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Vancouver, BC V6Z 0B9  
Bid Fax: (604) 775-7526

## 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

THIS DOCUMENT CONTAINS SECURITY  
REQUIREMENT

### 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> Contaminated Sites Marine Sediment	
<b>Solicitation No. - N° de l'invitation</b> EZ897-172925/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> EZ897-172925	<b>Date</b> 2017-10-25
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VAN-524-8178	
<b>File No. - N° de dossier</b> VAN-7-40202 (524)	<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 2017-11-02</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> Yamamoto, Albert	<b>Buyer Id - Id de l'acheteur</b> van524
<b>Telephone No. - N° de téléphone</b> (604) 562-8773 ( )	<b>FAX No. - N° de FAX</b> (604) 775-7526
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

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>

## Changes in RFP:

In Annex H Evaluation Criteria, Part 1 Technical Evaluation, H.2.3 Management of Services,  
*Delete:*

The Bidder is also to identify sub-consultant disciplines and specialists required to complete the consultant team.

*Insert:*

The Bidder is also to identify disciplines and specialists required to complete the consultant team.

In Annex H Evaluation Criteria, Part 1 Technical Evaluation, H.2.3 Management of Services,  
*Delete:*

If the Bidder proposes to provide multi-disciplinary services which might otherwise be performed by a sub-consultant, this should be reflected here.

*Insert:*

If the Bidder proposes to provide multi-disciplinary services which might otherwise be performed by a Subcontractor, this should be reflected here.

## Questions and Answers

1. Can PWGSC clarify between Bidder, subconsultant (sub-consultant), and subcontractor (sub-contractor).
  - A. Subconsultant and subcontractor are considered equivalent. The definition of Bidder is provided in Standard Instructions - Goods or Services - Competitive Requirements 2003, 04 (2007-11-30) Definition of Bidder:

"Bidder" means the person or entity (or, in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors.

Thus if a Bidder proposes a team made up of individuals from several companies, the Bidder is the company under which the Bid is submitted. To clarify this the wording in Annex H Evaluation Criteria, Part 1 Technical Evaluation, H.2.3 Management of Services has been modified.
2. Annex H, H.2.1 Achievements of Bidders on Projects – Can PWGSC clarify if they will consider projects completed by a subconsultant to the Bidder, if the subconsultant was the prime consultant for the work performed?
  - A. No, projects completed by a subconsultant to the Bidder will not be considered. H.2.1 states "Describe the Bidder's accomplishments, achievements and experience as prime consultant on projects."
3. Annex H, H.2.1 Achievement of Bidders on Projects – Can PWGSC advise if project examples from other jurisdictions (i.e. not from BC or Yukon) will be considered and how they will be evaluated?

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- A. Yes, project examples from other jurisdictions will be considered. H.2.1 states “Clearly indicate how this project is comparable/related to the requested Scope of Work. This includes: Work Location including province/territory ...”. However this section also states “Comparable/relevant/requested/components of/related projects is in reference to Statement of Work.”. The Statement of Work in A.1 states “Work for this Contract with Task Authorizations is restricted to the Pacific Region, which is comprised of British Columbia and Yukon.”. Thus as per H.3 (ie the Generic Evaluation Table), projects in BC and the Yukon would score higher than projects from other jurisdictions with respect to location.
4. Annex H, H2.2 Achievements of Key Personnel on Projects – Can PWGSC clarify if Key Personnel need to be employees of the Bidder, or whether subconsultants can fill some of these roles for evaluation purposes?
- A. No, Key Personnel do not need to be employees of the Bidder. 5.2.3.1 states “If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada.”.
5. We understand that the Statement of Work emphasizes Task Authorizations for marine (salt water/brackish) sediment subject to strong tidal influences. However, can PWGSC confirm whether a Project performed by BC/YT scientists/engineers for PWGSC on behalf of other federal departments (Transport Canada, Parks Canada, DFO, and/or DND) in a large working urban harbour with a complex hydrological regime, with multiple relevant contaminants, assessment using federal guidelines and in accordance with the FCSAP Aquatic Sites Framework, and also having high technical relevance to the list of the Required Services, would be given a score of zero (i.e., ineligible) simply because it was in a freshwater environment?
- A. As per H.1 “A “project” for the purposes of Bidder’s submission and evaluation is an undertaking to remediate a marine sediment contaminated site with a scope similar to that described in the Statement of Work.”. Thus works in freshwater are not considered projects for the purpose of this RFP and would be given a score of zero. Similarly dredging work performed for a non-contaminated site (eg maintenance dredging) would not be considered a project. Note that the Client (PWGSC or other federal department) is not a scored criteria, but a Client reference is required for H.2.1.
6. For H.2.2, please clarify if resources (personnel) will receive any points for referencing recent freshwater sediment project experience within the 5 projects per person, where these projects are highly relevant to the statement of work (client, types of sites, types of contaminants, criteria, and required services)?
- A. As per the response above, works in freshwater are not considered projects for the purpose of this RFP and therefore freshwater projects will not receive points. Note however that in this section up to 5 projects are requested for each

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Key Personnel, so listing less than 5 projects does not mean that Key Personnel will receive no points.

7. Annex H identifies the requirement to describe the Bidder's Achievements on Projects, including the Bidder's role in "Program Management for 2 different projects". Question: Given that a program comprises 2 or more projects (as defined on page 27 of the RFP), may the Bidder describe their achievements on 2 projects within the same program?  
A. Yes.
8. The Statement of Work, under B.1, defines a Program to be "multiple projects". Question: In spite of the definition of a "Project" in Annex H.1, for the purposes of defining a Program, would PWGSC accept the interpretation that a Program could consist of a large, complex project made up of a series of separate work packages implemented by a single program manager and involving multiple separate disciplines working under separate contracts/call-ups?  
A. No.
9. In regard to Annex H, H.2.1 Achievements on Projects, information to be supplied: Budget (consultant fees). Question: Does PWGSC want us to present costs for consulting and subcontracted work (i.e. drilling, surveyors, etc.), or just consulting fees?  
A. Just consultant fees as per Annex H, H.2.1 Achievements on Projects "Information that should be supplied for each project ... Budget (consultant fees)".
10. In regard to Annex H, H.2.1 Achievements on Projects, information to be supplied: Budget (consultant fees). Question: Does PWGSC want the fees spent on the project in the last 10 years, or just fees related to delivery of the specific phase of work (i.e. Investigation/Modelling)?  
A. Fees spent on the project in the last 10 years as per Annex H, H.2.1 Achievements on Projects "Information that should be supplied for each project ... Budget (consultant fees)".
11. In regard to Annex H, H.2.1 Achievements on Projects, information to be supplied: Schedule. Question: Does PWGSC want the schedule for the consultant's involvement in the project within the last 10 years, or just the duration of involvement related to delivery of the specific phase of work (i.e. Investigation/Modelling)?  
A. Schedule for consulting on the project in the last 10 years as per Annex H, H.2.1 Achievements on Projects "Information that should be supplied for each project ... schedule (start and end dates of consulting work)".
12. On Page 12 (of 49), Part 6, Section 6.1.B.vii, the RFP states that "The bid must clearly indicate the work which the Bidder plans to subcontract....The description of subcontracting arrangements must demonstrate how the Bidder will ensure that all requirements, terms, conditions, and clauses of the contract are met." Please clarify if this requirement should be submitted as a separate write-up only upon award of the

contract? If this write-up is required to be submitted as part of the bid, please clarify which part of the bid to include this description; should it be presented in the response to Part H.2.3, Management of Services (page 45)? Please clarify what is meant by sub-contractor? Should we assume that a sub-contractor is a vendor or company added to the contract at a later date to provide a service that the Bidder team may obtain when the team doesn't provide the service internally?

A. This is standard wording for Security Requirements. For this solicitation there are no subcontracts to identify in the Bid; the security clearance requirements will be verified prior to Contract Award but do not need to be submitted as part of the Bid.

13. Are subconsultant firms that are identified as part of the prime's team (as listed under key personnel and backup, or under an organization chart) also required to submit certifications and insurance information as described in Parts 5 (pp 9-10) and 6 (page 12), and Annex D (pp 35-39)? Or should only the prime consultant (i.e., Bidder or Joint Venture) submit this information?

A. The Bidder only is required to submit certification and insurance information. Subcontractors or subconsultants are not part of the Bidder's team and therefore are not required to provide submit certification and insurance information.

14. Please verify that the security clearance requirements described in Part 6.1.A and B (pp 11-12) and 7.4.1.A and B, will be verified prior to Contract Award, but no information is to be submitted as part of the bid? Part 6 introduction states, "Before award of a contract, the following conditions must be met:"

A. The security clearance requirements will be verified prior to Contract Award but does not need to be submitted as part of the Bid.

15. Can you clarify that Part B.4.2.4 (page 32) does not apply to bathymetric survey equipment or other specialized surveying equipment (e.g., sidescan sonar, laser theodolites, total stations), since that equipment is very expensive to rent/operate and used infrequently? Should we assume the reference to surveying equipment is intended to cover surveying supplies rather than specialized equipment?

A. As per Part B.4.2.4 "Surveying equipment and supplies including: measuring wheel, GPS unit (non- differential), tapes, stakes, spray paint", and as per Part B.4.3 "Extraordinary field supplies, field equipment, and internal equipment charges may be allowed on a case by case basis with prior approval from PWGSC". Thus simple surveying equipment is not allowed to be charged, but extraordinary surveying equipment is allowed to be charged. The examples provided (e.g., sidescan sonar, laser theodolites, total stations) would be considered extraordinary survey equipment and would be allowed to be charged.

16. In Annex B, Section B.5 Sub-contractors, please verify that sub-contractors refer to a vendor added to the contract at a later date to provide a service that the Bidder team (prime company plus its identified subconsultants in the Bid) may obtain when the team

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doesn't provide the service internally? Would a consulting firm be considered a sub-contractor, or are only vendors considered sub-contractors (e.g., laboratories, sampling vessels, and drilling companies).

A. Section B.5 Sub-contractors refers to companies outside of the Bidder's team that are hired to provide a service beyond what is required in Annex A Statement of Work, B. Required Services, B.1 to B.4 (ie Program Management, Investigation and Modelling, Planning, and Remediation Construction Management). This includes consulting firms that are not part of the Bidder's team.

17. In Part H.2.2 (page 44) of the RFP: "Projects between Key Personnel may be re-used, but projects for a given Key Personnel must be different. However a project may only be used once for a given Specialization." Please clarify what is meant by that last sentence when referring to a given Specialization. The first sentence is clear that a project can be used by different key personnel, but each key personnel may not repeat one project within their 5 listed projects. Does that last sentence mean that for when there are two key personnel to be identified (e.g., Senior Investigation and Modelling), one person will use 5 different projects, and the second person has to use an additional 5 different projects for a total of 10 different projects. Or does the sentence allow both key personnel within that Specialization (e.g., Senior Investigation and Modelling) to use the same project if both key personnel worked on that project.

A. A project can have only up to one Expert-Environmental, one Senior-Program Manager, one Senior – Environmental: Investigations and Modelling, one Senior – Environmental: Planning, and one Senior – Environmental: Remediation Construction Management. A single project cannot have two Key Personnel with the same Specialization (eg two Senior – Environmental: Investigations and Modelling).

18. Should back-up personnel for Key Personnel (Part H.2.3, page 45) be submitted as one per Key Personnel (i.e., eight total back-ups), or one per Specialization (i.e., five total back-ups)?

A. The number of back-up personnel is related to the capability of the Bidder; having one back-up for each Key Personnel is better.

19. Can a bid cover, cover letter, and divider sheets for the various sections be included without counting against the 20 pages of Point Rated Requirements as described in Annex H (page 43)?

A. As long as no information which could be construed as containing information relevant to the Point Rated Requirements is contained on the bid cover, cover letter, and divider sheets then these pages will not be counted against the 20 page limit. Note that as per Part 3 Bidder Preparation Instructions superfluous pages are discouraged as part of the Policy on Green Procurement. As per Annex H Evaluation Criteria, Part 1 Technical Evaluation, the Bidders should sequentially number their pages and use section numbering consistent with the RFP to facilitate organization of their Bid.

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20. Please confirm that the following qualified professional designations will be accepted: Professional Wetland Scientist (certified by the Society of Wetland Scientists) and Certified Construction Manager (accredited by the American National Standards Institute) consistent with the Annex A, Part C.2 (page 30) description?
- A. As per Annex A Statement of Work, C.2 Licensing, Certification or Authorization “Equivalent professional associations are also appropriate”. To be considered equivalent, the organization must have a code of ethics and a disciplinary process. A review of their websites show the Professional Wetland Scientist to meet these criteria, but not the Certified Construction Manager.
21. H.2.2 Achievements of Key Personnel on Projects - We are instructed to provide the following: Professional accreditation, including date and institution. Question: Does “institution” mean “governing body.”? For example, professional engineers in BC are members of APEGBC, which is a governing body.
- A. Yes, “institution” means “governing body” or “organization”.
22. H.2.2 Achievements of Key Personnel on Projects - We are instructed to provide the following: Professional accreditation, including date and institution. Question: Are we required to provide educational degrees, including date and institution?
- A. No, educational degrees are not required.
23. Do we submit the front page of the RFP (and front page of any amendments) with our bid ? If so, in which section ?
- A. Yes, bids should be submitted with a completed front page of the RFP and any RFP amendments with your bid. These should be placed at the beginning of your bid document and does not need to be placed in any specific section.
24. Are there specifications for minimum font size and margins ?
- A. As per Part 3 Bid Preparation Instructions Section I Technical Bid “Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.”. “Clear” includes a suggested minimum font size of 11 point Times or equal and minimum margins of 12 mm left, right, top, and bottom. It is the Bidder’s responsibility to ensure the Bid is clear to prevent misinterpretation by PWGSC during the Technical Evaluation.



Solicitation No. - N° de l'invitation  
EZ897-172925/A  
Client Ref. No. - N° de réf. du client  
20172925

Amd. No. - N° de la modif.  
001  
File No. - N° du dossier

Buyer ID - Id de l'acheteur  
VAN524  
CCC No./N° CCC - FMS No./N° VME

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**NOTE TO BIDDERS:** Please use ONE of the two mailing labels below and affix it securely to the outside of the envelope or package containing your bid submitted by mail or courier. Always ensure your company name, return address, open bidding solicitation number and closing date appear legibly on the outside of your bid submission.

**AVIS AUX FOURNISSEURS:** Pour le retour par la poste ou par messenger, veuillez utiliser UNE des étiquettes d'envoi ci-dessous et apposez-la à l'extérieur de votre enveloppe ou du colis contenant votre offre. Assurez-vous que le nom de votre compagnie, l'adresse de retour, le numéro de l'invitation ouverte à soumissionner et la date de clôture soient lisibles à l'extérieur de votre offre.

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**Bid Receiving**  
**Public Works & Government Services Canada**  
**219 - 800 BARRARD STREET**  
**VANCOUVER BC V6Z 0B9**

**Solicitation No. : EZ897-172925/A**

**Solicitation Closes at: 2:00 PM PDT**  
**On November 2, 2017**

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**Réception des soumissions**  
**Travaux publics et services gouvernementaux Canada**  
**800 rue Burrard, 219**  
**Vancouver (C.-B) V6Z 0B9**

**N° de l'invitation : EZ897-172925/A**

**La réception des soumissions prend fin le: 02 novembre, 2017**  
**à: 14:00 HAP**

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