



**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 0A1 / Noyau 0A1  
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**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Science Procurement Directorate/Direction de  
l'acquisition  
de travaux scientifiques  
11C1, Phase III  
Place du Portage  
11 Laurier St. / 11, rue Laurier  
Gatineau, Québec K1A 0S5

<b>Title-Sujet</b> Vehicle Collisions and Defect Investigations / Enquêtes sur les collisions et les défauts de véhicules automobiles	
<b>Solicitation No. - N° de l'invitation</b> T8056-160026/C	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> T8056-16-0026	<b>Date</b> 3 August 2017
<b>GETS Reference No. - N° de référence de SEAG</b> PW-17-00787271	
<b>File No. - N° de dossier</b> 075ss.T8056-160026	<b>CCC No./N° CC - FMS NO. / N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 2:00 PM</b> <b>on - le 2017-08-28</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST
<b>F.O.B. - F.A.B</b>	
<b>Plant-Usine :</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> April Campbell	<b>Buyer Id - Id de l'acheteur</b> 075ss
<b>Telephone No. - N° de téléphone</b> 873-469-4794	<b>FAX No. - N° de FAX</b> 819-997-2229
<b>Destination of Goods, Services and Construction:</b> <b>Destinations des biens, services et construction :</b>	
Specified Herein Précisé dans les présentes	

**Instructions : See Herein**

**Instructions : voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein	<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 telephone</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/de</b> <b>l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>



**THIS AMENDMENT IS RAISED TO CORRECT ERRORS AND TO RESPOND TO QUESTIONS**

At Part 4, Evaluation Procedures and Basis of Payment, article **4.1.1 Mandatory Technical Criteria, item M-3,**

DELETE: The Bidder must propose a minimum of 1 Senior Investigator as defined in the Statement of Work and a minimum of 1 Junior Investigator.

INSERT: The Bidder must propose a minimum of 1 Project Manager as defined in the Statement of Work and a minimum of 1 Junior Investigator.

At Annex A, Statement of Work, article **11, Resource Requirements,**

DELETE: They should consist at a minimum of one (1) senior project manager and one (1) investigator.

INSERT: They should consist at a minimum of one (1) project manager and one (1) investigator.

\* \* \* \* \*

**Question 5:** It is our understanding of the bid documents that each of the Total Bid Price elements are calculated based upon elements of Part 3, Section II, Subsection 3.1.2 Financial Bid Presentation a), b), and c) (page 8 and 9). The Total Bid Price formula in Part 4, Subsection 4.2 is confusing because it sums values with inconsistent units:

- The “*Bid Price Contract Period*” appears to be an hourly rate (\$/hour) multiplied by a level of effort (hours), resulting in a *dollar amount (\$)*.
- The “*Bid Price Option Periods*” is calculated by summing hourly rates, resulting in an *hourly rate (\$/hour)*.
- The “*Bid Price Travel Time*” is similarly the summation of hourly rates, resulting in an *hourly rate (\$/hour)*.

The Total Bid Price formula requires the addition of a dollar amount [\$] and hourly rates [\$/hour].

Please see the attached Hypothetical Subsection 3.1.2 Financial Bid Presentation which highlights the two Bid Price elements that are hourly rates and not dollar amounts.

**Answer 5:** Your assessment is correct; the evaluation process will sum values with inconsistent units. It is important to note that the bid price is for evaluation purposes only. The contract price will be aligned to the estimated utilization(s) identified in article 1.3 as it is not possible to identify the total level of effort in advance. The total bid price is expected to identify the financial ranking of each bidder.



**Question 6:** There are different terms used to describe personnel to be associated with the project. In section 4.1.1, Item M-3 calls for a “Senior Investigator” while Item M-4 references a “Project Manager”. In Section 11 (page 44) a “Senior Project Manager” is noted. Are all of these positions meant to reference the same person or is it implied that a team structure would have a project manager in addition to two investigators?

**Answer 6:** Two resources are required: Project Manager and Investigator.

**Question 7:** In section 3.1.2 Financial Bid Presentation, it is unclear why the level of effort is fixed at 50 and 40 hours. In our bid, should we indicate the annual number of hours each employee would be prepared to work on this contract (e.g. 2,000 hours per year rather than 50 or 40)?

**Answer 7:** The level of effort is fixed to ensure all bidders are evaluated on the same basis. The level of effort is provided for evaluation purposes only and will not reflect the resulting contract value.

**Question 8:** It is unclear what the heading (“Extended (a)”) in the last column in the 3.1.2.a) table refers to (page 8).

**Answer 8:** The extended column should reflect the result of the firm all inclusive hourly rate multiplied by the level of effort.

**Question 9:** Please clarify what the “Travelling Time Bid Price” is intended to cover (section 3.1.2 c)). Is this meant to include employee time only or also expenses (mileage, meals, accommodations, etc.). Is the right-most column of this table meant to be expressed as a rate (in \$/hour), or as a final cost (in \$)?

**Answer 9:** The travelling time bid price represents only the percentage of labour the contractor will charge for time spent travelling to a collision outside of 250 km from the contractor’s place of business. All other expenses will be reimbursed at cost as long as they fall within the National Joint Travel Directive.

**Question 10:** The total values presented in the table in Section 1.3 are noted as “estimated utilizations”. Are there maximum total amounts that cannot be exceeded by a bid?

**Answer 10:** It is highly unlikely that any bidder will exceed the estimated utilization provided in section 1.3. It is recommended you review section 3.1.1 Financial Bid Presentation.

**End**