



Matériel and Procurement Services / Services du matériel et des acquisitions
Procurement Hub – Fredericton / Centre d'approvisionnement – bureau de Fredericton
301 Bishop Drive / 301, allée Bishop
Fredericton (N-B) E3C 2M6

F5211-160163

November 4

Subject/ Object: F5211-160163

Boiler and HVAC Maintenance at the Saint John, NB Coast Guard Base

ADDENDUM #1

Further to the above- mentioned Request for Proposal documentation previously forwarded to your firm, Addendum (#1) is hereby issued.

The evaluation criteria are modified as follows:

ANNEX “E” EVALUATION CRITERIA

Mandatory Criteria

DELETE

M1: The Offeror must include a document detailing its planned approach in order to meet the level of service within the timeframes outlined in Annex A Statement of Work

Point Rated Technical Criteria

DELETE

R1: The Offeror should clearly describe the proposed approach and methodology to meet the requirements

R2: The Offeror should clearly describe firm's commitment to the use of environmentally suitable materials, technology, the recycle or safe disposal of materials

Please see the revised evaluation criteria on the next page.

The request for proposal is also modified as follows:

DELETE

4.2.1 Basis of Selection: Minimum Point Rating

1. To be declared responsive, an Offer must:
 - a. comply with all the requirements of the Offer solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum of **4** points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **10** points.
2. Offers not meeting (a) or (b) or (c) will be declared non-responsive. The responsive Offer with the lowest evaluated price will be recommended for award of a contract.

INSERT

4.2.1 Basis of Selection: Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

REVISED EVALUATION CRITERIA

MANDATORY CRITERIA:

Offers will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Offerors' Offers must clearly demonstrate that they meet all Mandatory Requirements for the Offer to be considered for further evaluation. Offers not meeting the mandatory criteria will be excluded from further consideration.

The Offeror must include the following table in their Offer, indicating that their Offer meets the mandatory criteria, and providing the Offer page number or section that contains information to verify that the criteria has been met.

| No. | Mandatory Criteria | Meets Criteria (✓) | Does not meet Criteria (✓) | Offer Page No. |
|--|---|-----------------------|----------------------------------|-------------------|
| The Offeror | | | | |
| M1 | <p>The Offeror must provide evidence of three (3) recent cumulative years' experience and past performance in repair and maintenance services for commercial or industrial Boiler and HVAC Systems by referencing similar projects/contracts/offer agreements.</p> <ul style="list-style-type: none"> • Recent experience is defined as experience gained within the last seven (7) years up to and including the solicitation closing date. • Similar is defined as a comprehensive maintenance services on Boilers and HVAC equipment. <p>The Offeror must provide:</p> <ul style="list-style-type: none"> • Name of the organization; • Brief Description of work performed; • Day/Month/Year when the services were provided; • Contact and Phone # of the contact. | | | |
| M2 | The offeror must provide the names of proposed resource(s) personnel performing the tasks | | | |
| The Proposed Resources | | | | |
| The Offeror must provide the following information for one primary and one back-up resource. The Offeror's Offer must include a complete résumé of the proposed resources which will support the skills/expertise being requested / offered. | | | | |
| M3 | <p>The proposed resources must be in possession of the required certifications indicated below. It is mandatory that valid copies of the required certifications for each proposed employee be submitted with the Offer. If not included with the Offer, the Offer will be deemed non-responsive.</p> <ul style="list-style-type: none"> • A valid Refrigeration and Air Conditioning Certification • A valid Ozone Depletion Prevention Card • A valid 4th Class Stationary Engineer Certification | | | |