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Bid Receiving Public Works & Government  
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1713 Bedford Row  
Halifax, N.S./Halifax, (N.E.)  
B3J 1T3  
Halifax  
Bid Fax: (902) 496-5016

**Revision to a Request for Supply  
Arrangement - Révision à une demande  
pour un arrangement en matière  
d'approvisionnement**

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**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT / DOCUMENT CONTIENT DES  
EXIGENCES RELATIVES À LA SÉCURITÉ

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.E.)  
B3J 3C9  
Halifax  
Nova Scot

<b>Title - Sujet</b> SA - ARCHITECTURE AND ID	
<b>Solicitation No. - N° de l'invitation</b> E0225-152290/A	<b>Date</b> 2015-06-19
<b>Client Reference No. - N° de référence du client</b> E0225-15-2290	<b>Amendment No. - N° modif.</b> 005
<b>File No. - N° de dossier</b> PWA-5-74017 (115)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWA-115-5229	
<b>Date of Original Request for Supply Arrangement</b> 2015-05-14 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-06-25</b>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Allen (PWA), Tanya	<b>Buyer Id - Id de l'acheteur</b> pwa115
<b>Telephone No. - N° de téléphone</b> (902) 496-5142 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No. - N° de l'invitation

E0225-152290/A

Amd. No. - N° de la modif.

005

Buyer ID - Id de l'acheteur

pwa115

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

E0225-15-2290

File No. - N° du dossier

PWA-5-74017

CCC No./N° CCC - FMS No/ N° VME

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## QUESTIONS AND ANSWERS

### Question 13

Reference: R1/R3

Should the key contact person also be included in the (R3) Key Personnel or are these other people working on these projects. In other words would the Key Contacts involvement be implied since they are already indicated in R1.

### Answer 13

The proposed contact person is the supplier's choice and this individual may or may not be listed as a Key Personnel in R3. Please reference the answer to Question 6.

### Question 14

Reference R3

Is there an advantage to spreading staff over all three service streams for Key Personnel or should each service stream only indicate Senior people/Team Leaders even if they would be overseeing varying sized projects? For example, by spreading it over several staff we have the opportunity to show the breadth of experience within the office.

### Answer 14

Qualification for each Service Stream will be evaluated independently from each other. For each proposed Service Stream, the supplier should demonstrate that they have key personnel with the capability, capacity and expertise for that Service Stream.

### Question 15

Please provide clarification for criterion R1, sub-criterion b. Is the supplier expected to assign resources and backup personnel for this submission, or only describe how the firm assigns resources? Are specific team members with roles required to be described? The information required for R1 (b) is unclear.

### Answer 15

Suppliers must demonstrate *how* the team will be organized and managed in its approach and methodology in the delivery of a typical project within the page limitation specified. Suppliers are not required to provide specific names but are required to describe how they assign resources and provide back-up.

### Question 16

For criterion R1, sub-criterion c, is a chart acceptable to describe reporting structure or is a written narrative required?

### Answer 16

This is the supplier's choice.

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**Question 17**

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Reference: R3, page 18 of 71, Amendment No. 001 question 1.

When listing Key Personnel Expertise and Experience under the requirements for R3 there is a statement after the opening paragraph. "Key Personnel Minimum Years of Experience as a licensed Architect or registered Interior Designer". Does this mean that all Key Personnel must be a licensed Architect or Interior Designer and that Professional Architectural Technologists, Engineering Technologists, and Project managers can not be included?

**Answer 17**

Yes, the key personnel must be a licensed Architect or registered Interior Designer with the minimum years of experience as stated in R3.

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**Question 18**

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Reference: Generic Evaluation Table, Page 20 of 71

**18a** The second row of the table identifies a "weakness". If you are submitting for a stream of work in a maritime province, where you are licensed, but do not have a physical firm – is this considered a weakness? If we applied for geographic regions in provinces where our firm was not located, would this be considered a weakness?

**18b** If we are a registered firm in all provinces, yet we only have one office which is located in one province, would we have a better chance of being selected for a bid solicitation if we applied for only the province in which our firm is located?

**Answer 18**

**18a** Suppliers are not required to have a physical office in the province(s) for which they propose services. For qualification for a Supply Arrangement, suppliers will be evaluated in accordance with the criteria listed in R1, R2 and R3.

**18b** No. The supplier selection process for RFPs will be in accordance with Part 6-Supply Arrangement and Resulting Contract Clauses. The rotational list for the province in which the project is located will be used for supplier selection.

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**Question 19**

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With respect to Amendment #003, it is not clear the number of 'streams' one can indicate within the context of '3 maximum'. For example, if a firm was to express interest in all 4 geographic areas and chose the identical 3 streams for each (say: A2, A3 and A4), twelve (12) boxes will be checked off on the form supplied (Attachment #2), 3 for each of the 4 regions. Thus, does this qualify as '3 streams' selected or 12 streams selected?]

**Answer 19**

In your example, this would qualify as "3 service" streams. The number of service streams is independent from the proposed geographic areas. Attachment 2 was revised to allow a supplier to customize their geographic areas for their three (maximum) proposed service streams.

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ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

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