Safety



- Requirements based on CAN/CSA-Z1000
- Contractor will have to meet:
 - Legislation and requirements applicable to federal custodians, including:
 - ◇ National Joint Council directives
 - ◇ Treasury Board policy
 - ◇ National Fire Code
 - ◇ Canada Labour Code Part II
 - Legislative and other requirements of other orders of government in the jurisdictions where assets are located



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Occupational Health and Safety (cont'd)



- Contractor responsible for OHS for services and other work carried out on grounds and buildings
- Contractor to act as *OHS Control Authority*, regarding:
 - OHS of every person granted access to the workplace, including the public
 - work carried out by PWGSC and other Custodians themselves, and their contractors
 - work carried out by Occupants, and their contractors and subcontractors
- Contractor to fulfill the role of *Constructor / Prime Contractor* for work performed by itself and its subcontractors



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Sustainability

- Contractor required to develop Portfolio Sustainability Program aimed at:

1. Improving energy management and environmental performance, including supporting:
 - Custodian sustainability activities
 - Implementation of Federal Sustainable Development Strategy
2. Improving social and functional performance
3. Improving economic performance



Performance Measurement

Contractor required to have a Performance Measurement Regime:

- Performance measurement processes to ensure efficient and effective service delivery
- Measure performance and calculate Performance Indicators (PIs) and Key Performance Indicators (KPIs) defined by PWGSC



KPI Schedules for Each of Crown-Owned Assets and Leased Space



- *Satisfaction KPI:* meeting PWGSC expectations and promoting occupant satisfaction
- *Asset Integrity KPI:* sustaining value of assets
- *Financial KPI:* delivering affordable services that provide best value
- *Information Integrity KPI:* ensuring required information is trustworthy and available



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The slide features a dark green header with a white line-art graphic of a city skyline and a group of people. Below the graphic is the text "Respect • Integrity • Excellence • Leadership". To the right, it says "Serving GOVERNMENT, Serving CANADIANS." The main content area has a large, stylized blue graphic of a road or path leading to the "RP1 REAL PROPERTY-1 PROPERTY MANAGEMENT AND PROJECT DELIVERY SERVICES" logo. The title "Service Delivery Regime Acceptance Process" is centered in large black font. At the bottom, there is a silhouette of a city skyline. The footer contains the Canadian flag logo, the text "Public Works and Government Services Canada" and "Travaux publics et Services gouvernementaux Canada", and the "Canada" logo.

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Service Delivery Regime Acceptance Process

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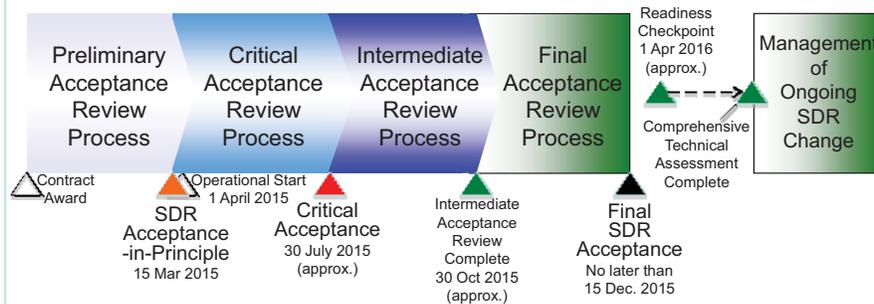
Acceptance of Contractor's Service Delivery Regime (SDR)



- Objective is to foster successful long-term relationship that will assure best value:
 - sound, mutual understanding of Contractor's overall approach
 - early identification and resolution of issues
 - predictability and confidence that results will be achieved
- Acceptance-in-Principle of Contractor's proposed SDR required prior to Operational Start



SDR Acceptance Review Process Timeline



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Operational Transition and Quality Monitoring

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Operational Transition

- Covers the activities required to transition operational responsibility for each contract's inventory from the existing provider or Custodian to the RP-1 Contractor
- Occurs during the period from Contract Award to the Operational Start Date
- Will run in parallel with many of the Acceptance Review activities



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Quality Monitoring



PWGSC refers to its quality-related service administration role as Quality Monitoring:

- assessment of Contractor conformance with requirements and verification of performance, deliverables and QMS outputs
- support of due diligence activities related to:
 - financial accountability and assurance of best value
 - regulatory and health and safety compliance
 - Tenant and Occupant satisfaction
 - PWGSC's Environmental Compliance Management Program

Comprehensive Technical Assessment is an early activity to ensure conformity of the Contractor's implemented Service Delivery Regime



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Contractor Quality Monitoring Support



- Contractor required to collaborate and otherwise support Canada's quality monitoring activities, whether performed by:
 - PWGSC, OGD custodians or Tenants
 - ISO Registrars and other contractors and organizations acting on Canada's behalf
- Support includes:
 - participation in audit and assessment inspection and provision of required resources
 - provision of information and other evidence, including access to quality, performance, work management, environmental management and other systems that support business administration and service delivery



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RP-1 BIDDERS' CONFERENCE



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OVERVIEW OF IMPORTANT RP-1 RFP ELEMENTS



1. Part 1 - Overview of RP-1 Request for Proposal Sections
2. Part 2 - RP-1 Bid Proposal Requirements
3. Part 3 - RP-1 Evaluation
4. Part 4 - Important RP-1 Resulting Contract Requirements

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PART 1



OVERVIEW OF RP-1 REQUEST FOR PROPOSAL SECTIONS

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1. OVERVIEW OF RP-1 REQUEST FOR PROPOSAL SECTIONS



- Special Instructions to Bidders (SI)
- General Instructions to Bidders (GI)
- Submission Requirement and Evaluation (SRE)
- Bid Submission Forms (BSF)

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1. OVERVIEW OF RP-1 REQUEST FOR PROPOSAL SECTIONS (CON'T)



- Articles of Agreement (AA)
- Supplementary Conditions (SC)
- General Conditions (GC)
- Terms of Payment (TP)
- Work Authorization Process (WAP)
- Statement of Work (SOW)

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PART 2

RP-1 BID PROPOSAL REQUIREMENTS

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PART 2- BID PROPOSAL REQUIREMENTS

- Submission Requirements and Evaluation (SRE)
- Bid Submission Forms (BSF)







PART 2- BID PROPOSAL REQUIREMENTS(CON'T)



(SRE01) Bid Preparation Instructions

- 1 bid proposal in response to all contracts
- Maximum 475 page count
- Proposals in 4 separately bound sections:
 - Section I: Technical Evaluation
 - Section II: Rated Evaluation of Technical Scenarios and
 - Section III: Rated Evaluation of Financial Scenario
 - Section IV: Financial Bid Form and Certifications



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PART 2- BID PROPOSAL REQUIREMENTS(CON'T)



Section I, II and III:

- Submission requirements vs. Evaluation Criteria
- Bid Submission Forms (BSF7)

Section IV:

- Bid Submission Forms (BSF1 to BSF6)



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PART 2- BID PROPOSAL REQUIREMENTS(CON'T)



Bid Submission Forms Overview

- BSF0 Bid Submission Summary
- BSF1-6 Financial Bid Forms for each Resulting Contract
- BSF7 Mandatory Technical Bid Response Template for All Regions
- BSF8 Information Regarding Volume of Work for All Regions
- BSF9 Labour Resource Plan and Updates
- Appendix 1 – Directors of the Bidder
- Appendix 2 – Federal Contractors Program (FCP) Declaration
- Appendix 3 – Former Public Servant Certification



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PART 2- BID PROPOSAL REQUIREMENTS(CON'T)



BSF0 Bid Submission Summary

Bid Security

Certifications

- Appendix 1 - Directors of the Bidder
- Appendix 2 - Federal Contractors Program (FCP) Declaration
- Appendix 3 - Former Public Servants Certification



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**BSF3 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
NATIONAL CAPITAL REGION**

For the fees that would be paid in accordance with the Terms of Payment, the Bidder proposes the following:

Direct Labour Overhead Fees		
Positions located in Government Furnished Accommodations (GFA) <small>(Expressed as an annual amount per position in dollars)</small>	\$ _____ /position/year GST/HST extra	For evaluation purposes only, this fee will be multiplied by: 220 positions/year
Positions located outside of GFA <small>(Expressed as an annual amount per position in dollars)</small>	\$ _____ /position/year GST/HST extra	For evaluation purposes only, this fee will be multiplied by: 180 positions/year
Management Fee <small>(Expressed as a monthly amount in dollars)</small>	\$ _____ /month GST/HST extra	For evaluation purposes, this fee will be multiplied by 12 months
Project Delivery Service (PDS) Fee <small>(Expressed as a percentage) The PDS % Fee will also be used to determine:</small>	_____ % GST/HST extra	For evaluation purposes only, this fee will be multiplied by: \$75,000,000
<ul style="list-style-type: none"> • Optional Asset Management Plans and Condition Assessments Services (AMP-CAS) % Fee • Optional Space Measurement Services (SMS) % Fee • Optional Tenant Facilities Management Services (TFMS) % Fee 		
Optional Category III Project Delivery Services (OPDS) Fee <small>for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)</small>	_____ % GST/HST extra	For evaluation purposes only, this fee will be multiplied by: \$20,000,000

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PART 2- BID PROPOSAL REQUIREMENTS(CON'T)

Solicitation No. - N° de l'invitation
EP008-112560/D

Amd. No. - No de la modif.

Buyer ID - Id. de l'acheteur
gc002

The following values and calculations apply to the resulting contract for the National Capital Region:

Baseline Management Services Amount = \$190,784,199

Management Fee Volume Adjustment Rate = (Management Fee x 12 months) / \$190,784,199

% Fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / \$190,784,199

For the calculation of the Annual Inflation Adjustment Rate, the average All-items Consumer Price Index, Monthly, for the following provinces will be used:

- Ontario and
- Quebec

Crown-owned inventory in square meters at the Contract Award date: 1,612,635 m²

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PART 2- BID PROPOSAL REQUIREMENTS(CON'T)



Other Bid Submission Forms:

- BSF7 Mandatory Technical Bid Response Template for All Regions
- BSF8 Information Regarding Volume of Work for All Regions
- BSF9 Labour Resource Plan and Updates



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PART 2 – BID PROPOSAL REQUIREMENTS SUMMARY



Separately Bound:

Section I: Technical Evaluation	
Title Page	
Table of contents	
Completed BSF0, Bid Submission Summary, including Bidder's signature	
Bidder's response to SRE 4 – Mandatory Technical Evaluation Criteria	
<ul style="list-style-type: none"> • use of BSF7, Mandatory Technical Evaluation Criteria Template 	
Bidder's response to SRE 5 - Rated Technical Evaluation Criteria	
<ul style="list-style-type: none"> • Two Organizational Charts on 11"x17" paper in response to R-3 and R-8 	
Section II: Rated Evaluation of Technical Scenarios (SRE 6.1)	
Title Page	
Table of contents	
Completed BSF0, Bid Submission Summary, including Bidder's signature	
Bidder's response to SRE 6.1 Technical Scenarios	
<ul style="list-style-type: none"> • use of BSF9 Labour Resource Plan and Updates in response to TS-1 	



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PART 2 – BID PROPOSAL REQUIREMENTS SUMMARY



Separately Sealed in an Envelope:

Section III: Rated Evaluation of Financial Scenario (SRE 6.2)	
Title Page	
Table of contents	
Completed BSF0, Bid Submission Summary, including Bidder's signature	
Bidder's response to SRE 6.2 Financial Scenario	
Section IV: Financial Bid Forms	
Title Page	
Table of contents	
Completed BSF0, Bid Submission Summary, including Bidder's signature	
Financial Bid Forms	
• BSF1 to BSF6 (as applicable)	
\$2 million Bid Security for each Financial Bid Form	
Appendices 1, 2 and 3 (certifications)	



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PART 2 – BID PROPOSAL REQUIREMENTS SUMMARY



In general:

- Comply with all requirements of the bid solicitation process
- Submit only 1 bid proposal
- 475 pages font, no smaller than Arial font size 11.
- Sections I, II and III provided in 10 hard copies with one copy marked "original".
- Section IV provided in 1 hard copy
- Sections I, II, III and IV provided in 2 soft copies on 2 separate USB keys in searchable Adobe Acrobat® compatible PDF format.

Also:

- Bidders must hold a valid Facility Security Clearance at the level of **SECRET** prior to bid close.

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RP-1 BIDDERS' CONFERENCE



QUESTIONS

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PART 3



RP-1 EVALUATION

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PART 3 - RP-1 EVALUATION



- Highest Combined Rating of Technical Merit (70%) and Financial Merit (30%)

TECHNICAL MERIT

- SRE 4 Mandatory Technical Evaluation Criteria (P/F)
- SRE 5 Rated Technical Evaluation Criteria (63.70%)
- SRE 6.1 Technical Scenarios (6.3%)

FINANCIAL MERIT

- SRE 6.2 Financial Scenario (10%)
- SRE 8 Financial Fee Evaluation (20%)

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PART 3 - RP-1 EVALUATION (CON'T)



- Must meet all three mandatory evaluation criteria
- Provision of Management Services, Lease Administration and Project Delivery Services
- Evaluation Criteria vs. Bid Submission Requirement columns
- NCA Requirements vs. All Other Resulting Contract Requirements
- Internally or through managed subcontracts (bidder was responsible/liable for work)

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PART 3 - RP-1 EVALUATION (CON'T)



M1 –Management Services Experience

- Provision of listed Management Services
- Internally or through managed subcontracts (bidder was responsible/liable for work)
- Continuous for at least 60-month within the last seven years
- NCA Resulting Contract Requirement: min 850,000 sq.mtrs
- All the other five Resulting Contract requirements: min 180,000 sq.mtrs

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PART 3 - RP-1 EVALUATION (CON'T)



M2 – Lease Administration Experience

- Provision of listed Lease Administration Services
- Internally or through managed subcontracts (bidder was responsible/liable for work)
- Continuous for at least 60-month within the last seven years
- NCA Resulting Contract Requirement: min 500,000 sq.mtrs
- All the other five Resulting Contract requirements: min 200,000 sq.mtrs

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PART 3 - RP-1 EVALUATION (CON'T)



M3 – Project Delivery Services Experience

- Provision of listed Project Delivery Services
- Internally or through managed subcontracts (bidder was responsible/liable for work)
- 12 month period is within the 36 month period ending with the start date of the Solicitation period
- do not need to have either started or finished in the 12 month period being identified

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PART 3 - RP-1 EVALUATION (CON'T)



Gate 1 60% minimum passing score for R1- R9:

- R-1 Success in Delivering Management Services
- R-2 Bidder's Service Delivery Systems Capabilities
- R-3 Organizational Model
- R-4 Cost Control Measures
- R-5 Financial Administration and Control
- R-6 Occupational Health and Safety (OHS) Management
- R-7 Quality Management and Performance Measurement
- R-8 Service Delivery Regime Acceptance Review Plans
- R-9 Managing Operational Transitions

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PART 3 - RP-1 EVALUATION (CON'T)



Gate 2 60% minimum passing score for R10- R14:

- R-10 Compliance and Assurance Framework
- R-11 Procurement Approach – Openness, Fairness, Transparency, and Accessibility
- R-12 Proposed Service Delivery Regime – Property Management
- R-13 Proposed Services Delivery Regime – Lease Administration Services
- R-14 Proposed Service Deliver Regime – Project Delivery Services

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PART 3 - RP-1 EVALUATION (CON'T)



- R-15 Computerized Information Systems
- Information Systems (IS) Demonstration

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PART 3 - RP-1 EVALUATION (CON'T)



Rated Evaluation of Technical Scenarios:

- TS-1 Services Planning and Delivery
- TS-2 Occupational Health and Safety

Rated Evaluation of Financial Scenarios:

- FS-1 Financial Scenario (Team Costs)

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SRE8 Financial Fee Evaluation:

- BSF1 to BSF6, as applicable
- 20% of overall score

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Item	Applicable Fee	Multiplied by	Subtotal
1	Fee per positions located in Government Furnished Accommodations (GFA)	Applicable number of positions/year for evaluation purposes, as indicated on the Financial Bid Form	
2	Fee per position located outside of GFA	Applicable number of positions/year for evaluation purposes, as indicated on the Financial Bid Form	
3	Management Fee	Applicable number of months, as indicated on Bid Submission Form	
4	Project Delivery Services (PDS) Fee	Applicable \$ amount for evaluation purposes only, as indicated on Bid Submission Form	
5	Optional Project Delivery Services (OPDS) Fee	Applicable \$ amount for evaluation purposes only, as indicated on Bid Submission Form	
		Total Fees (adding subtotals for items 1 through 5)	



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PART 3 - RP-1 EVALUATION (CON'T)



Each Bidder's Total Fees receives:

1) Normalized Raw Score:

$$1 - |(Mean Amount - Total Fees) \div Mean Amount|$$

2) Correction factor:

- the lowest Total Fees will receive 100% of the Normalized Raw Score;
- next lowest Total Fees will receive 80% of the Normalized Raw Score

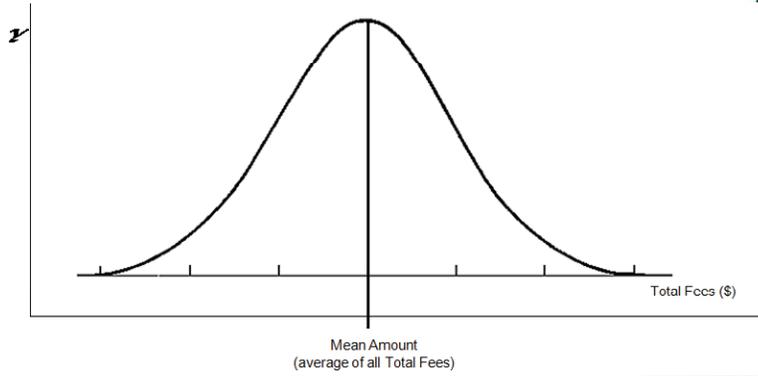


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PART 3 - RP-1 EVALUATION (CON'T) Normalized Raw Score



Mean Amount = average of all Total Fees

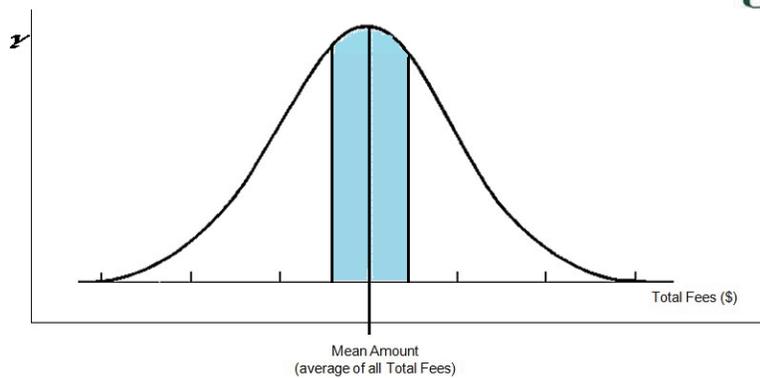


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PART 3 - RP-1 EVALUATION (CON'T) Normalized Raw Score

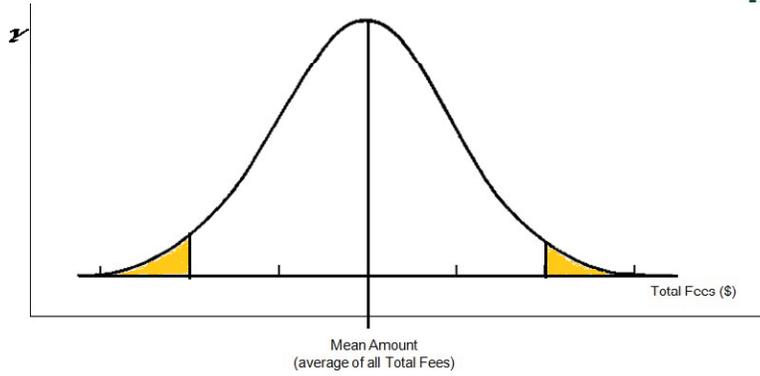


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PART 3 - RP-1 EVALUATION (CON'T)
Normalized Raw Score

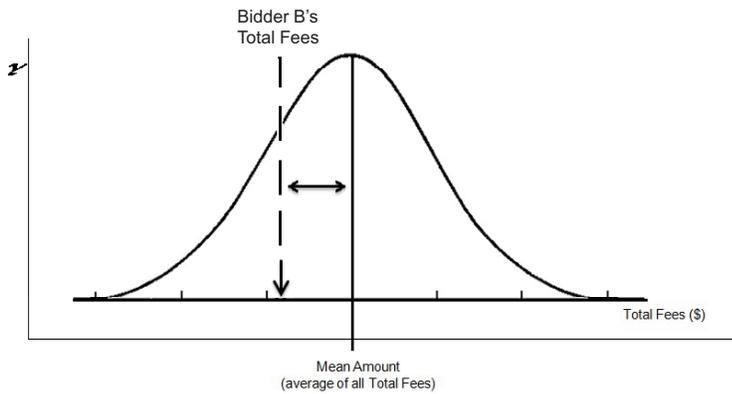


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PART 3 - RP-1 EVALUATION (CON'T)
Normalized Raw Score



$$|(\text{Mean Amount} - \text{Total Fees}) \div \text{Mean Amount}|$$



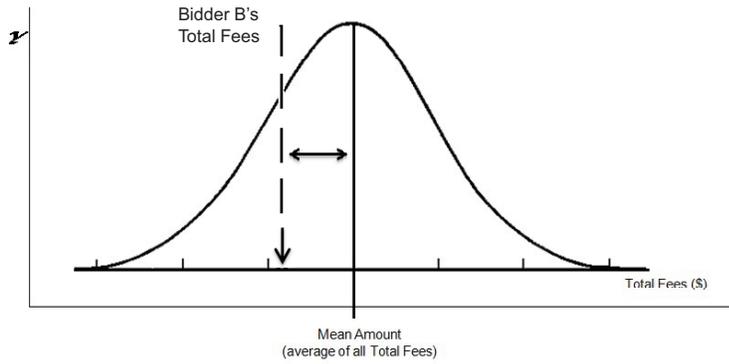
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PART 3 - RP-1 EVALUATION (CON'T)

Normalized Raw Score



$$\text{Normalized Raw Score} = 1 - |(\text{Mean Amount} - \text{Total Fees}) \div \text{Mean Amount}|$$



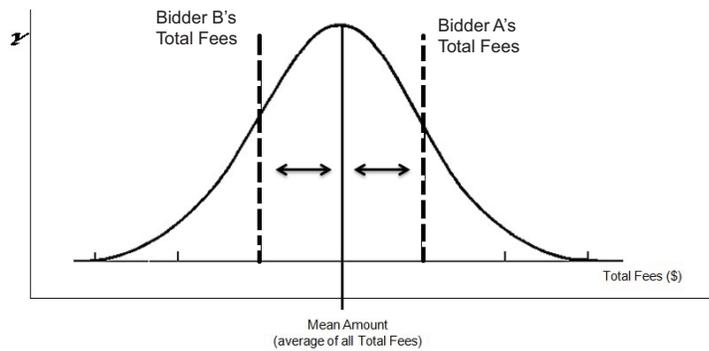
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Correction Factor



- the lowest Total Fees will receive 100% of the Normalized Raw Score;
- next lowest Total Fees will receive 80% of the Normalized Raw Score;



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Score = Normalized Raw Score X Correction Factor X 20%



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PART 3 - RP-1 EVALUATION (CON'T)



RP-1 Evaluation Summary

Technical Merit -70%

- Mandatories
- Pass Gate 1 then Gate 2
- Demonstration
- Scenarios – Technical

Financial Merit – 30%

- Financial Scenario
- Financial Fee Evaluation



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PART 4

RP-1 RESULTING CONTRACT REQUIREMENTS

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS

- Terms of Payment
- Work Authorization Process
- Insurance Terms
- Security Requirements
- Contract Financial Security

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Terms of Payment

Basis of Payment (TP2, TP3 and TP4)

Method of Payment (TP5)

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Basis of Payment

TP2 Costs

TP3 Fees

- Monthly Management Fee (\$) – For Management and related services
- Project Delivery Services Fees (%) – For projects, different rates for different project categories
- Fee for Establishing and Administering Leases (%)
- Fee for Asset Management Plans and Building Condition Assessments (%)
- Fee for Space Measurement Services (%)
- Fee for Facilities Management Services (%)

TP4 Contractor Incentive Program

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Basis of Payment

TP5 Payment

- Monthly Invoicing
- Year end invoicing
- Supporting documentation
- Audited cost Statements, Ad hoc and annual audits
- Performance holdback on Fees

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Work Authorization Process

- Mandatory process that describes and approves Work
- Periodic Usage Reports
- Reporting Requirement
- Limitation of Expenditure - Cumulative Total of all Work

Authorizations

- Emergency Delivery of Services

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Insurance Terms

- \$50 million Wrap-up Insurance
 - Custom Wrap-up policy
 - The insurance policy must provide coverage for all activities of the contractor under the contract. (not limited to construction activities)
 - Bidders to provide sufficient time to underwriters and brokers to develop policy in order to get quotes prior to bid closing.
- \$5 million Commercial General Liability insurance
 - Complementary insurance to cover common Wrap-up exclusions

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Security Requirements

- Must hold a valid SECRET Document Safeguarding Capability security clearance before Contract Award
- Security Requirements for PWGSC Bid Solicitation – Instructions for Bidders
<http://www.tpsgc-pwgsc.gc.ca/>
- Industrial Security Program
 - Web site <http://ssi-iss.tpsgc-pwgsc.gc.ca>
 - Call Centre at 1-866-368-4646
 - By email at ssi-iss@tpsgc-pwgsc.gc.ca

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PART 4 - RP-1 RESULTING CONTRACT REQUIREMENTS (CON'T)



RP-1 Contract Financial Security (CFS)

- within 30 calendar days after the date of notification of contract award or contract extension
- \$5,000,000 for the duration of the contract
- must be in the form of:
 - a security deposit or
 - a performance bond

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Next Steps



Activity Description	Target Dates
Site Visits	November – December 2013
Complete Bid Proposal Evaluations	June 2014
Award Contract	November 2014
Contract Initiation	November 2014
Contract Operational Start Date	April 1, 2015



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Doing business with PWGSC

- The full RFP copy is available online at <https://buyandsell.gc.ca/procurement-data/tenders>

(Reference No.: PW-\$GC-002-63671)

- Responding to the RP-1 RFP
- Additional general information on doing business with PWGSC can be found at: <https://buyandsell.gc.ca/for-businesses>



RP-1 BIDDERS' CONFERENCE

QUESTIONS

RP-1 BIDDERS CONFERENCE



Any resulting questions must be directed only to
the Real Property 1 Procurement Team

RP-1 Procurement Team

Biensimmobiliers1.RealProperty1@tpsgc-pwgsc.gc.ca

613-736-3058

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Thank you for
your
participation!



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