

	BIDDER QUESTIONS	E.C. RESPONSES
1.	<p>Reference: Appendix 5 - Statement of Work, Section 1.1.1A (1) Please provide definitions for the following terms found in the</p> <ul style="list-style-type: none"> a) "EC boat run" b) "sampling area" c) "sampling run" d) "sampling zone" 	<ul style="list-style-type: none"> a) EC boat run - A sampling event, usually between 3 to 5 hours, collecting from among 30 to 60 sites, done by Environment Canada's own boat and staff. b) Sampling Area – The vicinity of the area that you are sampling in. c) Sampling run – A particular sampling event (by boat or plane). d) Sampling Zone – Sampling sites that are grouped together to facilitate sampling logistics. It is set as a guideline.
2.	<p>Reference: Appendix 5 - Statement of Work, Section 1.1.1 A (5) Does Environment Canada choose the dates and times of each sampling event, or may the Contractor submit a calendar-dated Schedule of Proposed Operations for this Work, so the Contractor can have a plan of when the required personnel will be assigned to this project. It is assumed that field personnel will not need to be deployed for the full 6 months - from October 1 through December 31 and January 1 through to March 31?</p>	<p>Since the sampling is totally weather dependent, the contractor should submit a tentative schedule that preferably coincides with ebbing tide. The first sampling run should be done between October 1 and December 31, 2014 while the second sampling run should be done between January 1 and March 31, 2015. Contractor can sample between Sunday and Wednesday, for shipment to arrive at the laboratory one day later, <u>within the prescribed time (CRITICAL REQUIREMENT)</u>, between Monday and Thursday.</p>
3.	<p>Reference: Appendix 2 - Evaluation and Selection Criteria, Section 1.1.1 A (4) Does each of the five (5) Zones have to be completed in one day, or can they be subdivided in a manner consistent with the maximum allowable sampling times (4 hours by plane/6 hours by boat)?</p>	<p>No, the zones are just guidelines for sampling logistics. Contractors can sample multiple zones, or part of a zone, within the maximum allowable sampling time. The '4 hours by plane/6 hours by boat' maximum allowable sampling time is also a guideline.</p>
4.	<p>Reference: Appendix 2 – Evaluation and Selection, Attachment 2 Section 2.1/2.2 Our company is proposing using a third party contractor to deliver samples from Bella Bella to Vancouver/Comox laboratories. Should this cost be included in the Total Cost or the Expenses section of the financial proposal? It is assumed that Environment Canada would be responsible for payment of sample delivery from the site to the laboratory</p>	<p>Environment Canada is responsible for all sample delivery costs <u>but the onus is on the contractor to make sure the samples are delivered to the laboratory within the set time.</u> Bidders should not include sample shipping cost in your proposal. There might be a need to check the capacity of the Comox laboratory. Bidders should clearly state in their proposal which of the identified two laboratories will be used. Our laboratory in North Vancouver can handle between 80 and 100 samples per day.</p>
5.	<p>Is there a document with the station IDs and Latitude/Longitude for this area?</p>	<p>Secret and proprietorship information, such as geoduck beds, can be extracted from a 'Station Location', hence will only be given out to the winning Bidder.</p>
6.	<p>Please provide the daily hours of operation for the Pacific Environmental Science Centre Laboratory (more specifically the latest time samples can be dropped off for same-day analysis)? Does the laboratory have an after-hours sample drop-off location (i.e., drop samples off at 9:00 pm for analysis the next day)?</p>	<p>The official hours of operation at PESC is between 8:00 am to 4:00 pm. However, there are people in the building between 6:00 am and 5:00 pm to receive samples. Say if there are 40 samples, it takes about two hours to process them, meaning samples should be at PESC before 3:00 pm for same day analysis. Potential bidders can propose to drop off samples at PESC at any reasonable time after hours. The Marine Water Monitoring Unit will do its best to accommodate. In this case, samples will be analyzed the next morning at around 7:00 am.</p>
7.	<p>Is the time required for analysis directly proportional to the number of samples, i.e., 20 samples take 1 hour, 40 samples take 2 hours, and 60 samples would take 3 hours?</p>	<p>Roughly so, but it is not recommended to collect more than 50 samples per day.</p>

8.	Is Environment Canada responsible for lab-related fees?	Yes. Either our own Environment Canada lab or North Island Laboratories (limited number) can run the samples. EC will pay for all lab-related costs if NIL is used.
9.	Is Environment Canada responsible for getting the lab's analyses? Or does EC prefer the lab to send the results to the Contractor, who would then pass on the report to EC?	If North Island Laboratories is used, they send lab results directly to EC.
10.	Would Environment Canada prefer all sample forms to be submitted to the laboratory along with the samples? Or compiled by the Contractor and reported directly to EC?	The Contractor's work is to collect samples and ship the samples to the lab along with the forms. The Contractor is not required to retain any filled forms nor compile any reports.
11.	Would Environment Canada like the lab fees to be displayed in the Cost Proposal?	Please do not include lab fees in the Cost Proposal. EC pays for the lab fees.