



Matériel and Procurement Services
Procurement Hub – Fredericton
301 Bishop Drive
Fredericton, NB E3C 2M6

F5211-170506

December 1, 2017

Subject/ Object: REQUEST FOR PROPOSAL F5211-170506 – RAMSARD Course Development and Delivery

ADDENDUM #1 / ADDENDA N^o 1

Further to the above- mentioned Request for Proposal documentation previously forwarded to your firm, Addendum (#1) is hereby issued.

QUESTIONS AND ANSWERS / QUESTIONS ET REPONSES:

Q1 Are travel cost separate and will they be paid separately as incurred by the successful bidder?

A1: Travel costs will not be separated at the time of award. The Bidder's per diem rate is an "all-inclusive" rate and should include any potential travel and living expenses required to perform the Work in the Contract.

Q2 What are the scoring criteria for evaluating the bids?

A2: There are no scoring criteria for this Solicitation. The bids will be evaluated based on mandatory criteria with a Contract being awarded to the lowest, compliant bid.

Q3 Can the Department provide copies of the following documents?

i. **Risk-based Assessment of Marine Search and Rescue Delivery (RAMSARD) Methodology manual;**

A3i: This document will be attached separately to the RFP poster on the Government Electronic Tendering System.

ii. **Oceans Protection Plan (OPP);**

A3ii: Copy of the OPP may be found in the following link: <http://tc.gc.ca/eng/oceans-protection-plan.html>. RAMSARD falls under Pillar One of the OPP.

iii. **RAMSARD Concept of Operation (CONOP);**

A3iii: This document has not yet been approved. The pertinent information relates to the annual RAMSARD cycle, where two RAMSARD analysts per region will execute activities in line with the RAMSARD methodology (six steps of risk assessment). The 40 SAR areas (total between three SAR Regions) are to be reviewed under RAMSARD once per five years.



iv. Results of the 1976 Search and Rescue Needs Analysis and Planning Process;

A3iv: The 1976 Guideline for SAR Needs Analysis is obsolete and was replaced by more current versions such as the attached 2004 guideline. Please note that this guideline is no longer in effect.

v. Appropriate section from the 2013 Auditor General report.

A3v: The 2013 Auditor General Report is available online at: http://www.oag-bvg.gc.ca/internet/English/parl_oag_201304_07_e_38192.html

Q4 Can you elaborate the 50 day period until the end of March 2018 and the optional FY 2018/19 period?

A4: There is up to an estimated 50 days of work for the contractor's resources to achieve the objectives described in the SOW between contract award date and end of fiscal year 2017-18 (31 March 2018). Depending on the results of the January 2018 training session, and the evaluation of training support requirements after the first RAMSARD cycle of work, there is up to 50 day of work for the contractor's resource in fiscal year 2018-19.

Q5 Is there a ceiling price for this contract?

A5: The ceiling price will be determined at the time of Contract award. This will be done by multiplying the firm daily rates indicated in each Bidder's financial proposals by the estimated number of days found in Annex "B" Basis of Payment.

Q6 What is the process of obtaining the security clearance as required in the tender document as per 6.1.1? Will non Canadians citizens or residents be able to obtain this clearance in sufficient time to satisfy the requirement?

A6: Any questions regarding Security Clearances and eligibility may be found at the Public Services and Procurement (PSPC) security website: <http://ssi-iss.tpsgcpwgsc.gc.ca/index-eng.html>.

PSPC is the Department responsible for all security clearances for Suppliers wishing to do business with the Government of Canada.

Q7 Is there any flexibility on the delivery of the training materials?

A7: The Client's schedules does target training dates do not allow for any extension to the deliverable dates.

Q8 Would the Crown please confirm the "no more than 200 words" refers to each referenced project used to substantiate the requirement as described in M2 to M4? eg. Project 1 = 200 words, Project 2 = 200 words etc...

A8: Each project that is referenced in the bid must be described in no more than 200 words. The example, "Project 1 = 200 words, Project 2 = 200 words, etc." is the correct assumption.