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June 18th, 2015

ADDENDUM 002 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

The purpose of this Addendum 002 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:

In order for a subcontractor's project sheet(s) to qualify for this standing offer, and to have met the criteria of sub-section 2.1.4 *Bidding Firms' Expertise* in section 2. *PROPOSAL CONTENT* of *Appendix 1*, must a joint-venture agreement have been made beforehand?

Answer 1:

No, it is not required to create a joint-venture in order for the project sheets to be considered. The tenderer must clearly indicate all subcontractors envisioned within the proposal.

Question and answer no. 2:

Question 2:

In Appendix 1 of the Terms of reference, Table II : Evaluation Criteria, the following criteria need to be specified :

Criterion 4.9: Must the project-manager - EA have supervised at least five (5) EA projects carried out under CEAA and at least five (5) under EQA or could the project-manager have supervised, for instance, four (4) projects under EQA and one (1) project under CEAA?

Answer 2:

The project manager – EA must have supervised at least five (5) EA projects total within the last five (5) years regardless under which of the two Acts (CEAA or EQA) it was carried out. However, the project manager must have supervised a minimum of one (1) EA for each of these two Acts within the last three (3) years.

Question and answer no. 3:

Question 3:

In Appendix 1 of the Terms of reference, Table II: Evaluation Criteria, the following criteria need to be specified :

Criterion 4.16: Must the project manager - plants and wildlife have supervised or carried out at least 5 projects within each of the following categories: i) terrestrial fauna, ii) aquatic fauna, iii) terrestrial flora and iv) aquatic flora? Or can the project manager have supervised or carried out, for example, 1 project relating to aquatic fauna and 4 projects relating to terrestrial flora?

Answer 3:

No, the project manager – plants and wildlife need not have supervised or carried out a minimum of five (5) characterization projects for each of the categories mentioned in the present question. However, within the five (5) characterization projects requested, the project manager – plants and wildlife must minimally possess one (1) wildlife or plant characterization experience in an aquatic environment as well as one (1) wildlife or plant characterization experience in a terrestrial environment and this, within the last three years.

Question and answer no. 4:

Question 4:

In Appendix 1 of the Terms of reference, Table II : Evaluation Criteria, the following criteria need to be specified :

Criterion 4.17 : Must the project manager – plants and wildlife have supervised or carried out at least two (2) compensation projects for fish habitat loss and at least two (2) for wetland habitat loss? Or can the project manager have supervised or carried out one (1) compensation project for fish habitat loss and one (1) for wetland habitat loss? Or furthermore, could, for instance, could the project-manager have supervised or carried two compensation projects for fish habitat loss and none for the loss of wetland habitat?

Answer 4:

The project manager – plant and wildlife must absolutely have supervised or carried out compensation projects for the loss of fish habitat within the last three (3) years. Should the considered project manager not possess this experience, this will be an exclusion factor from the present call for tenders. However, the absence of experience in the supervision and carrying out of wetland habitat compensation projects within the last three (3) years would not be a factor for exclusion from the present call for tenders but such an experience will be considered an asset.

Question and answer no. 5:

Question 5:

In Appendix B, Terms of reference, section 2. Content of the Proposal, it is mentioned that «presented projects must have been carried out by at least one member of the work team proposed for this standing offer». According to section 2.1.5, the proposed work team will be composed of «team members» and «key team members».

Therefore, must the project sheets presented within this standing offer have been carried out by «team members» and/or «key team members» of the proposed work team or strictly by «key team members», implying that «key team members» are: work team Director, project manager – environmental assessments, project manager – plants and wildlife, project manager – development of wildlife management plans?

Answer 5:

The project sheets presented within the framework of this standing offer must have been carried out by a minimum of one team member and not necessarily by a key team member.

Question and answer no. 6:

Question 6:

In Appendix 1, section 2.1.4., “Bidding Firms’ Expertise”, p. 12, it is requested that:

Two EAs carried out under CEAA, with at least one EA carried out under Section 67 of the CEAA (2012).

Question: Can an EA carried out under CEAA for a project done on federal lands before the entry into force of CEAA (2012) satisfy the first criterion for project sheets?

Answer 6:

Yes, an EA carried out under CEAA for a project on federal lands but before the entry into force of CEAA (2012) would satisfy the first criterion for project sheets, however the EA would have to have taken place within the last five (5) years.

Question and answer no. 7:

Question 7:

Two large-scale EAs (Environmental Assessment carried out under Section 31.1 of Quebec’s Environment Quality Act and carried out under CEAA 2012). Question: Can a «Comprehensive Study» EA done under CEAA for a project listed within the *Comprehensive study list Regulations* (before the entry into force of the CEAA 2012), satisfy the second criterion for project sheets?

Answer 7:

Yes, an EA carried out under CEAA for a project listed within the *Comprehensive Study List Regulations* (before the entry into force of CEAA 2012), satisfies the second criterion for project sheets, however the EA must have been carried out within the five (5) last years.

AMENDMENTS WERE MADE TO THE FOLLOWING DOCUMENT:

1) Terms of Reference

- **2.1.4 Bidding Firms' Expertise**
- **2.1.5 Work Team Members' Experience and Qualifications**
- **Table II: Evaluation Criteria**
3.1, 3.2, 4.9, 4.16, 4.17

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
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.