



**Royal Canadian Mounted Police  
Gendarmerie royale du Canada**

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RCMP-GRC  
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Ottawa, ON K1A 0R2

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**SOLICITATION AMENDMENT**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

**MODIFICATION DE L'INVITATION**

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaries**

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

**Telephone No. – No de téléphone:**  
( )

**Facsimile No. – No de télécopieur:**  
( )

<b>Title-Sujet</b> Architectural and Engineering Design Services – Pangnirtung Detachment		<b>Amendment No. – No Modification</b> 003
<b>Solicitation No. - No. de l'invitation</b> 201803427		<b>Date</b> 8 December 2017
<b>Client Reference No. - No. De Référence du Client</b> 201803427		
<b>GETS Reference No. - No. de Référence de SEAG</b>		
<b>Solicitation Closes - L'invitation prend fin</b>  <b>At/à 02:00pm EST/HNE</b> <b>On/le 19 December 2017</b>		
<b>F.O.B. - F.A.B.</b> Destination/destinations		
<b>Address Enquiries to: - Adresser toutes questions à:</b>  Karen Moore – Manager Construction & Real Property		
<b>Telephone No. - No de téléphone</b> 613-843-4886		<b>Fax No. - N° de FAX:</b>
<b>Destination of Goods, Services, and Construction: Destinations des biens, services et construction:</b>  See Herein / Voir aux présentes		
<b>Instructions: See Herein Instructions : Voir aux présentes</b>		
<b>Delivery Required - Livraison exigée:</b>  See Herein/Voir aux présentes		<b>Delivery Offered - Livraison proposée</b>
<b>Name and title of person authorized to sign on behalf of Vendor/Firm Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur</b>		



**Solicitation Amendment: 003**

This solicitation amendment 003 has been raised to:

- (A) Identify changes to the RFP
- (B) Respond to question regarding the RFP

**(A) CHANGES**

**Change: 8 [Proponents to use REVISED copy of Appendix B published on GETS]**

At Appendix B – Price Proposal Form:

**Delete (at Instructions to Proponents # 5):** Travel and Living Expenses: All Travel and Living Expenses must be incorporated into the Part A – Fixed Fee for Services of this Appendix.

**Insert (at Instructions to Proponents # 5):** In Part B – B.1 Disbursements, the Proponent shall identify travel and living expenses for Construction Administration, Post Construction, Commissioning and Warranty Phases of the project, including travel to the modular construction site and a minimum of 6 round-trips per required personnel to and from Pangnirtung, NU. All other project related travel, living expenses and disbursements must be incorporated into the Part A – Fixed Fee for Services of this Appendix.

**Insert ((at Instructions to Proponents add new #6 and renumber the rest in section accordingly):** An hourly rate shall be identify in Part B – Disbursements for travel delays that may occur beyond the planned travel time frame to and from Pangnirtung.

**Insert (at Part B – Time Based Fees (and renumber rest of section)): B.1 Disbursements**  
Travel cost for Construction Administration, Post Construction, Commissioning and Warranty Phases of the project will be paid through disbursements, including travel to the modular construction site and a minimum of 6 round-trips per required personnel to and from Pangnirtung, NU. Disbursements must be billed at cost without allowance for mark-up or profit, supported by invoices and receipts, in accordance with R1230D, GC 5 – Terms of Payment, section GC 5.12.

All other travel and disbursements must be incorporated into the Part A – Fixed Fee for Services of this Appendix.

(specify and enter limit)	
	\$
	\$
	\$
Maximum Amount for Disbursements	\$

**B.2 Travel Delay Hourly Rate**

Proponent must identify an hourly rate for travel delays to and from Pangnirtung, NU. Rate to cover loss of business hours.

\$ \_\_\_\_\_ per hour



**(B) QUESTIONS**

Question / Answer #	QUESTION	ANSWER
QA24	Will the RCMP be providing round trip transportation for the consultant team to the site during the course of this project? If so, from which city will this transportation be based?	No, the RCMP will not be providing transportation to the project site. Please reference Change 8 in this solicitation amendment.
QA25	The RFP does not identify the number of trips required to Pangnirtung during design and construction contract administration. Travel to Canada's arctic is extremely costly and the number of trips will have a significant impact on the Fixed Fee for these phases. Please provide a minimum number of trips required to the site during these phases, by required discipline.	Please reference Change 8 in this solicitation amendment.
QA26	If team members are stranded during travel to or from Pangnirtung due to weather, will hourly rates apply for additional time spent?	Please reference Change 8 in this solicitation amendment.
QA27	Appendix B – Price Proposal Form item 5 states that – “ <i>All travel and Living Expenses must be incorporated into the Part A – Fixed Fee for Services of this Appendix</i> ”. We believe this to be an unreasonable requirement and request that an allowance be provided for the consultant team to draw against for travel and living expenses. Alternately please quantify how many visits are to be allowed for on a per discipline basis, for each phase of the project.	Please reference Change 8 in this solicitation amendment.
QA28	PD 4.2 Phase 1 Project Analysis and Schematic Design How much involvement with local representatives will there be and how many site visits are to be allowed for?	An initial functional program will be provided to the consultant at the time of award which has been generated in consultation with the end users. It is still anticipated that a site review in Pangnirtung, NU will be conducted during the project analysis phase, and include an end user discussion.
QA29	PD 4.6 Phase 5 Construction Contract Administration .1 Define periodic site reviews?	Construction meetings are to be bi- weekly either at the manufacturing site, the Pangnirtung site, the Consultant's office or via teleconference. The Departmental Representative will alternate bi-weekly attendance between in person and via teleconference depending on the meeting agenda and progress.
QA30	PD 4.6 Phase 5 Construction Contract Administration .6 “ <i>Attendance at all regularly scheduled project meetings (assuming minimum bi-weekly meetings) by representatives of each key Consultant discipline relevant for the phase of the work</i> ”. <ul style="list-style-type: none"> <li>• Given the potential for a 28 month Construction schedule as identified in</li> </ul>	Please reference response to Question 29 and Change 8 in this solicitation amendment.



	<p>PD 7.1 this could amount to 54 meetings just for the Architect (prime consultant) with the potential for another 54 visits amongst sub consultants.</p>	
QA31	<p>PD 4.6 Phase 5 Construction Contract Administration  <i>.7 "Attendance as required by the key sub-consultants at special project meetings when required in response to specific technical issues as they arise".</i></p> <ul style="list-style-type: none"> <li>How are we to quantify and allow for "technical issues as they arise" in our bid?</li> </ul>	<p>This will be a case by case basis. If a teleconference is not adequate then a site visit would be required. Please reference Change 8 in this solicitation amendment.</p>
QA32	<p>PD 4.7 Phase 6 Post Construction Services  <i>"Attendance at all regularly scheduled project meetings (assuming minimum bi-weekly meetings) by representatives of each key Consultant discipline relevant for the phase of the work".</i></p> <ul style="list-style-type: none"> <li>What disciplines and how often will they be required on site for this phase?</li> </ul>	<p>Please reference Change 8 in this solicitation amendment.</p>
QA33	<p>PD 4.8 Phase 7 Commissioning  <i>.3 Monitor and document all commissioning activities as required.</i></p> <ul style="list-style-type: none"> <li>How well commissioning goes is tied significantly to the quality of the construction manager and its subs. How many trips are we to assume for commissioning?</li> </ul>	<p>Please reference Change 8 in this solicitation amendment.</p>
QA34	<p>PD 4.9 Phase 8 Warranty Services  <i>.2 Attend meetings as required with affected contractors or subcontractors to review requirements for corrective action.</i></p> <ul style="list-style-type: none"> <li>Warranty work will largely be tied to the quality of the construction manager and its subs. How many trips are we to assume for Warranty Services?</li> </ul>	<p>Please reference Change 8 in this solicitation amendment.</p>
QA35	<p>Doing work in a remote location such as Pangnirtung has obvious challenges, one of which is how in-climate weather can influence flights. There is a real possibility consultants could be stranded in Pangnirtung for days at a time due to circumstances beyond their control. Please provide an allowance to reimburse consultants for time lost and living expenses incurred, due to travel circumstances beyond their control.</p>	<p>Please reference Change 8 in this solicitation amendment.</p>
QA36	<p>PA 1.10 Meetings  <i>.4 Meetings will normally be held at the office of the RCMP Departmental</i></p>	<p>Please reference response to Question 14 in Solicitation Amendment 002, response to Question 29 and Change 8 in this solicitation amendment.</p>



	<p><i>Representative, or the Consultant”.</i></p> <ul style="list-style-type: none"> <li>Where is the RCMP Departmental representative located and how does our team account for travel costs for meetings at the RCMP Departmental Representatives office? Can we assume all meetings will be at the Consultants office?</li> </ul>	
QA37	Will there be any cash allowances applied to this project, if so please provide a list of the items which will fall under a cash allowance? Please reference PD 5.1 General, all items listed under 5.1.2.	No cash allowance will be applied. As the project is delivered through a Construction Management (CM) contract. The CM will tender subcontracts for all required packages to deliver the project.
QA38	Will there be a cash allowance provided for the abatement of the existing building and environmental site clean?	Please reference the response to Question 37 in this solicitation amendment.
QA39	When will the CM contract be awarded?	Please reference answers to Questions 5 and 6 in Solicitation Amendment 002.
QA40	How many Tenders can be expected?	The amount of tender packages is the responsibility of the Construction Manager based on how they choose to divide the work. An estimate of 6 packages could be generated.
QA41	Has a BCA (Building Condition Assessment) been performed on the existing garage which is to be relocated on the site?	Yes a building condition report exists for both the garage and the existing detachment.
QA42	Will the existing garage form part of the functional performance of the new detachment?	Yes but as an out building not attached to the detachment. If the garage is deemed not relocatable than a new modular garage will have to be designed by the Consultant as part of this contract for construction on the site.
QA43	What is the date of the Topographical survey information of the existing site?	Geotechnical report and topographic survey were completed October 2016.
QA44	Will the existing Police Radio System tower and Antennae/Whips be reused for the new detachment?	The existing radio tower is to be maintained and reconnected to the new detachment. Antennae/whips will be reviewed during design in collaboration with the RCMP's radio group.
QA45	What is the location for the formal presentations? Please reference PA 2.3	If required the Departmental Representative will define the location. Consultants travel for PA 2.3 would be charged as a disbursement.
QA46	Based on the preliminary project schedule, what is the location for the construction meetings and what will be their frequency? Please reference PD 6.4.1	Please reference response to Question 29 in this solicitation amendment.
QA47	Please confirm the regularly scheduled project meetings (assuming minimum bi-weekly meetings) refers to meetings being held every 2 weeks. Please reference PD 4.6	Please reference response to Question 29 and 31 in this solicitation amendment.
QA48	Please confirm the requirements (amounts) for onsite reviews by the consultants based on the preliminary project schedule noted in PD 7.1.	To be defined by the Consultant in coordination with the Construction Manager.
QA49	Can the RCMP please clarify the insurance requirements referenced SI2.2? SI 2.2 notes “Proponent...will obtain and maintain liability insurance accordance with the requirements out in the proposal documents.” We can't seem to find	The insurance requirements are identified in the main RFP terms and conditions Part 2, section 1.1 (b) the General Terms, Conditions and Clauses, last item in the list “R1250D (2015-07-03) General Condition (GC) 9 - Indemnification and Insurance”. The full text of this clause is located in the Standard Acquisition



	those requirements in the RFP document.	Clauses and Conditions (SACC) Manual at <a href="https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R1250D/9">https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R1250D/9</a>
QA50	<p>In section RS 3.3 Deliverables under 3.3.3.10 it is requested that the EE4 energy simulation from NRC is to be used to create an energy simulation and estimated annual energy costs for the project. In Section PD 9 Sustainable Development under 9.1.2 it states that “Energy modeling report will be required in accordance with NECB 2015 following the performance path demonstrating compliance with NECB 2015.” The issue is that there is no modeling software from National Resources Canada that can presently show compliance with NECB 2015. The EE4 energy simulator addresses NECB 1997 and the Can-Quest modeling software is only compliant with NECB 2011.</p> <p>a. Are we to design to the performance path of NECB 2011 or are we to follow the compliance path of NECB 2015?</p> <p>b. Are we to understand that the Owner has requested that The EE4 energy simulator be used for estimated annual energy costs for design only, but not compliance to NECB 2015?</p>	The Consultant must follow the compliance path defined in NECB 2015. Any software used to complete this is up to the Consultant as long as compliance can be demonstrated in a compliance report.
QA51	Item 4.4.6 and 4.4.7 (RS 4.4) ,and 4.5.3.9 (RS 4.5) : Is it the intent to submit revised Commissioning Plan at each of the 33%, 66%, and 99% Design Submissions?	Yes this is correct, the Commission Plan would reference the design sections where applicable or expand on items as required in the Commissioning Plan.
QA52	<p>Item 4.4.6 and 4.4.7 (RS 4.4):</p> <p>a. Does the Systems Operation Manual include only the details pertaining to each building system and no other contents in it?</p> <p>b. Who is expected to produce the document – Design Consultant or Commissioning Consultant?</p>	<p>a. The Systems Operation Manual defines operation instruction supported by graphic and pictures to allow detachment staff to complete operation of building system and routine maintenance including trouble shooting. (Eg. filter change, No heat trouble shooting. Potable water system (filling, alarms, filter change, etc), etc.) The Manual would not include things like door maintenance, window maintenance, etc.</p> <p>b. The Design Consultant is responsible for delivering the System Operation Manual in collaboration with the full Consultant Team. The Manual should be written by the Commission Specialist to ensure the Manual reflects the actual built conditions. In addition, please note that in accordance with Annex A Project Brief section PD 11.1 and Annex G Evaluation Criteria Mandatory Requirement 1, the Consultant Team proposed by the Proponent must include a Commissioning Specialist.</p>
QA53	Item 4.5.3 (RS 4.5): Majority of the items noted in this section are part of the design drawings and specifications. Is it correct to assume that	Please reference response to Question 51 in this solicitation amendment.



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	commissioning plan and specification would only reference these items located at the appropriate sections of the Design Consultants' documents?	
QA54	Item 7.1.1 (RS 7.1) and 7.11.1 (RS 7.11): Is it expected to have a design document review by the Commissioning Consultant prior to finalization of tender documents? This is not mentioned in other sections related to commissioning.	The Commissioning Specialist must review the design at each construction document submission 33%, 66%, 99%, 100% in the format of a design review report documenting review comments. Please also reference response to Question 52 in this solicitation amendment.
QA55	General: Is it the intent to revise the Building Management Manual at each stage of the design development as well as at the completion of the project?	The intent is the Building Management Manual or BOM will be outlined as design progresses and then finalized at substantial completions based on the actual install of building systems.
QA56	In the Project Brief, section PD 4.6.1 it assumes minimum bi-weekly meetings for site review reports during construction. Considering the remote location of the project and RCMP sustainability principles, we request that the requirement be changed to minimum monthly site visits which would be suitable for a project of this scale.	No. Project Brief section PD 4.6.1 remains as written. Please reference response to Question 29 and 31 in this solicitation amendment.
QA57	In the Project Brief, section PD 4.6.6 and 4.7.1 it assumes minimum bi-weekly meetings with key members of the Consultant team at the RCMP project manager office in Ottawa. Considering the RCMP's sustainability principles, we request that regularly scheduled meetings be done by teleconference and in-person meetings be conducted at each submittal in Ottawa.	Please reference response to Question 29 and 31 in this solicitation amendment.
QA58	In the Project Brief, section PD 4.5 requests on-site job showing for contract bidders. Considering there is no general contractor, there will be multiple bids. How many visits should be accounted for?	It is not expected that the Consultant Team will be present at job showings. If required then travel will be charged as a disbursement. Please reference Change 8 in this solicitation amendment.
QA59	In the Project Brief, section PD 4.11.2 asks for soil remediation services, however this is a function of the geo-technical survey engaged by the RCMP. Please clarify.	Please reference response to Question 22 in Solicitation Amendment 002.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**