



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"
Snow Removal - Déneigement

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 EJ196-170922/A	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 20170922	Date 2016-09-28
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-258-71425	
File No. - N° de dossier fk258.EJ196-170922	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-10-03	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
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 (873) 469-4891 ()	FAX No. - N° de FAX (819) 956-3600
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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

Solicitation Amendment 002 EJ196-170922/A Snow Removal Cris Hill fk258
Site Visit Minutes

This Solicitation Amendment is raised to include Site visit minutes as follows:

Site visit minutes

Site Visit Minutes EJ196-1170922/A Sept 20/16 9:00am
Snow Removal 144 Wellington (SJAM), 180 Wellington (Wellington Bldg)
and 150 Wellington (National Press Bldg)

Site Visit Start Time: 9:05am
Site Visit end Time: 9:35am

Closing Date: Sept 28/16 2pm

In attendance from PWGSC: Cris Hill (RPCD), Véronique Faille (TA-MOA) & Michelle Chiasson (MOA)

Contractors in Attendance:

Prebbel Enterprises Inc., Lafleur de la Capitale Inc. and Munro and Scullion Contracting Inc.

CA = Contracting Authority (Cris Hill) TA = Technical Authority (Véronique Faille)

- Bidders met at 180 Wellington, Site visit started at 150 Wellington
- 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 by bid closing
- Remind bidders that Security of **Site Access is required at bid closing**
- **this may mean that you will be required to apply for Site Access for all employees that do not have Site Access or Secret by contacting Patricia Laville at 819-775-7436 or Jacinthe Gelineau at 819-775-7379 to ensure employees have minimum Site Access or Secret.**
- **It was suggested that the bidders start the application process for Site Access ASAP before the RFP closes and send in with their bids employee names that are cleared at Site access or Secret only and after award they could send in other names as they are cleared at Site Access**
- **Reminded all bidders that all names submitted had Site Access or Secret clearance, explained that if for example they sent in 20 names and one did not have the required clearance they would be deemed non-responsive.**
- Reminded all bidders to only Complete Part 6 – 6.2 list and not Part 7 names of Qualified employees
 - Advised bidders to review new Hazard Assessment Form (Annex H)
 - Advised bidders that Maintenance Schedule should read Annex D not E
- reviewed with the contractors on how to complete the Reference Chart concerning the years of experience, it should show 3 completed years up to the closing date of Sept 28/16; any date after the closing of this RFP will not be included.
 - reminded the bidders that the day, 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)

Solicitation Amendment 002 EJ196-170922/A Snow Removal Cris Hill fk258
Site Visit Minutes

- 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 a Financial Security once awarded
- 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 (by email or fax) to the CA 5 days before closing date.

The job showing was then conducted by the TA.

The site visit moved from 180 Wellington and started at 150 Wellington, Loading Dock.

Bidders were reminded that there is no stock piling of snow on any of the sites.

Bidders were reminded to keep the sites clear as per the contract and the attached site plan.

1. Steps by generator
 - The steps by generator needs to be clear as per the contract since they are used.
Also, the plastic cover for the generator wires needs to be kept clear.
2. At the SJAM, Are locked Salt Boxes are allowed?
As per the Property Manager at Sir John A. Macdonald, locked salt boxes are allowed on-site