

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions
- TPSGC
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

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
Science Procurement Directorate/Direction de
l'acquisition de travaux scientifiques
11C1, Phase III
Place du Portage
11 Laurier St. / 11, rue Laurier
Gatineau, Québec K1A 0S5

Title - Sujet BOARDING TECHNOLOGIES	
Solicitation No. - N° de l'invitation T8125-130010/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client T8125-130010	Date 2014-03-03
GETS Reference No. - N° de référence de SEAG PW-\$\$\$-066-26845	
File No. - N° de dossier 066ss.T8125-130010	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-17	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Wilson, Heather	Buyer Id - Id de l'acheteur 066ss
Telephone No. - N° de téléphone (819) 956-1354 ()	FAX No. - N° de FAX (819) 997-2229
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

THIS AMENDMENT IS RAISED TO REFLECT AN EXTENSION TO THE CLOSING DATE, A CHANGE TO THE FINANCIAL BID SECTION, THE EVALUATION OF PRICE, AND THE FINANCIAL PRESENTATION SHEET OF THE SOLICITATION AND TO RESPOND TO QUESTIONS RECEIVED.

1) At Page 9 of 44, article **1.1.2**, sub-article (a), first and second paragraph,

DELETE: A firm hourly rate for each category of resource, for the contract period. The total amount of Applicable Taxes is to be shown separately, if applicable.

The firm rates included in the Basis of Payment include overhead, and exclude profit, equipment, materials and supplies, subcontracts and travel and living expenses.

INSERT: The Bidder must identify a firm hourly rate, inclusive of overhead and profit, for each category of resource proposed for the Task Authorization Work. The total amount of applicable taxes is to be shown separately, if applicable.

2) At page 11 of 44, article **1.2.1, Evaluation of Price**,

DELETE: in its entirety.

INSERT: The Total Evaluated Cost will be the sum of:

- (a) the Total Firm, All-Inclusive Lot Price for the Work described at articles 4.1, 4.2 and 4.3 of Annex A, Statement of Work; and
- (b) the Total Estimated Task Authorization Cost for the Work described at articles 4.4, 4.5 and 4.6 of Annex A, Statement of Work;

as detailed in the Financial Presentation Sheet at Attachment 1 to Part 3.

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes extra, Canadian customs duties and excise taxes included.

3) At page 16 of 44, article **1.1.1, Task Authorization Process**, sub-article 3,

DELETE: The Contractor must provide the Technical Authority, within ten (10) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.

INSERT: The Contractor must provide the Technical Authority, within ten (10) calendar days of its receipt, the proposed category of resource, level of effort and total estimated cost in accordance with Annex B, Basis of Payment. Any other cost detailed in the Task Authorization Form, excluding labour, may be negotiated in accordance with 1031-2 Contract Cost Principles. The Contractor must include supporting documentation (quotes, receipts) and rationale to justify the proposed cost.

4) At page 25 of 44, **Attachment 1 to Part 3**,

DELETE: in its entirety.

INSERT:

ATTACHMENT 1 TO PART 3

FINANCIAL BID PRESENTATION SHEET

1. For the Work described in article 4.1, 4.2 and 4.3 of Annex A "Statement of Work"

1.1 Milestone Schedule

Milestone No.	Description	Due Date	Amount (Applicable Taxes extra)
1	Updated Work plan, as described in article 4.1 of the Statement of Work	No later than 3 weeks after contract award	\$ _____ * *No more than 5% of the Total Firm All-inclusive Lot Price (Applicable Taxes excluded).
2	Consultations with passengers and VIA Rail operator, as described in article 4.2 of Annex A "Statement of Work"	No later than 8 weeks after contract award	\$ _____
3	Provision of solutions to meet passenger travel and operational needs as described in article 4.3 of Annex A "Statement of Work"	No later than 16 weeks after contract award	\$ _____ * *No more than 5% of the Total Firm All-Inclusive Lot Price (Applicable Taxes extra).
Total Firm All-inclusive Lot Price (Applicable taxes extra)			\$ _____

2. For the Task Authorized Work described in article 4.4, 4.5 and 4.6 of Annex A "Statement of Work"

2.1. For evaluation purposes, Bidders will be assessed on the basis of a total of 60 hours. Bidders are requested to allocate the hours across each category of resource proposed, at the Bidders' discretion, but must total 60 hours.

In the event the Bidder identifies less than 60 hours, Canada will add the requisite number of hours to the highest hourly rate category of resource. Where the Bidder identifies more than 60 hours, Canada will reduce the level of effort for the lowest hourly rate category of resource.

The Bidder should complete Table 1 below, indicating:

- (a) The category of resource and a firm hourly rate, inclusive of overhead and profit for each individual that will perform Task Authorized Work associated with articles 4.4, 4.5 and 4.6 of Annex A Statement of Work.
- (b) A global Total Level of Effort of 60 hours has been identified. Bidders must re-distribute the 60 hours across each category of resource proposed to reflect the estimated level of effort for each. For example, the Project Manager may utilize 12 hours, the second resource may utilize 8 and so on until all of the hours are utilized.

For evaluation purposes only, the sum of all firm hourly rates, inclusive of overhead and profit, multiplied by the estimated level of effort per category of resource will be the Total Estimated Task Authorization Cost.

Table 1				
Category of Resource (A)	Total Level of Effort (hours) (B)	Estimated Level of Effort (Hours) (C)	Firm Hourly Rate* (D)	Sub-Total (C)x(D) = (E)
	60		\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Total Estimated Task Authorization Cost:				\$

Bidder may include additional lines, as appropriate.

**inclusive of overhead and profit.*

- 2.2. The categories of resources and associated firm hourly rates provided in Table 1 above will be utilized in the provision of the Task Authorized Work described at Article 4.4, 4.5 and 4.6 of Annex A, Statement of Work.

3. The Total Evaluated Cost

The Total Evaluated Cost will be the sum of:

- (a) the Total Firm, All-Inclusive Lot Price for the Work described at articles 4.1, 4.2 and 4.3 of Annex A, Statement of Work; and
- (b) the Total Estimated Task Authorization Cost for the Work described at articles 4.4, 4.5 and 4.6 of Annex A, Statement of Work.

5) At pages 27 through 31, Attachment 1 to Part 4, article 2, Point Rated Technical Criteria tables,

DELETE: in their entirety.

INSERT: Point Rated Technical Criteria Table 2, below

Point Rated Technical Criteria – TABLE 2			
R1 TECHNICAL APPROACH AND RESEARCH STRATEGY			
Minimum Score required to pass R1 = 17 points / Maximum points available = 25 points			
Item	Description	Points	Point Rating Scale
R1.1	The Bidder should provide Project and Task Management Plan detailing the work breakdown structure, personnel allocation, level of effort and risk and mitigation strategies for successful completion of the project.	15	<p>5 points: The proposal does not address all elements, or includes a project and task management plan, and risk and mitigation strategies however there are major deficiencies.</p> <p>10 points: The proposal includes a project and task management plan that addresses the work breakdown structure and personnel allocation. Management risks are identified and mitigation strategies are presented however there are minor deficiencies.</p> <p>15 points: The proposal includes a project and task management plan that addresses the work breakdown structure and personnel allocation. A comprehensive management risk analysis identifying issues that may jeopardize the successful completion of the project is provided and effective mitigation strategies are described.</p>

Item	Description	Points	Point Rating Scale
R1.2	<p>The Bidder should clearly outline its proposed Technical Approach and Research Strategy as it relates to the requirements of the Statement of Work. Sufficient detail should be provided to demonstrate the Bidder's grasp of the requirement and the Bidder's ability to meet it.</p> <p>The Technical Approach and Research Strategy should include, but not be limited to the following:</p> <ul style="list-style-type: none"> i) Methodology used to collect the data and conduct the research; ii) Methodology used to compile the data and research and present the report; and, iii) Methodology used to evaluate the data and the research. 	10	<p>3 points: The proposal does not clearly outline the proposed technical approach and research strategy or it includes a technical approach and research strategy but there are major deficiencies in the methodologies proposed to; (i) collect the data and conduct the research; (ii) compile the data and research and present the report; and, (iii) evaluate the data and the research.</p> <p>7 points: The proposal clearly outlines the proposed technical approach and research strategy and demonstrates the Bidder's grasp of the requirement and the Bidder's ability to meet it. The methodologies proposed to; (i) collect the data and conduct the research; (ii) compile the data and research and present the report; and, (iii) evaluate the data and research; however there are minor deficiencies.</p> <p>10 points: The proposal clearly outlines its proposed technical approach and research strategy and demonstrates the Bidder's grasp of the requirement and Bidder's ability to meet it. Comprehensive and effective methodologies are proposed to; (i) collect the data and conduct the research; (ii) compile the data and research and present the report; and, (iii) evaluate the data and research.</p>

R2 PROJECT TEAM QUALIFICATIONS

Minimum Score required to pass R2 = 26 points / Maximum points available = 35 points

Item	Description	Points	Point Rating Scale
R2.1 a)	<p>Principle Researcher The Bidder should detail the education and professional qualifications of the proposed Principle Researcher and provide supporting documentation, such as copies of Diplomas, Certifications or Degrees, letter from the University or a Transcript, and membership.</p> <p>The year and the organization issuing the supporting documentation should be identified.</p>	10	<p>3 points: Principal Researcher has a University Undergraduate Degree.</p> <p>5 points: Principal Researcher has a University Undergraduate Degree and a Professional Qualification (such as, member in a professional association).</p> <p>7 points: Principal Researcher has a University Graduate Degree.</p> <p>10 points: Principal Researcher has a University Graduate Degree and Professional Qualifications (such as, member in a professional association).</p>
R2.1 b)	<p>Principle Researcher The Bidder should demonstrate the proposed resource has participated in up to four relevant research projects in excess of that defined in Mandatory Technical Criteria M2.</p> <p>“Relevant” is defined as related transportation accessibility, which includes researching, developing or manufacturing data or products to adapt transportation systems for people with disabilities.</p> <p>The Bidder should complete the Project Description Form 2.1, “Principal Researcher Experience” provided in Attachment 2 to Part 4 of the Request for Proposal for each project.</p>	10	<p>3 points: one relevant research project</p> <p>7 points: two relevant research projects</p> <p>10 points: three relevant research projects</p>

Item	Description	Points	Point Rating Scale
R2.2 a)	<p>Project Manager The Bidder should detail the education and professional qualifications of the proposed Project Manager, and provide supporting documentation, such as copies of Diplomas, Certifications or Degrees, letter from the University or a Transcript, and membership.</p> <p>The year and the organization issuing the supporting documentation should be identified.</p>	10	<p>3 points: Project Manager has a University Undergraduate Degree.</p> <p>5 points: Project Manager has a University Undergraduate Degree and a Professional Qualifications (such as, member in a professional association).</p> <p>7 points: Project Manager has a University Graduate Degree.</p> <p>10 points: Project Manager has a University Graduate Degree and Professional Qualifications (such as, member in a professional association).</p>
R2.2 b)	<p>Project Manager The Bidder should demonstrate the proposed resource has participated in up to four projects in excess of that defined in Mandatory Technical Criteria M1.</p> <p>The Bidder should complete the Project Description Form 2.2, "Project Manager Experience" provided in Attachment 2 to Part 4 of the Request for Proposal for each project.</p>	5	<p>1 point: one project</p> <p>3 points: two projects</p> <p>5 points: three projects</p>
R3 BIDDER'S QUALIFICATIONS			
Minimum Score required to pass R3 = 7 points / Maximum points available = 10 points			
Item	Description	Points	Point Rating Scale
R3.1	<p>The Bidder should detail its experience in researching, developing and manufacturing data or products to adapt transportation systems for people with disabilities. Bidders must not use the project submitted in response to Mandatory Technical Criteria M3.</p> <p>The Bidder should complete the Project Description Form 2.3, "Bidder's Experience" provided in Attachment 2 to Part 4 of the Request for Proposal for each project.</p>	10	<p>3 points: one project</p> <p>7 points: two projects</p> <p>10 points: three projects</p>

6) At page 36 of 44, **Annex A, Statement of Work**, article 1, Introduction, paragraph 3,

DELETE: The technology must be:

- functional and address payload and size considerations for larger and heavier mobility aids (more than 1300 mm in length, more than more than 275 kg weight, more than 1500 mm in turning radius),
- punctual, therefore ease of usability by passenger and operator must be considered,
- safe, and
- cost effective.

7) At Page 37 of 44, **Annex A, Statement of Work**, article 3, Scope,

INSERT: **3.1 Passenger Consultation**

The passenger consultation may be limited to two committees with specific interest and knowledge in safe boarding technologies in transportation areas. They include:

- Advisory Committee on Accessible Transportation, whose membership includes passengers with disabilities, transportation industry associations and operators in the transportation areas. The role of this committee is to identify obstacles and emerging issues in the national transportation system that impact on accessibility for seniors and persons with disabilities; and,
- Accessibility Advisory Committee, made up of representatives from the community of persons with disabilities, the transportation industry and other interested parties. Their role is to help the Canadian Transportation Agency to develop regulations, codes of practice, and industry guidelines on accessibility.

More information on these Committees can be found at the following web sites:

Transport Canada's Advisory Committee on Accessible Transportation:

<http://www.tc.gc.ca/eng/consultations-advisorycommittees-acat-559.htm>

Accessibility Advisory Committee: <http://www.otc-cta.gc.ca/eng/aac>

8) At page 37 of 44, **Annex A, Statement of Work**, article 4.3,

INSERT: The proposed solution must be:

- functional and address payload and size considerations for larger and heavier mobility aids (more than 1300 mm in length, more than more than 275 kg weight, more than 1500 mm in turning radius),
- punctual, therefore ease of usability by passenger and operator must be considered,
- safe, and
- cost effective.

9) At page 42 of 44, **Annex B, Basis of Payment, 2.1,**

DELETE: LABOUR: at firm hourly rates, inclusive of overhead, excluding profit, Applicable Taxes extra, Delivery Duty Paid (DDP) (for goods). The following rates will be utilized in the provision of the Work described at Article 4.4, 4.5, and 4.6 of the Statement of Work.

INSERT: The following firm hourly rates, inclusive of overhead and profit will be utilized for all Task Authorization Work detailed in Annex A, Statement of Work, articles 4.4, 4.5, and 4.6. The associated level of effort will be negotiated in accordance with the Task Authorization Process.

INSERT: **3. Travel & Living for Task Authorization Work**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle, and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (<http://www.njc-cnm.gc.ca/directie/travel-voyage/s-td-dv-a3-end.php>), and with the other provisions of the directive referring to "travellers" rather than those referring to "employees".

Canada will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation of personnel required to satisfy the terms of the Contract.

All travel must have prior authorization of the Technical Authority. All payments are subject to government audit.

10) At page 43 of 44, **Annex C, Task Authorization Form, article 2 (b),**

DELETE: Equipment: at laid down cost without markup.

INSERT: Rental of equipment, if applicable (to be negotiated)

* * * * *

11) The following questions have been received with regard to the solicitation for Boarding Technologies. The answers follow.

Q5 I have read the section (Part 5) re Certifications but am unclear as to what, if any, actual documentation is required to be submitted at the time of bidding. I am a sole proprietor and not a former public servant. Could you please clarify as to what is due at time of bid submission as opposed to what will be requested after.

A5 The Bidder may submit the Certifications with their bid; however, if they fail to do so, the Contracting Authority will request the certifications and related documentation prior to award of the contract.

Q6 When preparing the Financial Bid Presentation Sheet, the Labour rate used for Articles 4.1, 4.2, and 4.3 is to be **inclusive** of profit (as per Section II 1.1.1.1 (a)) yet for Articles 4.4, 4.5 and 4.6 the Labour rate is to **exclude** profit (as per Section II 1.1.2 (a)). Could you please clarify as to the reason for the distinction.

Solicitation No. - N° de l'invitation

T8125-130010/A

Amd. No. - N° de la modif.

003

Buyer ID - Id de l'acheteur

066ss

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

T8125-130010

File No. - N° du dossier

066ssT8125-130010

CCC No./N° CCC - FMS No/ N° VME

A6 An amendment to Section II, 1.1.2 (a) has been made to include profit.

Please refer to the revisions made at page 9 of 44, Article 1.1.2 and the Financial Bid Presentation Sheet included in this amendment.