

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. 015
Client Reference No. - N° de référence du client 20112560	Date 2014-01-10
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 2014-01-28	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: Michniewicz, Joe	Buyer Id - Id de l'acheteur gc002
Telephone No. - N° de téléphone (613) 736-3220 ()	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.

015

File No. - N° du dossier

gc002EP008-112560

Buyer ID - Id de l'acheteur

gc002

CCC No./N° CCC - FMS No/ N° VME

Please see attached.

AMENDMENT 015

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

Q70:

R-8: Please confirm that SDR acceptance costs will be paid by PWGSC.

A70:

Subject to the Terms of Payment and Work Authorization Process, Canada will pay the Allowable Costs for SDR Acceptance activities associated with Sections 3.3 and 4.4 of the Statement of Work.

Q71:

Does the Pickering Airport land include management of housing, and leasing thereof to third parties?

A71:

Pickering Land Sites, part of Ontario Region as described in Amendment 009, includes the management of housing and third party leases.

Q72:

The volumetric information for lease administration presented in BSF8 shows 1.9 million square metres in "estimated growth – lease administration" for the total portfolio for the years 2015 through to 2024. Can PWGSC please confirm if this is net new space to be added to the portfolio, or existing leases rolling over requiring renewal or replacement?

A72:

The lease administration projections are the estimated amount of leased space in the contracts. The out year projections for additional lease administration are estimates only. It is unknown at this time if these leases will be extensions, renewals or new replacement leases. PWGSC encourages Bidders to ensure they are working from the most recent amendments when referring to the volumetric information.

Q73:

On Pg 243 of the RFP, the Statement of Work identifies at Paragraph 7.12.5 the requirement to "Use a Project Quality Checklist and "Project Assessment Procedure," in accordance with the SDRL..." The SDRL at Pg 285 does not reference or list such a document or procedure. Can you please clarify the specific reference in the SDRL to which you are referring, or was it unintentionally omitted?

A73:

The Project Quality Checklist is to be developed in a format determined by the Contractor. It forms part of the Service Delivery Regime Specification, SDRL CI-1, found on page 278 of the RFP, and will be reviewed as part of the SDR Acceptance Review process. Further details on the Service Delivery Regime

Specification can be found in the RP-1 Deliverable Item Descriptions Standard that is included in the Technical Information (SI 10, in folder 17E). The Project Assessment Procedure refers to the Contractor's procedures associated with the Construction Project Assessment, SDRL PD-3, found on page 285 of the RFP.

Q74:

SOW Section 3.2.1.2 states that the Bidder shall "Submit an Operational Transition Risk Dashboard, within two weeks after delivery of SDR Acceptance Review Plan with subsequent updates, in accordance with the SDRL."

In cross-referencing with the SDRL, Pg 279, we believe Section 3.2.1.2 is in fact referring to SDRL ID CI-7 Acceptance Review Risk Dashboard, which is in fact due "two weeks post-delivery of Acceptance Review Plan", and not the SDRL ID CI-8 Contract Transition Risk Dashboard (which should be renamed to the Operational Transition Risk Dashboard).

A74:

Two Risk Dashboards are required for Contract Initiation: an Acceptance Review Risk Dashboard to assist in monitoring the progress of Acceptance Review activities; and an Operational Transition Risk Dashboard to assist in monitoring Operational Transition activities. SDRL ID CI-7 is associated with the Acceptance Review Risk Dashboard and SDRL ID CI-8 is associated with the Operational Transition Risk Dashboard.

Further to Canada's response, revisions have been made to the Statement of Work, the SDRL and the technical information referred to at SI10 Real Property 1 – Technical Information (RP-1 Deliverable Items Descriptions Standard, in folder 17E). Please see numbers 44, 46, 47 and 48 under Section B: Changes to the Request for Proposal.

Q75:

How can the bidder demonstrate pricing efficiencies if awarded more than one contract? Would PWGSC consider the addition of a Financial Bid Form for Multiple Resulting Contracts?

R75:

PWGSC will not consider the addition of a Financial Bid Form for Multiple Resulting Contracts. In accordance with paragraph 1 of SRE1, Bid Preparation Instructions, the Bidder must submit one bid proposal in response to all the Resulting Contracts they wish to bid on. Also, as indicated in paragraph 1 of SRE3, Financial Bid Form and Certification (Section IV), the Bidder must provide separate completed Financial Bid Forms for each of the RP-1 Resulting Contracts they wish to bid on, as indicated on each of the Financial Bid Forms.

Furthermore, in accordance with Paragraph 10 of GI06, Submission of Bids, as well as paragraph 11 of GI06, Submission of Bids (Pursuant to Amendment 001, #4 of Section B: Changes to the Request for Proposal) and paragraph 3 under SRE3, Financial Bid Form and Certification (Section IV), Bidders are reminded that the Bidder's bid must not be made conditionally and the Bidder may not submit more than one proposal.

Q76:

Please confirm that the "Baseline Management Services Amount" identified in BSF 8 "Resulting Contract for X Region, [section] 1. Management Services" exclude the cost for the PWGSC internal regional staff reflected in the organizational charts in amendment 003.

A76:

Canada confirms that the Baseline Management Services Amount excludes PWGSC internal organizational resources as reflected in amendment 003. The Baseline Management Services Amount is

based on the projected volume of work related to the Management Services that are to be delivered by the service provider as described in the Statement of Work. It does not include the cost of PWGSC's oversight or involvement.

As stated in the Bid Submission Forms, BSF8 contains projections that are based on historical information regarding the volume of Work in each of the RP-1 Regions. Canada does not guarantee, or commit Canada to, any future volume of Work over the period of the contract.

SECTION B: CHANGES TO THE REQUEST FOR PROPOSAL

44. The technical information referred to SI10 Real Property 1 - Technical Information has been updated. Refer to documents contained in folders below:

- 1E - Table of Contents
- 1F – Table des matières
- 17E - RP-1 Deliverable Item Descriptions Standard, in tables DID CI-7 and DID CI-8
- 17F - Normes_Descriptions de produits livrables du contrat BI-1, in tables DPL n° LC-7 et DPL n° LC-8

The updates are indicated in the documents as follows:

- Additions have been highlighted in yellow in the documents.
- Removals have been identified in red with strikethrough.

As stated in SI10, the technical information is contained in the ZIP file titled "RP-1_technical_information_-_Amd015.zip" available for download under the attachment section of the EP008-112560/D tender notice on buyandsell.gc.ca/procurement-data/tenders.

45. **Delete** in their entirety:

- BSF1 Financial Bid Form for Resulting Contract for Atlantic Region,
- BSF2 Financial Bid Form for Resulting Contract for Quebec Region,
- BSF3 Financial Bid Form for Resulting Contract for National Capital Region,
- BSF4 Financial Bid Form for Resulting Contract for Ontario Region,
- BSF5 Financial Bid Form for Resulting Contract for Western Region, and
- BSF6 Financial Bid Form for Resulting Contract for Pacific Region.

And **Insert** the attached:

- BSF1 Financial Bid Form for Resulting Contract for Atlantic Region,
- BSF2 Financial Bid Form for Resulting Contract for Quebec Region,
- BSF3 Financial Bid Form for Resulting Contract for National Capital Region,
- BSF4 Financial Bid Form for Resulting Contract for Ontario Region,
- BSF5 Financial Bid Form for Resulting Contract for Western Region, and
- BSF6 Financial Bid Form for Resulting Contract for Pacific Region.

46. At SOW 3.2.1.1,

Delete:

Submit an Operational Transition Risk Dashboard and an Operational Transition Plan, for acceptance, within 30 calendar days following Contract Award, in accordance with the SDRL, setting out:

And **Insert:**

Submit an **Operational Transition Plan**, for acceptance, within 30 calendar days following Contract Award, in accordance with the SDRL, setting out:

47. At SOW 3.2.1.2,

Delete:

Submit an Operational Transition Risk Dashboard, within two weeks after delivery of SDR Acceptance Review Plan with subsequent updates, in accordance with the SDRL.

And **Insert:**

Submit an Operational Transition Risk Dashboard, within two weeks after delivery of **the Operational Transition Plan** with subsequent updates, in accordance with the SDRL.

48. At Attachment 2 to the Statement of Work SDRL Identifier CI-8, Deliverable Title column,

Delete:

Contract Transition Risk Dashboard

And **Insert:**

Operational Transition Risk Dashboard

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

**BSF1 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
ATLANTIC 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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 40 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 60 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by: 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____% Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$15,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____% Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$7,000,000

The following values and calculations apply to the Resulting Contract for Atlantic Region :

Baseline Management Services Amount = \$45,876,755

Management Fee Adjustment Rate = (Management Fee x 12 months) / \$45,876,755

% Fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / \$45,876,755

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

- Prince Edward Island,
- Nova Scotia,
- Newfoundland and Labrador, and
- New Brunswick.

Crown-owned inventory in square meters at the Contract Award date: 385,672 m²

**BSF2 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
QUEBEC 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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 40 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 60 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$15,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$7,000,000

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

Baseline Management Services Amount = \$ **36,098,083**

Management Fee Volume Adjustment Rate = (Management Fee x 12 months) / **\$36,098,083**

% Fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / **\$36,098,083**

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

- Quebec.

Crown-owned inventory in square meters at the Contract Award date: 317,748 m²

**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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 220 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 180 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$75,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$20,000,000

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

**BSF4 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
ONTARIO 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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 40 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 60 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$15,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$7,000,000

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

Baseline Management Services Amount: \$50,791,907

Management Fee Volume Adjustment Rate = (Management Fee x 12 months) / \$50,791,907

% fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / \$50,791,907

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

- Ontario.

Crown-owned inventory in square meters at the Contract Award date: **475,603** m²

**BSF5 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
WESTERN 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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 40 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 60 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$15,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$7,000,000

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

Baseline Management Services Amount = \$28,705,033

Management Fee Volume Adjustment Rate = (Management Fee x 12 months) / \$28,705,033

% Fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / \$28,705,033

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

- Saskatchewan
- Manitoba, and
- Alberta.

Crown-owned inventory in square meters at the Contract Award date: 216,499 m²

**BSF6 FINANCIAL BID FORM FOR THE RESULTING CONTRACT FOR
PACIFIC 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) (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 40 positions/year
Positions located outside of GFA (Expressed as an annual amount per position in dollars)	\$ _____/position/year Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: 60 positions/year

Management Fee (Expressed as a monthly amount in dollars)	\$ _____/month Applicable Taxes extra	For evaluation purposes, this fee will be multiplied by 12 months
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Project Delivery Service (PDS) Fee (Expressed as a percentage) The PDS % Fee will also be used to determine: <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 	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$15,000,000
Optional Category III Project Delivery Services (OPDS) Fee for Projects \$1M or greater, but less than \$20M (Expressed as a percentage)	_____ % Applicable Taxes extra	For evaluation purposes only, this fee will be multiplied by: \$7,000,000

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

Baseline Management Services Amount = \$22,736,999

Management Fee Volume Adjustment Rate = (Management Fee x 12 months) / \$22,736,999

% Fee for Third-Party Leases and for Lease Administration Services
= (Management Fee x 12 months) / \$22,736,999

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

- British Columbia.

Crown-owned inventory in square meters at the Contract Award date: 177,154 m²