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**401 - 1230 Government Street**  
**Victoria, B.C.**  
**V8W 3X4**  
**Bid Fax: (250) 363-3344**

## **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**

**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  
401 - 1230 Government Street  
Victoria, B. C.  
V8W 3X4

<b>Title - Sujet</b> Laboratory Analytical Services	
<b>Solicitation No. - N° de l'invitation</b> W6837-155124/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> W6837-155124	<b>Date</b> 2017-03-07
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VIC-249-7178	
<b>File No. - N° de dossier</b> VIC-5-38096 (249)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-04-13</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Cress, Christine	<b>Buyer Id - Id de l'acheteur</b> vic249
<b>Telephone No. - N° de téléphone</b> (250) 514-9294 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> as per individual call-up	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

This Amendment 004 to the Solicitation is raised to address inquiries received from potential Bidders, and make changes to the solicitation document as follows:

On Page 6 of 50:

DELETE: 2.4 Enquiries – Request for Standing Offers IN ITS ENTIRETY.

INSERT:

2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than March 17<sup>th</sup> 2017. Enquiries received after that time will not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

On Page 35 of 50 under BASIS OF PRICING:

INSERT the following table:

<b>Period of contract:</b>	
Contract Period:	From issuance of standing offer to 31 March 2020 (FIRM REQUIREMENT)
Option Period 1:	From 01 April 2020 to 31 March 2021 (CANADA OPTION)
Option Period 2:	From 01 April 2021 to 31 March 2022 (CANADA OPTION)

On Page 45 of 50:

ADD the following table:

Evaluated Price is:

Section	Est. annual usage, per Lot	Contract Period	Option Period 1	Option Period 2	Extended Price
	A	B	C	D	A x (B + C + D)
SOIL	20	\$ _____	\$ _____	\$ _____	\$ _____
SAN 1	24	\$ _____	\$ _____	\$ _____	\$ _____
MATS EFF	6	\$ _____	\$ _____	\$ _____	\$ _____
Community/Recreational Water (Fresh)	30	\$ _____	\$ _____	\$ _____	\$ _____
Drinking Water, Weekly	60	\$ _____	\$ _____	\$ _____	\$ _____
Drinking Water, Annual	30	\$ _____	\$ _____	\$ _____	\$ _____
WO/F1	12	\$ _____	\$ _____	\$ _____	\$ _____
HAZMAT	12	\$ _____	\$ _____	\$ _____	\$ _____
<b>TOTAL AGGREGATE EVALUATED PRICE (ALL YEARS), GST EXTRA:</b>					<b>\$ _____</b>

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QUESTION 1a)

Annex "A2" Pg. 29 of 50 states that "The following is the list of the analysis suites and the standard limits that are applicable to DND". However, there are no detection limits provided in the table. Could you please provide the detection limits applicable to DND?

ANSWER:

Detection limits must be below the levels indicated in referenced legislation for acceptable limits.

QUESTION 1b)

There are 17 guiding documents referenced where DND follows most stringent applicable standards, the documents include a vast number of parameters. Given the time frame of this solicitation, it would be more efficient to review only the parameters applicable to DND. Can you please confirm only those parameters applicable to DND?

ANSWER:

No, all those listed in the referenced documents under Section C in Annex A shall apply.

QUESTION 2)

Financial Evaluation 4.1.2.2 pg. 11 of 50 states "Bidders should support their quoted pricing by supplying a copy of their current, complete Analysis Price Catalogue highlighting the tests identified in Annex B. Do you want to see LIST prices for ALL the analyses? Or should the rates for parameters applicable to DND reflect the discount applied for this proposal?"

ANSWER:

As a result of above question, the following change is made to the bid solicitation document.

On Page 11 of 50:

DELETE: Paragraph 4.1.2.2. IN ITS ENTIRETY.

On Page 17 of 50:

INSERT the following clause under PART A:

6.14 Price Lists

Following issuance of a Standing Offer, it is the Offeror's responsibility to supply and update price lists and/or catalogues as Canada may require. The Offeror must provide one (1) copy of its catalogue and price list and updates to each Identified User requesting a copy. The Offeror must further send one (1) copy to the Standing Offer Authority at the address stated in the Standing Offer.

### QUESTION 3)

What have been the approximate volumes over the course of previous years of the highest volume tests?

ANSWER: Bidders should note that estimated annual usages stated in Annex "B" – Basis of Payment are based on expected volumes and used for evaluation purposes only. Actual usage will vary.

### QUESTION 4)

Are you aware of the name change from Canadian Association of Environmental Analytical Laboratories (CAEAL), to Canadian Association for Laboratory Accreditation Inc. (CALA) as there are inconsistencies in 4.1.1.1 Mandatory Technical Criteria as well as other parts of the document?

ANSWER: Yes, it will be most recent version, the CALA.

### QUESTION 5)

Item 4 of 4.1.1.1 Mandatory Technical Criteria references "detection limits shown in Annex "B" must be met..." however there are no detection limits in Annex "B". Will you be providing the detection limits for Annex "B" so that all proponents can verify that they meet the requirements as per your mandatory requirements?

ANSWER: Detection limits must be below the levels indicated in referenced legislation for acceptable limits.

### QUESTION 6)

How will you be scoring ambiguous sections in section 4.1.1.2 Technical Criteria such as "adequacy of sample analyses turnaround times" - 6 points of "Adequacy of the procedures in dealing with lost/delayed/missing samples" – 4 points or all the others between the various proponents' proposals?

ANSWER: In regards to such point-rated criteria, Bidders should provide documentation to demonstrate adherence to the criteria in the form of a Service Standard, or a Standard Operating Procedure, or a Statement of Turnaround Times (typical & urgent), or a Statement of its internal process to deal with lost/delayed/missing samples, as applicable.

### QUESTION 7)

ANNEX "A2" - LIST OF ANALYSIS SUITES Section Specific Questions (to easily answer these questions below it would be great to see previous analytical reports of the results that you obtained referenced below to see analyte lists and methodology used:

- a. What are "Other Organics" and how are they analyzed?
- b. Which "Organic Halogens" are you referring to?
- c. Which "Phenols" are you referring to?
- d. Which "Chlorinated Phenols" are you referring to?

- e. Which “Nutrients and Others” are you referring to?
- f. What are or which “Emerging pathogens” are you referring to and how are they analyzed?
- g. What are or which “Enteric viruses” are you referring to and how are they analyzed?
- h. Which “PCB’s” are you referring to?

ANSWER:

Product	Matrix	Parameter	Synonym	LOR	Units
PCB-SF-ECD-VA	Water	AROCLOR 1016	PCB-1016	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1221	PCB-1221	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1232	PCB-1232	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1242	PCB-1242	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1248	PCB-1248	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1254	PCB-1254	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1260	PCB-1260	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1262	PCB-1262	0.001	mg/L
PCB-SF-ECD-VA	Water	AROCLOR 1268	PCB-1268	0.001	mg/L
PCB-CSR-SUM-CALC-VA	Water	TOTAL PCB (BC CSR)	Total PCB (BC CSR)	0.00004	mg/L

- i. Which “Organics” are you referring to?
- j. Which “Organic Halogens (as Cl)” are you referring to?
- k. Which “Extractable Halogens (as Cl)” are you referring to?
- l. Which “Inorganic Halogens (as Cl)” are you referring to?
- m. Which “Additional Tests” are you referring to?
- n. What method of analysis do you require for “Perflouro-octane suphonate” analysis?

ANSWER for remainder of items above:

Must be below the levels indicated in referenced legislation in Section C of Annex A for acceptable limits.

#### QUESTION 8)

In the evaluation criteria, 6 points are awarded to the provision of “detailed chain of custody procedures”. Does this relate to the transfer of samples between sampler/lab including paperwork, record keeping etc? Or does it relate to any subsequent transfers that may be necessary? If it is neither, please define.

ANSWER:

Relates to transfer of samples from sampler to Lab, including record keeping and any subsequent transfers thereafter.

QUESTION 9)

Section C of the evaluation criteria lists “Approved and Working Criteria for Water Quality” as an applicable BC standard. Can you please indicate which Analytical Sections (Drinking water, Recreational Water, etc) these standard apply to?

ANSWER:

See link to Federal Guidelines for Drinking Water at:

<http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/water-quality/water-quality-guidelines/approved-water-quality-guidelines>

QUESTION 10)

On page 39 of 50 under “Drinking Water” indicates that the referenced guidelines will be:

- a. Guidelines for Canadian Drinking Water Quality
- b. Federal ...

Can you please complete the item listed in (b) above?

ANSWER:

As a result of above question, the SOW is amended as follows:

On Page 39 of 50 under “Drinking Water”:

INSERT: b. Federal Guidelines for Providing Safe Drinking Water in Areas of Federal Jurisdiction.

QUESTION 11)

4.1.1.2 Section C: The RFP requires the laboratory to meet specific detection limits. Would you consider receiving a copy of these detection limits prior to formal award instead of within the proposal documents? This would allow you to minimize the review period and is in line with your green procurement policy.

ANSWER:

Yes, the criteria at 4.1.1.2 must be met prior to issuance of Standing Offer and provided on request of Contracting Authority if not submitted with the bid.

As a result of above question, the solicitation is also amended as follows:

On Page 9 of 50, under 4.1.1.2 – Point Rated Technical Criteria:

DELETE: “PRIOR TO CONTRACT AWARD” in title.

INSERT: “PRIOR TO ISSUANCE OF STANDING OFFER” into the title.

#### QUESTION 12)

4.1.1.2 Section C: it is stated that you will evaluate the 'adequacy' of the items below. Please explain how you will review or evaluate 'adequacy of'. What are you using to measure adequacy? Is there a bench mark to be measured against? Is there something specific you require, and if so, would you please provide the specifics?

- a. Container washing procedure and laboratory procedures for the preparation of soil/sediment and water duplicates – Please elaborate? What do you consider adequate?
- b. Sample logging procedures – what do you need? What do you consider adequate?
- c. Sample storage and preservation procedures – What do you require? What do you consider adequate?

ANSWER:

Provision of documentation demonstrating adherence to the criteria in the form of a Standard Operating Procedure, or a Statement of capabilities would be sufficient.

#### QUESTION 13)

Annex A, Statement of Work, Section E: Can you please reword the requirement for the guidelines to be presented on the right side of the data report? This is an exclusionary requirement that may favour one laboratory over all others. Would you adjust to allow the labs to report the guidelines on either the right side or the left side of the reports?

ANSWER:

As a result of above question, the SOW is amended as follows:

On Page 22 of 50, under Section E, 3<sup>rd</sup> paragraph:

REPLACE wording "down the right hand side of the report" with: "down one side of the report".

#### QUESTION 14)

Annex A, Statement of Work, Section P: The RFP states that the addition of preservatives in samples bottles is prohibited except for zero-headspace jars and micro bottles. Can you please clarify this requirement? Have you considered the impact of this requirement on the field methanol sampling procedures? And there are likely other requirements for some preservatives to be pre-charged in the sample bottles.

ANSWER: Refer to Reference Source Documents Section in Annex A, Part C for this requirement.

QUESTION 15)

Annex A1, Mandatory Technical Criteria, Item 3 in the table: This section states that detection limits are in Annex B. But there are no detection limits provided. Can you please provide your requirements?

ANSWER:

No, the detection limits must be below the levels indicated in referenced legislation for acceptable limits.

QUESTION 16)

Annex A2, Page 29: Please clarify “Selenium 3 csr”, “Tin 50 csr”, and “Zinc 200 csr”?

ANSWER: CSR = Federal Contaminated Sites Regulations

QUESTION 17)

Annex A2, Page 30: Please list what you require in “Organic Halogens”

ANSWER: The detected levels indicated in referenced legislation for acceptable limits.

QUESTION 18)

Annex A2, Page 31: Please list what you require in “Nutrients and Others”

ANSWER: Refer to applicable standard or regulations.

QUESTION 19)

Annex A2, Page 32: The Canadian Drinking Water Quality Guidelines specifically states that emerging pathogens, protozoa, and enteric viruses are such a broad group that they are most often cost-prohibitive to conduct unless there is specific information pertaining to the exact concerns. As there are possibly 1000s of possible microbes and pathogens to monitor, can you please be specific and provide the list of pathogens, microbes, etc. that you require? Otherwise, it cannot be priced.

ANSWER: This would be specified at the time of testing.

QUESTION 20)

Annex A2, Page 33: Please list what ‘pesticides’ you require?

ANSWER: All.



QUESTION 21)

Section D in Annex A, Statement of Work says you cannot subtract method blank values from the instrument values. Will you reconsider and allow labs to 'blank subtract'? It is an industry accepted practice. I am not sure how else to ask this question to make it clearer.

ANSWER: Industry standard practice applies here.

QUESTION 22)

In Annex A, Statement of Work, Section E, you have made it mandatory that guideline values must be presented down the right side of the analytical report (far right column). Our lab reports guidelines down the left side of the report. So if we follow the contract exactly, we could be disqualified because of something as simple as whether the guidelines are reported in the left column or the right column. Will you reword to allow the guidelines to be presented on the left side of a report?

ANSWER: This was answered in Question 14 above.

QUESTION 23):

In Annex A, Statement of Work, Section N, batch size is a term used to describe the number of samples processed per instrument run. Typically, you will see perhaps 20 samples per batch, and the labs will run the QA/QC based on the 20 samples in a batch. Your requirements limit the batch sizes to 8 or 10 samples for example, which may result in double the effort to process the same number of samples (and double the cost?). This is the first time we have seen this requirement. Will you remove this requirement?

ANSWER:

As a result of above question, the following change is made to the Statement of Work in Annex A:

DELETE: Section N in Annex A, Statement of Work IN ITS ENTIRETY.

QUESTION 24)

Overall Price Evaluation: As there are no weighting factors or quantities listed, please clarify how you will ensure the price score will be evaluated in an open, fair, and transparent manner? For example, Lab A may win with a lower score, but may, in fact, be much more costly when quantities are considered. Will you consider providing quantities or a weighted factor to be applied to the price evaluation?

Group	Lab A		Lab B	
	Rate		Rate	
Parameter A	\$10		\$100	
Parameter B	\$700		\$350	
Score		\$710		\$450

Lab B wins based on score

Group	Lab A			Lab B		
	Rate	Quantity	Cost	Rate	Quantity	Cost
Parameter A	\$10	1,000	\$10,000	\$30	1,000	\$30,000
Parameter B	\$700	10	\$7,000	\$500	10	\$5,000
Cost to Crown			\$17,000			\$35,000

Lab A is far lower cost to crown, despite being scored as the higher option

ANSWER:

No, we will not provide quantities, the basis for contractor selection will be based on a combination of 60% technical and 40% price.

QUESTION 25)

Some parameters require up to 3 weeks for the completion of the analysis. But the RFP will penalize the labs for reporting later than 10 days. Will you consider being more flexible on some of the analysis TATs?

ANSWER:

The delivery timelines are specified under Paragraph B. Resulting Contract Clauses, Para 6.3.1 - Delivery in the bid solicitation, but can be negotiated for unusual requirements.

QUESTION 26a)

There are a few places in the RFP that contradict themselves in terms of units reported. Specifically:

On Page 10:

C. Proposed Analytical Methodology/Quality Assurance

The proposed method for analyses of inorganic, organic and microbiological parameters presented in the current versions of the CCME:

- a) Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health
- b) Canadian Sediment Quality Guidelines for the Protection of Aquatic Life (Fresh Water and Marine)
- c) Canadian Water Quality Guidelines for the Protection of Aquatic Life (Fresh Water and Marine), and
- d) Canadian Water Quality Guidelines for Community Water and Recreational Water

Include the Method Detection Limit (MDL) for analysis of each parameter. MDLs for soil analyses must be reported as mg/kg dry weight and MDL's for water analyses must be reported as mg/L.

The proposed method for analyses of inorganic, organic parameters presented in the most current versions of the British Columbia:

- e) Contaminated Sites Regulations;
- f) Approved Water Quality Guidelines 1998 Criteria for Aquatic Life (Fresh Water and Marine) and Sediments;
- g) Hazardous Waste Regulation, July 8, 2004 pertaining to Disposal of Oil, Storm and Sanitary Discharges from Special Waste Facilities and the US EPA method # 1311 for Toxic Characteristic Leaching Procedure (TCPL). Special Waste Extraction Procedures for Leachability of Metals and Organics.
- h) Approved and Working Criteria for Water Quality

Include the Method Detection Limit (MDL) for analysis of each parameter. MDLs for soil analyses must be reported as mg/kg dry weight and MDL's for water analyses must be reported as mg/L.

Each specific analysis (by type of test "parameter), medium, and method detection limit) will be evaluated individually.

Concise of all Accreditation certificates

QUESTION 26b)

On Page 22:

Units used for reporting analytical results shall be:

- a. mg/Kg for soils and sediment
- b. mg/L for inorganic, routine and nutrient analytes in water samples
- c. ug/L for organic analytes in water samples with the exception of ng/L for Tributyl Tin

ANSWER Q26 a & b:

There is no contradiction. One is for the detection limits and the other is for reporting values.

QUESTION 27)

It was noted that the request for pricing of "Emerging Pathogens" in Drinking Water (Annual) on page 32 is too generic and not sufficiently specific for us to be able to provide pricing. I understand that the specific emerging pathogens may not be known at this time. Is it possible to get a list of the specific pathogens of interest so we can provide accurate pricing? If this is not possible, would it be acceptable to indicate in our proposal that pricing for emerging pathogens will be provided upon notification of the specific pathogens to test?

ANSWER: Yes.

QUESTION 28)

Regarding Annex "A2", Miscellaneous Hazmat, "Other" category on page 33 – could the matrices be specified so we can provide accurate pricing?

ANSWER:

We cannot provide information on miscellaneous sampling events as the parameters are unknown at this time, nor is it reasonable to estimate costing for miscellaneous events.

QUESTION 29a)

Would you be able to clarify if any supporting material is required to be submitted in bid package according to Part 5 – Certifications and Additional Information (pg. 12-13)?

There is confusion as the wording on page 12 states:

**PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

However Part 5.1 states:

**5.1 Certifications Required with the Offer**

Offerors must submit the following duly completed certifications as part of their offer.

ANSWER:

If you read further, the title "CERTIFICATIONS AND ADDITIONAL INFORMATION" in Part 5 is divided into the following sections:

5.1 Certifications Required with the Offer (item 5.1.1 if applicable); and

5.2 Certifications Precedent to the Issuance of a Standing Offer AND Additional Information, which is further broken down into sub-categories:

Certifications Precedent to the Issuance of a Standing Offer (items 5.2.1. and 5.2.2); and

Additional Certifications Precedent to the Issuance of a Standing Offer (items 5.2.3.1 and 5.2.3.2)

QUESTION 29b) We are unclear if Part 5 needs to be addressed in the bid package or if it is addressed upon award, but prior to issuance of a standing offer.

ANSWER:

The information in 5.1.1., IF APPLICABLE, is required with the Offer.

The remaining certifications should be submitted with your Offer to facilitate timely evaluation, but can be submitted later on request. If this information is not submitted with your bid, then Bidders will have the number of days specified in the request by the Contracting Authority to comply with any request related to any of the above items precedent to issuance of standing offer.

For more information on integrity provisions, please refer to Instructions to Bidders contained in the 2003 Standard Instructions by reference in the bid solicitation, in particular: Section 01 (2016-04-04) Integrity provisions.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.