

RETURN BIDS TO:
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Travaux publics et Services gouvernementaux
Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

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
Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7 ième étage
Montréal
Québec
H5A 1L6

Title - Sujet St-Hubert - Consultant Services, Co	
Solicitation No. - N° de l'invitation 9F030-131009/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 9F030-13-1009	Date 2014-05-26
GETS Reference No. - N° de référence de SEAG PW-\$MTC-775-12750	
File No. - N° de dossier MTC-4-37015 (775)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-06-17	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
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: Aguilera, Maria Pia	Buyer Id - Id de l'acheteur mtc775
Telephone No. - N° de téléphone (514) 496-3573 ()	FAX No. - N° de FAX (514) 496-3822
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

9F030-131009/A

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

9F030-13-1009

Amd. No. - N° de la modif.

002

File No. - N° du dossier

MTC-4-37015

Buyer ID - Id de l'acheteur

mtc775

CCC No./N° CCC - FMS No/ N° VME

AMMENDMENT 002:

Remove the following pages:

- Pages **21 to 23, 28 et 37**

and REPLACE WITH the pages attached herewith (*PDFs*)

- ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED -

PROJECT BRIEF (TERMS OF REFERENCE)

Architectural and Engineering Consulting Services

Project name: RCM Real Property Project
Client: Canadian Space Agency (CSA)
Location: John H. Chapman Space Centre
Canadian Space Agency Headquarters
6767 Route de l'Aéroport
Longueuil (St. Hubert), Quebec
Date: February 25, 2014

Mis en forme : Anglais (Canada)

1. Project brief

The CSA requires the services of an architectural and engineering consulting firm with experience in the retrofitting of critical operations areas that are currently occupied. The selected firm will have experience in the retrofitting of control centres, office space and support areas and will be required to retrofit portions of areas that operate 24 hours per day, 365 days per year.

The objective of this Request for Proposal (RFP) is to engage the services of a firm to draft designs, plans and specifications and as-built drawings, as well as to carry out worksite supervision, for the retrofitting of office space and special-purpose areas assigned to RADARSAT Constellation Mission (RCM) activities, and for the retrofitting of a satellite operations area and a meeting and training space.

The architect will be asked to submit a proposal with respect to fees charged for the following, without being limited to, professional architectural, mechanical, electrical and structural services: surveys, preliminary drawings, construction plans and technical specifications, bid solicitation documents, construction work supervision, and as-built drawings.

The services to be provided are described in greater detail in Section 4. In every phase of the project, the architect will be responsible for co-ordinating the services with all parties concerned. To complete this project, the consultant will need to subcontract the services of experts in related specialized fields (i.e. sub-consultants).

2. Project description and context of activities

2.1 The John H. Chapman Space Centre is a building with 30,000 m² of floor area constructed in the 1990s. Approximately 50% of the building floor area consists of office space, while 20% comprises laboratories, 15% comprises operational areas and 15% is used for services.

- 2.2 The main area to be retrofitted includes Building 2 – Level 2 (P2N2), which currently houses the operations of satellite missions and offices that will be vacated ~~prior to the project~~ and will be retrofitted, where necessary, during the project.
- 2.3 In addition to P2N2, the adjacent areas to be retrofitted are identified as Rooms 2C-200, ~~and 2B-200~~ and 2A-100 and the conference rooms in Area 1D-100.
- 2.4 In total, the areas to be retrofitted comprise about ~~2,200-2~~ 675m², 30% of which consists of the control centre and the server room (2B-205A1), which must be kept in operation at all times.
- 2.4 A Functional and Technical Program (FTP), dated February 24, 2014, was prepared by the firms Cimaïse and Rochon Experts-Conseils and will be distributed (without the technical appendices) to firms considering the submission of a proposal. The FTP will be the prime reference defining requirements and will serve as the basis for the design and for subsequent validations in future phases.
- 2.5 For the purposes of the RCM Real Property Project, the following real property studies and projects under way at the Agency must be incorporated into the proposed solutions:
- Workplace lighting study;
 - Asset maintenance work;
 - Shared Services Canada IT projects;
 - Other project, if applicable.
- 2.6 The activities will be carried out within the building's operational context, as follows:
- The consultants must take security restrictions into consideration: All persons involved in the project must pass a security screening beforehand;
 - The consultants may be required to provide some services on weekends and/or outside regular business hours during the construction period.

3. Scope of the project

During each of the project phases described below, the Consultant must plan for and schedule project co-ordination meetings with the RCM Real Property Project Manager, the Real Property Management Team and the consultants under subcontract (sub-consultants), if any, on a regular basis to ensure that ongoing, efficient and diligent progress is made in the project. The Consultant must draft minutes of the meetings and distribute them no later than two working days after each meeting.

Occupational safety and health must be a priority for all planned activities. The contractor for the work will be required to submit a specific safety program and the Consultant will be required to provide regular follow-up at all project co-ordination meetings.

Depending on the work, the preliminary budget estimate of the cost of the retrofit work and associated tasks is approximately \$~~2.25~~ 2.55 million (before taxes). This estimated project budget will be validated by the Consultants and reviewed in every phase of the project, depending on progress made in the project.

5. Services to be provided

The service packages (SPs) listed below will include all of the following deliverables:

SP 1 – Preliminary Design and Inspection Phase

- Visit the building and the site;
- Analyse project requirements as defined in the Functional and Technical Program (FTP);
- Analyse existing documents, such as the building construction plans provided by the CSA and other documents.
- (1) start-up meeting and presentation (handing over) of data;
- (1) meeting to clarify requirements;

SP 2 – Schematic Design Phase

- Confirm the accuracy of details in existing plans and specifications by carrying out required additional surveys of existing conditions;
- Draft a preliminary report in English and French that describes the project and various components and takes into account retrofit problems in each phase in the critical area occupied 24 hours a day, every day, as well as the vision for the future control centre's flexibility over the next 20 years; (1) meeting to present the report to the client's group and revise as needed;
- Submit design options (minimum of 2, maximum of 3) including phases of area operations that are viable and can be implemented according to technical strategies acceptable to the CSA; (1) presentation meeting to client's group.
- Analyse each solution in accordance with objectives, including the project cost and schedule;
- Prepare and submit a Category C cost estimate for the various design options;
- Draw up and submit a project completion schedule;
- Recommend an option to be developed further, along with all supporting documentation and technical rationales, while specifically addressing the problem of construction in an occupied area;
- Verify and ensure compliance with all applicable acts, regulations, codes, standards and municipal bylaws concerning the project design.

- Applicable fire prevention standards;
- Most recent Public Works and Government Services Canada standards, particularly the Construction/Demolition Materials Management Plan to be incorporated into PWGSC's Section 01 74 21, Construction/Demolition Waste Management and Disposal and Appendices to be incorporated into PWGSC's Section 01 35 29 06, Health and Safety Requirements.
- All other documents, regulations, codes and standards applicable to this project.

8. Site visit and access to the site and building

Prior to the start-up meeting, the selected firm must submit the anticipated list of all employees who may come to the site.

Any site visit, at all stages of the project, will require written permission by the project manager. Visits should be conducted in accordance with the regulations of the CSA, more specifically all visitors allowed will be escorted at all time within the CSA premises.

9. Project phases and schedule

The CSA wishes to have the work completed, from the design phase to the final acceptance phase, between July 2014 and February 2016. However, additional time may be required for various stages of project authorizations or because of other unforeseen events. Some of the additional time will be included in contingencies relative to the schedule. Completion of the project will depend on area users and their work hours, work carried out in proximity and the relocation of area users, as the case may be.

In the light of this information, we ask consultants to submit their proposals in two parts, as follows:

- Design, plans and specifications, and bid solicitation (construction) phase: ~~10~~9 months; and
- Completion of work (project phases and continuous operations) phase: 10 months.

This schedule sets out maximum time frames. Consultants are asked to submit a realistic work schedule with the objective of completing the project in as short a time frame as possible.

The CSA's preliminary schedule includes the following completion dates:

- | | |
|---|-------------------------------|
| • Design and validation by the CSA | 12 <u>10</u> weeks |
| • Plans and specifications, and validation by the CSA | 16 <u>12</u> weeks |
| • P2N2 south area ready to be fitted up and occupied | December 2014 |
| • Bid solicitation – Construction contractor | 12 weeks |
| • Construction | 10 months |
| • Final acceptance of required work | February 2016 |

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File No. – N° du dossier
MTC-4-37015

Buyer ID – id de l’acheteur
mtc 775

APPENDIX C - PRICE PROPOSAL FORM

INSTRUCTIONS: Complete this Price Proposal Form and submit in a **separate sealed envelope** with the Name of Proponent, Name of Project, PWGSC Solicitation Number, and the words “PRICE PROPOSAL FORM” typed on the outside of the envelope. Price Proposals are not to include Applicable Taxes.

PROPOSERS SHALL NOT ALTER THIS FORM

Project Title:

Name of Proponent:

The following will form part of the evaluation process:

REQUIRED SERVICES

Firm Percentage Fee of%

Indicative Estimate of Construction Cost

(Class D, excluding Applicable Taxes): x ~~2,250,000.00~~ 2,550,000.00 \$

Maximum Percentage Fee for Required Services\$

The actual percentage fee for Required Services will recognize the variability of the Construction Cost Estimate as the project develops (refer to formula specified in GC 5.2 Fee Arrangement(s) for Services). Payments will be made as specified in GC 5.4 Payments for Services.

TOTAL FEE FOR REQUIRED SERVICES\$