



**Royal Canadian Mounted Police  
Gendarmerie royale du Canada**

**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS A:  
Bid Receiving/Réception des soumissions**

**RCMP / GRC  
Purchasing Office - Bureau des achats:  
Procurement & Contracting Services/  
Service des acquisitions et des marchés  
5th Floor Bid Receiving Unit  
10065 Jasper Avenue NW  
Edmonton, AB T5J 3B1**

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

**Proposal to: 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.

**Proposition aux: Gendarmerie royale du Canada**  
Nous offrons par la présente de vendre à Sa Majesté la 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  
Raison sociale et adresse du fournisseur/de l'entrepreneur**

**Facsimile No. - No de télécopieur:**

**Telephone No. - no de téléphone:**

**Issuing Office - Bureau de distribution**

Procurement & Contracting Services/  
Service des acquisitions et des marchés  
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10065 Jasper Avenue NW  
Edmonton, AB T5J 3B1  
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<b>Title-Sujet:</b> A&E Design and Construction Services for the RCMP Cell Retrofit located in Chateh, Vermillion, Rocky Mountain House and High Prairie, AB	
<b>Solicitation No. - No. de l'invitation</b> M5000-5-1765/A	<b>Date</b> 3 <sup>rd</sup> September 2014
Amendment No. – No modif : 004	
<b>Solicitation Closes -L'invitation prend fin</b> <b>at - à 2:00 PM Mountain Daylight Savings Time Zone</b> <b>on - le 16<sup>th</sup> September 2014 (AMENDED)</b>	
<b>F.O.B. - F.A.B.</b> Plant - Usine:                      Destination:√                      Other-Autre:	
<b>Address Enquiries to: - Adresser toutes questions à:</b>  <b>Cyndi Ryan, Senior Contracting Officer</b> <a href="mailto:Cyndi.ryan@rcmp-grc.gc.ca">Cyndi.ryan@rcmp-grc.gc.ca</a>	
<b>Telephone No. - No de téléphone</b> 780-670-8624	<b>Fax No. - N° de FAX:</b> 780-454-4523
<b>Destination of Goods, Services, and Construction:</b> <b>Destinations des biens, services et construction:</b> RCMP Detachments Chateh, Vermillion, Rocky Mountain House and High Prairie, AB	
This document contains a Personnel Security Requirement	
<b>Delivery Required - Livraison exigée:</b>	<b>Delivery Offered - Livraison proposée</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>	
_____	
Name /Nom	Title/Titre
_____	
Signature /Signature	Date/Jour
(Please sign and return cover page with bid proposal./ Signez s'il vous plaît et la page de couverture de retour avec la proposition d'offre.)	



**Amendment 004 has been raised to address questions being asked by potential bidders.**

**Question 1**

Under Construction Administration Services 6.2.1, can you explain which members are required to attend the Construction Project Meetings?

**Answer 1**

Not all Consultants are required for each site visit. Prime Consultant in consultation with the RCMP Project Manager will determine which meetings each discipline should attend.



**Question 2**

Additional Questions from Aug. 19, 2014 email - Fire Suppression System for Rocky Mountain House and High Prairie

**Answer 2**

It is the Consultant's responsibility to determine whether the municipal system can support the fire flows.



**Question 3a1**

Vermillion

Architectural: Amendment 1 says to remodel three existing rooms to accommodate different functions. What functions? Amendment 1 also says to upgrade other rooms to meet Government of Canada standards. How many rooms and what are their sizes? What is the function of these rooms to which the appropriate Government of Canada standards will be applied? Can you confirm that no Asbestos exists in the facility - i.e. has a hazardous assessment been conducted?

**Answer 3a1**

This site has 4 cells. The intent is to renovate 2 of the existing 4 cells to current compliance standards. 1 of the existing cells is to be renovated to provide a staff exercise room, and 1 existing cell to be renovated to provide an intoxicilizer/fingerprint room. 1 room behind the guard station will be renovated to provide a prisoner effects room. Room sizes are to be confirmed by the Architect/Consultant during site visit. Confirmation of presence of asbestos is responsibility of Architect/Consultant.



**Question 3b1**

Rocky Mountain House

Architectural: Amendment 1 says to remodel four rooms. Are these over and above the 9 cells? How extensive is the remodel?

**Answer 3b1**

The facility houses 9 cells that require retrofit to current compliance standards. Remove remodel of 4 rooms from Amendment.



**Question 3b2**

Rocky Mountain House

Mechanical: Amendment 1 says to add fire suppression system. Is this throughout the entire facility? Has it been determined that the municipal system can support the fire flows required? What if it can't? Do we allow for the design of a fire suppression system in our fees not knowing if sufficient capacity exists? To confirm air flow, an air balance will have to be conducted by an air balance contractor unless there is a current one available. Is there one available? What if the results show that the system is inadequate to meet the current standards? Do the four rooms mentioned in architectural and electrical require mechanical revisions, or are upgrades restricted to arch/elect only or are only the two rooms mentioned in the mechanical affected?

**Answer 3b2**

The fire alarm system/panel is obsolete and requires replacement. A fire suppression system (sprinkler system) to be installed throughout the building(the facility does not have an existing fire suppression system). Architect/Consultant's responsibility to confirm whether municipal system has capacity to support a fire suppression system.

Architect/Consultant's responsibility to confirm whether existing HVAC system is adequate to meet current standards. Air balance and air balance report will be part of the construction contract specifications.



**Question 3c1**

High Prairie

Architectural: If exterior CMU's are being replaced is there the potential for vermiculite to be found in the cores of the existing? This would be a hazardous substance issue.

**Answer 3c1**

Architect/Consultant's responsibility to investigate and confirm presence of vermiculite during site visit.



**Question 3c2**

Mechanical: Amendment 1 says to add fire suppression system. Is this throughout the entire facility? Has it been determined that the municipal system can support the fire flows required? What if it can't? Do we allow for the design of a fire suppression system in our fees not knowing if sufficient capacity exists? To confirm air flow, an air balance will have to be conducted by an air balance contractor unless there is a current one available. Is there one available? What if the results show that the system is inadequate to meet the current standards? Amendment 1 also says to add radiant heating panels at ceiling. Can it be confirmed that the building has a hot water heating system? How are the cells being heated now? If not by hot water, what happens if the hot water heating system does not have sufficient capacity to take on additional load? Is part of the scope of work to recalculate the heat losses for the entire building to determine if the capacity of the existing system is adequate? This will impact our fee proposal. What does "potential for new water heater" mean? Please advise whether a new one is required? If one is required, are we to allow for design time related to a new one or just report our findings on whether or not a new water heater is required?

**Answer 3c2**

The existing fire alarm system and panel to be replaced. A fire suppression system is to be added to the entire facility (the facility does not have an existing fire suppression system).

Architect/Consultant's responsibility to confirm whether municipal system is adequate to support a fire suppression system.

Architect/Consultant's responsibility to determine whether existing radiant panels, HW boiler and air handling system are adequate and have sufficient capacity to meet current codes/standards. A site visit by the proponent is advised to confirm the foregoing. Air balancing and air balancing report to be included in construction contract specifications.





**Question 4a**

Annex "H" - Health and Safety Requirements

Requirement 1. Employer/Prime Contractor, item 1.1 & 1.2: All of these projects are located in **Alberta**. Please confirm that the Occupational, Health and Safety Act of Alberta is applicable, **not Manitoba**.

**Answer 4a**

Correct – Occupation Health and Safety Act is applicable to Alberta – not Manitoba.

**DELETE** from page 72 of 76

**1. EMPLOYER / PRIME CONTRACTOR**

1.1 During the Design Stage

1.1.1 The Consultant shall, where the Consultant is working on Federal property and is in control of the work site (no Federal presence or construction contractor), for the purposes of the Occupational Health and Safety Act, Manitoba, and for the duration of the Work of the Contract:

1.1.1.1 act as the Employer, where the Consultant is the only employer on the work site, in accordance with the Authority Having Jurisdiction;

1.1.1.2 accepts the role of Prime Contractor, where there are two or more employers (including sub-consultants) involved in work at the same time and space of the work site, in accordance with the Authority of Having Jurisdiction; and

1.2 During the Construction Stage

1.2.1 The Consultant shall, for the purposes of the Occupational and Safety Act, Manitoba, and for the duration of the Work of the Contract, agree, without limiting the General Conditions 0220DA, to accept that the Construction Contractor is the Prime Contractor, and to conform to that Contractor's Site Specific Health and Safety Plan.



**INSERT** to page 72 of 76

## 1. EMPLOYER / PRIME CONTRACTOR

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1.1.1 The Consultant shall, where the Consultant is working on Federal property and is in control of the work site (no Federal presence or construction contractor), for the purposes of the Occupational Health and Safety Act, **Alberta**, and for the duration of the Work of the Contract:

1.1.1.1 act as the Employer, where the Consultant is the only employer on the work site, in accordance with the Authority Having Jurisdiction;

1.1.1.2 accepts the role of Prime Contractor, where there are two or more employers (including sub-consultants) involved in work at the same time and space of the work site, in accordance with the Authority of Having Jurisdiction; and

### 1.2 During the Construction Stage

1.2.1 The Consultant shall, for the purposes of the Occupational and Safety Act, **Alberta**, and for the duration of the Work of the Contract, agree, without limiting the General Conditions 0220DA, to accept that the Construction Contractor is the Prime Contractor, and to conform to that Contractor's Site Specific Health and Safety Plan.



**Question 4b**

Requirement 2. WCB and Safety Program, item 2.1.3: Certificate of Recognition (COR) and Registered Safety Plan (RSP) refer to documents prepared by a Construction Contractor. Can you confirm that this requirement is applicable to a Construction Contractor, not the Architectural and Engineering firms?

**Answer 4b**

Please note that the paragraph further goes on to state "A Health and Safety Policy and Program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable in lieu of a COR or RSP. If none is required by law, a copy of a health and safety policy and program that has been sent to the AHJ for review will also be acceptable, provided that the recommended Tenderor certifies that it has been sent to the AHJ."

It is mandatory for your firm to comply with this requirement.



**Question 4c**

Requirement 3. Permits, Notifications and Safety Plan: Can you confirm that this entire clause and the requirements listed are applicable to a Construction Contractor, not the Architectural and Engineering firms?

Correct.

**DELETE** from page 73 of 76

**3. PERMITS, NOTIFICATIONS AND SAFETY PLAN**

- 2.1. The Contractor shall provide to the Project Manager:
  - 3.1.1. prior to the pre-construction meeting, a transmittal and copy of the Advance Notification of Project form, contained herein, as sent to the Authority Having Jurisdiction (AHJ), unless this requirement is waived by the Project Manager; and
  - 3.1.2. prior to commencement of work and without limiting the terms of General Instructions to Bidders GI14 and GC4 - Protective Measures GC 4.2
    - 3.1.2.1. copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or (AHJ); and
    - 3.1.2.2. a site specific Health and Safety Plan which is acceptable to the AHJ, unless this requirement is waived by the Project Manager.



**Question 5**

Reference RFP page 47.

**6.2 CONSTRUCTION PROJECT MEETINGS**

*6.2.1 The RCMP Project Manager shall arrange meetings as deemed suitable, throughout the entire construction period, for all members of the project team to*

*attend, including representatives from:*

- a) End-users*
- b) Prime Consultant*
- c) Prime Consultant's Sub-Consultants as determined by the Project Manager*
- d) Contractor and their Sub-contractors*

*It is expected that there will be a minimum of 15 on-site construction project meetings and no more than 19 meetings on-site. Conference calls will be coordinated bi-weekly to review project status and work through challenges and issues.*

**Answer 5**

There shall be a maximum of 6 (six) meetings per site by the Consultant Team.



**Question 6**

Do we need to allow for our attendance at bidding construction contractor walk-throughs that may be required or optional at the time the projects are tendered?

**Answer 6**

Optional at time projects are tendered.



**Question 7**

6.2.1 seems to imply that the RCMP Project Manager will arrange meetings as deemed suitable for members of the project team **as required** to attend. However, under c) it says sub-consultants as determined by the Project Manager which would suggest **not all (correct)** members of the project team are required to attend. We understand that the Architect (Prime Consultant) would need to be represented at every meeting. However, c) would seem to suggest that the RCMP Project Manager could request sub-consultant attendance as they see fit without any consideration for how many trips the proponent has allowed for in their price proposal. **(Maximum of 6 meetings per site - Prime Consultant and RCMP Project Manager to determine who should attend and when)** Reference the attachment to this email of our first set of questions. The travel time and expenses for each of these projects is a major cost. Proponents need certainty with respect to the number of person trips required. Without that, and leaving the determination of the number of trips to the RCMP Project Manager is an intolerable risk for proponents. **(Maximum of 6 meetings per site)**

**Answer 7**

As noted above in blue.



**Question 8**

The last sentence in 6.2.1 says there will be a minimum of 15 on-site construction project meetings and no more than 19 meetings on-site. We assume this is per each of the 4 projects and not the total of all such meetings required for the total of the four projects. Please confirm.

**Answer 8**

Maximum of 6 meetings per site - delete minimum 15 and maximum of 19 meetings





**Question 9**

Are the bi-weekly conference calls (mentioned in 6.2.1) in addition to the on-site meetings? Who is required to participate in these calls? Does this include the construction contractor and sub-contractors, the RCMP Project Manager, the Architect (Prime Consultant) and all of the sub-consultants?

**Answer 9**

Consultant and RCMP Project Manager to determine who should participate.



**Question 10**

We assume each party is responsible for paying their own telephone costs, if any, for these calls and is responsible for including the time required in the proponent's price proposal. Conceivably, requiring all of the consultants (prime and sub) to participate in every call, and assuming each call lasts 1 hour, the cost to consultants will be somewhere in the range of \$600-800/hour or more per call times 15-20 calls, depending on how long the construction process lasts. The total cost for time may be in the range of \$9,000 to \$16,000, just for the calls on one project. If each of the four projects requires a 1 hour phone call on a bi-weekly basis, the total cost could be in the range of \$36,000 to \$64,000 just for conference phone calls. Please clarify.

**Answer 10**

Consultant and RCMP Project Manager to determine who should attend/participate in teleconferences



**Question 11**

Is a table of contents required and does it count as part of the allowable 30 pages for the Technical Bid?

**Answer 11**

As per page 9 of 76

The maximum number of pages including text and graphics to be submitted for Annex "F" – Evaluation Criteria is thirty (30) pages (single-sided) or fifteen (15) pages (double-sided). A minimum font size 10 must be used. The following contents are not included as part of the maximum page limitation noted above:

- Covering letter (optional - contents not evaluated)
- Completed Annex "E" – Team Identification Form;
- Completed Annex "C" – Basis of Payment and Declaration Form;
- Front page of the RFP Solicitation; and,
- Front page of revision(s) to the RFP;

Therefore a Table of Contents is not required, please ensure that your bid is submitted in the exact order/layout of the request for proposal document.



**Question 12**

Reference page 9 of the RFP. We gather that the Certifications are to be bound separately; not bound with the Technical Bid, but that these are to be submitted in the same envelope as the Technical Bid. Please confirm.

**Answer 12**

It is ok to bind them together with the technical bid. Ensure that your proposal follows the order of the request for proposal document,



**Question 13**

Please confirm that the Certifications do not count as part of the 30 pages allowed for the Technical Bid.

**Answer 13**

As per page 9 of 76

The maximum number of pages including text and graphics to be submitted for Annex "F" – Evaluation Criteria is thirty (30) pages (single-sided) or fifteen (15) pages (double-sided). A minimum font size 10 must be used. The following contents are not included as part of the maximum page limitation noted above:

- Covering letter (optional - contents not evaluated)
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- Completed Annex "C" – Basis of Payment and Declaration Form;
- Front page of the RFP Solicitation; and,
- Front page of revision(s) to the RFP;

Therefore, the Certifications do count as part of the 30 pages.



**Question 14**

We assume that Annex E and the front pages of the RFP and amendments are to be bound with the Technical Bid. Please confirm.

**Answer 14**

Yes they are to be bound with the Technical bid. Please ensure that your bid is submitted in the exact order/layout of the request for proposal document.



**Question 15**

Reference page 11 of the RFP which states "2.1.2 Bids not meeting (choose "(a) or (b) or (c)" OR "(a) or (b) or (c) and (d)") will be declared non-responsive." This appears to be a mistake and that a choice was supposed to have been made during the preparation of the RFP. Please clarify.

**Answer 15**

Thank you for pointing this out to me.

In this instance, to be declared responsive, a bid must meet all 4 requirements: a, b, c, and d.



**Question 16**

Reference page 7 of the RFP which states "*Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the Nunavut Territory.*" This appears to be a mistake as all of these projects are located in Alberta. Would you be prepared to revise this sentence so that the default option is Alberta. **I will respond**

**Answer 16**

**Delete** from page 7 of 76

**5. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the Nunavut Territory.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their Bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

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**5. Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the **Province of Alberta**.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their Bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.





**Question 17**

Further to previous questions with respect to construction meetings, the RFP states on page 48 "6.2.3. *The Prime Consultant and their proposed Sub/Specialist Consultants, should be personally available to attend all design and construction meetings and respond to inquiries within two (2) working days of the Project Manager's request, in the locality of the place of the work , from the date of the award of the Consultant's contract, until final inspection and turnover"* . This seems to indicate that all consultants are to attend all design and construction meetings. Keeping in mind the issues that we have already raised about the cost of travel time and expenses, do you really want all consultants to attend all meetings?

**Answer 17**

Prime Consultant and RCMP Project manager to determine who should attend at each meeting.



**Question 18**

Reference Amendment 1. The project scope descriptions include services requested where it isn't clear whether these only involve investigations and studies under this contract or whether the consultants are also expected to implement recommendations. Are we required to only assess and recommend, but not design and implement? In other words, several studies and investigations are required which may suggest a course of action to be taken, but it isn't clear as to whether the consultants under this contract will be required to implement those recommendations with design, drawings, specifications and services during construction. Please clarify.

**Answer 18**

Many of these questions would be answered by a site visit by the proponent.



**Question 19**

Does the budget of \$3.2 million include allowances for work that may arise out of the studies and investigations required?

**Answer 19**

NO



**Question 20**

If not, how will any additional construction work arising from investigations and studies be paid for if they are required to be implemented under this contract?

**Answer 20**

Responsibility of Prime Consultant to determine requirements through site meeting prior to preparing Proposal.



**Question 21**

How can proponents include fees in their price proposals for work that is unknown at the present time and will only be known once investigations and studies are complete?

**Answer 21**

Responsibility of Prime Consultant to determine requirements through site meeting prior to preparing Proposal.



**Question 22**

Investigations and studies often result in a need for further investigations and studies, beyond those originally anticipated. How will consultants be compensated for additional investigations and studies arising out of the limited descriptions included in the scope of work described in Amendment 1?

**Answer 22**

Prime Consultant/Proponent to make allowance for possible additional site visit/investigations in proposal.



**Question 23**

The word "throughout" is used in several places in the scope of work descriptions. Please confirm whether this means throughout the immediate area of the detention units which are the subject of this contract or does it mean throughout the entire building?

**Answer 23**

"Throughout" means the immediate area of the cell block/detention area unless as specified to include the entire building.



#### **Question 24**

Following is the text extracted from Amendment 1 identifying items related to the forgoing questions highlighted in **bold**.

*Chateh (Assumption) is located approximately 100 km north and west of High Level. There are currently 8 cells scheduled for remodeling. The building was constructed in 1992. New furnaces were installed in 2013, which was the last significant work that building has received.*

*Architectural: CMU patchwork in Garage (damage from front bumper/winch). Remodel several rooms within the detention area (incl. millwork) , patch-coat ceilings (pitting). Replace existing doors with appropriate doors, acoustic or HM. Interior finishes patched at construction areas. Acoustic window to be added.*

*Structural – should not be required.*

*Mechanical – new floor drain covers, new combi units, new grilles in the detention area. Remodel rooms. **Consultant to ensure air flow meets current standards/code.***

*Electrical: replace smoke detector cage, new light fixtures, alarm system. Add power for small appliances. Remodel several rooms.*

*Vermilion is located approximately 200 km east of Edmonton. There are 4 cells to be remodeled - **2 cells are to be retrofitted to current standards, 1 cell converted to exercise room, 1 cell converted to intoxilizer/fingerprint room.** to This building was constructed in 1984 with no recent upgrades/updates.*

*Architectural: Remove existing furniture. Construct new angled wall (CMU). Remodel three existing rooms to accommodate different functions. Upgrade other rooms to meet Government of Canada standards. Replace existing doors with appropriate doors, acoustic or HM. Remodel reception area (incl. millwork). **New finishes throughout.***

*Structural: new CMU walls planned.*

*Mechanical: new/relocate floor drains, new combi units, **new HVAC throughout.** Remodel two existing rooms. HVAC to conform to current standards/code. Add slop sink to custodial area.*

*Electrical: Remodel smoke detection system and **advise if new fire alarm system is required.** Remodel four rooms.*





*Rocky Mountain House* is located approximately 85 km west of Red Deer. There are currently 9 cells to be upgraded. The building was constructed in 1990 with no recent upgrades or updates.

Architectural: Replace doors with appropriate doors, acoustic or HM. Patch finishes at construction areas. **(Delete Remodel four rooms - incl. millwork).**

Structural: should not be required

Mechanical: new floor drain covers, new combi units, **new grilles throughout**, and modify two rooms. **Confirmation air flow is correct to current standards. Add fire suppression and smoke detectors.**

Electrical: **Consultant to advise if new fire alarm system is required.** Remodel four rooms.

*High Prairie* is located approximately 200 km east of Grand Prairie. There are currently 10 cells to be updated. The building was constructed in approximately 1996 with no recent updates.

Architectural: Replace doors with appropriate doors, acoustic or HM. Patch finishes at construction areas. Remodel four rooms (to include millwork). Remodel room with new finishes (incl. acoustic panels). Remodel shower. **Complaints of roof leaks. Consultant to determine extent of roof repairs required.**

**Replace CMU near overhead doors (decaying/crumbling).** Install equipment lockers. Replace damaged CMU in garage. **Investigate cracks in interior and exterior walls.** Patch finishes at construction areas and/or as required.

Structural: should not be required.

Mechanical: **Consultant to advise on adding air conditioning to area.** New floor drain covers, new combi units, **new grilles throughout.** Remodel two rooms. **Confirmation air flow is correct to current standards. New fire suppression system/smoke detectors. New radiant heat panels at ceiling.** Replace cleaning hose/reel. Remodel shower. **Complaints of floor drains clogged. Potential for new water heater.** Replace cleaning hose/reel.

Electrical: **new light fixtures throughout**, new fire alarm system, remodel five rooms.

## **ANSWER 24**

Please ensure that you review the above mentioned items – items highlighted with blue font are additional information.

**All other terms and conditions to remain the same.**