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June 4th, 2015

## ADDENDUM 001 TO THE REQUEST FOR STANDING OFFER

**Subject:** Request for Standing Offer T3003-151000/B  
Standing offer for the environmental audit, biological inventories, plans of wildlife and floral management of the airport and harbour sites of the region of Quebec

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The purpose of this Addendum 001 to the Request for Standing Offer is to:

1. answer the questions received from potential tenderers during the Request for Standing Offer period;
2. publish all of the information on the Government Electronic Tendering Service (GETS) website so that all potential tenderers can access the supplementary information provided.

**Note:** No consideration will be given for extras and/or changes because the tenderer was not familiar with the contents of this Addendum.

### Question and answer no. 1:

#### Question 1:

At section 2.1.4, it is mentioned that "It is important that the presented projects be carried out in Québec since the call-ups to this standing offer will be carried out in Québec. Further this will help evaluate the supplier's experience with the provincial environmental procedures and legislation." Do all the projects have to be carried out in Québec to qualify or can it be a mixed of Quebec project experiences and other province experiences with personnel in Québec?

#### Answer 1:

Transport Canada accepts that the supplier presents a maximum of 3 out of 10 projects presented within the framework of this standing offer, that have taken place in other Canadian provinces. This implies that a minimum of 7 of the 10 projects presented must have taken place within the province of Québec. However, Transport Canada will not accept projects that have taken place outside of Canada. In addition, the suppliers must present at least one large scale environmental assessment project done under article 31.1 of Québec's Environmental Quality Act and one project implicating the identification, delineation and description of wetlands and development of management plans to conserve such environments carried out in Québec.

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### AMENDMENTS WERE MADE TO THE FOLLOWING DOCUMENT:

- 1) Terms of Reference

- **2.1.4 Bidding Firms' Expertise (page 13)**
- **Table II: Evaluation Criteria**  
**3.2, 3.7, 3.8 et 3.12 (pages 20 and 21)**

**Question and answer no. 2:**

Question 2:

In appendix B *Terms of Reference*, Table II: Evaluation Criteria, « large- scale environmental assessment (EA) » is mentioned in many places. What are the evaluation criteria used to define a large-scale EA? Could specific indications regarding scale, budget, work team or completion time be given in order to help identify admissible EA projects.

Answer 2:

Within the framework of this standing offer, a project is considered large-scale when it falls under section 31.1 of the *Environment Quality Act* or when it is considered a designated project under the *Canadian Environmental Assessment Act, 2012*.

**Question and answer no. 3:**

Question 3:

In appendix B *Terms of Reference*, Appendix 1, Section 2. Contents of the Proposals, 2.1.5 Work Team Members' Experience and Qualifications, « Project Manager – Plants and Wildlife », it is mentioned that « the characterization experience in an aquatic environment must include experience subcontracting diving and underwater video-taking activities». However, this criterion is not mentioned in Table II: Evaluation Criteria. Could it please be specified whether this is a mandatory criterion or simply an asset.

Answer 3:

Within the framework of this standing offer, the Project Manager – Plants and Wildlife must possess experience in the characterization of aquatic environments through activities that include either performing or subcontracting diving and underwater video-taking.

**AMENDMENTS WERE MADE TO THE FOLLOWING DOCUMENT:**

**1) Terms of Reference – Table II: Evaluation Criteria**

**Additional criteria**

- **4.21**

**The sequence of numbers was adjusted accordingly, considering the criteria 4.21 was added to the list.**

- **4.22 to 4.30 inclusively.**

**Question and answer no. 4:**

Question 4:

In appendix B Terms of Reference, Appendix 1, Section 2. Contents of the Proposals, 2.1.4 Bidding Firms' Expertise, it is stated that in the ten (10) project sheets to be presented, the entire 15 elements of expertise must be covered. Must only one element of expertise be presented per project sheet or can one project sheet cover many elements of expertise? For example, can experience in fauna and flora management in terrestrial and aquatic environments be simultaneously presented on one project sheet?

Answer 4:

Indeed, each project sheet can cover several of the fifteen (15) elements of expertise requested. Therefore, a project sheet covering fauna and flora management in both terrestrial and aquatic environments would be acceptable.

**UNLESS OTHERWISE INDICATED, ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR STANDING OFFER T3003-151000/B REMAIN THE SAME.**

**Question Period:**

Questions with respect to the meaning or intent of the Request for Standing Offer documents, or requests for correction of any apparent ambiguity, inconsistency or error in the documents, **must be submitted in writing before noon (12:00 p.m.) on June 10th, 2015** by e-mail or fax to:

Sonia Lemire  
Senior Materiel and Contracting Officer  
Transport Canada  
E-mail: [sonia.lemire@tc.gc.ca](mailto:sonia.lemire@tc.gc.ca)  
Fax: 514-633-2925

All questions and answers will be presented as an addendum to the Request for Standing Offer and will be published on the Government Electronic Tendering Service (GETS) website.