

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Réception des soumissions - TPSGC / Bid Receiving  
- PWGSC  
1550, Avenue d'Estimauville  
1550, D'Estimauville Avenue  
Québec  
Québec  
G1J 0C7

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

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**

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

**Issuing Office - Bureau de distribution**  
TPSGC/PWGSC  
601-1550, Avenue d'Estimauville  
Québec  
Québec  
G1J 0C7

|   |  |
|---|--|
| <b>Title - Sujet</b><br>Réaménagement au 715 PEEL   |  |
| <b>Solicitation No. - N° de l'invitation</b><br>EF950-160393/A  | <b>Amendment No. - N° modif.</b><br>001      |
| <b>Client Reference No. - N° de référence du client</b><br>EF950-160393   | <b>Date</b><br>2015-07-23                    |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$QCL-026-16484   |  |
| <b>File No. - N° de dossier</b><br>QCL-5-38079 (026)  | <b>CCC No./N° CCC - FMS No./N° VME</b>       |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b><br><b>on - le 2015-08-20</b>  |  |
| <b>Time Zone</b><br>Fuseau horaire<br>Heure Avancée de l'Est<br>HAE   |  |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/> |  |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Gallant, Julie   | <b>Buyer Id - Id de l'acheteur</b><br>qcl026 |
| <b>Telephone No. - N° de téléphone</b><br>(418) 649-2931 ( )  | <b>FAX No. - N° de FAX</b><br>(418) 648-2209 |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>   |  |

**Instructions: See Herein**

**Instructions: Voir aux présentes**

|  |  |
|--|--|
| <b>Delivery Required - Livraison exigée</b>  | <b>Delivery Offered - Livraison proposée</b> |
| <b>Vendor/Firm Name and Address</b><br>Raison sociale et adresse du fournisseur/de l'entrepreneur  |  |
| <b>Telephone No. - N° de téléphone</b><br><b>Facsimile No. - N° de télécopieur</b>   |  |
| <b>Name and title of person authorized to sign on behalf of Vendor/Firm</b><br><b>(type or print)</b><br><b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b><br><b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b> |  |
| <b>Signature</b>   | <b>Date</b>                                  |

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Buyer ID - Id de l'acheteur

qc1026

CCC No./N° CCC - FMS No/ N° VME

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## Major Renovations, Federal Building

715 Peel Street  
 Montreal (Quebec)

### AMENDMENT 001

The objective of Amendment 001 is to bring the following changes/additions to the Request for Proposal (RFP):

- A. Clarifications;
- B. Bidders' Conference/Visit document – July 16, 2015;
- C. Changes to the Request for Proposal
- D. Attachment

#### A. CLARIFICATIONS:

1. Along with their bid, proponents must provide proof of their security clearances. PWGSC will verify the architecture firm's DOS and DSC, as well as the reliability statuses of its employee who will be working on the projects. The clearances of the subconsultants and of the specialists will not be checked.
2. Documents will not be considered protected if:
  - a) the construction drawings do not include, in the margins or in the drawings themselves, a complete or partial general plan of the complex or the site (location plan with street names);
  - b) the construction drawings do not include any logos, names or addresses of government sites;
  - c) the rooms are only identified by number, not by name;
  - d) drawings that have been purged are marked "Do not copy without the authorization of the Departmental Representative / Controlled Distribution".

It will be required to maintain a separate coded list of room numbers, linked to the confidential information and descriptions, and update it regularly as changes are made. The list will be protected.

Personnel who require access to documents that have not been purged as previously described must hold a Reliability Status.

If the documents have been appropriately purged, the following security classification guide may be applied:

|                                    | No Security Requirements            | Reliability Status                  |
|------------------------------------|-------------------------------------|-------------------------------------|
| Architect                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Mechanical Engineer                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Electrical Engineer                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Structural Engineer                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Cost Planning Specialist           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| LEED Specialist                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Commissioning Specialist           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Vertical Transportation Specialist | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| Security Hardware Specialist       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| Other                              | To be determined by the clients     |                                     |

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If the documents are not purged, all personnel with access to said documents will be required to hold a Reliability Status.

3. Wherever possible, construction tender documents must not be protected. Nevertheless, there will still be a need for protected documents. For components related to, among others: the intrusion detection system, the access control system, the video surveillance system, etc. As part of their mandate, consultants will be required to produce separate documents pour the protected elements of the projects.
4. Each member of a consortium must have its own Designated Organization Screening (DOS). As for the Document Safeguarding Capability (DSC), only one member of the consortium may hold it. The other member will then not be allowed to have protected information in its offices.

In a joint venture, the legal entity must hold its own DOS and DSC.

5. When it is mentioned that the proponent "must" meet a criterion, it is a mandatory requirement. Failure to meet one of the mandatory criteria will disqualify the bid.

When it is mentioned that the proponent "should" meet a criterion, it is not a mandatory requirement. However, a zero (0) rating will be awarded to the item being evaluated if the criterion is not presented in the bid.

6. Assessment of achievements will be based on their relevance to the projects identified in the current Request for Proposal (RFP). Please refer to the Project Description (PD) section of the RFP. Among others, the Project Features and the Issues.
7. With regard to the management and control of costs and schedules, summarize your approach and control methods when deviations were to or did occur.
8. The proponent must clearly outline its role in a previous consortium or joint venture project. The evaluation of an achievement, in the context of the current RFP, will be done considering the relevance of the proponent's responsibilities within the consortium or the joint venture.

For example, if the proponent was only in charge of the design portion of a consortium or joint venture project, the experience will be less desirable than that of a proponent in charge of construction drawings and site supervision.

9. All types of LEED professional accreditations are eligible for additional points: applicable to the concerned key personnel.
10. The move-in date for CBSA employees in their new spaces is not to be considered the date at which the LEED certifications must be obtained.
11. The consultants have an extensive amount of information which will allow them to quickly begin working on construction drawings. They must bridge the gap between what they have at their disposal and the information that must be included in complete construction documents. Among others, here are a few examples:

Example 1: There are no drawn ceilings in the available documents. The Workplace 2.0 Fit-up Standards require suspended ceilings. Design of the ceiling must be completed.

Example 2: The Ceremony Room is drawn in plan, without any elevations, sections, details, etc. Design of the room must be completed.

Example 3: In the documents made available to bidders, it is made clear that a movable partition is planned for in the Ceremony Room. Design of the movable partition must be completed.

Example 4: Fire Resistance Ratings for walls and any other element that would require such a rating have not been established, as they were out of PWGSC's designers' scope of work. This must be completed.

12. All questions must first be addressed to PWGSC's professionals. Clients will be involved when there are design elements to be finalized.
13. Planning of system and integrated furniture has been approved by the clients. Planning of closed rooms has also been approved by the clients
14. The awarding of the contract is expected nine (9) weeks following publication of the Request for Proposal (RFP) on Buyandsell.gc.ca.

Consultants should plan to finalize RS4 100% documents for the *Major Renovations of CIC* project by the beginning of March 2016.

Consultants should plan to finalize RS4 100% documents for the *Major Renovations of CBSA* project by the beginning of March 2016.

In both cases, the construction manager should begin work before construction documents are finalized.

15. Because of the limited amount of swing spaces, work must be done in phases. The actual planned work phases differ slightly from the information made available to the proponents. PWGSC's interior designers will share the up to date work phases with the selected proponent. It is the consultants' responsibility to analyse, define and optimize the work sequence, during all stages of the project. The consultants must coordinate with the construction manager as well as produce all required documents for the temporary spaces.
1. An agreement will be finalized between PWGSC and a construction manager. Consultants will be required to get to know the details of the contract with the construction manager.

In broad terms, the mandate of the Construction Manager will include the following tasks:

- Examine the consultants' schedules and update them by integrating the appropriate information.
- Notify the Departmental Representative if it appears that the actual schedule may differ from the consultants' proposal and recommend corrective measures.
- Provide reports as needed on the availability of materials and labor, building systems and potential savings.
- Examine the drawings and specifications, and make recommendations to the Departmental Representative and the consultants as to the clarity, consistency, constructability and coordination between subcontractors.
- Prepare cost estimates and review the schedules at the required stages. Warn the Departmental Representative if it appears that construction costs estimates and project schedules may exceed the project budgets and the target dates, and propose the necessary remedial measures.
- Make recommendations to the Departmental Representative for the advanced purchase of materials in order to meet the project schedules.
- Assist the Departmental Representative and the consultants to prepare tender documents for subtrades.

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- Develop methods for subcontractor solicitation and distribution of addendums.
- Prepare the criteria for subcontractor and supplier pre-qualifications as required by the Departmental Representative.
- Check that tender documents produced by the consultants are complete and, if necessary, request the necessary adjustments.
- Coordinate all competitive tender requests related to the works to be performed by subcontractors.
- Present a disbursement schedule to the Departmental Representative and keep it up to date throughout the project.
- Develop, implement and maintain a cost-control and accounting system for the project.
- Provide advice to the Departmental Representative and consultants when the actual cost and the estimated construction costs differ.
- Recommend the necessary changes to the Departmental in order to meet the budget and the project schedule.

The consultants will be required to develop realistic schedules for both projects.

16. Consultants are required to provide cost estimates as their work progresses. They must rely on their expertise, experience and knowledge of the construction industry to ensure that cost limit for each project is met.

17. Turnaround time for PWGSC and clients' reviews is concurrent: a total of ten (10) business days.

18. To access the building, there are no clearance requests to submit, similar to those required by Correctional Service Canada.

For a Level II Security Clearance with Public Safety Canada, one must fill in forms 330-23 and 330-60, and go through an interview process.

<http://iss-ssi.pwgsc-tpsgc.gc.ca/ssi-iss-services/esp-pss-eng.html#Personnel>

Neither a Reliability Status nor a Level II Security Clearance from PWGSC's Industrial Security will be accepted by Public Safety Canada.

19. LEED-CI certifications, as required for each project, can follow version 1.0, time permitting. PWGSC reserves the right to request that certifications follow the latest version of the rating system.

20. Work that generates noise, odours, dust, or any other source of discomfort to the occupants, shall be performed during evenings, night and/or weekends. Most of the work is expected to be done during the day.

21. Shared Services Canada (SSC) is responsible for the IT portion of the projects. They will share a Functional and Technical Program (FTP) outlining their requirements: consultants must then translate SSC's requirements into drawings.

22. Demolition/deconstruction work must comply with PWGSC's Environmental Services' requirements. An overview of these requirements is available by referring to the attached Section 01 74 21. To be finalized during the course of the project with the Environmental Services.

23. Consultants are allowed to work with any software they choose, as long as the deliverables meet the requirements outlined in the RFP.

24. The consultants must produce construction drawings according to the different work phases. It is PWGSC's opinion that the construction manager will not require specific documents in the event where multiple bid packages would be required. Should this not be the case, an amendment to the

consultant's contract will be made following negotiations.

25. All deliverables are required to be submitted in French, at all stages of the projects. English documents must be submitted by RS4 99% for each project.

The consultants should consider submitting documents in both languages starting from RS4 50%, to evaluate the translation work. Furthermore, drawings layouts will undergo fewer adjustments if English annotations are included early on.

## **B. BIDDERS CONFERENCE AND VISIT DOCUMENT – JULY 16 2015:**

The bidders' conference and visit document is appended to the bid solicitation package and forms part of this document. Refer to the "attachments" section of the present notice.

## **C. CHANGES TO THE REQUEST FOR PROPOSAL:**

Please take note of the following changes:

### **SRE 3 SUBMISSION REQUIREMENTS AND EVALUATION**

[...]

#### **3.1.21 Licensing, Certification or Authorization**

[...]

#### **3.1.32 Consultant Team Identification**

[...]

1. Cost Estimate and Planning
  - Specialist
    - Must be a Certified Construction Estimator (CCE) or a Professional Quantity Surveyor (PQS) member of the CIQS.
    - Must have a minimum of ten (10) years of relevant experience.
    - **Must be independent of the proponent and its engineering subconsultant.**
2. LEED
  - Specialist
    - Must be LEED accredited.
    - Must have completed a minimum of two (2) LEED certification process.
    - **Must be independent of the proponent and its engineering subconsultant.**
3. Commissioning
  - Specialist
    - ~~Must be independent of firms represented on the design and construction team.~~
    - Must be LEED accredited.
    - Must have completed a minimum of one Enhanced Commissioning process as part of LEED certification processes.
    - **Must be independent of the proponent and its engineering subconsultant.**
4. Security Hardware
  - Specialist
5. Vertical Transportation

○ Specialist

If the Proponent proposes to provide multidisciplinary services that might otherwise be provided by a sub-consultant, it must be clearly indicated in the bid proposal. ~~The Cost Planning and Estimate, LEED, and Vertical Transportation specialists are required to be independent from the Proponent. The Commissioning Specialist must be independent from the Proponent and its engineering sub-consultants.~~

[...]

**3.1.43 Declaration/Certifications Form**

[...]

**3.1.54 List of the directors and owners of the bidder's business**

[...]

**3.2.1 Achievements of Proponent on Projects**

[...]

Select a maximum of two (2) projects undertaken and completed (Certificate of Substantial Performance issued) within the last ten (10) years. Joint venture and consortium submissions are not to exceed the maximum number of projects. Only the first two (2) projects, in the order listed, will receive consideration and any others will be disregarded.

[...]

**3.2.2 Achievements of Key Sub-consultants and Specialists on Projects**

[...]

Select a maximum of two (2) projects undertaken and completed (Certificate of Substantial Performance issued) within the last ten (10) years. Joint venture and consortium submissions are not to exceed the maximum number of projects. Only the first two (2) projects, in the order listed, will receive consideration and any others will be disregarded.

[...]

**PD 2 PROJECT IDENTIFICATION**

[...]

**2.4 Schedule**

~~It is anticipated that the contract award be expedited following the closing of the RFP. Work should begin shortly thereafter.~~ For evaluation purposes, please consider that the awarding of the consultant's contract is to be expected nine (9) weeks following the posting of the Request for Proposal (RFP) on BuyandSell.gc.ca.

[...]

**PD 4 EXISTING DOCUMENTATION**

#### 4.1 Documentation - available on written request to the Contracting Authority

- Building Master Plans
- Advanced Design Development drawings, PWGSC
- Electromechanical Technical Supplement, PWGSC
- Design Development Documents (RS3 100%)
  - Phases of work
  - CIC Movable partition Study
- ~~Review Reports, PWGSC~~
- Workplace 2.0 Fit-up Standards
- Heritage Report, PWGSC
- Relevé des matériaux contenant de l'amiante (MCA)

[...]

#### SR 4 CONSTRUCTION DOCUMENTS

[...]

##### 4.3.2 Progress Review

[...]

- ~~Electricity~~Electrical
  - [...]
  - Include the IT needs to the documents, as per Shared Services Canada's requirements.
  - Include the Sound Masking System.

[...]

#### AS 2 FAMILIARISATION PERIOD

[...]

##### 2.3.4 Electrical Documents

- [...]
- Coordinate with Shared Services Canada for IT requirements and analyse the Functional and technical Requirements (FTP) document
- Coordinate with the building's electrical service entrance project.
- Evaluate the requirements and parameters in regards to the Sound Masking System.

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## APPENDIX B - PRICE PROPOSAL FORM / PRICE TABLE

INSTRUCTIONS: Complete this Price Proposal Form and submit in a **separate sealed envelope** with the Name of Proponent, Name of Project, PWGSC Solicitation Number, and the words "PRICE PROPOSAL FORM" typed on the outside of the envelope.

Price Proposals are not to include Applicable Taxes.

PROPOSERS SHALL NOT ALTER THIS FORM

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**CIC MAJOR RENOVATIONS AT 715 PEEL**

**Name of Proponent:**

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**The following will form part of the evaluation process (CIC)**

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**REQUIRED SERVICES (RS)**

**Percentage Fee for RS4 to RS9**  
(R1230D, GC 5 - Terms of Payment)

Firm Percentage Fee of .....%

Indicative Estimate of Construction Costs  
(Category B, excluding taxes): x 9,000,000.00 \$

The actual percentage fee for Required Services will recognize the variability of the Construction Cost Estimate as the project develops (refer to formula specified in GC 5.2 Fee Arrangement(s) for Services). Payments will be made as specified in GC 5.4 Payments for Services.

**TOTAL PERCENTAGE FEE FOR REQUIRED SERVICES (RS4 to RS9) ..... \$ ①**

**ADDITIONAL SERVICES (AS)**

**Fixed Fee** (R1230D, GC 5 - Terms of Payment)

AS1 Bilingual ~~Construction~~ Documents ..... \$

AS2 Project Familiarisation  
electromechanical ..... \$  
architecture and other disciplines ..... \$  
subtotal ..... \$

**AS3 LEED-CI Certification** ..... \$

**AS4 Enhanced Commissioning** ..... \$

**AS5 Cost Estimate and Planning** ..... \$

**Maximum Fixed Fee, AS1 to AS5** ..... \$

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**Time-based fees (R1230D, GC 5 - Terms of Payment)**

No field should be left void or nil.

| SA6 architectural, engineering and specialty for additional applications (CIC) <sup>1</sup> |                            |                               |                    |                     |  |
|---|----------------------------|-------------------------------|--------------------|---------------------|--|
| Discipline  | Qualification              | Hourly Rate <sup>2</sup><br>A | Planned hours<br>B | Total cost<br>A x B |  |
| Architecture  | Principal Architect        |                               | 25                 |                     |  |
|   | Senior Architect, Manager  |                               | 50                 |                     |  |
|   | Senior Architect           |                               | 100                |                     |  |
|   | Intermediate Architect     |                               | 100                |                     |  |
|   | Junior Architect           |                               | 100                |                     |  |
|   | Intern (M. Arch.)          |                               | 100                |                     |  |
|   | Senior Technician, Manager |                               | 50                 |                     |  |
|   | Senior Technician          |                               | 100                |                     |  |
|   | Intermediate Technician    |                               | 100                |                     |  |
|   | Junior Technician          |                               | 100                |                     |  |
|   | Auxiliary staff            |                               | 100                |                     |  |
|   | Engineering                | Principal Engineer            |                    | 25                  |  |
| Senior Engineer, Manager  |                            |                               | 50                 |                     |  |
| Senior engineer   |                            |                               | 100                |                     |  |
| Intermediate Engineer   |                            |                               | 100                |                     |  |
| Junior Engineer   |                            |                               | 100                |                     |  |
| Senior Technician, Manager  |                            |                               | 50                 |                     |  |
| Senior Technician   |                            |                               | 100                |                     |  |
| Intermediate Technician   |                            |                               | 100                |                     |  |
| Junior Technician   |                            |                               | 100                |                     |  |
| Support Staff   |                            |                               | 50                 |                     |  |
| Specialties   |                            | LEED                          |                    | 75                  |  |
|   |                            | Commissioning                 |                    | 50                  |  |
|   | Vertical Transportation    |                               | 50                 |                     |  |
|   | Door Hardware              |                               | 50                 |                     |  |
| <b>Maximum AS6 time based fees</b>  |                            |                               |                    |                     |  |

Note 1: Payment will be based on actual hours spent. Travel time and/or expenses will not be reimbursed separately.

Note 2: All inclusive hourly rate is applicable to both regular working hours and any other shift work, as required.

**Maximum time based fees, AS6** ..... \$

**TOTAL FEE FOR ADDITIONAL SERVICES (SA1 to SA6)** ..... \$ ②

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**TOTAL COST OF SERVICES FOR PROPOSAL EVALUATION PURPOSES**

The Total Cost of Services includes all disbursements made for the project, without exception, for the purpose of providing Required Services and Additional Services.

TOTAL FEE FOR REQUIRED SERVICES ..... \$ ①  
TOTAL FEE FOR ADDITIONAL SERVICES ..... \$ ②  
**TOTAL EVALUATED FEE (CIC) ..... \$ ③**

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**The following will NOT form part of the evaluation process (CIC)**

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**SURVEYS**

A maximum allowance has been set for surveys and translation into drawings of said surveys. The applicable hourly rates are those indicated in AS6 Table. The written authorization of the Departmental Representative must be obtained before the start of any activity related to surveys.

The personnel selected to perform surveys and their qualifications for fee purposes, must be accepted in writing by the Departmental Representative, before the work begins. If the consultant assigns personnel with higher classification for a task usually performed by a lower classification, the hourly rate in this case is the one corresponding to the lower classification. Hours worked must be submitted each week with a clear explanation of the work performed.

**MAXIMUM ALLOWANCE FOR SURVEYS 30,000.00 \$**

**DISBURSEMENTS**

At cost without allowance for mark-up or profit, supported by invoices/receipts - see clause R1230D, GC 5 - Terms of Payment, section GC5.12

Canada may accept or reject any of the following fees, disbursements and/or hourly rates. Canada reserves the right to negotiate on these fees, disbursements and/or hourly rates.

**MAXIMUM AMOUNT FOR DISBURSEMENTS 70,000.00 \$**

**Hourly rates, per qualification, listed in Table SA6 Architectural, Engineering and Specialized Services for Additional Requests (CIC), will be used for changes to the contract. These all-inclusive hourly rates must be maintained for the duration of the contract.**

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End (CIC)

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**CBSA MAJOR RENOVATIONS AT 715 PEEL**

**Name of Proponent:**

---

**The following will form part of the evaluation process (CBSA)**

---

**REQUIRED SERVICES (RS)**

**Percentage Fee for RS4 to RS9**  
(R1230D, GC 5 - Terms of Payment)

Firm Percentage Fee of .....%

Indicative Estimate of Construction Costs  
(Category B, excluding taxes): x 9,800,000.00 \$

The actual percentage fee for Required Services will recognize the variability of the Construction Cost Estimate as the project develops (refer to formula specified in GC 5.2 Fee Arrangement(s) for Services). Payments will be made as specified in GC 5.4 Payments for Services.

**TOTAL PERCENTAGE FEE FOR REQUIRED SERVICES (RS4 to RS9) ..... \$ ④**

**ADDITIONAL SERVICES (AS)**

**Fixed Fee** (R1230D, GC 5 - Terms of Payment)

AS1 Bilingual ~~Construction~~-Documents ..... \$

AS2 Project Familiarisation  
electromechanical ..... \$  
architecture and other disciplines ..... \$  
subtotal ..... \$

**AS3 LEED-CI Certification** ..... \$

**AS4 Enhanced Commissioning** ..... \$

**AS5 Cost Estimate and Planning** ..... \$

**Maximum Fixed Fee, AS1 to AS5** ..... \$

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**Time-based fees (R1230D, GC 5 - Terms of Payment)**

No field should be left void or nil.

| SA6 Architectural, Engineering and Specialized Services for Additional Requests (CBSA) <sup>1</sup> |                            |                               |                    |                     |  |
|---|----------------------------|-------------------------------|--------------------|---------------------|--|
| Discipline  | Qualification              | Hourly Rate <sup>2</sup><br>A | Planned hours<br>B | Total cost<br>A x B |  |
| Architecture  | Principal Architect        |                               | 25                 |                     |  |
|   | Senior Architect, Manager  |                               | 50                 |                     |  |
|   | Senior Architect           |                               | 100                |                     |  |
|   | Intermediate Architect     |                               | 100                |                     |  |
|   | Junior Architect           |                               | 100                |                     |  |
|   | Intern (M. Arch.)          |                               | 100                |                     |  |
|   | Senior Technician, Manager |                               | 50                 |                     |  |
|   | Senior Technician          |                               | 100                |                     |  |
|   | Intermediate Technician    |                               | 100                |                     |  |
|   | Junior Technician          |                               | 100                |                     |  |
|   | Auxiliary staff            |                               | 100                |                     |  |
|   | Engineering                | Principal Engineer            |                    | 25                  |  |
|   |                            | Senior Engineer, Manager      |                    | 50                  |  |
| Senior engineer   |                            |                               | 100                |                     |  |
| Intermediate Engineer   |                            |                               | 100                |                     |  |
| Junior Engineer   |                            |                               | 100                |                     |  |
| Senior Technician, Manager  |                            |                               | 50                 |                     |  |
| Senior Technician   |                            |                               | 100                |                     |  |
| Intermediate Technician   |                            |                               | 100                |                     |  |
| Junior Technician   |                            |                               | 100                |                     |  |
| Support Staff   |                            |                               | 50                 |                     |  |
| Specialties   |                            | LEED                          |                    | 75                  |  |
|   | Commissioning              |                               | 50                 |                     |  |
|   | Vertical Transportation    |                               | 50                 |                     |  |
|   | Door Hardware              |                               | 50                 |                     |  |
| <b>Maximum AS6 time based fees</b>  |                            |                               |                    |                     |  |

Note 1: Payment will be based on actual hours spent. Travel time and/or expenses will not be reimbursed separately.

Note 2: All inclusive hourly rate is applicable to both regular working hours and any other shift work, as required.

**Maximum time based fees, AS6** ..... \$

**TOTAL FEE FOR ADDITIONAL SERVICES (AS1 to AS6)** ..... \$ ⑤

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**TOTAL COST OF SERVICES FOR PROPOSAL EVALUATION PURPOSES**

The Total Cost of Services includes all disbursements made for the project, without exception, for the purpose of providing Required Services and Additional Services.

TOTAL FEE FOR REQUIRED SERVICES ..... \$ ④  
TOTAL FEE FOR ADDITIONAL SERVICES ..... \$ ⑤  
**TOTAL EVALUATED FEE (CBSA) ..... \$ ⑥**

---

**The following will NOT form part of the evaluation process (CBSA)**

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**SURVEYS**

A maximum allowance has been set for surveys and translation into drawings of said surveys. The applicable hourly rates are those indicated in AS6 Table. The written authorization of the Departmental Representative must be obtained before the start of any activity related to surveys.

The personnel selected to perform surveys and their qualifications for fee purposes, must be accepted in writing by the Departmental Representative, before the work begins. If the consultant assigns personnel with higher classification for a task usually performed by a lower classification, the hourly rate in this case is the one corresponding to the lower classification. Hours worked must be submitted each week with a clear explanation of the work performed.

**MAXIMUM ALLOWANCE FOR SURVEYS 30,000.00 \$**

**DISBURSEMENTS**

At cost without allowance for mark-up or profit, supported by invoices/receipts - see clause R1230D, GC 5 - Terms of Payment, section GC5.12

Canada may accept or reject any of the following fees, disbursements and/or hourly rates. Canada reserves the right to negotiate on these fees, disbursements and/or hourly rates.

**MAXIMUM AMOUNT FOR DISBURSEMENTS 70,000.00 \$**

**Hourly rates, per qualification, listed in Table SA6 Architectural, Engineering and Specialized Services for Additional Requests (CBSA), will be used for changes to the contract. These all-inclusive hourly rate must be maintained for the duration of the contract.**

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**End (CBSA)**

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**APPENDIX B - PRICE PROPOSAL FORM (CONTINUED)**

**TOTAL COST OF SERVICES FOR PROPOSAL EVALUATION PURPOSES**

The Total Cost of Services includes all disbursements made for the project, without exception, for the purpose of providing Required Services and Additional Services.

TOTAL EVALUATED FEE (CIC) ..... \$ **3**

TOTAL EVALUATED FEE (CBSA) ..... \$ **6**

**TOTAL EVALUATED FEE** ..... \$ **7**

**END OF PRICE PROPOSAL FORM**

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### APPENDIX C - TEAM IDENTIFICATION FORMAT

For details on this format, please see SRE section in the Request for Proposal. Some criteria are highlighted in the current form to act as reminders for the Proponent. Criteria preceded by the « ► » symbol are mandatory.

The Prime Consultant and other members of the Consultant Team shall be, or eligible to be, licensed, certified or otherwise authorized to provide the necessary professional services to the full extent that may be required by provincial or territorial law.

#### I. Prime Consultant (Proponent):

##### Architecture

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Project Manager: \_\_\_\_\_

2. Designer: \_\_\_\_\_

YES  NO: LEED professional credential

3. \_\_\_\_\_

4. \_\_\_\_\_

#### II. Key Sub Consultants / Specialists:

##### Engineering

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Project Manager: \_\_\_\_\_

►  YES  NO: mechanical or electrical engineer

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

##### Electrical Engineering

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Designer: \_\_\_\_\_

YES  NO: LEED professional credential

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

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### APPENDIX C - CONSULTANT TEAM IDENTIFICATION FORM (CONTINUED)

#### Mechanical Engineering

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Designer: \_\_\_\_\_

YES  NO: LEED professional credential

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

#### Structural Engineering

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Designer: \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

#### Cost Estimate and Planning

Firm or Joint Venture Name: \_\_\_\_\_

Key Individuals and provincial professional licensing status and/or professional accreditation:

1. Specialist: \_\_\_\_\_

YES  NO: PQS or CEC, member of the CIQS

YES  NO: ten (10) years of relevant experience

YES  NO: independent of the architecture and engineering firms

2. \_\_\_\_\_

3. \_\_\_\_\_

#### LEED

Firm or Joint Venture Name: \_\_\_\_\_

1. Specialist: \_\_\_\_\_

YES  NO: LEED professional credential

YES  NO: completed two (2) LEED certification processes

YES  NO: independent of the architecture and engineering firms

2. \_\_\_\_\_

3. \_\_\_\_\_

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### APPENDIX C - CONSULTANT TEAM IDENTIFICATION FORM (CONTINUED)

#### Commissioning

Firm or Joint Venture Name: \_\_\_\_\_

Key people and provincial professional certification and / or professional accreditation:

1. Specialist: \_\_\_\_\_

~~YES  NO: independent of firms represented on the design and construction team~~

YES  NO: LEED professional credential

YES  NO: completed one (1) enhanced commissioning as part of a LEED certification process

YES  NO: independent of the architecture and engineering firms

2. \_\_\_\_\_

3. \_\_\_\_\_

#### Security Hardware

Firm or Joint Venture Name: \_\_\_\_\_

Key people and provincial professional certification and / or professional accreditation:

1. Specialist: \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

#### Vertical Transportation

Firm or Joint Venture Name: \_\_\_\_\_

Key people and provincial professional certification and / or professional accreditation:

1. Specialist: \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

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**D. ATTACHMENT:**

- Section 01 74 21 Construction/Demolition Waste Management and Disposal
- 

***ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED***

**Part 1            General**

**1.1                WASTE MANAGEMENT GOALS**

- .1    Prior to start of Work conduct meeting with [Departmental Representative] [DCC Representative] [Consultant] to review and discuss PWGSC's waste management goal and Contractor's proposed Waste Reduction Workplan for Construction, Renovation and /or Demolition (CRD) waste to be project generated.
- .2    PWGSC's waste management goal: to divert a minimum [75] percent of total Project Waste from landfill sites. Prior to project completion provide [Departmental Representative] [DCC Representative] [Consultant] documentation certifying that waste management, recycling, reuse of recyclable and reusable materials have been extensively practiced. The overall waste diversion goal for this project is [\_\_\_\_\_].
- .3    Minimize amount of non-hazardous solid waste generated by project and accomplish maximum source reduction, reuse and recycling of solid waste produced by CRD activities.
- .4    Protect environment and prevent environmental pollution damage.

**1.2                RELATED REQUIREMENTS**

- .1    Section [\_\_\_\_\_].

**1.3                REFERENCES**

- .1    Definitions:
  - .1    Approved/Authorized recycling facility: waste recycler approved by applicable provincial authority or other users of material for recycling approved by the [Departmental Representative] [DCC Representative] [Consultant].
  - .2    Class III: non-hazardous waste - construction renovation and demolition waste.
  - .3    Construction, Renovation and/or Demolition (CRD) Waste: Class III solid, non-hazardous waste materials generated during construction, demolition, and/or renovation activities
  - .4    Cost/Revenue Analysis Workplan (CRAW): based on information from Waste Reduction Workplan, and intended as financial tracking tool for determining economic status of waste management practices (Schedule E).
  - .5    Inert Fill: inert waste - exclusively asphalt and concrete.
  - .6    Waste Source Separation Program (WSSP): implementation and co-ordination of ongoing activities to ensure designated waste materials will be sorted into pre-defined categories and sent for recycling and reuse, maximizing diversion and potential to reduce disposal costs.
  - .7    Recyclable: ability of product or material to be recovered at end of its life cycle and re-manufactured into new product for reuse.
  - .8    Recycle: process by which waste and recyclable materials are transformed or collected for purpose of being transferred into new products.

- .9 Recycling: process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for purpose of using in altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
- .10 Reuse: repeated use of product in same form but not necessarily for same purpose. Reuse includes:
  - .1 Salvaging reusable materials from re-modelling projects, before demolition stage, for resale, reuse on current project or for storage for use on future projects.
  - .2 Returning reusable items including pallets or unused products to vendors.
- .11 Salvage: removal of structural and non-structural materials from deconstruction/disassembly projects for purpose of reuse or recycling.
- .12 Separate Condition: refers to waste sorted into individual types.
- .13 Source Separation: act of keeping different types of waste materials separate beginning from the point they became waste.
- .14 Waste Audit (WA): detailed inventory of estimated quantities of waste materials that will be generated during construction, demolition, deconstruction and/or renovation. Involves quantifying by volume/weight amounts of materials and wastes that will be reused, recycled or landfilled. Refer to Schedule A.
- .15 Waste Diversion Report: detailed report of final results, quantifying cumulative weights and percentages of waste materials reused, recycled and landfilled over course of project. Measures success against Waste Reduction Workplan (WRW) goals and identifies lessons learned.
- .16 Waste Management Co-ordinator (WMC) : contractor representative responsible for supervising waste management activities as well as co-ordinating required submittal and reporting requirements.
- .17 Waste Reduction Workplan (WRW): written report which addresses opportunities for reduction, reuse, or recycling of materials generated by project. Specifies diversion goals, implementation and reporting procedures, anticipated results and responsibilities. Waste Reduction Workplan (Schedule B) information acquired from Waste Audit.
- .2 Reference Standards:
  - .1 Canada Green Building Council (CaGBC)
    - .1 LEED Canada-NC Version 1.0-[2004], LEED (Leadership in Energy and Environmental Design): Green Building Rating System Reference Package For New Construction and Major Renovations (including Addendum [2007]).
    - .2 LEED Canada-CI Version 1.0-[2007], LEED (Leadership in Energy and Environmental Design): Green Building Rating System Reference Guide For Commercial Interiors.
    - .3 LEED Canada 2009 for Design and Construction-[2010], LEED Canada 2009 for Design and Construction Leadership in Energy and Environmental Design Green Building Rating System Reference Guide.

- .4 LEED Canada for Existing Buildings, Operations and Maintenance-  
[2009], LEED Canada 2009 Leadership In Energy and Environmental  
Design Green Building Rating System Reference Guide.
- .2 Ontario Ministry of Environment
  - .1 Ontario 3 R's Regulations (regulation 102/94) for waste management  
programs applicable to construction and demolition projects greater than  
2,000 m<sup>2</sup>.
  - .2 Ontario Environmental Protection Act (EPA)
    - .1 Regulation 102/94, Waste Audits and Waste Reduction  
Workplans.
    - .2 Regulation 103/94, Source Separation Programs.
  - .3 Canadian Construction Association (CCA)
    - .1 CCA 81-2001: A Best Practices Guide to Solid Waste  
Reduction.
  - .4 Public Works and Government Services Canada (PWGSC)
    - .1 2002 National Construction, Renovation and Demolition Non-  
Hazardous Solid Waste Management Protocol.
    - .2 CRD Waste Management Market Research Report (available  
from PWGSC's Environmental Services).
    - .3 Sustainable Development Strategy 2007-2009: Target 2.1  
Environmentally Sustainable Use of Natural Resources.
      - .1 Real Property projects over \$1 million and in  
communities where industrial recycling is supported,  
implementation of CRD waste management practices  
will be completed, with waste materials being reused or  
recycled.
      - .2 Contractually ensure resources used in construction or  
maintenance are consumed and recovered in a  
sustainable manner.

#### 1.4 DOCUMENTS

- .1 Post and maintain in visible and accessible area at job site, one copy of following  
documents:
  - .1 Waste Audit (Schedule A).
  - .2 Waste Reduction Workplan (Schedule B).
  - .3 Waste Source Separation Program.
  - .4 Schedules [A] [B] completed for project.

#### 1.5 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section [01 33 00 - Submittal Procedures].
- .2 Prepare and submit following prior to [project start-up]:
  - .1 [1] copy and [1] electronic copy of completed Waste Audit (WA): Schedule A.

- .2 [1] copy and [1] electronic copy of completed Waste Reduction Workplan (WRW): Schedule B.
- .3 [1] copy and [1] electronic copy of Waste Source Separation Program (WSSP).
- .3 Prepare and submit on [weekly] [bi-weekly] [monthly] basis, throughout project or at intervals agreed to by [Departmental Representative] [DCC Representative] [Consultant] the following:
  - .1 Receipts, scale tickets, waybills, and/or waste disposal receipts that show quantities and types of materials reused, recycled, or disposed of.
  - .2 Updated Waste Materials Tracking form (Schedule D).
  - .3 Written [bi-weekly] [monthly] summary report detailing cumulative amounts of waste materials reused, recycled and landfilled, and brief status of ongoing waste management activities.
- .4 Submit prior to final payment the following:
  - .1 Waste Diversion Report, indicating final quantities [in tones] by material types salvaged for reuse, recycling or disposal in landfill and recycling centres, re-use depots, landfills and other waste processors that received waste materials (See Schedule C).
  - .2 Provide receipts, scale tickets, waybills, waste disposal receipts that confirm quantities and types of materials reused, recycled or disposed of and destination.

#### **1.6 WASTE AUDIT (WA)**

- .1 [Departmental Representative] [DCC Representative] [Consultant] will prepare WA prior to project start-up. WA will be provided with bid documentation (see Schedule A).
- .2 WA provides detailed inventory, estimated quantities and types of waste materials that will be generated as well as their potential to be reused and/or recycled and project's waste diversion goals and objectives.
- .3 After award of contract, contractor to review WA and confirm that anticipated quantities of waste generated are accurate and goals achievable.
- .4 If after review, contractor determines that indicated quantities or opportunities in WA are not accurate or achievable, contractor to provide written details of discrepancies and revised quantities for areas of concern. Contractor to meet with [Departmental Representative] [DCC Representative] [Consultant] to review and justify revisions.
- .5 Post on-site WA where contractor and sub-contractors are able to review content.

#### **1.7 WASTE REDUCTION WORKPLAN (WRW)**

- .1 Prepare and submit WRW (Schedule B) at least [10] days prior to project start-up.
- .2 WRW identifies strategies to optimize diversion through reduction, reuse, and recycling of materials and comply with applicable regulations, based on information acquired from WA.
- .3 WRW should include but not limited to:
  - .1 Applicable regulations.

- .2 Specific goals for waste reduction, identify existing barriers and develop strategies to overcome them.
- .3 Destination of materials identified.
- .4 Deconstruction/disassembly techniques and schedules.
- .5 Methods to collect, separate, and reduce generated wastes.
- .6 Location of waste bins on-site.
- .7 Security of on-site stock piles and waste bins.
- .8 Protection of personnel, sub-contractors.
- .9 Clear labelling of storage areas.
- .10 Training plan for contractor and sub-contractors.
- .11 Methods to track and report results reliably (Schedule D).
- .12 Details on materials handling and removal procedures.
- .13 Recycler and reclaimer requirements.
- .14 Quantities of materials to be salvaged for reuse or recycled and materials sent to landfill.
- .15 Requirements for monitoring on-site wastes management activities.
- .4 Structure WRW to prioritize actions and follow 3R's hierarchy, with Reduction as first priority, followed by Reuse, then Recycle.
- .5 Post WRW or summary where workers at site are able to review content.
- .6 Monitor and report on waste reduction by documenting total volume (in tonnes) and cost of actual waste removed from project (Schedule D).

## **1.8 WASTE SOURCE SEPARATION PROGRAM (WSSP)**

- .1 As part of Waste Reduction Workplan, prepare WSSP prior to project start-up.
- .2 WSSP will detail methodology and planned on-site activities for separation of reusable and recyclable materials from waste intended for landfill.
- .3 Provide list and drawings of locations that will be made available for sorting, collection, handling and storage of anticipated quantities of reusable and recyclable materials.
- .4 Provide sufficient on-site facilities and containers for collection, handling, and storage of anticipated quantities of reusable and recyclable materials.
- .5 Locate containers to facilitate deposit of materials without hindering daily operations.
- .6 Provide training for [contractor] [sub-contractors] [workers] in handling and separation of materials for reuse and/or recycling.
- .7 Locate separated material[s] in area[s] which minimizes material damage.
- .8 Clearly and securely label containers to identify types/conditions of materials accepted and assist [contractor] [sub-contractors] [workers] in separating materials accordingly.
- .9 Monitor on-site waste management activities by conducting periodic site inspections to verify: state of signage, contamination levels, bin locations and condition, personnel participation, use of waste tracking forms and collection of waybills, receipts and invoices.

- .10 On-site sale of salvaged materials is not permitted unless authorized in writing by [Departmental Representative] [DCC Representative] [Consultant] and provided that site safety regulations and security requirements are adhered to.

### **1.9 USE OF SITE AND FACILITIES**

- .1 Execute Work with minimal interference and disturbance to normal use of premises.
- .2 Maintain security measures established by facility provide temporary security measures approved by [Departmental Representative] [DCC Representative] [Consultant].

### **1.10 WASTE PROCESSING SITES**

- .1 Contractor is responsible to research and locate waste diversion resources and service providers. Salvaged materials are to be transported off site to approved and/or authorized recycling facilities or to users of material for recycling.
- .2 [Province] [Territory] of: [\_\_\_\_\_].
  - .1 Name: [\_\_\_\_\_].
  - .2 Telephone: [\_\_\_\_\_].
  - .3 Fax: [\_\_\_\_\_].

### **1.11 QUALITY ASSURANCE**

- .1 After award of Contract, a mandatory site examination will be held for this Project for [Contractor] [and/or sub-contractors] responsible for construction, renovation demolition/deconstruction waste management.
  - .1 Date, time and location will be arranged by [Departmental Representative] [DCC Representative] [Consultant].
- .2 Waste Management Meeting: Waste Management Co-ordinator is to provide an update on status of waste diversion and management activities at each meeting. Written [bi-weekly] [monthly] Waste Diversion Report summary to be provided by Waste Management Coordinator (refer to the Waste Diversion Report form in Schedule C and Waste Materials Tracking form in Schedule D).

### **1.12 STORAGE, HANDLING AND PROTECTION**

- .1 Store, materials to be reused, recycled and salvaged in locations as directed by [Departmental Representative] [DCC Representative] [Consultant].
- .2 Unless specified otherwise, materials for removal [do not become] [become] Contractor's property.
- .3 Protect, stockpile, store and catalogue salvaged items.
- .4 Separate non-salvageable materials from salvaged items. Transport and deliver non-salvageable items to licensed disposal facility.
- .5 Protect structural components not removed and salvaged materials from movement or damage.
- .6 Support affected structures. If safety of building is endangered, cease operations and immediately notify [Departmental Representative] [DCC Representative] [Consultant].

- .7 Protect surface drainage, mechanical and electrical from damage and blockage.
- .8 Provide on-site facilities and containers for collection and storage of reusable and recyclable materials.
- .9 Separate and store materials produced during project in designated areas.
- .10 Prevent contamination of materials to be salvaged and recycled and handle materials in accordance with requirements for acceptance by designated processing facilities.
  - .1 On-site source separation is recommended.
  - .2 Remove co-mingled materials to off site processing facility for separation.
  - .3 Obtain waybills, receipts and/or scale tickets for separated materials removed from site.
  - .4 Materials reused on-site are considered to be diverted from landfill and as such are to be included in all reporting.

**1.13 DISPOSAL OF WASTES**

- .1 Do not bury rubbish or waste materials.
- .2 Do not dispose of [waste] [volatile materials] [mineral spirits] [oil] [paint thinner] into waterways, storm, or sanitary sewers.
- .3 Keep records of construction waste including:
  - .1 Number and size of bins.
  - .2 Waste type of each bin.
  - .3 Total tonnage generated.
  - .4 Tonnage reused or recycled.
  - .5 Reused or recycled waste destination.
  - .6 [\_\_\_\_\_].
- .4 Remove materials on-site as Work progresses.
- .5 Prepare project summary to verify destination and quantities on a material-by-material basis as identified in the waste audit.

**1.14 SCHEDULING**

- .1 Co-ordinate Work with other activities at site to ensure timely and orderly progress of Work.

**Part 2 Products**

**2.1 NOT USED**

- .1 Not Used.

**Part 3 Execution**

**3.1 APPLICATION**

- .1 Do Work in compliance with WRW and WSSP.
- .2 Handle waste materials not reused, salvaged, or recycled in accordance with appropriate regulations and codes.

**3.2 CLEANING**

- .1 Progress Cleaning: clean in accordance with Section [01 74 11 - Cleaning].
  - .1 Leave Work area clean at end of each day.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment in accordance with Section [01 74 11 - Cleaning].
- .3 Waste Management: separate waste materials for [reuse] [recycling] in accordance with Section [01 74 21 - Construction/Demolition Waste Management and Disposal] [01 35 21 - LEED Requirements].
  - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.
  - .2 Source separate materials to be reused/recycled into specified sort areas.

**3.3 DIVERSION OF MATERIALS**

- .1 From following list, separate materials from general waste stream and stockpile in separate piles or containers, as reviewed by [Departmental Representative] [DCC Representative] [Consultant], and consistent with applicable fire regulations.
  - .1 Mark containers or stockpile areas.
  - .2 Provide instruction on disposal practices.
- .2 On-site sale of [salvaged] [recovered] [reusable] [recyclable] material[s] [is permitted] [is not permitted].

**3.4 WASTE DIVERSION REPORT**

- .1 At completion of Project, prepare written Waste Diversion Report indicating quantities of materials reused, recycled or disposed of as well as the following:
  - .1 Identify final diversion results and measure success against goals from Waste Reduction Workplan.
  - .2 Compare final quantities/percentages diverted with initial projections in Waste Audit and Waste Reduction Workplan and explain variances.
    - .1 Supporting documentation.
    - .2 Waybills and tracking forms.
    - .3 Description of issues, resolutions and lessons learned.

**3.5 WASTE AUDIT (WA)**

- .1 Schedule A - Waste Audit (WA)

| (1) Material Category                  | (2) Material Quantity Unit | (3) Estimated Waste % | (4) Total Quantity of Waste (unit) | (5) Generation Point | (6) % Recycled | (7) % Reused |
|--|----------------------------|-----------------------|------------------------------------|----------------------|----------------|--------------|
| Wood and Plastics Material Description |                            |                       |                                    |                      |                |              |
| Off-cuts                               |                            |                       |                                    |                      |                |              |
| Warped Pallet Forms                    |                            |                       |                                    |                      |                |              |
| Plastic Packaging                      |                            |                       |                                    |                      |                |              |
| Cardboard Packaging                    |                            |                       |                                    |                      |                |              |
| Other                                  |                            |                       |                                    |                      |                |              |
| Doors and Windows Material Description |                            |                       |                                    |                      |                |              |
| Painted Frames                         |                            |                       |                                    |                      |                |              |
| Glass                                  |                            |                       |                                    |                      |                |              |
| Wood                                   |                            |                       |                                    |                      |                |              |
| Metal                                  |                            |                       |                                    |                      |                |              |
| Other                                  |                            |                       |                                    |                      |                |              |

**3.6 WASTE REDUCTION WORKPLAN (WRW)**

.1 Schedule B

| (1) Material Category                  | (2) Person(s) Responsible | (3) Total Quantity of Waste (unit) | (4) Reused Amount (units) Projected | Actual | (5) Recycled Amount (unit) Projected | Actual | (6) Material(s) Destination |
|--|---------------------------|------------------------------------|-------------------------------------|--------|--------------------------------------|--------|-----------------------------|
| Wood and Plastics Material Description |                           |                                    |                                     |        |                                      |        |                             |
| Chutes                                 |                           |                                    |                                     |        |                                      |        |                             |
| Warped Pallet Forms                    |                           |                                    |                                     |        |                                      |        |                             |
| Plastic Packaging                      |                           |                                    |                                     |        |                                      |        |                             |
| Card-                                  |                           |                                    |                                     |        |                                      |        |                             |

|   |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|
| board   |  |  |  |  |  |  |  |
| Packag ing                                      |  |  |  |  |  |  |  |
| Other   |  |  |  |  |  |  |  |
| Doors and<br>Windows<br>Material<br>Description |  |  |  |  |  |  |  |
| Painted<br>Frames                               |  |  |  |  |  |  |  |
| Glass   |  |  |  |  |  |  |  |
| Wood  |  |  |  |  |  |  |  |
| Metal   |  |  |  |  |  |  |  |
| Other   |  |  |  |  |  |  |  |

**3.7 CANADIAN GOVERNMENTAL DEPARTMENTS CHIEF RESPONSIBILITY FOR THE ENVIRONMENT**

.1 Schedule G - Government Chief Responsibility for the Environment:

| Province | Address  | General Inquires          | Fax          |
|----------|--|---------------------------|--------------|
| Québec   | Ministère de l'Environnement et de la Faune, Siège social 150, boul, René-Lévesque Est Québec QC G1R 4Y1 | 418-643-3127 800-561-1616 | 418-646-5974 |
|          | Conseil de la conservation et de l'environnement 800, place d'Youville, 19e étage Québec QC G1R 3P4      | 418-643-3818              |              |

**3.8 SCHEDULES**

.1 Following Schedules are attached to this Specification:

- .1 Waste Audit - Schedule A.
- .2 Waste Reduction Workplan Form - Schedule B.
- .3 Waste Diversion Report Form - Schedule C.
- .4 Waste Materials Tracking Form - Schedule D.
- .5 Cost/Revenue Analysis Workplan - Schedule E.
- .6 Market Research Report - Schedule F (When Available).

**END OF SECTION**



Respect ♦ Integrity ♦ Excellence ♦ Leadership

Serving  
**GOVERNMENT,**  
Serving  
**CANADIANS.**

# Réaménagement majeur Immeuble fédéral au 715 rue Peel, Montréal

## Major Renovations Federal Building at 715 Peel Street, Montreal



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

Canada

# CONFÉRENCE DES SOUMISSIONNAIRES BIDDER'S CONFERENCE

## Ordre du jour :

- 1) Revoir des éléments-clés de la Demande de proposition (DDP)
- 2) Présentation d'ensemble du projet
- 3) Période de questions

Une visite des lieux se tiendra suite à la conférence. Une période de questions sera offerte après la visite.

## Agenda:

- 1) Review key elements of the Request for Proposal (RFP)
- 2) Overall presentation of the project
- 3) Question Period

A site visit will be held following the conference. A question period will follow.



## AVIS IMPORTANT AUX SOUMISSIONNAIRES IMPORTANT NOTICE TO BIDDERS

**IMPLÉMENTATION DU NOUVEAU RÉGIME D'INTÉGRITÉ  
PANGOUVERNEMENTAL ANNONCE LE 3 JUILLET, 2015  
A TPSGC**

### **PRÉSENTATION DES SOUMISSIONS**

Travaux publics et Services gouvernementaux Canada  
1550 avenue D'Estimauville  
Québec (Québec)  
G1J 0C7

**NEW PWGSC IMPLEMENTATION OF GOVERNMENT-  
WIDE INTEGRITY REGIME ANNOUNCED ON JULY 3,  
2015**

### **SUBMISSION OF BIDS**

Public Works and Government Services Canada  
1550, D'Estimauville Avenue  
Québec (Québec)  
G1J 0C7

En raison du caractère de la demande de soumissions, les soumissions transmises par télécopieur et/ou par courriel à l'intention de TPSGC ne seront pas acceptées.

Due to the nature of the bid solicitation, bids transmitted by facsimile and/or by e-mail to PWGSC will not be accepted.

### **QUESTIONS OU DEMANDES D'ÉCLAIRCISSEMENT**

à [julie.gallant@tpsgc-pwgsc.gc.ca](mailto:julie.gallant@tpsgc-pwgsc.gc.ca)

### **QUESTIONS OR REQUEST FOR CLARIFICATION**

at [julie.gallant@tpsgc-pwgsc.gc.ca](mailto:julie.gallant@tpsgc-pwgsc.gc.ca)

À transmettre au plus tard sept (7) jours ouvrables avant la fin de l'invitation.

To be filed at least seven (7) working days before solicitation closing.



Public Works and  
Government Services  
Canada

Travaux publics et  
Services gouvernementaux  
Canada

**Canada**

## INSTRUCTIONS PARTICULIÈRES AUX PROPOSANTS (IP) SUPPLEMENTARY INSTRUCTIONS TO PROPONENTS (SI)

- Conférence des soumissionnaires et visite obligatoires
- Renseignements confidentiels nécessaires pour soumissionner
- Exigences relatives à la sécurité à la date de clôture des soumissions
  - VOD Protégé B
  - ADR Protégé B
  - Cote de fiabilité pour les employés
- Bidder's mandatory conference & visit
- Confidential information for bidding
- Security requirement at the date of bid closing
  - DOS Protected B
  - DSC Protected B
  - Reliability Status for employees

Le proposant est responsable d'assurer que ses sous-experts-conseils et ses spécialistes rencontrent les exigences de sécurité là où applicable.

It is the Proponent's responsibility to ensure that its sub consultants and its specialists meet the required security requirements, where applicable.

Par exemple, certains spécialistes pourraient ne pas avoir à travailler avec de l'information protégée.

For example, some specialists might not require protected information to complete their work.

Dans la mesure du possible, les documents produits pour appel d'offres construction ne doivent pas être protégés.

Wherever possible, construction tender documents must not be protected.



## EXIGENCES DE PRÉSENTATION ET ÉVALUATION DES PROPOSITIONS (EPEP) SUBMISSION REQUIREMENTS AND EVALUATION (SRE)

- EPEP 3.1.2
  - Prendre note des exigences *obligatoires* pour le chargé de projets en ingénierie, le spécialiste en estimation et planification des coûts, le spécialiste LEED et le spécialiste de la mise en service.
- SRE 3.1.2
  - There are mandatory requirements for the Engineering Project Manager, the Cost Estimate and Planning Specialist, the LEED Specialist and the Commissioning Specialist.
- EPEP 3.2.1
  - Pertinence du projet présenté
  - Explication des écarts de budget et de calendrier
  - Projets réalisés en coentreprise
- SER 3.2.1
  - Project relevancy
  - Explanation of budget and schedule differences
  - Joint venture projects
- EPEP 3.2.3
  - Les réalisations ne sont pas requises pour les spécialistes en transport vertical et en quincaillerie. Par contre, les individus doivent être identifiés.
  - Des points additionnels seront accordés à certaines personnes clés qui détiennent une accréditation LEED.
- SER 3.2.3
  - Achievements are not required for the Vertical Transportation and the Security Hardware specialists. However, these individuals must be identified.
  - Additional points will be awarded to certain key personnel should they be LEED accredited.



## EXIGENCES DE PRÉSENTATION ET ÉVALUATION DES PROPOSITIONS (EPEP) SUBMISSION REQUIREMENTS AND EVALUATION (SRE)

- EPEP 3.3
  - Revue du tableau d'Évaluation et cotation
  - Coordination de l'architecte de ses sous-experts-conseils et de ses spécialistes
- SRE 3.3
  - Review of the Evaluation and Rating Table
  - Architect's coordination of its sub consultants and its specialists
- EPEP 5
  - Poids de la cote technique vs. la cote de prix
- SRE 5
  - Weight of Technical Rating and Price Rating
- EPEP 6
  - Aide-mémoire
- SRE 6
  - Checklist



## DESCRIPTION DU PROJET (DP) PROJECT DESCRIPTION (PD)

- DP 1 et 2
  - Deux projets de construction
    - CIC ~ 5 310 m<sup>2</sup> utilisables / ~ 6 145 m<sup>2</sup> locatifs
    - ASFC ~ 6 155 m<sup>2</sup> utilisables / ~ 6 840 m<sup>2</sup> locatifs
  - Plusieurs phases : CIC d'abord et l'ASFC par la suite
  - Maintien des opérations
  - Plans préliminaires avancés
  - Gérance de construction
  - Date de fin fixe
- DP 4
  - La prise des documents est obligatoire.
  - Les rapports de revue ne seront pas partagés, puisqu'ils réfèrent à des documents périmés.
- DP 5
  - Le programme a été finalisé : quelques éléments de conception demeurent.
- PD 1 et 2
  - Two construction projects
    - CIC ~ 5 310 m<sup>2</sup> useable / ~ 6 145 m<sup>2</sup> rentable
    - CBSA ~ 6 155 m<sup>2</sup> useable / ~ 6 840 m<sup>2</sup> rentable
  - Multiples work phases: CIC followed by CBSA
  - Maintain building operations
  - Advanced Design Development drawings
  - Construction Management
  - Fixed End Date
- PD4
  - Available documentation must be requested
  - Review Reports will not be shared, as they refer to obsolete documents.
- PD 5
  - Program has been finalised: a number of design elements must be completed.



## DESCRIPTION DU PROJET (DP) PROJECT DESCRIPTION (PD)

- DP 7
  - Quincaillerie
  - LEED-CI
  - Mise en service (MES) améliorée
  - Transport vertical
  - Accès à l'immeuble
  - Bâtiment existant
- PD 7
  - Security Hardware
  - LEED-CI
  - Enhanced Commissioning
  - Vertical Transportation
  - Facility Security
  - Existing Building
- AP 1
  - Réunions et appui des Services professionnels et techniques de TPSSGC
- PA 1
  - Meetings and support from PWSGC's Professional and Technical Services



## DESCRIPTION DU PROJET (DP) PROJECT DESCRIPTION (PD)

- Revue des plans préliminaires avancés
  - Overview of the Advanced Design Development drawings
- Revue du complément technique en électromécanique
  - Overview of the Electromechanical Technical Supplement
- Revue du phasage
  - Overview of Work Phases
- Relevés
  - Surveys



## RAPPEL / REMINDER

Le soumissionnaire est responsable de la recevabilité de sa soumission

- Démontrer que les exigences de sécurité sont rencontrées.
- Rencontrer les exigences obligatoires : « doit » vs. « devrait ».
- Fournir l'information demandée au tableau à la section EPEP 3.3 et référer à la liste de vérification de la section EPEP 6.
- Déposer les soumissions aux bureaux de TPSGC à la Ville de Québec, pas aux bureaux de Montréal.

The bidder is responsible for the eligibility of its bid.

- Demonstrate that all security requirements are met.
- Fulfill all mandatory requirements : « must » vs. « should ».
- Provide all the information outlined in the SRE 3.3 Table and refer to the SRE 6 Checklist.
- Bids must be submitted to PWGSC's Quebec City offices, not to the Montreal offices.



## RAPPEL / REMINDER

### Varia

- L'information reliée à la présente DDP et à toutes les occasions de marchés de TPSSGC est publiée sur [Achatsetventes.gc.ca](http://Achatsetventes.gc.ca). Il s'agit de l'unique source d'information officielle.
- Cette présentation sera publiée en tant que modification à la DDP, sur [Achatsetventes.gc.ca](http://Achatsetventes.gc.ca).
- Si les soumissionnaires constatent un manque d'information, ils doivent soumettre leur question ou demande d'éclaircissement de nouveau.

### Miscellaneous

- Information pertaining to the current RFP and all PWGSC opportunities are posted on [Buyandsell.gc.ca](http://Buyandsell.gc.ca). It is the only official source of information.
- Bids must be submitted to PWGSC's Quebec City offices, not to the Montreal offices.
- Bidders must resubmit their question or request for clarification should they notice any missing information.

