



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving
PWGSC
33 City Centre Drive
Suite 480C
Mississauga
Ontario
L5B 2N5
Bid Fax: (905) 615-2095**

**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
Ontario Region
33 City Centre Drive
Suite 480
Mississauga
Ontario
L5B 2N5

| | |
|---|--|
| Title - Sujet Security Guard Services | |
| Solicitation No. - N° de l'invitation 47419-199330/A | Amendment No. - N° modif. 004 |
| Client Reference No. - N° de référence du client 47419-199330 | Date 2018-04-24 |
| GETS Reference No. - N° de référence de SEAG PW-\$TOR-016-7511 | |
| File No. - N° de dossier TOR-7-40157 (016) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-05-03 | |
| Time Zone Fuseau horaire Eastern Daylight Saving Time EDT | |
| 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: Grozdanovski, Tase | Buyer Id - Id de l'acheteur tor016 |
| Telephone No. - N° de téléphone (905) 615-2081 () | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: See Herein | |

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 |

Amendment 004 has been issued to:

- 1. Extend the solicitation period, and**
- 2. Make changes to the start date, and**
- 3. To remove Saskatoon and Regina from the Task Authorizations section, and**
- 4. To make changes to the basis of payment to include estimates for the Saskatoon and Regina requirements.**

1. Extend the solicitation period

At Page 1, under Solicitation Closes:

Delete: 2018-04-30

Insert: 2018-05-03

2. Make changes to the start date:

At section 7.4.1 Period of the Contract;

Delete:

The period of the Contract is from date of award to June 30, 2020 inclusive based on the following expected dates.

From June 1, 2018 to July 2, 2018, the Contractor's management resources will participate, if required, in an on-site transition period for knowledge transfer.

From July 3, 2018 at 00:01 to June 30, 2020 at 00:00, the Contractor will provide the services.

From date of award to June 29, 2018, the Contractor will submit the guard complement for evaluation and security verification.

Insert:

The period of the Contract is from date of award to June 30, 2020 inclusive based on the following expected dates.

From July 3, 2018 to July 29, 2018, the Contractor's management resources will participate, if required, in an on-site transition period for knowledge transfer.

From July 30, 2018 at 00:01 to June 30, 2020 at 00:00, the Contractor will provide the services.

From date of award to July 27, 2018, the Contractor will submit the guard complement for evaluation and security verification.

3. Remove Saskatoon and Regina from the Task Authorizations section:

At section 7.1.2 Task Authorization;

Delete:

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA) (sections 3.4.1 "Saskatoon, Saskatchewan", 3.4.2 "Regina, Saskatchewan", 3.4.3 "Mass Migrant Arrival" and 3.4.4 "Pre-planned Additional Security Resource Requirements for Special Projects" of Annex A – Statement of Work). The Work described in the TA must be in accordance with the scope of the Contract.

Insert:

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA) (3.4.1 "Mass Migrant Arrival" and 3.4.2 "Pre-planned Additional Security Resource Requirements for Special Projects" of Annex A – Statement of Work). The Work described in the TA must be in accordance with the scope of the Contract.

4. To make changes to the basis of payment.

At ANNEX "B" BASIS OF PAYMENT:

DELETE:

In its entirety.

INSERT:

ANNEX "B"
BASIS OF PAYMENT

(All information in italics will be removed from any resultant contract.)

The Contractor will be paid firm all-inclusive rates as follows, for work performed in accordance with Annex A, Statement of Work. Customs duties are included and Applicable Taxes are extra. Canada will not pay for any costs related to staffing or personnel beyond that explicitly stated herein.

Payment will be based on actual hours worked.

The Bidder must in its financial bid for each of the periods specified below its quoted all inclusive fixed daily rate (in Can \$) for each of the resource categories identified. Bidders must submit their rates FOB destination; Canadian customs duties and excise taxes included, as applicable; and the total amount of Applicable Taxes must be shown separately.

For evaluation purposes, a bid price analysis will be performed using the firm all-inclusive prices submitted by the Bidder in accordance with Annex B, Basis of Payment and the estimated quantities identified below. The estimated quantities are used as a guideline for evaluation purposes and are not a guarantee of actual usage nor are they to necessarily represent the full requirement under this contract.

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The following represents an estimate of the total base hours required as part of this contract for each category of personnel. As per Annex A, Statement of Work, the CBSA reserves the right to increase or decrease the hours of work required dependent upon operational requirements. As a result the Contractor should factor in the potential for additional requests.

Variation in Resource Rates By Time Period:

For any given Resource Category, where the financial tables provided by Canada allow different firm rates to be charged for a resource category during different time periods:

- (i) the rate bid must not increase by more than 5% from one time period to the next, and*
- (ii) the rate bid for the same Resource Category during any subsequent time period must not be lower than the rate bid for the time period that includes the first month of the Firm Contract Period.*

A- Firm Contract Period – From _____ to _____ (to be inserted at contract award)

A.1 – Professional Fees

A1.1 Regular Rates

| Resource Category | Estimated # of Hours (A) | All-inclusive firm Hourly Rate (B) | Sub-total (C = AxB) |
|---------------------------------|-----------------------------|---------------------------------------|------------------------|
| Operational Manager | 4,008 | \$ | \$ |
| Shift Supervisor | 17,448 | \$ | \$ |
| Security Guard | 46,260 | \$ | \$ |
| Evaluated Total - Regular Hours | | | \$ |

A1.2 Statutory Holiday Rates

| Resource Category | Estimated # of Hours* (A) | All-inclusive firm Hourly Rate (B) | Sub-total (C = AxB) |
|---|------------------------------|---------------------------------------|------------------------|
| Shift Supervisor | 608 | \$ | \$ |
| Security Guard | 1,520 | \$ | \$ |
| Evaluated Total - Statutory Holiday Hours | | | \$ |

A1.3 Overtime Rates

| Resource Category | Estimated # of Hours (A) | All-inclusive firm Hourly Rate* (B) | Sub-total (C = AxB) |
|----------------------------------|-----------------------------|--|------------------------|
| Operational Manager | 1 | \$ | \$ |
| Shift Supervisor | 1 | \$ | \$ |
| Security Guard | 1 | \$ | \$ |
| Evaluated Total - Overtime Hours | | | \$ |

***overtime rates cannot exceed 1.5 times the hourly rate for regular hours**

A.2 – Vehicle Costs

The Contractor will be reimbursed for the use of vehicles as per the firm all-inclusive monthly rates identified below. The firm all-inclusive monthly rate includes the usage, maintenance and repairs related to the execution of the Work as per Annex A, Statement of Work and excludes gasoline, guards, drivers, Goods and Services Tax (GST), or Harmonized Sales Tax (HST).

No additional claims for expenses incurred related to the usage of vehicles may be made.

A2.1 Vehicle Rates

| Vehicle Type | Estimated # of Vehicles (A) | Number of Months (B) | All-inclusive firm Monthly Rate (C) | Sub-total (D = AxBxC) |
|---------------------------------------|--------------------------------|-------------------------|---|--------------------------|
| 5 passenger with split cage partition | 5 | 23 | \$ | \$ |
| 7 passenger | 3 | 23 | \$ | \$ |
| Evaluated Total - Vehicles | | | | \$ |

A.3 – Cost Reimbursable Expenses

1. Gasoline

The Contractor will be reimbursed the actual cost reasonably and properly incurred without profit and administrative overhead for gasoline used by the vehicles in the completion of any performance of the Work as per Annex A, Statement of Work. Actual costs will be verified by the CBSA through proof of payment made by the Contractor for gasoline purchased in conjunction with kilometers traveled as recorded in the motor vehicle log.

Estimated Cost: \$25,000.00

2. Authorized travel and living expenses for Work

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead, in accordance with the meal, and private vehicle expenses provided in Appendices B, C and D of the [National Joint Council Travel Directive](#); and with the other provisions of the directive referring to "travellers", rather than those referring to "employees. All travel must have the prior authorization of Project" Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Canada will not accept travel and living expenses that may need to be incurred by the Contractor for any relocation of resources required to satisfy its contractual obligations.

Estimated Cost: \$5,000.

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3. Other Direct Expenses

The Contractor will be reimbursed for any other direct expenses reasonably and properly incurred in the performance of the Work as per Annex A, Statement of Work and as pre-approved by the CBSA Project Authority. These expenses will be paid at actual cost without mark-up, upon submission of an itemized statement supported by receipt vouchers.

All payments are subject to Government Audit.

Estimated Cost: \$3,000.00

4. As and when requested services – Task Authorizations

For the work described under sections 3.5.1 and 3.5.2 of Annex A, Statement of Work performed through a Task Authorization, the Contractor will be paid all-inclusive fixed time rates as outlined under A.1 – Professional Fees of Annex B, Basis of Payment.

Cumulative Limitation of Expenditure of all Task Authorizations: \$500,000.00.

A.4 - Total Estimated Cost- Firm Contract Period: \$ _____ (to be inserted at contract award) plus applicable taxes.

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B – Option Period 1 – From _____ to _____ (to be inserted at contract award)

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

B.1 – Professional Fees

B1.1 Regular Rate Schedule

| Resource Category | Estimated # of Hours (A) | All-inclusive firm Hourly Rate (B) | Sub-total (C = AxB) |
|---------------------------------|-----------------------------|---------------------------------------|------------------------|
| Operational Manager | 608 | \$ | \$ |
| Shift Supervisor | 2,432 | \$ | \$ |
| Security Guard | 6,416 | \$ | \$ |
| Evaluated Total - Regular Hours | | | \$ |

B1.2 Statutory Holiday Rate Schedule

| Resource Category | Estimated # of Hours (A) | All-inclusive firm Hourly Rate (B) | Sub-total (C = AxB) |
|---|-----------------------------|---------------------------------------|------------------------|
| Shift Supervisor | 128 | \$ | \$ |
| Security Guard | 320 | \$ | \$ |
| Evaluated Total - Statutory Holiday Hours | | | \$ |

B1.3 Overtime Rate Schedule

| Resource Category | Estimated # of Hours (A) | All-inclusive firm Hourly Rate* (B) | Sub-total (C = AxB) |
|----------------------------------|-----------------------------|--|------------------------|
| Operational Manager | 1 | \$ | \$ |
| Shift Supervisor | 1 | \$ | \$ |
| Security Guard | 1 | \$ | \$ |
| Evaluated Total - Overtime Hours | | | \$ |

***overtime rates cannot exceed 1.5 times the hourly rate for regular hours**

B.2 – Vehicle Costs

B2.1 Vehicle Rates

| Vehicle Type | Estimated # of Vehicles (A) | Number of Months (B) | All-inclusive firm Monthly Rate (C) | Sub-total (D = AxBxC) |
|---------------------------------------|--------------------------------|-------------------------|--|--------------------------|
| 5 passenger with split cage partition | 5 | 4 | \$ | \$ |
| 7 passenger | 3 | 4 | \$ | \$ |
| Evaluated Total - Vehicles | | | | \$ |

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B.3 - Total Estimated Cost- Option Period: \$ _____ (to be inserted at contract award), plus applicable taxes.

C - Total bid price

For evaluation purposes only, the total submission price will be calculated using the following table and will represent the total price to be evaluated.

Services

| Firm Contract Period | Submission Price |
|---|-------------------------|
| Total - Regular Hours – A1.1 | \$ |
| Total - Statutory Holiday Hours – A1.2 | \$ |
| Total - Overtime Hours – A1.3 | \$ |
| Total Evaluated Price for Firm Contract Period | = |
| Option Period 1 | |
| Total - Regular Hours – B1.1 | \$ |
| Total - Statutory Holiday Hours – B1.2 | \$ |
| Total - Overtime Hours – B1.3 | \$ |
| Total Evaluated Price for Option Period 1 | = |
| Total Evaluated Price for Services | |

Vehicles

| Firm Contract Period & Option Period 1 | Submission Price |
|---|-------------------------|
| Total - Vehicles – A2.1 | \$ |
| Total – Vehicles – B2.1 | \$ |
| Total Evaluated Price for Vehicles | = |

Total Submission Price for Evaluation

| | |
|--|----|
| Total Evaluation Price (Services + Vehicles) | \$ |
| Applicable Taxes | \$ |
| Total | \$ |