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**11 Laurier St. / 11 rue Laurier  
Place du Portage, Phase III  
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Gatineau, Québec K1A 0S5  
Bid Fax: (819) 997-9776**

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

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

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

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**

Consultant Services Division/Division des services  
d'experts-conseils  
11 Laurier St./11 Rue Laurier  
3C2, Place du Portage  
Phase III  
Gatineau, Québec K1A 0S5

<b>Title - Sujet</b> Standing Offer - Gen. Architectural	
<b>Solicitation No. - N° de l'invitation</b> EN269-180949/A	<b>Date</b> 2017-11-10
<b>Client Reference No. - N° de référence du client</b> 20180949	<b>Amendment No. - N° modif.</b> 005
<b>File No. - N° de dossier</b> fe180.EN269-180949	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FE-180-73564	
<b>Date of Original Request for Standing Offer</b> 2017-10-12	
<b>Date de la demande de l'offre à commandes originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-11-23</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Naufal, Matthew	<b>Buyer Id - Id de l'acheteur</b> fe180
<b>Telephone No. - N° de téléphone</b> (613) 618-3658 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  TPSGC/PWGSC NATIONAL CAPITAL AREA (GATINEAU)	
<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>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <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>		

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**The following is in response to inquiries received in relation to this solicitation. This amendment will form part of the contract documents.**

**Question 1**

With respect to GI 2 – Introduction

Could you advise on what historically has been the percentage split on past standing offers between studies/reports and design and construction projects?

**Answer 1**

PWGSC tracks business volume of individual contracts including amendments. PWGSC does not track the type of services being requested as these services could evolve and change during the life of the contract. Future projects and associated dollar value are unknown.

**Question 2**

With respect to SP 5 – Regarding the distribution calculation,

- a) Can you clarify how the Ideal Business Distribution System works?
- b) Is the value of a submitted, but not yet accepted proposal, used as part of the distribution calculation?
- c) If so, is there a time period (such as 30 days) in which the proposal must either be accepted or rejected by PSPC?
- d) Is the calculation based only on the initial value of the fees or is it updated if the contract is amended?

**Answer 2**

- a) It is PWGSC's intent to issue a call-up for all requests. But unfortunately sometimes due to a change in departmental priorities, changes are necessary. In such cases, the Consultant's ideal distributed percentage is readjusted to reflect the changes/cancellation.
- b) Yes
- c) No
- d) The calculation is based on the initial value and all amendments issued. The calculations are updated constantly.

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### **Question 3**

With respect to Appendix B – Price Offer

Can you indicate if there is a description for each personnel category for which an hourly rate is requested?

### **Answer 3**

- For Senior Personnel, please refer to SRE 3.2.3.1 Senior Personnel Expertise and Experience, Paragraph 4
- For intermediate and junior personnel, there is no requirement in terms of years of experience after accreditation

### **Question 4**

With respect to SRE 3.2.3 Past Experience - Proponent

- a) Should the Proponent projects be similar in scale and program to those mentioned in section SRE 3.2.5 Hypothetical Questions?
- b) We understand that projects should reflect services provided in the RS', but can you clarify what kind of programmatic elements PSPC is looking for?

### **Answer 4**

- a) It is for the Proponent to demonstrate how their submitted projects comply with the requirements of SRE 3.2.3.
- b) It is for the Proponent to demonstrate how their submitted projects comply with the requirements of SRE 3.2.3.

### **Question 5**

In SRE 2.2 Specific Requirements for Proposal Format, it states that "The maximum number of pages ... to be submitted for the Rated Requirements under SRE 3.2 is 45 pages." This is followed by a number of items that are excluded from the page count including some but not all of the elements listed in the mandatory requirements. Would you please clarify if all of the mandatory requirement elements such as 3.1.2 Licensing, Certification, and 3.1.4 Consultant Team Identification (appendix C format) will also be excluded from the page count?

### **Answer 5**

Yes, Licensing, Certification & Team Identification are excluded. Refer to items listed in SRE 2.2 and to Amendment 4, Item A

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### **Question 6**

In SRE 3.2.3 Past Experience – Proponent, it states to include a maximum of three projects completed over the last seven years by the Proponent. Would a project that is substantially complete and currently being occupied be acceptable?

### **Answer 6**

Refer to Amendment 4, Item B

### **Question 7**

Is the Parliamentary Precinct included in the National Capital Area boundaries?

### **Answer 7**

Yes

### **Question 8**

With respect to Appendix B – Price Proposal

- a) Paragraph 6 states “For delivery of services outside of this 50 km radius, travel-related expenses will be paid (with prior approval of the Departmental Representative) Does this mean that consultants located outside the 50km radius will be able to charge their travel expenses to the project?
- b) Can living expenses be charged to the project?
- c) Can time in hours for travel to and from the National Capital Area be charged to the project?

### **Answer 8**

- a) No. This means that travel expenses will only be paid for projects outside this 50 km radius. Firms are advised that any travel time and travel-related expenses associated with the delivery of services within a 50 km radius of Parliament Hill are to be calculated as an integral part of the hourly rates.
- b) No
- c) No