



**Royal Canadian Mounted Police**

**Gendarmerie royale du Canada**

**RETURN BIDS TO :**

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Bid Receiving Unit / Groupe de la réception des soumissions

Procurement and Contracting Services

73 Leikin Drive,

Visitor Center - Building M1

Mailstop # 15

Ottawa, ON K1A 0R2

Attn: Megan McCoy (613) 843-3798

**AMENDMENT TO A REQUEST FOR STANDING OFFER**

**Royal Canadian Mounted Police**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services and construction listed herein and on any attached sheets at the price(s) set out therefore.

**MODIFICATION À UNE DEMANDE D'OFFRE A COMMANDES**

**Gendarmerie royale du Canada**

Nous offrons par la présente de vendre à Sa Majesté l Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments – Commentaries

**Vendor/Firm Name and Address**

<b>Title-Sujet</b> RFSO - Architectural and Engineering Services – Ontario, Quebec & National Capital (Ottawa ONLY)		
<b>Solicitation No. – No. de l'invitation</b> 201405579	<b>Amend. / Modification</b> 2	<b>Date</b> April 4, 2014
<b>Client Reference No. - No. de Référence du Client</b> 201405579		
<b>GETS Reference No. – No de Référence du SEAG</b> 201405579		
<b>Solicitation Closes – L'invitation prend fin</b> at – à 2:00 P.M. EST on April 23 <sup>rd</sup> , 2014		
<b>F.O.B. - F.A.B.</b> Destination		
<b>Address Enquiries to: - Adresser toute questions à :</b> Eric Glynn – Manager		
<b>Telephone No. - No de téléphone</b> 613-843-5533	<b>Fax:</b> 613-825-0082	
<b>Destination of Goods - Destinations des biens:</b> <b>See Herein / Voir aux présentes</b>		
<b>Instructions :</b> <b>See Herein / Voir aux présentes</b>		
<b>Delivery Required – Livraison exigée:</b> <b>See Herein / Voir aux présentes</b>		
<b>Name and Title of person authorized to sign on behalf of Vendor/Firm.</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b>		



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Amendment #2 to Solicitation 201405579 has been issued to respond to **Questions and Answers – Part 2** as follows:

**Questions and Answers – Part 2:**

**Q26:** In regard to Rated Qualifications, R1 and R2, does project experience which takes place within the specified region which a proponent is submitting for, qualify for more points than a project which takes place outside the region (ie. If submitting for Ontario, if we include a project that the company did in Manitoba, would it score lower/higher than if the project had occurred within Ontario)?

**A26:** No, project experience in a specified region that a proponent is submitting for will not qualify for any more points than project experience in another specified region.

**Q27:** Is it permissible for a firm to be the Offeror (Consultant) and be a Sub-Consultant on the team of another Offeror?

**A27:** Yes, a firm may be proposed as a sub-consultant on another Offeror's proposal.

**Q28:** In part 2 of paragraph 5 (page 6) , a maximum of 9 proposals is stated while in Annex A, page 25, under the table, the note states "27 proposals". We believe that the "27" is a mistake and needs to be corrected.

**A28:** No, there is a maximum total of twenty-seven (27) Standing Offers that could be issued as a result of this RFSO. (Three (3) for each of the three (3) Disciplines for each of the three (3) Regions = twenty-seven (27))

**Q29:** In part. 1, 2nd par. of section "2. Summary" (page 4), it is mentioned that it is possible to "exercise in one or all the regions". The same thing is mentioned in Annex A. As a consequence, it is possible to bid for only one region. However,, in Annex A (page 24), it is stated that we need to put a team together that covers the 3 disciplines (architectural, mec./elec., and civil/structural)). But the rating in the annexes (including page 45) favours the firms who bid on all regions since the total of 100% is the sum of the 3 disciplines. Thus, this sum makes it not possible to submit 9 proposals, but only 3. We believe that this point should be clarified, and annexes C & E to need to be modified.

**A29:** Please see Q5 and A5 as per Amendment 1.

**Q30:** It could be a good idea to clarify that in annex C, the initial period is the original contract of 3 years, while the option periods are the 2 additional periods of one year each. There is no definition of "option period", but only a possible interpretation in part 1 in the 3rd par. of section "2 Summary".

**A30:** No clarification is required. The initial contract period is three (3) years, and there are two (2) Option periods of one-year for each.

**Q31:** We find the response 'R9' to question 'C9' of amendment no.1 to be incomplete. Is it mandatory that the projects used to demonstrate the years of experience had to be performed by the Proponent and the two sub-consultants stated in Annex E? Could the projects have been performed by the Proponent with different firms than the ones stated in Annex E ?



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**A31:** No, the demonstrated experience under M2 does not necessarily have to be performed by the firms stated in Annex "E".

**Q32:** In article 5 of Part 7 –Standing Offer and Resulting Contract Clauses" do we need to add the information requested in sub-articles 5.2, 5.3 and 5.4 to our technical proposal ?

**A32:** No.

**Q33:** We have the following questions on the documents to provide, and would like to know if the following assertions are correct?

- Annex C : To fill and attach one copy (and electronic copy DVD/CD) to the financial proposal?
- Annex D : To fill and attach four copies (and electronic copy DVD/CD) to the technical proposal?
- Annex E : To fill and attach four copies to the technical proposal?
- Annex F : Not required for the proposal. To fill only at the issuance of a call-up.
- Part 5 - Certifications : To fill et give one copy.

**A33:** Your assertions appear to be correct. Please follow all the necessary instructions of the Request for Standing Offer.

**Q34:** We understand from response 'A6' of amendment 1 that Annex F will only have to be filled when the call-up is issued. We would like to know what is the procedure for a Consultant to be issued a call-up: are the call-ups issued on a rotational basis, or will the three (3) consultants be asked their fees ?

**A34:** See Annex "F" – Paragraph 2 for call-up issuance methodology.

**Q35:** Under Annex D - Evaluation Criteria :

- A. Can we modify the format of the "Evaluation Grids" to complete this Annex while keeping the numbering system of the each criteria?
- B. Are we restricted in the number of pages in our proposal?
- C. Should the resource resumes be attached to the Technical Proposal?
- D. M1 and M2 : Who is the Proponent: the firm initiating the proposal or the project manager of this firm?
- E. M4: Do we need to list the team requested information in this part of our proposal as well, or only in Annex E?
- F. M6: Do we need to answer this item in our proposal?
- G. M7: Do we need to present more than one ressource for each of the level of experience requested (expert, intermediate and junior)?
- H. R1 et R2: Can we refer to the experience of projects already identified in M1 and M2?
- I. R4 : How many projects can be presented in this section: many or only one?

**A35:**

- A. Yes, as long as each criteria is addressed.
- B. No.



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- C. Yes.
- D. Demonstrated Project experience of the firm will be evaluated against M1 & M2.
- E. Only in Annex "E".
- F. Yes. See Annex "E".
- G. See Q23, and A23 of Amendment 1.
- H. Yes.
- I. One (1) project is all that is required.

**Q36:** Can you explain what is meant by "maintenance" projects? Can we assume these to be sizable renovations or upgrades to building systems and infrastructure, and not regular O & M projects?

**A36:** Yes, "maintenance projects" can be defined as "sizable renovations or upgrades to building systems and infrastructure, and not regular O & M projects?"

**Q37:** At Annex "A" page 23 & 24 – Level of Resource (Consultant and Sub Consultant) does not identify the years of experience for Partners or Principals. Are these to be the same as the ten (10) years required for Senior Resources?

**A37:** Partners or Principals do not require years of experience.