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Correctional Service of Canada / Service correctionnel
du Canada
P. O. Box 1174 / C.P. 1174
443 Union St. / 443 rue Union
Kingston, ON K7L 4Y8
Attention : Shane Collins

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

Proposal to: Correctional Service Canada

The referenced document is hereby revised; unless otherwise
indicated, all other terms and conditions of the Solicitation
remain the same.

Proposition à: Service Correctionnel du Canada

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'invitation demeurent les mêmes.

Comments — Commentaires :

Issuing Office – Bureau de distribution

Correctional Service Canada (CSC)
P. O. Box 1174 / C.P. 1174
443 Union St. / 443 rue Union
Kingston, ON K7L 4Y8

Title — Sujet: Asbestos, Mould and Lead Awareness Training	
Solicitation No. — No. de l'invitation 21C40-18-2358203	
Solicitation Amendment No. — No. de modification de l'invitation 002	Date: June 28, 2016
GETS Reference No. — No. de Référence de SEAG PW-16-00736612	
Solicitation Closes — L'invitation prend fin at /à : 14 :00 ET / 14h00 HAE on / le : July 21st,, 2016 / 21 Juillet 2016	
F.O.B. — F.A.B. Plant – Usine: ___ Destination: ___ Other-Autre: ___	
Address Enquiries to — Soumettre toutes questions à: Shane Collins, Regional Contract Administrator	
Telephone No. – No de téléphone: 613-536-6127	Fax No. – No de télécopieur: 613-536-4571
Destination of Goods, Services and Construction: Destination des biens, services et construction: Ontario Region Institutions	
Instructions: See Herein Instructions : Voir aux présentes	



English :

RFP Amendment 002 is issued to

1. Respond to the following question received during the solicitation period;
 2. Amend **Annex A – Statement of Work**;
 3. Amend **Annex C – Evaluation Criteria**
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1. Questions and Answers 1 through 9:

ANNEX A, SECTIONS 1.2 & 1.3 – RE THE STIPULATION ABOUT MTCU EXAM AND CERTIFICATION:

Question 1: There is no MTCU certification program or MTCU exam for mould or lead.

Answer 1: Require the MTCU “mock” exam for Asbestos only. Remove the request for the MTCU certification program or MTCU exam.

Question 2: The Type 3 Asbestos Abatement Worker curriculum, as set by the MTCU, does not include training on Types 1 & 2 asbestos operations. Can you confirm if Types 1 & 2 are also required or just Type 3 training?

Answer 2: Just type 3.

Question 3: By the MTCU rules, the participants’ employer or a union are the only parties who can register as their Signing Authority (Training Provider isn’t permitted to, and I don’t think CSC can either). If Signing Authority isn’t in place the MTCU can void the training. Please advise on how Signing Authority will be arranged.

Answer 3: CORCAN Industries is in the process of applying to become the signing authority through MTCU.

ANNEX A, SECTIONS 1.2 & 1.3 – RE TRAINING SCOPE FOR TOPICS OTHER THAN ASBESTOS:

Question 4: Confined Spaces Awareness & Fall Protection – any specifics or just general/basic content

Answer 4: General content.

Question 5: Mould – what level(s) of worker training (i.e. Levels 1, 2 & 3)?

Answer 5: Level 1 only

Question 6: Lead – what level(s) of worker training (i.e. Class 1, 2 & 3)? If all levels, would Class 3b be required? (that’s for operations involving aggressive disturbance of lead-containing materials such as abrasive blasting, which entails more in-depth safety training).

Answer 6: Class 1 only, requesting lead awareness training.



Question 7: Respirator fit testing – what type(s) of respirators? Will they have these or is Training Provider to supply them?

Answer 7: Full face - Training provider to supply for testing purposes only.

ANNEX C, MANDATORY TECHNICAL CRITERIA:

Question 8: Stipulates having a “valid certification as a Type 3 trainer”. Clarification required as there is no formal certification for Type 3 trainer. The MTCU’s requirements for trainers of the Type 3 program are basically the following:

Answer 8: Valid certification as type 3 trainer; completed type 3 course and passed exam. (copy of certificate required) or be knowledgeable in the course material also, provide a train the trainer certificate or teaching certificate from a college or university.

- Completed the Type 3 course and passed the exam, or be knowledgeable in the course material
- Take a train-the-trainer program or hold a teaching certificate from a college or university
- Be knowledgeable in all aspects of the MTCU curriculum, the OHSA, O.Reg. 278/05, and other applicable regulations
- Follow the MTCU’s curriculum, prepare a lesson plan and outline of course materials
- Provide written confirmation of participants’ completion of the course (i.e. course certificates, as needed in order to take the exam)

ANNEX A, SECTION 1.6, OTHER REQUIREMENTS:

Question 9: “Third Party Certifier” to coordinate the MTCU exam – if this means the trainer it would be problematic, as the MTCU requires that the exam is arranged by the Signing Authority

Answer 9: Remove from R4P.

2. Amend Annex A Statement of Work:

Delete: Annex A. Statement of Work in its entirety; and

Insert: The following, new Annex A. Statement of Work

3. Amend Annex B Evaluation Criteria

Delete: Annex D. Evaluation Criteria in its entirety; and

Insert: The following, new Annex A. Statement of Work

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.



ANNEX A – Statement of Work

1.1 Summary

CORCAN is mandated to provide employment and employability skills training to offenders incarcerated in federal correctional institutions and supervised in the community. The provision of third party vocational training is an objective of the Employment and Employability Program of CORCAN. The possession of skills training certification is a valuable asset for offenders re-entering the workforce.

CORCAN requires a contractor for the delivery of up to four **Asbestos, Mould and Lead Awareness & Abatement** programs at the following institutions: Beaver Creek Institution (**BCI**) in Gravenhurst, Ontario; Collins Bay Institution (**CBI**) in Kingston, Ontario; and Joyceville Institution (**Jl**) in Joyceville, Ontario. One program will be delivered at Joyceville Institution, one program delivered at Collins Bay Institution and two programs delivered at Beaver Creek Institution.

Program Delivery dates will be determined at the beginning of each fiscal year.

1.2 Program Requirements

This program will prepare participants to write the MTCU exam for asbestos remediation. The program curriculum at a minimum must include training in the following:

Asbestos Abatement - Type 3 only

Mould Awareness – Level 1

Lead Awareness – Class 1

Basics of Fall Protection – General Content

Confined Space Awareness – General Content

Health & Safety Awareness

Respirator Fit testing – Training in full face mask – purposed trainer to provide various sized mask for testing purposes only.

The program curriculum will incorporate both theory and practical skills applications.

1.3 Certification

Participants must receive a certificate for successful completion from the recognized third party certifier. Certificates will include:

Asbestos Abatement – Type 3

Mould Awareness –Level 1

Lead Awareness – Class 1

Basics of Fall Protection – General Content

Confined Space Awareness – General Content

Health & Safety Awareness



1.4 Duration

The duration of the training program will be approximately 5 days. The training hours are approximately 0830hrs - 1600hrs (based on a minimum 6 hour day).

1.5 Group Size

The maximum number of program participants is 12 per program and the minimum number is 10.

1.6 Other Requirements

The institutional site must provide the following:

- A training room to accommodate up to 12 offenders with ample seating and practice space per participant;
- Computer equipment if required;
- Flip chart, markers, pens, and paper.

The third party certifier must provide the following:

- A current certified instructor and necessary training equipment; valid certification for type 3 asbestos instructors is: completed a type 3 asbestos training program and passed (copy of certificate required) and provide a train the trainer certificate and/or a teaching certificate from a college or university (copy required).
- All course materials (course materials must be approved by the Project Authority);
- Train according to the standards and guidelines of applicable provincial legislation and regulations;
- Train according to the program curriculum specified above;
- Submit a comprehensive equipment and tool list to the Project Authority two weeks in advance of the program start date;
- Issue a Statement of Participation to successful course participants at the end of the course.
- Upon successful completion of the Asbestos type 3 training, provide written confirmation of participant's completion of the course (i.e. course certificates as required in order for participants to take the MTCU exam for asbestos remediation).

1.7 Reports

A list of successful program participants must be provided to the Project Authority at the end of the training.



ANNEX C – Evaluation Criteria

1.0 Technical Evaluation:

1.1 The following elements of the proposal will be evaluated and scored in accordance with the following evaluation criteria:

- Mandatory Technical Criteria

It is imperative that the proposal address each of these criteria to demonstrate that the requirements are met.

1.2 LISTING EXPERIENCE WITHOUT PROVIDING ANY SUBSTANTIATING DATA TO SUPPORT WHERE, WHEN AND HOW SUCH EXPERIENCE WAS OBTAINED WILL RESULT IN THE STATED EXPERIENCE NOT BEING CONSIDERED FOR EVALUATION PURPOSES.

1.3 All experience must be strictly work-related. Time spent during education and/or training will not be considered, unless otherwise indicated.

1.4 Experience must be demonstrated through a history of past projects, either completed or on-going.

1.5 References must be provided for each project/employment experience.

I. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a Public Servant**, the reference must be a Public Servant who had a supervisory role over the proposed resource during the stated employment.

II. Where the stated experience was acquired within a Canadian Federal Government Department or Agency **as a consultant**, the reference must be the Public Servant who was identified as the Project Authority of the project on which the proposed resource acquired the experience.

III. References must be presented in this format:

- a. Name;
- b. Organization;
- c. Current Phone Number; and
- d. Email address if available

1.6 Response Format

I. In order to facilitate evaluation of proposals, it is recommended that bidders' proposals address the mandatory criteria in the order in which they appear in the Evaluation Criteria and using the numbering outlined.

II. Bidders are also advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2001 to December 2001; Project 2 timeframe is October



2001 to January 2002; the total months of experience for these two project references is seven (7) months.

- III. For any requirements that specify a particular time period (e.g., 2 years) of work experience, CSC will disregard any information about experience if the technical bid does not include the required month and year for the start date and end date of the experience claimed.
- IV. CSC will also only evaluate the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

MANDATORY TECHNICAL CRITERIA – 21C40-18-2358203

#	Mandatory Technical Criteria	Bidder Response Description (include location in bid)	Met/Not Met
M1	The proposed facilitators must have a valid certification as a Type 3 asbestos trainer. Copy must be provided.		
M2	The proposed facilitators must have at least 5 years experience in delivering training on Asbestos, Mould and Lead Awareness & Abatement, or other construction related training. Dates and times must be clearly provided.		
M3	The proposed facilitators must follow the curriculum set by the Ministry of Training Colleges and Universities (MTCU) for the Type 3 Asbestos Abatement Worker Training Program (253W) to prepare the participants to write the 253W exam. Confirmation must be provided.		