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Bid Receiving Public Works and Government
Services Canada/Réception des soumissions Travaux
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800 Burrard Street, Room 219
800, rue Burrard, pièce 219
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

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

Title - Sujet EAS Advisory Services	
Solicitation No. - N° de l'invitation EZ013-172953/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client EZ013-172953	Date 2018-02-23
GETS Reference No. - N° de référence de SEAG PW-\$VAN-531-8247	
File No. - N° de dossier VAN-7-40305 (531)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-03-22	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Mak, Goretti M.	Buyer Id - Id de l'acheteur van531
Telephone No. - N° de téléphone (604) 363-0582 ()	FAX No. - N° de FAX (604) 775-7526
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

This amendment is raised to respond to questions from bidders.

Amendment 003

Solicitation Closing Date (page 1)

Delete: March 1, 2018 at 2pm PST
Insert: **March 22, 2018 at 2pm PDT**

QUESTION #22

In F5.6.1.A, on page 43 of the RFP there is an example of the contract award if the bidder is successful with an Aboriginal Set-Aside Solicitation. Why is the amount for the last-ranked bidder in Scenario #1 reduced by \$400,000 when the award for the first-ranked compliant bidder on the Aboriginal Set-Aside Solicitation is only \$100,000?

ANSWER #22

If there is at least one compliant bidder on the Aboriginal Set-Aside Solicitation, then the last-ranked bidder in the scenarios #1 above will be recommended for award of a Contract of \$400,000. The first-ranked compliant bidder on the Aboriginal Set-Aside Solicitation will be recommended for award of a \$100,000 Contract with a 5% minimum work guarantee.

REVISION 001

Remove: Annex F, Article F7 (7.6) Basis of Selection

Insert: Annex F, Article F7 (7.6) Basis of Selection (REV 001 Dated February 23, 2018)

QUESTION #23

Given that this contract could be for a total of 6 years, and is managed on a TA basis, it is reasonable to expect that the individual resources will change over time. In the interest of not placing an undue burden on bidders, will the Crown consider reducing F3.1.1 from "minimum 4 and maximum of six" to minimum of "2 and maximum of 4".?

ANSWER #23

PSPC requires bidders to demonstrate sufficient availability of resources. Therefore, we are not able to consider this.

QUESTION #24

Section F4.2 on Page 39 of the RFP states that "Using the Resource Profile, the Bidder may also provide additional relevant education and work history information for each resource. Where warranted,

evaluators may award up to one additional point for each of Education and Work History.”
Could PWGSC please provide additional guidance on how the additional points will be awarded. For example, how many additional years of relevant work experience over the minimum requirement would qualify for an additional point? Will a resource that has more than one degree, a masters degree or more than one accounting designation qualify for an additional point?

ANSWER #24

Points allocation table is listed under Table F2.2 Mandatory Compliance and Points Summary Table

QUESTION #25

Part B: Substantiation of Point Rated Items: Demonstrated Expertise on Page 49 states that “Each Project used to demonstrate expertise must have begun within the 10 years previous to the closing date of this RFP ...The engagement of the resource must have been completed before the closing of this RFP”.

Given that there may be extensions to the closing date of the RFP can PWGSC please provide a fixed date for this requirement?

ANSWER #25

PWGSC is replacing the following words: “the closing date of this RFP”, with “to March 1, 2018”.

REVISION 001

Remove: Response Form 4 – Resource Profile

Insert: Response Form 4 – Resource Profile (REV 001 Dated February 23, 2018)

QUESTION #26

Section A6.4 Anticipated Task Activities for the Communications Officer on Page 22 references “Benchmarking policies for infrastructure asset management...” and “Benchmarking the performance of assets and/or the portfolio”.

Can PWGSC confirm that the role of the communications advisor is to communicate benchmarking performed by others rather than to actually perform the bench marking activities?

Are there other communications activities that the communications officer would be expected to undertake in addition to communicating the results of benchmarking activities?

ANSWER #26

The role of the communications advisor is to communicate benchmarking performed by others.

Please refer to Article A8 Resource Categories for further details.

QUESTION #27

Can you please clarify that this means the educational requirements for this role are i) Bachelor's or Master's degree from a recognized university with specialization in accounting, finance, business administration, commerce or other related fields and ii) a Canadian accounting designation such as a CPA, CA, a CPA, CMA or a CPA, CGA.

ANSWER #27

The educational requirements are "A recognized bachelor's or master's degree from a recognized university with a specialization in accounting, finance, business administration, commerce or other related fields, ie: 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA."

QUESTION #28

Could you please confirm whether a globally accepted accounting designation, such as a designation from the Association of Chartered Certified Accountants is an acceptable alternative to ii) above?

ANSWER #28

For accounting designation, the bidder must demonstrate that Canadian accounting designation requirements are met.

QUESTION #29

Duties: *The detailed duties of a senior/junior communications officer include compiling and analyzing data on stakeholders with various interests in assets/projects; and developing strategies for effectively engaging/communicating with these stakeholders*

It is normally the Urban Planners who design the consultation process and analyze the data on the stakeholders etc.

As such, under the guise of the.."or another discipline relevant to communications" , could a person with a urban planning degree qualify for this category?

ANSWER #29

A post-secondary degree in urban planning meets the requirement for "another discipline relevant to communications".

QUESTION #30

With regards to Question #7, I see that Answer #7 states the following in relation to the Accountant resource category (Senior and Junior) educational requirements:

Bachelor's or Master's degree from a recognized university with specialization in accounting, , finance, business administration, commerce or other related fields, ie 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA

Whereas, the revised Response Form 2 - Resource Summary (REV 001 dated February 7, 2018) states the following in relation to the Accountant resource category (Senior and Junior) educational requirements (Column B):

A recognized professional accounting designation (e.g. 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA).

Are we correct to assume that the educational requirements for the Accountant resource categories, Senior and Junior, is as provided in Answer #7?

ANSWER #30

Yes. That is correct.

REVISION 001

Remove: A8 Resource Categories

Insert: A8 Resource Categories (REV 001 Dated February 23, 2018)

REVISION 002

Remove: Response Form 2 - Resource Summary

Insert: Response Form 2 - Resource Summary (REV 002 Dated February 23, 2018)

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

A8 Resource Categories (REV 001 dated February 23, 2018)

For each Task Authorization (TA), the Contractor must draw from the proposed individuals to provide a suitable resources with the appropriate knowledge, skills, expertise and experience to complete the TA.

The four categories of required resources are as follows:

Resource	Criteria / Duties
Engineer	<p>Experience: Experience refers to the number of years the individual has worked in the discipline relevant to the Specialization, and does not include time at school or time working in a different discipline. To be considered for a Specialization, the individual must have the minimum years of experience. Contractors should demonstrate/describe their relevant experience and knowledge in all of the requirement areas.</p> <p>Senior Engineer minimum 8 years' experience within their field in past 12 years; Junior Engineer minimum 3 years' experience within their field in past 5 years</p> <p>Education: Education: Must have a minimum a university undergraduate degree in Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; OR a degree be from a non-CCPE accredited engineering program, the engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); OR an engineering education credentials will be considered compliant if the resource is deemed eligible for registration as a Professional Engineer by a recognized provincial licensing body.</p> <p>Duties: The detailed duties of a senior/junior engineer include specialized asset and site inspections to assess the structural condition of an engineered asset; compiling the data within the context of a defined challenge/opportunity; analyzing the data within that context; and developing recommendations to address challenges/opportunities. These duties are especially important in developing engineering asset management plans for 5 year programs to capital works for asset integrity.</p>
Analyst/Economist	<p>Experience: Contractors should demonstrate/describe their relevant experience and knowledge in all of the requirement areas.</p> <p>Senior Analyst/Economist minimum 8 years' experience within their field in past 12 years; Junior Analyst/Economist minimum 3 years' experience within their field in past 5 years</p> <p>Education: Bachelor's degree from a recognized university with specialization in accounting, finance, business administration, public administration, commerce, economics or other related fields.</p> <p>Duties: The detailed duties of a senior/junior analyst/economist include reviewing and integrating economic and business data for socio-</p>

	economic; life-cycle; and divestiture studies. These duties are especially important in developing economic and financial data to support prudent risk management strategies for assets and projects.
Accountant	<p>Experience: Contractors should demonstrate/describe their relevant experience and knowledge in all of the requirement areas.</p> <p>Senior Accountant minimum 8 years' experience within their field in past 12 years; Junior Accountant minimum 3 years' experience within their field in past 5 years</p> <p>Education: A recognized professional accounting designation with specialization in accounting finance, business administration, commerce or other related fields ie 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA</p> <p>Duties: The detailed duties of a senior/junior accountant include specialized financial analysis; compiling and presenting specialized financial data within the context of a defined challenge/opportunity; analyzing the data within that context; and developing recommendations to address challenges/opportunities. These duties are especially important in reviewing Investment Analysis Reports.</p>
Communications Officer	<p>Experience: Contractors should demonstrate/describe their relevant experience and knowledge in all of the requirement areas.</p> <p>Senior Communications Officer minimum 8 years' experience within their field in past 12 years; Junior Communications Officer minimum 3 years' experience within their field in past 5 years</p> <p>Education: Post-secondary school degree in public relations, journalism, communications, or another discipline relevant to communications.</p> <p>Duties: The detailed duties of a senior/junior communications officer include compiling and analyzing data on stakeholders with various interests in assets/projects; and developing strategies for effectively engaging/communicating with these stakeholders.</p>

F7.6 (REV 001 dated February 23, 2018)

F7.6 The responsive bids will be ranked in accordance in descending order of combined rating of technical merit and price; the responsive bid with the highest combined rating of technical merit and price being ranked first. Of the highest ranked responsive bids in descending order of combined rating of technical merit and price, up to three will be recommended to receive of technical merit and price, these bids will be ranked in ascending order of evaluated prices; the responsive bid with the lowest evaluated price being ranked the highest.

As the total estimated utilization of all contracts combined is forecasted at up to \$2,000,000.00 during the initial two year period, and \$3,000,000.00 for each of the subsequent two-year option period, the following calculation will be used to determine the resulting contract proportional value amounts:

F5.6.1 Where there are Three or More Responsive Bids

F5.6.1.A Initial Contract Period:

1) Where there are THREE Responsive Bids

Bid with the highest total score (40%)	\$800,000.00
Bid with the second-highest total score (35%)	\$700,000.00
Bid with the third-highest total score (25%)	\$500,000.00

2) Where there are TWO Responsive Bids

Bid with the highest total score (55%)	\$1,100,000.00
Bid with the second-highest total score (45%)	\$ 900,000.00

3) Where there are ONE Responsive Bids

Bid with the highest total score (100%)	\$2,000,000.00
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If there is at least one compliant bidder on the Aboriginal Set-Aside Solicitation, then the last-ranked bidder in the scenarios #1 above will be recommended for award of a Contract that is \$400,000. The first-ranked compliant bidder on the Aboriginal Set-Aside Solicitation will be recommended for award of a \$100,000 Contract with a 5% minimum work guarantee.

Response Form 2 - Resource Summary (REV 002 dated February 23, 2018)

The Bidder is requested to use this form to list its proposed resources by **Resource Categories** (in Annex "A" Statement of Work, A8 Resource Categories). Please add the appropriate number of rows for the number of individuals proposed. It is up to the Bidder to determine the exact number of resources for each category, but this must be from four to six. Education and experience will be confirmed using the individual's Resource Profile and other supporting information.

A. Senior Level

Resource Category	A Name & Working Location	B Education / Accreditation	C # Years general relevant experience
Senior Engineer		Must have a minimum a university undergraduate degree in Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; OR a degree be from a non-CCPE accredited engineering program, the engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); OR an engineering education credentials will be considered compliant if the resource is deemed eligible for registration as a Professional Engineer by a recognized provincial licensing body.	A minimum of 8 years of relevant related work experience in the last 12 years
Example	John Smith Winnipeg	BASc, PEng, MEng	15 years
1.			
2.			
3.			
4.			
5.			
6.			
Senior Analyst / Economist		Must have a Bachelor's degree from a recognized university with specialization in accounting, finance, business administration, public administration, commerce, economics or other related fields.	A minimum of 8 years of relevant related work experience in the last 12 years
1.			
2.			
3.			
4.			
5.			
6.			

Senior Accountant		A recognized professional accounting designation with specialization in accounting finance, business administration, commerce or other related fields ie 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA	A minimum of 8 years of relevant related work experience in the last 12 years
1.			
2.			
3.			
4.			
5.			
6.			
Senior Communications Officer		Post-secondary school degree in public relations, journalism, communications, or another discipline relevant to communications.	A minimum of 8 years of relevant related work experience in the last 12 years
1.			
2.			
3.			
4.			
5.			
6.			

B. Junior Level

Resource Category	A Name & Working Location	B Education / Accreditation	C # Years general relevant experience
Junior Engineer		Must have a minimum a university undergraduate degree in Engineering from a Canadian Council of Professional Engineers (CCPE) accredited engineering program; OR a degree be from a non-CCPE accredited engineering program, the engineering education credentials must be deemed 'substantially equivalent' by the CCPE via an application to the Engineering International - Education Assessment Program, (EI-EAP); OR an engineering education credentials will be considered compliant if the resource is deemed eligible for registration as a Professional Engineer by a recognized provincial licensing body.	A minimum of 3 years of relevant related work experience in the last 5 years
Example	Jean Francois Duval, Ottawa	BASc, PEng, MEng	3 years 9 months

1.			
2.			
3.			
4.			
5.			
6.			
Junior Analyst / Economist		Must have a Bachelor's degree from a recognized university with specialization in accounting, finance, business administration, public administration, commerce, economics or other related fields.	A minimum of 3 years of relevant related work experience in the last 5 years
1.			
2.			
3.			
4.			
5.			
6.			
Junior Accountant		A recognized professional accounting designation with specialization in accounting finance, business administration, commerce or other related fields ie 1. CPA, CA; 2. CPA, CMA; 3. CPA, CGA	A minimum of 3 years of relevant related work experience in the last 5 years
1.			
2.			
3.			
4.			
5.			
6.			
Junior Communications Officer		Must have a post-secondary school degree in public relations, journalism, communications, or another discipline relevant to communications	A minimum of 3 years of relevant related work experience in the last 5 years
1.			
2.			
3.			
4.			
5.			
6.			

- A. **Name:** An individual may only be listed under ONE RESOURCE CATEGORY ONLY and only at one level. The resource must meet the Resource Criteria identified in columns B and C. It is requested that the resource's Working Location (the location of the office out of which the resource works) be provided.
- B. **Education/Accreditation:** Highest level (or most relevant) of certifications, diplomas, degrees obtained. Identify professional designation and other relevant credentials, if any, and the jurisdiction to which the accreditation applies (i.e. Ontario, Quebec, BC etc.)
- C. **Years of relevant experience:** Identify the number of years (within the past X years) that the individual has worked in his/her discipline relevant to the scope of services requested in Annex A.

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VAN-7-40305

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These years must be easily identifiable in the individual's Resource Profile (created from **Response Form 4**, *Resource Profile* following) and any supporting materials.

Response Form 4 - Resource Profile (REV 001 dated February 23, 2018)

The Resource Profile consists of two parts: A: Substantiation of Mandatory Items and B: Substantiation of Point Rated Items. The resource will be evaluated on the basis of this information alone; it is not required to provide the individual's personal curriculum vitae.

A: Substantiation of Mandatory Items Bidders are requested to use the following template to create a Resource Profile for each of their proposed resources in order to provide substantiation for the information provided in the Resource Summary for their proposed resources. Bidders are to ensure that this more detailed information matches up with the information provided in the Summary including the highest level of Relevant Education (although other degrees, certificates, etc may be mentioned here only) and the number of years and months of Relevant Work Experience (adding up to the numbers stated in the Resource Summary). Other relevant work experience may be provided as well. If any inconsistencies are found, the information in the Resource Profile will prevail.

A: SUBSTANTIATION OF MANDATORY ITEMS (RESOURCE SUMMARY)			
Proposed Resource Category and Level: <i>from Annex A, Statement of Work, Article A8:</i>			
Name of Resource:			
Working Location:			
Relevant Education/ Accreditations <i>Must be from a recognized post-secondary institution.</i>	Degree/Accreditations	Institution	Date Completed
Relevant Work Experience <i>By named resource category</i>	Company Name Address Contact Information	Job Title Relevant Duties and Responsibilities	Start Date: MM/YY End Date: MM/YY Duration: YYMM

B: Substantiation of Point Rated Items: Demonstrated Expertise Bidders are requested to select from the work history of their proposed resource and provide examples of projects showing the knowledge and skills gained from past experience with engineering assets and asset management projects, including in the specific activities detailed in Annex A Statement of Work, Article A6, *Anticipated Task Activities*.

Each Project used to demonstrate expertise must have begun within the 10 years previous to **March 1, 2018** and the total project must be valued at a minimum of CDN\$200,000. The engagement of the resource must have been completed before the closing of this RFP. It is requested that contact information be provided for a representative of the Client able to confirm this information.

A project profile must be completed and submitted for two (2) projects for each of the Junior level resources and three (3) projects for each of the Senior level resources.

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B: SUBSTANTIATION OF POINT RATED ITEMS – INDIVIDUAL RESOURCES

Demonstrated Experience and Expertise in the Applicable Resource Category. The proposed resource should have knowledge and skills gained from past experience with recent engineering assets and asset management projects, including in the specific deliverables, skillsets, and activities detailed in Annex A Statement of Work, Articles A4: *Deliverables - Portfolio and Asset Studies*, A5, *Required Skill Sets*, and A6, *Anticipated Task Activities* relevant to their Resource Category

Project #1

Name: _____

Start Date (Project): _____ **End Date (Project)** _____

Start Date (Engagement): _____ **End Date (Engagement)** _____

Client: _____ **Approximate Value of Project: CDN\$** _____

Location: (city/province/country)

Project Scope/Objective(s):

Role/Duties of Resource:

Outcome of Project:

Client Contact Information: Name: _____ **Title:** _____

Phone: _____ **Email:** _____

Project #2

Project Name: _____

Start Date (Project): _____ **End Date (Project)** _____

Start Date (Engagement): _____ **End Date (Engagement)** _____

Client: _____ **Approximate Value of Project: CDN\$** _____

Location: (city/province/country)

Project Scope/Objective(s):

Role/Duties of Resource:

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Outcome of Project:
Client Contact Information: Name: _____ Title: _____
Phone: _____ Email: _____
Project #3 (<i>Senior Resources only</i>)
Project Name: _____
Start Date (Project): _____ End Date (Project): _____
Start Date (Engagement): _____ End Date (Engagement): _____
Client: _____ Approximate Value of Project: CDN\$ _____
Location: (city/province/country)
Project Scope/Objective(s):
Role/Duties of Resource:
Outcome of Project:
Client Contact Information: Name: _____ Title: _____
Phone: _____ Email: _____

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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.

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

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

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