



Fisheries and Oceans  
Canada

Pêches et Océans  
Canada

Services du matériel et des acquisitions  
Tours Centennial  
200, rue Kent  
Pièce E249, 9<sup>e</sup> étage  
Ottawa (Ontario) K1A 0E6

## **ADDENDUM NO. 2**

Subject: Request for Proposal No. FP802-190001  
Vessel and Crew to Support Fisheries and Oceans Canada – Spring 2019 Atlantic  
Zone Monitoring Program

Dear Sir/Madam:

Further to the above-mentioned Request for Proposal, this Addendum (#2) is to advise potential bidders of the question(s) received during this tender call to date. Both the question(s) and the response(s) are indicated in the attached Annex I.

This Addendum (#2) is also issued to advise potential bidders of the revisions to the Statement of Work - Annex "A", Basis of Payment - Annex B - Part 6 - Resulting Contract Clauses and the Evaluation Criteria - Annex "E" and the revisions are as follows:

**Delete in its entirety: Part 6 – Resulting Contract Clauses, Page 10**

**Insert the following: Part 6 – Resulting Contract Clauses, Page 10 (dated May 02, 2018).**

**Delete in its entirety: Annex A – Statement of Work, Page 21, Article 4.0 Project Schedule**

**Insert the following: Annex A – Statement of Work, Page 21, Article 4.0 Project Schedule  
(Dated May 02, 2018).**

**Delete in its entirety: Annex B, Basis of Payment, Page. 21**

**Insert the following: Annex B, Basis of Payment, Page. 21 (dated May 02, 2018).**

**Delete in its entirety: Annex E, Evaluation Criteria, Page. 33 & 34**

**Insert the following: Annex E, Evaluation Criteria, Page. 33 & 34 (dated May 02, 2018).**

All other terms and conditions remain unchanged.

**Tenderers are to acknowledge this Addendum by signing in the space provided below and enclosing a copy of this document with their tender submission.**



Fisheries and Oceans  
Canada

Pêches et Océans  
Canada

Yours truly,

(Original signed by)

**Beverly Shawana**

Senior Contracting Officer,

Financial & Materials Management Operations

**RECEIPT ACKNOWLEDGED**

**Name of Company**

**Signature**

\_\_\_\_\_



### Annex I

**Q1** – The vessel we are proposing for subject RFP is currently completing its Class dry-docking inspections. That process commenced in March 2018 and will be completed at the end of April 2018. Classification Societies will not issue new 2018 certificates for the vessel until the completion of the dry-docking which is after the closing date of this RFP. Can you please confirm that Canada will accept the vessel certifications which expired in Mar 2017 under these circumstances with the caveat that valid certificates shall be provided prior to contract award? Since this is a routine process for all ship owners and vessel operators should not be excluded in such an unavoidable circumstance.

**A1** – Canada will accept the vessel certifications which expired in March 2017 under these circumstances with the caveat that valid certificates shall be provided prior to contract award.

**Q2** – Mandatory Criteria in general contain very specific and expensive equipment, unique to this project. I specifically reference M10 and M11, why is this specific equipment mandatory at bid submission and not at vessel mobilization?

**A2** – The vessel mobilization is scheduled to be completed over a limited two-day period and will be dedicated to loading all of Fisheries and Oceans' necessary equipment to carry out the project. No time will be allotted during mobilization for confirming the suitability and integration of the systems proposed by the bidder during the solicitation process (e.g., the water-sampling system and/or Launch and Recovery system). As indicated in the Request for Proposal, contractor capability and vessel capacity is to be confirmed before contract award and during scheduled site visit(s) by Fisheries and Oceans with the compliant Bidder(s). Nonetheless, mandatory criteria M10 and M11 have been slightly modified to provide some flexibility to the Bidder(s) in the timing of the acquisition of such systems. Please refer to amended M10 and M11 criteria as follows and the attached amended Evaluation Criteria.

**Original M10:** The Bidder must clearly demonstrate that the Vessel is equipped with an oceanographic water-sampling system that consists of:

**Amended M10:** The Bidder must clearly demonstrate that the Vessel is equipped with an oceanographic water-sampling system that consists of the components listed hereunder. If the Vessel is not currently equipped with the required water-sampling system, the bidder must provide a detailed description of how and when the Vessel will acquire and integrate the said system onto the Vessel. The description should include all the necessary information needed to assess the feasibility and suitability of the proposed solution (e.g. technical specifications, technical plans for the integration and description). As stated in the Statement of Work, Fisheries and Oceans Canada reserves the right to conduct a scheduled site visit with the compliant Bidder(s) to confirm contractor capability and vessel capacity. Whether the water-sampling system is owned, rented or borrowed by the bidder, it must be tested and deemed fully operational by time of contract award.

**Original M11:** The Bidder must clearly demonstrate that the Vessel is equipped with a Launch and Recovery System (LARS) that can accommodate the deployment of zooplankton nets. The system should include:

**Amended M11:** The Bidder must clearly demonstrate that the Vessel is equipped with a Launch and Recovery System (LARS) that can accommodate the deployment of zooplankton nets. The system should include the components listed hereunder. If the Vessel is not currently equipped with the required LARS system, the bidder must provide a detailed description of how and when the Vessel will acquire and integrate the said system onto the Vessel. The description should include all the necessary information needed to assess the feasibility and suitability of the proposed solution (e.g. technical specifications, technical plans for the integration and description). As stated in the Statement of Work, Fisheries and Oceans Canada reserves the right to conduct a scheduled site visit with the compliant Bidder(s) to confirm contractor capability and vessel capacity. Whether the LARS system is owned, rented or borrowed by the bidder, it must be tested and deemed fully operational by time of contract award.



**Q3** – During the Vessel Charter Information session on February 28<sup>th</sup> at the Bedford Institute of Oceanography, it was our understanding Canada was in possession of much of this equipment. Why therefore is the specific equipment listed in the Mandatory Criteria not Government Furnished Equipment?

**A3** – The Government Furnished Equipment (GFE) was only shown during the vessel charter information session to provide the potential bidders with some context for what we do, and the equipment that we need to complete the work. These are the tools that we need to do our work and we are asking for a supplier that can meet those needs without the use of GFE. Whether this equipment is owned, rented or borrowed by the bidder, it must be installed, tested and fully operational by the start of the mobilization period. If by bid closing, the contractor does not have the equipment, a detailed description of how the equipment will be acquired and integrated to the vessel must accompany the bidder's response to the criterion.

**Q4** – Page 11/RFP. The basis of payment states the contractor will be paid a firm price. Is it the intention to award this as a firm fixed price or a cost reimbursable contract? The RFP does not discuss the invoicing process in terms of a schedule for invoicing but it looks as though that would be noted in the award contract. Please advise.

**A4** – The potential agreement's Basis of Payment will be based on an all-inclusive daily rate bid by the successful firm to the maximum number of days (27 days) to complete the project. The invoicing instructions are as stated in PART 6 - Resulting Contract Clauses, Article 6.7 and 6.8 which will be part of the resulting agreement.

**Q5** – Page 15/RFP. Would you like the proposal budget to include both the base request (27 days) as well as the Option of the extension for the additional 27 days for the fall of 2019?

**A5** – The RFP package will be amended and attached to this Addendum to reflect the option.

**Q6** – Page 31/RFP. Would you be amenable to having us send the Captain and Officer Licenses via an encrypted PDF? We feel this information should remain secure through the bidding process.

**A6** – Yes the department will accept the licenses being encrypted.



## **PART 6 - RESULTING CONTRACT CLAUSES (Revised May 02, 2018)**

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### **6.1 Security Requirements**

**6.1.1** There is no security requirement applicable to this Contract.

### **6.2 Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

### **6.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract by number, date and title are set out in the *[Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual)* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Revision to Departmental Name: As this contract is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.

#### **6.3.1 General Conditions**

[2010C \(2016-04-04\), General Conditions - Services \(Medium Complexity\) apply to and form part of the Contract.](#)

Section 27 – Integrity Provisions – Contract of 2010C referenced above is amended as follows:  
Delete section 27 in its entirety.

### **6.4 Term of Contract**

#### **6.4.1 Period of the Contract**

The initial period of the Contract is from contract award through to June 15, 2019.

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by one (1) year under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 15 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.



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## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Beverly Shawana  
Title: Senior Contracting Officer  
Department: Fisheries and Oceans Canada  
Directorate: Materiel and Procurement Services  
Address: 200 Kent Street, Station 9E249  
Ottawa, Ontario K1A 0E6  
Telephone: 613-407-3861  
E-mail address: [Beverly.shawana@dfo-mpo.gc.ca](mailto:Beverly.shawana@dfo-mpo.gc.ca)



#### **4.0 Project Schedule (Revised May 02, 2018)**

##### **4.1 Expected Start and Completion Dates**

Project work will take place between May 2019 and June 15, 2019, and will consist of 30 working days (including 26 working days at sea).

##### **4.2 Schedule and Estimated Level of Effort (Work Breakdown Structure)**

###### **TIMEFRAME AND DELIVERY REQUIREMENTS**

Mobilization of the vessel at the port of Halifax, Nova Scotia, CANADA (May 2019\*)

- DFO equipment loading, installation of laboratories, and safety inspection(s) (2 days)

Conduct Atlantic Zonal Offshore Monitoring Program (May to June 2019\*)

- Monitoring Survey along predetermined sampling lines/stations (26 days at sea)

Demobilization: return to the port of Halifax, Nova Scotia, CANADA (June 2019\*)

- Unloading of DFO equipment and survey samples (2 days)

*\* Specific dates and times for Mobilization, Departure, Arrival, and Demobilization will be determined in consultation with the vessel operator upon Contract award.*

##### **4.3 Option Period**

DFO reserves the right to exercise one (1) additional twelve (12) month period(s) as follows:

June 16, 2019 to June 15, 2020



**ANNEX "B" BASIS OF PAYMENT**

The tender shall provide an all-inclusive cost on a ‘Day’ basis for the provision of all professional services, including all associated costs necessary to carry out the required work.

Payment will be made for costs reasonably and properly incurred in the performance of the work, in accordance with the Contractor’s cost proposal and the Statement of Work.

All vessel operating costs: the cost of food for Fisheries and Oceans Canada (DFO) personnel and the crew, vessel maintenance and repair costs, fuel and oil, satellite internet service at the minimum amount specified in the Statement of Work, vessel transit to/from the Port of Halifax, NS, CANADA, and any vessel wharf fees for the duration of the mission are the responsibility of the Contractor.

**1. Contract Period – Contract award to June 15, 2019**

Total daily (all-inclusive) operating cost for the vessel for the provision of all professional services, including all associated costs necessary to carry out the required work:

Total Daily Cost \$ \_\_\_\_\_ in Canadian dollars (exclude HST/GST if applicable)

**OR**

\*Total Daily Cost \$ \_\_\_\_\_ in \_\_\_\_\_ (include all applicable taxes)  
*Specify currency*

**2. Option Period – June 16, 2019 to June 15, 2020**

Total daily (all-inclusive) operating cost for the vessel for the provision of all professional services, including all associated costs necessary to carry out the required work:

Total Daily Cost \$ \_\_\_\_\_ in Canadian dollars (exclude HST/GST if applicable)

**OR**

\*Total Daily Cost \$ \_\_\_\_\_ in \_\_\_\_\_ (include all applicable taxes)  
*Specify currency*

**3. Total cost for #1 and #2 ..... \$ \_\_\_\_\_**

\* Proposals submitted in other recognized standard global currencies (e.g., U.S. Dollar [US\$]; Euro [€]; Pound Sterling [£]) will be accepted, with the currency to be clearly identified. Proposals submitted in other recognized standard global currencies will be converted to Canadian dollars using the Bank of Canada daily exchange rate posted at Close of Business on the date bids are to be submitted (see: [www.bankofcanada.ca/rates/exchange/](http://www.bankofcanada.ca/rates/exchange/)). This value will be used for evaluation and potential contract purposes. Bidders are encouraged to seek clarity if uncertain what is considered to be a ‘recognized standard global currencies’.





**Annex E, Evaluation Criteria - Revised May 02, 2018**

<b>MANDATORY CRITERIA</b>	<b>Meets Criteria Yes/No</b>	<b>BIDDER RESPONSE (response should make reference to the relevant proof in bidder proposal and/or appended documentation).</b>
<p><b>M10:</b> The Bidder must clearly demonstrate that the Vessel is equipped with an oceanographic water-sampling system that consists of the components listed hereunder. If the Vessel is not currently equipped with the required water-sampling system, the bidder must provide a detailed description of how and when the Vessel will acquire and integrate the said system onto the Vessel. The description should include all the necessary information needed to assess the feasibility and suitability of the proposed solution (e.g. technical specifications, technical plans for the integration and description). As stated in the Statement of Work, Fisheries and Oceans Canada reserves the right to conduct a scheduled site visit with the compliant Bidder(s) to confirm contractor capability and vessel capacity. Whether the water-sampling system is owned, rented or borrowed by the bidder, it must be tested and deemed fully operational by time of contract award.</p>		
<p><b>M11:</b> The Bidder must clearly demonstrate that the Vessel is equipped with a Launch and Recovery System (LARS) that can accommodate the deployment of zooplankton nets. The system should include the components listed hereunder. If the Vessel is not currently equipped with the required LARS system, the bidder must provide a detailed description of how and when the Vessel will acquire and integrate the said system onto the Vessel. The description should include all the necessary information needed to assess the feasibility and suitability of the proposed solution (e.g. technical specifications, technical plans for the integration and description). As stated in the Statement of Work, Fisheries and Oceans Canada reserves the right to conduct a scheduled site visit with the compliant Bidder(s) to confirm contractor capability and vessel capacity. Whether the LARS system is owned, rented or borrowed by the bidder, it must be tested and deemed fully operational by time of contract award.</p>		