



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Public Works and Government Services Canada
ATB Place North Tower
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

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
ATB Place North Tower
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet Locksmith		
Solicitation No. - N° de l'invitation W0127-17LP16/A		Date 2017-07-11
Client Reference No. - N° de référence du client W0127-17LP16		Amendment No. - N° modif. 003
File No. - N° de dossier EDM-6-39356 (607)	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-099-11081		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2017-05-15
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-07-19		Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
Address Enquiries to: - Adresser toutes questions à: Jenkinson, Lorraine		Buyer Id - Id de l'acheteur edm607
Telephone No. - N° de téléphone (780) 497-3593 ()	FAX No. - N° de FAX (780) 497-3510	
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité 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

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
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)		
For the Minister - Pour le Ministre		

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EDM-6-39356

Buyer ID - Id de l'acheteur
EDM099
CCC No./N° CCC - FMS No./N° VME

TITLE: LOCKSMITH SERVICES AT CFB EDMONTON

This solicitation amendment is to provide for clarifications regarding the Request for Proposal (RFP).

PART A: QUESTIONS/ANSWERS

Q1. I have a question regarding File#EDM-6-39356 (099) W0127-17LP16/A for Locksmith Services at CFB Edmonton. On page 25 (of 36) item 1 part B, they are asking for a price of keys cut in quantities over 50, and they are showing an estimated annual usage of 10 keys. Regarding the extended price - would that mean 10 lots of 50 as the price is reduced for over 50? meaning we would be pricing out 500 keys? (an amount of only 10 keys would not qualify for the reduced price as it applies to over 50 quantity). We just wanted to be clear as this would impact our final bid price.

A1. The estimated usages have been revised.

DELETE: ANNEX "B" - BASIS OF PAYMENT in its entirety
INSERT: ANNEX "B" - BASIS OF PAYMENT (Revised 2017-06-28)

PART B: REVISION TO SOLICITATION DOCUMENT

B1. Solicitation header

DELETE :

N° de l'invitation - Solicitation No.
W0127-16P019/A
N° de réf. du client - Client Ref. No.
W0127-16P019

N° de la modif - Amd. No.

File No. - N° du dossier N°
EDM-6-39303

Id de l'acheteur - Buyer ID
edm024
CCC / CCC No./ N° VME - FMS

INSERT :

Solicitation No. - N° de l'invitation
W0127-17LP16/A
Client Ref. No. - N° de réf. du client
W0127-17LP16

Amd. No. - N° de la modif.

File No. - N° du dossier
EDM-6-39356

Buyer ID - Id de l'acheteur
EDM067
CCC No./N° CCC - FMS No./N° VME

B2. At **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION,**

DELETE: **4.1 Evaluation Procedures**, in its entirety.

INSERT: **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

Mandatory technical evaluation criteria are included in Annex "C".

4.1.2 Financial Evaluation

4.1.2.1 Calculation of Total Evaluated Price

The Total Evaluated Price will be calculated in the following method:

- a) Part A: For each year (1, 2, 3), the unit prices quoted for items 1 to 8 will be multiplied by the estimated quantity to arrive at a total price per item. The totals of items 1 to 8 will be added together to achieve the total for each year. The totals for each year will be added together to determine the total for Part A.
- b) Part B: For each option year, the unit prices quoted for items 1 to 8 will be multiplied by the estimated quantity to arrive at a total price per item. The totals of items 1 to 8 will be added together to achieve the total for each option year. The totals for each option year will be added together to determine the total for Part B.
- c) The totals for Part A and Part B will be added together to determine the Total Evaluated Price.

4.1.2.2 SACC Manual Clause M0220T (2013-04-25), Evaluation of Price

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

B3. At paragraph 7.5 Authorities

DELETE: **7.5.1 Standing Offer Authority** in its entirety.

INSERT: **7.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Lorraine Jenkinson
Procurement Specialist
Public Works and Government Services Canada
Acquisitions Branch, Western Region
ATB Place, North Tower, 5th Floor
10025 Jasper Avenue NW
Edmonton, AB T5J 1S6

Telephone: 780-497-3593
Facsimile: 780-497-3510
E-mail address: lorraine.jenkinson@tpsgc-pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

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B4. At ANNEX "A" – STATEMENT OF WORK

DELETE: ANNEX "A" – STATEMENT OF WORK, in its entirety.

INSERT: ANNEX "A" – STATEMENT OF WORK (Revised 2017-06-27), herein.

B5. INSERT: ANNEX "C" – EVALUATION CRITERIA, herein.

If your bid has already been submitted, you may wish to revise it. Revisions to your bid must be submitted in a sealed envelope with the contents clearly identified on the outside of the envelope. Any revisions to your bid must be received by the Bid Receiving Unit on or before the time and date stated on page 1 of this document. Any revisions to your bid received after the closing date and time will be considered late and will be returned unopened.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

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**ANNEX "A" – STATEMENT OF WORK
(Revised 2017-06-27)**

FOR LOCKSMITH SERVICES AT CFB EDMONTON

1. SITE OF WORK

CFB EDMONTON
Real Property Operations Section Edmonton
PO Box 10500 Station Forces
Edmonton Alberta
T5J 4J5

1. Base buildings,
2. Satellites:
 1. Cardiff Transmitter site 55425 Range Rd 245 Sturgeon Cty
 2. Riverbend Receiver site 21721 – 17St NE Edm AB

2. WORK INCLUDED

The Offeror shall provide, on an "as and when" requested basis, all labour, material, tools, equipment, transportation and supervision necessary to carry out the following on site operations of:

1. Cutting duplicate keys from a pattern.
2. Access control systems, Unican, Conford, Etc.
3. Repairing or replacing damaged and non-serviceable locks and lock sets.
4. Opening locks for which keys are misplaced and cutting new keys for the locks.
5. Repairing or replacing Electronic locking systems and components.
6. Installing, repairing or replacing hydraulic door closers, and fire exit hardware, Handi-Cap openers.
7. Cutting of specialized keys, i.e. Medeco 00 (standard & biaxial); Abloy (Standard and Pro); Miwa (EC & EX)
8. Carrying a stock of various key blanks.
9. Locksmith must be bonded to gain access to restricted areas.
10. Locksmith must be trained to open locks without keys.
11. Service calls as required at Edmonton Garrison.

3. SECURITY REQUIREMENT

1. Movement around the base shall be subject to any restrictions imposed by Garrison Commander or Engineer. Do not unreasonably encumber site with materials and equipment.
2. Photo ID is required for access to the Garrison. Any time lost while the Offeror's employees are waiting for access due to lack of photo ID, will be the responsibility of the Offeror.
3. Instructions of the MP Sec Ops must be followed in order to gain access to sensitive areas.

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4. LICENCE AND REGISTRATION

1. Locksmith Offeror shall be a bonded locksmith with proof of bonding and registration with civil authorities.
2. Locksmith Offeror shall be registered and licensed with the City of Edmonton and the Province of Alberta.
3. Locksmith to be fully bonded to work on components of electronic locking systems.

5. REPLACEMENT MATERIALS

1. Materials, keys and lock parts shall be those specified by the manufacturer.
2. If in an emergency, the Offeror installs parts other than those specified by manufacture, the Offeror shall replace them with specified parts before claiming payment.

6. CALLOUTS AND REPAIRS

Callouts are to be made on an "as and when required basis".

1. The Offeror shall accept callouts only from the Real Property Operations Officer, his delegated representative. Callouts will be confirmed in writing via a 942 form (Requisition on SOA).
2. Non-Emergency callouts shall be acknowledged within four (4) hours of receipt of the call via phone, e-mail or fax.
3. Offeror shall report back to inspector (not later than the next working day), any work that has been performed as a result of being called out.
4. Offeror will provide a phone number where the offeror can be contacted on a 24 hour 7 days a week basis. Answering service is not acceptable. Where calls are deemed "URGENT or EMERGENCY" the offeror shall visit the site within 2 hrs of receipt.
5. The Offeror shall submit with the Offeror's invoice a written report on the conditions and recommended repairs and/or replacement for each piece of equipment for which the Offeror receives a service call.

7. WORK ESTIMATES

1. The Engineer's contract Inspectors will normally request an approximate cost for call-ups, in which case a verbal estimate is acceptable.
2. If a "Quote" is requested, a written quote shall be faxed or e-mailed to the Engineer's Contracts Inspector requesting it.

8. REMOVAL OF MATERIAL AND EQUIPMENT

The Offeror shall not remove any salvageable material and equipment from the job site without written permission of the Engineer.

9. SAFETY REQUIREMENTS

1. General. The Offeror will be responsible to take all necessary steps to protect personnel (workers, visitors, general public) and property from any harm during the course of the contract.
2. Construction Safety Measures. Observe and enforce construction safety measures required by the most recent edition of the National Building Code of Canada, Provincial Government, Workers Compensation Board and Municipal Statutes and Authorities.
 1. In event of conflict between any above authorities, the authority having jurisdiction shall prevail.
3. Work procedures and Equipment.
 1. All work procedures and equipment will be in accordance with legislated standards.
 2. A "Hot Work" permit is required for any hot work such as welding, cutting, or brazing in any area on Base. Hot Work permits are issued and controlled by the Base Fire Chief.
4. Safety Personnel and Responsibility:
 1. The Offeror shall ensure that their resources are able to comply with the DND and provincial safety and health standards.
 2. DND shall monitor daily to ensure safety requirements are met and safety records are properly kept and maintained. Initial disregard for safety standards will cause the contract to be reviewed and a written record of the review will become part of the contract document.
 3. The offeror will report to the contract supervisor and jurisdictional authorities any accident or incident involving offeror, DND or public personnel and/or property arising from the offeror's execution of work.
5. Delay Due to Health and Safety Regulation Infractions:
 1. The Offeror will include all provisions of the contract in any agreement with sub-contractor and hold all sub-contractor equally responsible for safe work performance.
 2. If the offeror is responsible for a delay in the progress of work due to an infraction of legislated health and safety requirements, the Offeror will, without additional cost to DND, work such overtime, acquire and use equipment and or material for the execution as deemed necessary to avoid delay in the final completion of the work or any operation thereof.
6. Fire Safety Requirements. Comply with requirements of fire Orders and Precautions for Civilian Offerors as issued by the Base Fire Chief.
7. Solvent and Adhesives. Take suitable fire precautions. Smoking is not permitted in working area or in Base Buildings. Use in well ventilated areas only. Do not dispose of volatile wastes, paint thinners, etc., in storm or sanitary sewers

10. HAZARDOUS MATERIALS

1. Material Safety Data Sheets must be provided to the Engineer for any controlled product being brought onto CFB Edmonton.
2. Offeror personnel will have been trained in Workplace hazardous Material legislation as contained in Occupational Health and Safety Regulations of the Canada Labour Code.

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11. RESPONSIBILITIES

All offerors shall provide work sheets showing time of start and time of finish of all invoices when requested by the Engineer.

12. CLEAN UP

The Offeror shall keep the premises clean at all times and, on completion of the work day, on each building, shall remove all surplus materials, tools, equipment, and debris, and leave the site in a clean and tidy condition to the complete satisfaction of the Engineer.

13. INSPECTION

The Offeror shall notify the Engineer at the completion of each building so that the Engineer may inspect the completed work.

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**ANNEX "B" - BASIS OF PAYMENT
(Revised 2017-06-28)**

1. Unit prices include ALL applicable expenses, including travel time and personnel expenses, to perform the work and are firm for the period of the Standing Offer.
2. Service call rates will be paid only on the initial call-out. Should the work carry over to subsequent days, the labour rates only will apply.
3. Overtime must be authorized in advance by the Project Authority.
4. GST is not included in the unit prices but will be added as a separate item to any invoice issued against the Standing Offer.
5. Estimated usages are for evaluation purposes only and not to be construed as a firm commitment from Canada. Actual usage may vary from these amounts.

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PART A: YEAR 1, 2 AND 3

Item	Description	Unit of Issue	Est. Annual Usage	Year 1 award date to _____		Year 2 _____ to _____		Year 3 _____ to _____	
				Unit Price (B)	Extended Price (A) x (B)	Unit Price (C)	Extended Price (A) x (C)	Unit Price (D)	Extended Price (A) x (D)
1	Cut keys from samples provided:								
A.	<i>In a batch up to 49 each</i>	<i>each</i>	500	\$	\$	\$	\$	\$	\$
B.	<i>In a batch over 50 each</i>	<i>each</i>	550	\$	\$	\$	\$	\$	\$
2	Cut keys without samples and key cut to fit lock.	each	39	\$	\$	\$	\$	\$	\$
3	Cut special keys (double sided, foreign, Medeco).	each	54	\$	\$	\$	\$	\$	\$
4	Re-tumble lock cylinders, (combination changes)	each	37	\$	\$	\$	\$	\$	\$
5	Master locks with master keys.	each	16	\$	\$	\$	\$	\$	\$
6	Repair to cell locks for inner jail gates	call	12	\$	\$	\$	\$	\$	\$

			Year 1		Year 2		Year 3	
	Unit of Issue	Est. Annual Usage	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
		(A)	(B)	(A) x (B)	(C)	(A) x (C)	D	(A) x (D)
7	Firm Service Call Rates, including the first hour of on-site productive labour:							
A.	During regular working hours, Monday through Friday (07:30 – 16:00)		\$	\$	\$	\$	\$	\$
i.	Outside regular working hours, Monday through Friday (16:00 – 07:30)		\$	\$	\$	\$	\$	\$
ii.	Outside regular working hours, Weekends & Statutory Holidays	15	\$	\$	\$	\$	\$	\$

		Year 1		Year 2		Year 3	
	Unit of Issue	Est. Annual Usage	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price
		(A)	(B)	(A) x (B)	(C)	(A) x (C)	D
7							(A) x (D)
B.	Labour only in addition to 7 A. above:						
i.	<i>During regular working hours, Monday through Friday (07:30 – 16:00)</i>	30	\$	\$	\$	\$	\$
ii.	<i>Outside regular working hours, Monday through Friday (16:00 – 07:30)</i>	20	\$	\$	\$	\$	\$
iii.	<i>Outside regular working hours, Weekends & Statutory Holidays</i>	15	\$	\$	\$	\$	\$
8	Materials and replacement parts charged at the Contractor's laid down cost plus a mark-up of...	\$5,000.00	%	\$	%	\$	%
Total Estimated expenditure per year:			\$		\$		\$

PART B: OPTION PERIOD 1 AND OPTION PERIOD 2

Item	Description	Unit of Issue	Est. Annual Usage	Option Period 1		Option Period 2	
				Unit Price E	Extended Price (A) x (E)	Unit Price F	Extended Price (A) x (F)
1	Cut keys from samples provided:						
A.	In a batch up to 49 each	each	500	\$	\$	\$	\$
B.	In a batch over 50 each	each	550	\$	\$	\$	\$
2	Cut keys without samples and key cut to fit lock.	each	39	\$	\$	\$	\$
3	Cut special keys (double sided, foreign, Medeco).	each	54	\$	\$	\$	\$
4	Re-tumble lock cylinders, (combination changes)	each	37	\$	\$	\$	\$
5	Master locks with master keys.	each	16	\$	\$	\$	\$
6	Repair to cell locks for inner jail gates	call	12	\$	\$	\$	\$

Item	Description	Unit of Issue	Est. Annual Usage	Option Period 1		Option Period 2	
				Unit Price	Extended Price	Unit Price	Extended Price
			(A)	E	(A) x (E)	F	(A) x (F)
7	Firm Service Call Rates, including the first hour of on-site productive labour:						
A.	<i>During regular working hours, Monday through Friday (07:30 – 16:00)</i>	call	30	\$	\$	\$	\$
i.	<i>Outside regular working hours, Monday through Friday (16:00 – 07:30)</i>	call	20	\$	\$	\$	\$
ii.	<i>Outside regular working hours, Weekends & Statutory Holidays</i>	call	15	\$	\$	\$	\$
B.	Labour only in addition to 7 A. above:						
i.	<i>During regular working hours, Monday through Friday (07:30 – 16:00)</i>	hour	30	\$	\$	\$	\$
ii.	<i>Outside regular working hours, Monday through Friday (16:00 – 07:30)</i>	hour	20	\$	\$	\$	\$
iii.	<i>Outside regular working hours, Weekends & Statutory Holidays</i>	hour	15	\$	\$	\$	\$
8	Materials and replacement parts charged at the Contractor's laid down cost plus a mark-up of...	%	\$5,000.00	%	%	%	%
Total Estimated expenditure per option year:					\$		\$

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Calculation of Total Evaluated Price:

Part A: Year 1 + Year2 + Year 3 = \$ _____

Part B: Option Period 1 + Option Period 2 = \$ _____

Total Evaluated Price: \$ _____

Goods & Services Tax (5%): \$ _____

ANNEX "C" – EVALUATION CRITERIA

A.1.0 Mandatory Technical Criteria:

1. The Bidder must demonstrate they meet the following mandatory technical criteria.
2. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced for each mandatory technical criterion to outline where in the supporting documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting documentation provides sufficient detail to meet the mandatory technical criteria. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
3. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
4. Failure to meet any of the following mandatory technical criteria will render the bid non-responsive and it will be given no further consideration.

Item	Description	Meets	Does Not Meet	Reference page from Proposal
M1	The Bidder must have a minimum of two (2) years of experience in projects with similar conditions as detailed in the Statement of Work.			
M2	The Bidder must have a current company safety policy in effect.			
M3	The Bidder must provide proof of current Locksmith Contract Business License or Individual Locksmith License issued by the Alberta Government (or equivalent) under the Alberta Security Service and Investigators Act (SSIA).			
M4	The Bidder must provide proof of Certified Journeyman Locksmith (CJL) designation.			