

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving - PWGSC / Réception des soumissions  
- TPSGC  
11 LaurierSt./ 11, rue Laurier  
Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
Gatineau  
Québec  
K1A 0S5  
Bid Fax: (819) 997-9776

**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**  
THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT  
"CE DOCUMENT COMPORTE 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**  
Maintenance & Professional Consulting Services  
Division (FK)  
11 Laurier St./ 11, rue Laurier  
3C2, Place du Portage, Phase III  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> SNOW CLEARING -CFB UPLANDS	
<b>Solicitation No. - N° de l'invitation</b> EJ196-152216/A	<b>Amendment No. - N° modif.</b> 005
<b>Client Reference No. - N° de référence du client</b> 20152216	<b>Date</b> 2015-09-24
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-258-67835	
<b>File No. - N° de dossier</b> fk258.EJ196-152216	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-10-05</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Hill, Cris	<b>Buyer Id - Id de l'acheteur</b> fk258
<b>Telephone No. - N° de téléphone</b> (819) 956-1343 ( )	<b>FAX No. - N° de FAX</b> (819) 956-3600
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> CFB Uplands/BFC Uplands Ottawa, ON K1A 0S5	

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

This Amendment is raised to (1) Extend closing date, (2) remove clause 3.1.1, (3) revise clause 3.2, (4) revise site plan, (5) revise Annex B – at 3.3 Materials and (6) include the site visit minutes from Sept 9, 2015 as follows:

(note the French will follow shortly/à noter le français suivra sous peu)

**(1) Extend closing date:**

The closing date is extended to October 5, 2015 at 2:00pm

**(2) remove clause 3.1.1**

**Delete in its entirety 3.1.1 (MANDATORY) Full Time Supervisor's Qualifications**

**(3) revise clause 3.2**

**Delete** in its entirety 3.2 (MANDATORY) Contractor's Experience and Past Performance

**Insert 3.2 Revised (MANDATORY) Contractor's Experience and Past Performance**

**Experience of the Bidder**

The bidder must provide evidence of its experience and past performance as a contractor by providing reference from **one (1) Site Location** for snow removal services. The referenced project/contract must be for duration of three (3) consecutive years, for work satisfactorily completed **within the last ten (10) years**. ~~The referenced project/contract must be for sites of similar size and scope as those identified in this Request for Proposal~~

The reference information provided by the bidder may be verified for completeness and accuracy and to confirm reference satisfaction with the services provided.

Failure by the bidder to provide the required references, or in the event that the references cannot be verified or the services found to be unsatisfactory, will result in the bidder being disqualified and no further consideration will be given to the bid.

If the Bidder submits references in excess of the stated requirement at 3.2 Experience of the Bidder, only the references up to the identified limit will be assessed.

The mandatory information required in the charts that follow must be completed in their entirety for each **Site Location** referenced. If the mandatory information is not provided in the "**Site Location Chart(s)**" at bid closing, the proposal will be deemed non-responsive and no further consideration will be given.

The first part is the **Site Location Chart(s)**, to identify the contact information for the reference(s).

If the Chart(s) that follow do not allow the Bidder sufficient space to provide the required information, a separate sheet may be attached (identifying the contents of the Site Location Chart) with the bid.

The following is an estimate of the size and scope of the locations identified in this RFP.

**Estimated Size and Scope:** Location: CFB Uplands

For Snow Removal +75 entrances, 9679 square meters of sidewalks, 122,221 square meters of parking lots roads

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**(4) revise site plan - see attached**

**See attached site plan enlarged.**

**(5) revise Annex B – at 3.3 Materials**

**Estimated Expenditure should read \$1,000.00 not 10, revise table as follows:**

**Insert**

**3.3 Revised MATERIALS:** Materials will be charged at our laid-down cost plus a mark-up of:

\* "Estimated expenditure" per year is for evaluation purpose only.

<b>LOCATION: CFB UPLANDS</b>					
	<b>YEAR 1 2015/2016 RATE</b>	<b>OPT YEAR 1 2016/2017 RATE</b>	<b>OPT YEAR 1 2017/2018 RATE</b>	<b>OPT YEAR 1 2018/2019 RATE</b>	<b>OPT YEAR 1 2019/2020 RATE</b>
Mark Up	_____%	_____%	_____%	_____%	_____%
*Estimated expenditure:	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
** <b>Extended Price:</b>	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>3.3 SUB-TOTAL:</b>					\$ _____

**All Years - TOTAL for Price Schedule 3.3: \$ \_\_\_\_\_**

**(6) visit minutes from Sept 9, 2015**

Site Visit Minutes EJ196-152216/A Sept 9, 2015 9:30am  
CFB Uplands - Meet 450 Croil

Site Visit Start Time: 9:34am

Site Visit end Time: 10:15am

**In attendance from PWGSC:** Michelle Chiasson (MOA Horticultural Services), Cris Hill (RPCD), Jean Duchesneau (RFCD)

**Contractors in Attendance:**

CSL Group, Dsquare Construction, Prebbel Enterprises, Gerry Crepin Cartage, Dreamscape Landscaping, Greg Henrick and Sons Inc., Brenning Construction Ltd., Burns Landscape maintenance Inc., George W. Drummond Ltd., Crete Ryan Construction, Landscape Effects Group, Caltrio Company Ltd, Forestell Designed Landscape

Vallati Paving & Concrete – Frank Zacconi withdrew just before we started to walk around and he was also withdrawing from EJ196-161632 (FUSE)

Munro & Scullion Contracting did not show up

- Introduced myself and the technical authority.

- Reminded the Bidders to Review the SOW as each one is different for each site and there have been revisions

- Advised the bidders that Annex B is now the pricing scheduling and it is to be completely filled out, if no price insert the \$0, if pricing is missing they will be non-responsive

- Reminded the Bidders to complete pricing clearly and legible writing

- Advised the bidders that they need to complete Employee Information List in Part 6 at bid closing  
- Reminded all bidders to send in all names of employees to be cleared and to ensure that all names sent had Reliability clearance, explained that if they for example sent in 20 names and one did not have clearance they would be deemed non-responsive.

- Advised bidders to review new Integrity declaration form (Annex I)

- Advised the bidders to disregard any mention of Landscape in RFP such as 3.1.1 Mandatory Full Time Supervisor this is not required for Snow Removal, at 3.2 remove similar size and scope (amendment will follow to remove)

- reviewed with the contractors on how to complete the Reference Chart concerning the years of experience, it should show 3 completed years

- ensure that the month & year is shown -- do not write "since such a year to present"

- The bidders were told that when the TA is reviewing the references they will only try 3 times to contact them so that it does not hold up the process

- Bidders were reminded to ensure that they contact their references to let them know that they will be using them and also ensure that the references have the proper names, telephone

number and email address. They were reminded to make sure the reference name submitted is still with that company or make sure they get the replacement name.

- Reminded the Bidders there is a Financial Security of 20% of firm pricing from the winning contractor
- bidders were reminded to review Part 4 Evaluation of the RFP as this will show them what is required
  - Bidders were reminded that any extra work was only to be done as an amendment or call up from the CA or TA. If they do extra work for someone on the base they will not be paid.

The job showing was then conducted by the TA.

The TA spoke of the following:

- The site is operational 24/7
- Review Clause 4 of the SOW for any additions or deletions to work.
- Review site plan as some areas are not part of this contract. Review Clause 16, Contractor is to respect all demarcation lines being shared with other Contractors on site.
- Stock pile snow as indicated on site plan (2 snow dumps areas are at Hanger 14 and Building 16)
- Reminded them that log sheets are to be completed for invoices to be processed in timely manner.
- Special ops and extra work will be done on an as & when basis as a call-up. There is no guaranty of any additional work.
- Review Clause 6 of the SOW. Catch basins, culverts, fire hydrants and bus stops located in the Self Help Housing area are to be kept cleared.
- Review Clause 7 of the SOW. There a 4 lift stations to be cleared.
- Review Clause 11 of the SOW. Vents around the trailers at Bluenose Compound and 30<sup>th</sup> Field (Bldg 559) must be kept cleared.
- TA said that upon award of contract the winning bidder will get keys for gates or something will be worked out with the base to get into any locked or fenced areas.
- There are approx 10 garbage receptacles to be cleaned out. Noted that a couple in particular fill up fast due to dog walkers.
- The TA had the bidders take a look at the parking/fenced in area of Bldg 14 which is kept locked at all times and if required to walk through the building they will need to sign in & out.
- Note: As per SOW, Section 2 Clause 3 Site is to be cleared by 7:00AM, 7 days a week

9:55am headed to the Ammo Compound

- TA reminded the bidders that the gates, doorways & garage doors are to be kept cleared at all times.
- CA advised the bidders if anyone wanted to drive around the site as part of the job showing that was fine, but that everyone would have to go along. No one requested a group drive around the site. They were advised they were free to drive around the site with the site plan to have a closer look at what is required and to forward any questions in writing to you in writing to the CA (Cris Hill) 5 days before closing date.

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ALL OTHER TERMS & CONDITIONS SHALL REMAIN THE SAME

**Real Property Services**  
**Services immobilières**  
**Real Property Services Sector**  
**Service des services immobiliers**  
**Division des services immobiliers et hypothécaires**  
**Division des services immobiliers et hypothécaires**  
**Division des services immobiliers et hypothécaires**

**LEGEND (NOTES) - LES ÉCHÉANCES (NOTES)**  
**AREAS TO BE REMOVED BY THE CITY OF OTTAWA**  
**LES ZONES À ÊTRE ENLEVÉES PAR LA VILLE D'OTTAWA**  
**AREAS TO BE MAINTAINED BY THE CITY OF OTTAWA**  
**LES ZONES À ÊTRE MAINTENUES PAR LA VILLE D'OTTAWA**

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**CSU OTTAWA UPLANDS**  
**OTTAWA, ONTARIO**  
**Annex E**  
**Snow Removal District**  
**2015/2016**

**Project No.** L-US-9301-4-101  
**Project Name** CSU OTTAWA UPLANDS  
**Project Manager** [Name]  
**Date** [Date]