



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

11 Laurier St./ 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

Title - Sujet Snow Removal/Déneigement	
Solicitation No. - N° de l'invitation EJ196-161467/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20161467	Date 2015-11-23
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-258-68328	
File No. - N° de dossier fk258.EJ196-161467	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-11-30	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Hill, Cris	Buyer Id - Id de l'acheteur fk258
Telephone No. - N° de téléphone (819) 956-1343 ()	FAX No. - N° de FAX (819) 956-3600
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein	

Instructions: See Herein

Instructions: Voir aux présentes

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

Site Visit Minutes EJ196-161467/A Nov 18, 2015 8:30am
Snow Removal 149 Somerset & 158 Gloucester

Site Visit Start Time: 8:38am
Site Visit end Time: 9am

Closing Date: Nov 30/15 2pm

In attendance from PWGSC: Joanna Wichers (MOA Head - Horticultural Services), Cris Hill (RPCD), Paul Cyr (Jr), Property Facility Officer

Contractors in Attendance:

Prebbel Enterprises, CSL Group, Dreamscape, Gerry Crepin Cartage, Fortin Landscaping, PML Contracting, Burns Landscaping

Contractors not in Attendance

Caltrio – Gavin Grusnick showed up but did not stay for the site visit

Exel Contracting – did not show up for the site visit

CA = Contracting Authority (Cris Hill) TA = Technical Authority (Joanna Wichers)

- Site visit started at 149 Somerset
- Introduced myself and the technical authority.
- Bidders were reminded that this is Contract is for Snow removal only and 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 (left blank) 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
- Remind bidders that Security of Reliability is required 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) bidders were instructed to only complete if needed and reminded to put in a sealed envelope as per the instructions on the form
- Advised bidders to review new Hazard Assessment Form (Annex J)
- reviewed with the contractors on how to complete the Reference Chart concerning the years of experience, it should show 3 completed years and any date after the closing of this RFP will not be included, so the 3 completed years is to be up to the closing date.
- reminded the bidders that the month & year is to be shown -- do not write "since such a year to present"
- The bidders were told that when the TA is reviewing the reference they will only try 3 times within 5 working days to contact them so that it does not hold up the process and the bidders were reminded that the reference show the proper names, telephone number and email address (contact info)
- Bidders were reminded that they contact their references to let them know that they will be using them and 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 no a Financial Security
- bidders were reminded to review Part 4 Evaluation of the RFP as this will show them what is required
 - CA advised the bidders forward any questions in writing to the CA 5 days before closing date.

The job showing was then conducted by the TA.

The TA spoke of the following:

- Bidders were reminded to keep the front step cleared up to the city sidewalk, they are not to clear the city sidewalk only sidewalks/pathways on the property (SOW Section 2-3)
- Right side of building inside fenced area snow can be pushed to the sides
 - o Emergency exits in this area to be kept cleared as per site plan
- Salt boxes to be provided by the contractor (SOW Section 2-4)
- Zone 13 of the parking lot is the only spot for temp stockpile for 24 hours (SOW Section 2-9)
- Bidders were reminded that the roof to be cleared after 4cm and snow on roof to be pushed to the side (SOW Section 2-1)
- Bidders were reminded that this site is 24/7 (SOW Section 1-3)
- It was agreed by all bidders that they would look at 158 Gloucester on their own and would send in any questions
- At 9am the site visit concluded with all bidders initialing out on the sign in sheet.