

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016

**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  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9

<b>Title - Sujet</b> NURSING SERVICES FOR VAC	
<b>Solicitation No. - N° de l'invitation</b> 51019-145026/A	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> 51019-14-5026	<b>Date</b> 2014-06-13
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-219-9276	
<b>File No. - N° de dossier</b> HAL-3-71289 (219)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-06-23</b>	<b>Time Zone</b> Fuseau horaire Atlantic Daylight Saving Time ADT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Richard, Linda K.	<b>Buyer Id - Id de l'acheteur</b> hal219
<b>Telephone No. - N° de téléphone</b> (902) 496-5261 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> Raison sociale et adresse du fournisseur/de l'entrepreneur	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> (type or print) <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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**AMENDMENT 003**

This amendment is issued to reflect the following.

**1. Closing Date:**

Delete: 18 June 2014 2:00 p.m. ADT

Insert: 23 June 2014 2:00 p.m. ADT

**2.** Is an organization currently providing these relief services for Veterans Affairs or is this a new requirement?

**Answer:** Presently there is no organization providing these services to the Halifax Area office of Veterans Affairs Canada. There was a contract to provide these services that expired in June 2012 (total value was \$400,641.70 taxes included). The contractor was VON New Brunswick.

**3.** Could you please let us know your current budget OR if the services have been provided in the past what budget was allocated or what were the rates?

**Answer:** The value of the former contract was \$400,641.70 taxes included. The rates are proprietary to the former Contractor and cannot be released.

**4. Section 5.0 Volume of Work: 5.1 Scheduled Relief Services states:**

“The estimated number of days of schedule relief service for the Halifax Field Office is 1,875 per contract year. The Project Authority reserves the option to amend the schedule. Could you please clarify that this is an error and 1,875 actually refers to the estimated number of hours per year.

**Answer:** It is 1,875 hours

**5.** Under this solicitation a back-up and a replacement are required to meet the same mandatory requirements. Can they be the same person or are you requesting two

separate entities? And if the latter is the case, how many resources are allowed at the orientation stage?

**Answer:** As this requirement has a requirement for two primary resources on a regular basis, there is a requirement for two Back up personnel under this contract. The Back up and Replacement personnel can be the same entity.

**6.** The RFP requires the contractor to at all times hold a “Designated Organizational Screening” designation. Currently our company does not provide Federal work and therefore does not hold the DOS designation. We are prepared to apply for this designation, however to do so we must first get Reliability Status which can take approximately one month to obtain. In addition, the DOS application process then takes approximately 85 days to obtain. As the RFP due date is June, these timeframes are a limitation. Is there any consideration for applying to the RFP which these applications are in progress?

**Answer:** All security requirements must be met at bid closing so there is no delay in contract award.

**7.** RFP indicates “the estimated number of days of relief service for the Halifax Field Office is 1875 days per contract year.” “The VAC may pre-authorize additional days per contract year.”

**Question A.** Can you clarify the staffing model to support this requirement?

**Answer A:** It is based on our determination of our needs at or for a given time. It is not based on a staffing model. Discretion to request, and approve, additional contractor time rests with VAC.

**Question B:** Will the contractor have guaranteed days and hours of work per contracted year (250 days/7.5 hours per day) or will it be based on ad hoc requests for relief services as the need arises?

**Answer B:** Normally a base schedule is developed for the nursing resourcing in each Area Office. This is, of course, subject to change; but in general days of work are predictable, with additional days requested on an ad hoc basis as the need arises. The number of hours in the contract is larger than the expected weekly utilization to permit additional coverage during peak periods, summer leave, unexpected absences, etc.

**8.** Although the RFP states Field Office Contract Nurses must have a university degree (BN, BScN, BA with a major in nursing, Bachelor of Science in Psychiatric nursing, Bachelor of Health Scientist), there is a recognition that there may be nurses with extensive experience in the required fields but hold a diploma in Nursing. Would this be acceptable or considered?

**Answer:** No, all proposed resources must meet the evaluation criteria at bid closing.

**9.**

**Question:** Please refer to to Section 6.4 Training where it states “The Contractor will only be compensated for orientation and training time once during the duration of the contract period.” Please confirm that the orientation and training will also include training for the proposed resource, back up resource, AND replacement personnel, provided that the training takes place at the same time.

**Answer:** The objective is to have the orientation occur concurrently, however, this is subject to VAC’s operational requirements.

**10.**

**Question:** Refer to Section 7.1 Back Up Resource for Specific Person(s). It is the Bidder’s experience providing this type of service that having a fully qualified back up resource at all times for the unexpected or short term absences is an unrealistic expectation. The Bidder respectfully requests that this required be removed.

**Answer:** Request denied.

**11. Under 4.1 Period of the Contract**

Delete: The Period of the Contract is from August 1, 2014 to July 31, 2016 inclusive

Insert: The Period of the Contract is from date of award for a period of two years.

**12.**

**Question:** What is the address of the Halifax Field Office?

**Answer:**  
Halifax Office

Solicitation No. - N° de l'invitation

51019-145026/A

Amd. No. - N° de la modif.

003

Buyer ID - Id de l'acheteur

hal219

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

51019-14-5026

File No. - N° du dossier

HAL-3-71289

CCC No./N° CCC - FMS No/ N° VME

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Veterans Affairs Canada  
7105 Chebucto Road  
P.O. Box 8063  
Halifax, NS B3K 5L8

All other terms and conditions remain unchanged.