

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**Revision to a Request for a Standing Offer
Révision à une demande d'offre à commandes**

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution
Public Works and Government Services Canada
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

Title - Sujet Environmental Services-	
Solicitation No. - N° de l'invitation EQ447-141642/A	Date 2014-05-13
Client Reference No. - N° de référence du client EQ447-141642	Amendment No. - N° modif. 002
File No. - N° de dossier TOR-3-36209 (304)	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$TOR-304-6589	
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale	
2014-04-24	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-05-23	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Shaw, Marian	Buyer Id - Id de l'acheteur tor304
Telephone No. - N° de téléphone (905) 615-2065 ()	FAX No. - N° de FAX (905) 615-2060
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required	Yes - Oui	No - Non
Accusé de réception requis	<input type="checkbox"/>	<input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Amendment No. 002 is being issued to make the following revisions to the RFSSO and provide answers to bidders' questions received to date.

At ANNEX 'D' – FORMS

Delete: Form 3B and Form 4 in its entirety.

Replace with: Form 3B (Rev. 1) attached.
Form 4 (Rev. 1) attached.

QUESTIONS AND ANSWERS

- Q1. Part 4 – Evaluation Procedures and Basis of Selection (Part 2 of 2 – Page 7 of 56)
Section 1.1.1 Mandatory Technical Criteria
2. Past Relevant Experience

Is it possible to submit less than 10 relevant projects and still be considered for the Standing Offer?

- A1. No. It is mandatory that the Offeror describe 10 relevant projects completed by the firm to substantiate its ability to meet this requirement (1.1.1).

- Q2. 3. Corporate Capability

- a) Is it possible to not submit an individual's name for one or more of the categories/specializations?
b) The section states that "All individuals must be in-house." However in Part 1, section 2 it states that it is possible for Offerors to Joint Venture. Kindly confirm if sub-contractor or joint venture staff may be used to meet one or more of the categories/specializations.

- A2. a) No. Individual's names must be provided for all 25 Specializations.
b) Staff employed by the joint venture firms are considered in-house. Sub-contractors are not considered in-house.

- Q3. Section 1.1.2 Point Rated Technical Criteria
2. Past Relevant Experience of the Firm

- a) Do all 10 projects have to have been completed for federal government clients?
b) Or could they have been completed for other levels of government clients or even non-government clients?

- A3. a) No.
b) Yes.

Completed projects for federal government clients may obtain additional points.

- Q4. Section 1.1.2 Past Relevant Experience of the Firm, Page 8 of the RFP

This item requires bidders to provide 10 relevant projects per Stream, demonstrating the full range of services requested. As our firm operates in all areas of the country, we have a wide range of projects to select from, including many from outside of Ontario. In order to score the maximum points allotted for this point-rated criteria, we face the dilemma of choosing between

an Ontario-based project which is not as representative technically, versus a "non-Ontario" project that better covers the required technical elements. Please provide guidance in selecting between Ontario-based vs non-Ontario based projects.

- A4. The 10 projects selected should demonstrate the full range of services. Projects demonstrating the full range of services in the province of Ontario may obtain additional points.
- Q5. Part 6.1 Security Requirement Page 11 of the RFP
This item requires that all of the Offeror's proposed candidates possess security clearance to have access to certain sites. It is understood that this clearance be in place at the RISO closing date. Please indicate to bidders how to demonstrate compliance with this item.
- A5. Please refer to Amendment No. 002 regarding revisions to the Security Requirement.

Prior to issuance of any Standing Offer, Bidders will be required to provide PWGSC with the CISC security clearance number or date of birth for each of the proposed candidates.
- Q6. Corporate Capability Table Form 3A(3): Specialty # 15, Specification Writer: Should the Specification Writer be CSC certified?
- A6. It is not mandatory that the Specification Writer be CSC certified.
- Q7. Form 3B: Please indicate the page limit for each CV.
- A7. Form 3B should read: "(On one sheet of paper, single-sided 8.5" x11)".
Please see Form 3B (Rev.1) attached.
- Q8. Annex "D" – Form 4: The page limits for each CV (2 pages for each CV for each of the 4 key personnel) and the stated total number of pages per stream (4 pages) do not seem to be consistent. Please clarify.
- A8. Form 4 is amended to read: "... 8 pages total per stream."
Please see Form 4 (Rev.1) attached.
- Q9. Section 1.1.1 Mandatory Technical Criteria: Under point 3, it is mentioned that all 25 individuals must be in-house.
Please clarify if utilizing sub-consultants for this proposal is allowed or not?
- A9. Sub-contractors are not allowed. Please refer to answer A2(b) above.
- Q10. Stream 3 includes a diverse set of professionals to provide the level of quality and service that PWGSC needs for this Stream. The requirement to make the Risk Assessor a Key Personnel employed by the Offeror restricts the level of competition in this Stream (we note that the Senior Risk Assessor Wildlife and Terrestrial is not a Key Personnel). It also severely limits the highly talented professional pool in the industry that Public Works will be missing on projects in Stream 3. The stream already includes a Senior Representative for the Offeror and other Key Personnel to ensure quality and accountability are achieved.

Would it be possible to allow for the Risk Assessor position to be provided by a sub-consultant to strengthen our Risk Assessment capacity in this Stream?

Solicitation No. - N° de l'invitation

EQ447-141642/A

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

EQ447-141642

Amd. No. - N° de la modif.

002

File No. - N° du dossier

TOR-3-36209

Buyer ID - Id de l'acheteur

tor304

CCC No./N° CCC - FMS No/ N° VME

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- A10. No. Please refer to answer A2(b) above.
- Q11. If a proposed individual for a specific stream/specialty is not a full-time employee of the Offeror, will it be sufficient to include a letter signed by the individual attesting to his/her availability for the duration of the RISO?
- A12. As long as the individual is an employee of the firm they can be included as one of the in-house individuals and a letter is not required.

All other terms and conditions remain unchanged.

Form 3B – (Rev. 1) - Qualifications of Personnel (from 3A Corporate Capability Table)

Name of Firm: _____

One form is to be used per specialization (as identified in 3A Corporate Capability Table), i.e., 21 forms (4 key personnel to be evaluated in Form 4). (On one sheet of paper, single-sided 8.5” x 11”).

Specialization	<i>(Identify specialization as per the Corporate Capability Table)</i>
Name, Title	<i>(First and last name, title at the firm)</i>
Education	<i>(Credentials, post-secondary education institution, dates attended)</i>
Accreditation	<i>(Accreditation, organization, date accreditation obtained, current status)</i> Note: all acronyms must be spelt out and relevance of all professional accreditations must be clearly identified.
Experience	<i>(Total years of relevant experience to the stream, work history with employers' name, dates employed, job title, responsibilities (beginning with the most recent). Experience refers to the number of years the individual has worked in the discipline relevant to the category specialization, and does not include time at school or time working in a different discipline.)</i>

ANNEX “D” - Form 4 (Rev. 1) – Detailed Qualifications of Key Personnel

Name of Firm: _____

**Each firm must include the 4 unique key personnel as identified on Form 3A as follows:
(Note: personnel cannot be repeated in this section)**

Stream 3

- 1) Senior Project Manager
- 2) Senior Risk Assessor/ Toxicologist
- 3) Senior Environmental Engineer/ Scientist
- 4) Intermediate Project Manager

**One form per person/specialization. Maximum 2 pages (8.5” x 11”) one side of page.
8 pages total.**

Specialization	<i>(Identify specialization as per the Corporate Capability Table)</i>
Name, Title	<i>(First and last name, title at the firm)</i>
Education	<i>(Credentials, post-secondary education institution, dates attended)</i>
Accreditation	<i>(Accreditation, organization, date accreditation obtained, current status)</i> Note: all acronyms must be spelt out and relevance of all professional accreditations must be clearly identified.
Experience	<i>(Total years of relevant experience to the stream, work history with employers’ name, dates employed, job title, responsibilities (beginning with the most recent). Experience refers to the number of years the individual has worked in the discipline relevant to the category specialization, and does not include time at school or time working in a different discipline.)</i> <i>Must include 5 relevant projects (only the first five projects will be considered). Include title, location (province), involvement, role, federal and provincial agencies involved, employers’ name, dates employed, responsibilities (beginning with the most recent).</i>