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**Bid Receiving Public Works and Government  
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800 Burrard Street, Room 219  
800, rue Burrard, pièce 219  
Vancouver, BC V6Z 0B9  
Bid Fax: (604) 775-7526

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Regional Master Standing Offer (RMSO)

Offre à commandes maître régionale (OCMR)

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada -  
Pacific Region  
219 - 800 Burrard Street  
800, rue Burrard, pièce 219  
Vancouver, BC V6Z 0B9

<b>Title - Sujet</b> Environmental Temporary Help	
<b>Solicitation No. - N° de l'invitation</b> EZ156-160001/A	<b>Date</b> 2017-01-18
<b>Client Reference No. - N° de référence du client</b> EZ156-160001	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> VAN-6-39280 (584)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VAN-584-7948	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2017-01-06	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-01-30</b>	
<b>Time Zone</b> Fuseau horaire Pacific Standard Time PST	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Perez, Elizabeth	<b>Buyer Id - Id de l'acheteur</b> van584
<b>Telephone No. - N° de téléphone</b> (604) 671-2613 ( )	<b>FAX No. - N° de FAX</b> (604) 775-7526
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

**TITLE: ENVIRONMENTAL TEMPORARY HELP SERVICES**

**AMENDMENT 001**

This amendment is raised to address solicitation enquiries and revise the mandatory technical criteria for this Request for Standing Offer.

**1. SOLICITATION ENQUIRIES:**

**Question 1.** In reference to Annex A, Section A1 (Requirement): Is there a requirement that staff have to be physically located in a region in order to provide services within that region?

**Answer:** **Not necessarily, but It is the responsibility of the Offeror to get their THS personnel to the site location stated in the call-up request by a project authority.**

**Question 2.** Is there a limitation on travel reimbursement depending on the location of the employee and the location of the site?

**Answer:** Yes. See Request for Standing Offer – Annex B3 Travel and Living Expenses – item B3.3.

**Question 3.** Can you please provide scoring criteria for the technical evaluation? Also, what percentage of the total score is the technical bid relative to the financial bid?

**Answer:** This RFSO is not based on point-rated criteria, the basis of selection is meeting all mandatory technical criteria as specified in the RFSO – 4.2 Basis of Selection.

**Question 4.** Although, it is not indicated in the Request for a Standing Offer, would PWGSC like us to identify specific individuals for each of the classification service categories detailed in Annex A, and also to provide qualifications, experience summaries, and CVs for each individual?

**Answer:** As this is a standing offer for temporary personnel, specific individuals and their qualifications, experience and CVs do not have to be specified at this time, this will be required and requested by a project authority at the time a call-up is initiated with the standing offer holder.

**2. In PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION – Item 4.1.1.1 Mandatory Technical Criteria**

**DELETE: In it's entirety and replace as below.**

**INSERT: The following:**

**4.1.1.1 Mandatory Technical Criteria:**

These technical criteria must be met. Failure to meet any of the following mandatory criteria will render the submission non-compliant and given no further consideration.

#### **A. OFFEROR'S AVAILABILITY OF STAFF**

(i) The Offeror must provide qualified individuals dedicated to the supply of Environmental Temporary Help Services for all environmental categories and levels detailed in Annex A in all Regions for which you are providing an offer.

(ii) Offeror standard response times:

Offerors must demonstrate how they will meet the following:

1. Reply to an Identified User's queries within forty-eight (48) hours.
2. Dispatch an appropriate resource to the identified client site within 48 hours 80% of the time.

#### **B. OFFEROR'S COMMERCIAL OFFICE FOR EACH GEOGRAPHICAL AREA:**

- (i) Offerors must demonstrate that they provide services from a fully-operational, permanent, commercial office for each geographical Area for which they are submitting an offer.
- (ii) Offerors must demonstrate that they operate their commercial office during normal business hours (a minimum of 7.5 hours per day, any time from 7:30 a.m. to 5:30 p.m.) in each geographical Area for which they are submitting an offer.
- (iii) Commercial office staff: Offerors are to demonstrate that they maintain a minimum staff of two (2) full-time employees in their commercial office for each geographical Area for which they are submitting an offer.

#### **C. OFFEROR'S CORPORATE EXPERIENCE RELATED TO ENVIRONMENTAL TEMPORARY HELP SERVICES:**

A statement demonstrating that as an entity, the Offeror has been providing Environmental Temporary Help Services in the Greater Vancouver & Fraser Valley Region; Vancouver Island Region; and Central & Northern BC Region for which you are offering services for a minimum of one (1) year, within the last two (2) years, prior to submission of the offer.

To support this requirement, Offerors must provide:

- (i) its corporate documentation or affiliation, and
- (ii) a list of projects/contracts demonstrating that the corporate experience was acquired in the Environmental Temporary Help Services field.

#### **D. OFFEROR'S CORPORATE EXPERIENCE RELATED TO CLASSIFICATIONS OFFERED:**

A statement demonstrating that as an entity, the Offeror has been providing individuals qualified in the offered classifications in the Region they are providing an offer for a minimum of three (3) months prior to the submission of its offer.

To demonstrate compliance with this criterion the Bidder must provide a list and brief description, including period start and end dates, of past or present contracts or clients to which it has provided the services for each of the relevant classifications.

**E. OFFEROR'S QUALITY CONTROL PROCESS:**

The Offeror must have a current internal quality control process in place under its organization. In order to validate this requirement, the Offeror must provide a copy of its quality control process which shall address as a minimum the following:

- (i) The Offeror's detailed recruitment process;
- (ii) The Offeror's detailed testing and screening process;
- (iii) The Offeror's detailed process followed to ensure customer satisfaction; and
- (iv) The Offeror's detailed performance tracking process during and post assignment.

**3. In ANNEX B – BASIS OF PAYMENT – B3. TRAVEL AND LIVING EXPENSES, ITEM B3.3**

**DELETE:**

B3.3 All travel and living expenses between the temporary employee's residence and the worksite and/or the Offeror's premises are the sole responsibility of the temporary help employee and/or the Offeror. Should the temporary help employee be required to travel beyond the parameters stated above, then the following will apply:

All travel and living expenses will be negotiated on case by case basis at the time of the call-up and must not be higher than the National Joint Council Directives rates at the time of travel.

**INSERT:**

B3.3 All travel and living expenses between the temporary employee's residence and the worksite and/or the Offeror's premises are the sole responsibility of the temporary help employee and/or the Offeror. Should the temporary help employee be required to travel beyond the parameters stated above as requested by Canada, then the following will apply:

All travel and living expenses will be negotiated on case by case basis at the time of the call-up and must not be higher than the National Joint Council Directives rates at the time of travel.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**