



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS Á:

**Parks Canada Agency**  
**1300 - 635 8 Ave SW**  
**Calgary, AB T2P3M3**

**AMENDMENT #8 TO:**

**Request for a Standing Offer**

**Demande d'offres à commandes**

Canada, as represented by the Minister of the Environment for the purposes of the Parks Canada Agency hereby requests a Standing Offer on behalf of the identified users herein.

Le Canada, représenté par le ministre de l'Environnement aux fins de l'Agence Parcs Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

**Parks Canada Agency**  
**1300 - 635 8 Ave SW**  
**Calgary, AB**  
**T2P3M3**

<b>Title-Sujet</b> Environmental Engineering Services Standing Offer Agreement Various National Parks		
<b>Solicitation No. - No. de l'invitation</b> 5P420-18-0078/A		<b>Date:</b> June 22, 2018
<b>GETS Reference No. - No de reference de SEAG</b> PW-18-00827439		<b>Client Ref. No. - No. de réf du client.</b> n/a
<b>Solicitation Closes:</b>		
<b>at - á</b> 02:00 PM	<b>on - le</b> July 4, 2018	<b>Time Zone - Fuseau horaire</b> MDT - HAR
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>		
<b>Address Inquiries to: - Adresser toute demande de renseignements à :</b> Nathaniel Harrison      nathaniel.harrison@pc.gc.ca		
<b>Telephone No. - No de telephone</b> 403.292.4572		<b>Fax No. - No de FAX:</b> 1-866-246-6893
<b>Destination of Goods, Services, and Construction:</b> <b>Destinations des biens, services et construction:</b>  See Herein - Voir ici		

**TO BE COMPLETED BY THE BIDDER (type or print)**  
**À ÊTRE COMPLÉTÉ PAR LE SOUMISSIONNAIRE (taper ou écrire en caractères d'imprimerie)**

<b>Vendor/Firm Name - Nom du fournisseur/de l'entrepreneur</b>	
<b>Address - Adresse</b>	
<b>Name of person authorized to sign on behalf of the Vendor/Firm</b> <b>Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur</b>	
<b>Title - Titre</b>	
<b>Telephone No. - N° de telephone:</b> _____	
<b>Facsimile No. - N° de télécopieur:</b> _____	
<b>Adresse courriel - Email address :</b> _____	
<b>Signature</b>	<b>Date</b>

## REVISION 008

This amendment is being raised to distribute question and answers and to make changes to the tender package.

### A. Questions & Answers

**Q49** A43 from Addendum 6 states, in response to Section 3.2.3.2 Point (b), for each reference project we present, we are to provide a breakdown of the budget (fees and disbursements) for each individual working on the project. We interpreted this requirements as a breakdown of the budget per discipline and scope of the project, and not by individual. For example: \$xxx for Phase I ESA, \$xxx for Phase II ESA, \$xxx for Remedial Action Plan. If Parks Canada requires a breakdown of the total budget per individual for each project write-up, we respectively request an extension of one week (due July 4) in order to obtain this additional information.

**A49** Yes, it will be broken down by budget associated with individuals and/or disciplines inclusive of their fees directly identified by scope items, and related disbursements related to overall scope/budget.

**Q50** According to addendum #6 Q.44, there may be a possibility that a project could occur outside of the 5 listed geographic regions.

How would this be evaluated if a consultant wants to apply say just for the Nunavut region or the Yukon regions? Can a consultant add that they would be able/willing to do Nunavut work if they are applying for say Sask/MB region or will more regions be added to the proposal, in an addendum, if there is warranted work for Nunavut & Yukon territories?

**A50** Projects will not occur outside the regions. However an example project for evaluation can be outside the regions of the SOA.

**Q51** I'd like to clarify on the response for Amendment 6 - A40 and A41: If a long project that began more than 5 years ago (ie. a project that began before June 2013) and carried on within the last 5 years, had Required Services (RS) components that were carried out more than 5 years ago, and also RS components that were carried out more recently within the last 5 years, will only that portion of the work carried out within the last 5 years be evaluated? Or alternately, will all the RS components of the project be evaluated regardless of whether they were carried out more or less than 5 years ago as long as the overall project continued past June 2013 into the last 5 years.

**A51** Yes, if the project began more than 5 years ago and carried on within the last 5 years, had RS components that were carried out more than 5 years ago, and also RS components that were carried out more recently within 5 years, then the entire project can be considered as long as the bidder demonstrates that the project and RS components are relevant and there was no break in service within the life cycle of the project.

**Q52** PCA's response to Amendment 6 Q39 appears to suggest that the bidder is to provide a separate licensed environmental engineer or geoscientist for each province within a region, rather than providing one individual who is licensed in both provinces. Please confirm that it is not a requirement to provide separate Key Personnel staffing for each province within a region. If this is the case, please amend the SOA documents and reissue.

**A52** Yes, one licensed key personnel can be applied in two provinces within one region if they are registered in those specific provinces.

**Q53** PCA's response to Amendment 6 Q43 suggests that you want to see the fees broken out by project team members rather than by scope and discipline as stated in the SOA documents. We seek clarification that this is actually what you want to see. Is a response resembling "Steve Smith Geotechnical - \$28,456" what you are looking for? Providing information in this way, rather than "Geotechnical Scope - \$129,000" will not provide a full picture of the work provided and will be extremely difficult to accurately report.

**A53** We want to see both as illustrated, Geotechnical Scope as a Subtotal to the overall Project Scope/Total, and then broken down per individual within each scope subsection.

**Q54** PCA's response to Amendment 6 Q46 suggests that the rate attributed to the Risk Assessor should be submitted as its own category in the provided rate tables, rather than inclusive of the "Senior Environmental Scientist" Category. If this is the case, we ask that PCA amend and reissue the rate tables with the Risk Assessor field added.

**A54** Please see amended Appendix D Price Proposal Form

**Q55** PCA's response to Amendment 6 Q48 suggests that an Environmental Auditor, would count toward the evaluation of section 3.2.4(2) of the Rated Requirements, and thus should be considered as "Key Personnel". If this is the case we ask that PCA amend section 3.2.4(2) adding Environmental Auditor to the list of Key Personnel and reissue the SOA document.

**A55** Please see amended Appendix C and Appendix F.

## **B. Tender Package Revisions**

### **Appendix C – Team Identification Format**

**DELETE:** I. Prime Consultant (Offeror)

**REPLACE WITH:**

#### **I. Prime Consultant (Offeror):**

Firm or Joint Venture Name: .....

.....

.....

Key Individuals and provincial professional licensing status and/or professional accreditation:

- Senior Project Manager
- Senior Civil Engineer – Environmental
- Senior Environmental Scientist specialized in Biology
- Senior Environmental Scientist – specialized in Chemistry
- Senior Environmental Scientist – specialized in Geology
- Senior Environmental Scientist – specialized in Geophysics
- Senior Geotechnical Engineer
- Senior Environmental Technician
- Senior Risk Assessor
- **Environmental Auditor**

### **Appendix F – Submission Requirements and Evaluation (SRE)**

**DELETE:** 3.2.4 Key Personnel Expertise and Experience (Maximum possible points – 40)

**REPLACE WITH:**

#### **3.2.4 Key Personnel Expertise and Experience (Maximum possible points – 40)**

1. *What we are looking for:*  
A demonstration that the Proponent has key personnel as part of the team with the capability, capacity and expertise to provide the required services and deliverables listed in the Required Services (RS) section.
2. Key Personnel shall include:
  - Senior Project Manager
  - Senior Civil Engineer specialized in Environmental Assessment and Remediation
  - Senior Scientists - specialized in Biology
  - Senior Scientist – specialized in Chemistry

- Senior Scientist – specialized in Geology
- Senior Scientist – specialized in Geophysics
- Senior Geotechnical Engineer
- Senior Environmental Technician
- Senior Risk Assessor
- **Environmental Auditor**

3. *What the proponent should provide: (for each key personnel)*

- (a) Short written presentation of each key personnel listed in 3.2.4.2, which will perform a large portion of the work resulting from the individual Call-ups. Each description must clearly indicate the years and type of experience key personnel has in the provision of the services specified in the Required Services (RS) section
- (b) Identify the personnel's number of years with the firm;
- (c) Education and professional accreditation; and
- (d) Accomplishments/achievements/awards.

4. In-house personnel means personnel within the Proponent's organization (see definition of Proponent in General Instructions GI 20). Past expertise and experience of personnel not within the Proponent's (or joint venture Proponent's) organization will not be considered in the evaluation.

**THE ATTACHED APPENDIX D PRICE PROPOSAL FORM MUST BE USED IN ORDER FOR A BID TO BE DEEMED RESPONSIVE. ANY BIDS SUBMITTED USING THE PREVIOUS PRICE FORM WILL NOT BE ACCEPTED.**

**CHANGES ARE SHOWN IN RED.**

**Delete: Appendix D – Price Proposal Form**

**Replace with:** (see following pages)

***All other terms and conditions remain the same.***

## PRICE PROPOSAL FORM

## Appendix "D"

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### INSTRUCTIONS

**This section, when completed, will be considered as the proponent's Financial Offer. Complete for each offer (i.e. geographical zone).**

1. Complete price proposal form and submit in a separate sealed envelope, with the Proponent's name, Solicitation Number, and "Price Proposal Form" typed on the outside.
2. Price proposals are not to include Applicable Taxes and will be evaluated in Canadian Dollars.
3. Proponents are not to alter or add information to the form.
4. It is **MANDATORY** that offerors submit firm prices/rates for the period of the proposed Standing Offer for **all** items listed.
5. **Rates quoted must remain firm for the period of the Standing Offer.** GST/HST, if applicable, is not included and is to be shown as a separate item on any resulting invoice
6. In order to ensure that fair and competitive hourly rates are received for each of the positions listed, the following requirement must be strictly adhered to:
  - a) Proponents must provide an hourly rate for each listed position. In the event that the firm consists of fewer personnel than listed, provide an hourly rate that corresponds with each position listed.
  - b) The hourly rate provided must be equal to or greater than the hourly rate provided for the position listed below it. For example, if the firm does not have an Intermediate Personnel, the hourly rate provided must be equal to or greater than the hourly rate provided for the Junior Personnel.
  - c) The hourly rate for any given category of personnel cannot be \$0 or nil value.
  - d) Failure to insert an hourly rate for each position listed will render your proposal non-responsive.
7. There will be no extra payment made for overtime.

8. All travel must have the prior authorization of the Project Authority and are subject to government audit.

Travel and Living Expenses: Firms are advised that for travel time and travel-related expenses associated with the delivery of services, the urban centres listed below for each zone, are the major urban centres where the services are to be provided from. Any travel time and travel-related expenses associated with the delivery of services within the limits of these centres are to be calculated as an integral part of the hourly rates. For delivery of services outside of the city limits, travel-related expenses will be paid from the city (with prior approval of the Departmental Representative) in accordance with current Treasury Board Policy. (See SC2.)

<b>Geographical Zone</b>	<b>Major Urban Centre (approved T&amp;LE will be calculated from these major urban centres, unless otherwise approved by PCA)</b>
BC, AB	Vancouver, Victoria, Calgary, Edmonton
SK, MB	Saskatoon, Regina, Winnipeg
ON	Toronto, Ottawa
QC	Quebec City, Montreal, Gaspé
NS, NB, NL, L	Moncton, Fredericton, Halifax, Charlottetown, St. John's

9. Fixed hourly rates for each category are to be provided in column B and are then multiplied by the weight factor in column A. Weight Factors are for evaluation purpose only, actual usage may vary.
10. Should there be an error in the extended pricing of the offeror's offer, the unit pricing shall prevail and the extended pricing shall be corrected in the evaluation. Any errors in the quantities of the offeror's offer shall be changed to reflect the quantities stated in this document. In the event that a mathematical error occurs in carrying over the totals, PCA will correct the totals to ensure the fairness of the Proposals

Solicitation No. - N° de l'invitation  
5P420-18-0078/A

Amd. No. - N° de la modif.  
08

Buyer - l'acheteur  
Nathaniel Harrison

Client Ref. No. - N° de réf. du client

File Name - Nom du dossier  
Environmental Engineering Services SOA

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- Geographical Zone:** ( ) British Columbia, Alberta  
(Choose 1) ( ) Manitoba, Saskatchewan  
( ) Ontario  
( ) Quebec  
( ) Nova Scotia, New Brunswick, Prince Edward Island, Newfoundland & Labrador

**Name of Proponent:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**A. Initial Standing Offer Period of 2 Years with 3 Option Years****1. Year 1: Standing Offer Issuance – 31 July 2019 inclusive**

Category of Personnel	Estimated Hours (A)	Fixed Hourly Rate (B)	Total (A X B)
<b>Project Management</b>			
Senior Project Manager	300	\$	\$
Intermediate Project Manager	200	\$	\$
Junior Project Manager	100	\$	\$
<b>Engineers</b>			
Senior Engineer	65	\$	\$
Intermediate Engineer	205	\$	\$
Junior Engineer	205	\$	\$
<b>Environmental Scientists</b>			
Senior Environmental Scientist	50	\$	\$
Intermediate Environmental Scientist	175	\$	\$
Junior Environmental Scientist	200	\$	\$
<b>Risk Assessor</b>			
Senior Risk Assessor	50	\$	\$
Intermediate Risk Assessor	175	\$	\$
Junior Risk Assessor	200	\$	\$
<b>Environmental Auditor</b>			
Senior Environmental Auditor	50	\$	\$
Intermediate Environmental Auditor	175	\$	\$
Junior Environmental Auditor	200	\$	\$
<b>Technologists</b>			
Senior Technologist	50	\$	\$
Intermediate Technologist	150	\$	\$
Junior Technologist	150	\$	\$
<b>Technical Personnel</b>			
CADD/Draftsperson	20	\$	\$
Field Technician	50	\$	\$
Administration	40	\$	\$
<b>1. Sub-Total For Evaluation</b>	<b>Year 1 Of Standing Offer</b>		\$



**2. Year 2: 01 August 2019 – 31 July 2020 inclusive**

<b>Category of Personnel</b>	<b>Estimated Hours (A)</b>	<b>Fixed Hourly Rate (B)</b>	<b>Total (A X B)</b>
<b>Project Management</b>			
Senior Project Manager	300	\$	\$
Intermediate Project Manager	200	\$	\$
Junior Project Manager	100	\$	\$
<b>Engineers</b>			
Senior Engineer	65	\$	\$
Intermediate Engineer	205	\$	\$
Junior Engineer	205	\$	\$
<b>Environmental Scientists</b>			
Senior Environmental Scientist	50	\$	\$
Intermediate Environmental Scientist	175	\$	\$
Junior Environmental Scientist	200	\$	\$
<b>Risk Assessor</b>			
Senior Risk Assessor	50	\$	\$
Intermediate Risk Assessor	175	\$	\$
Junior Risk Assessor	200	\$	\$
<b>Environmental Auditor</b>			
Senior Environmental Auditor	50	\$	\$
Intermediate Environmental Auditor	175	\$	\$
Junior Environmental Auditor	200	\$	\$
<b>Technologists</b>			
Senior Technologist	50	\$	\$
Intermediate Technologist	150	\$	\$
Junior Technologist	150	\$	\$
<b>Technical Personnel</b>			
CADD/Draftsperson	20	\$	\$
Field Technician	50	\$	\$
Administration	40	\$	\$
<b>2. Sub-Total For Evaluation Year 2 Of Standing Offer</b>			\$

**3. OPTION YEAR 1: 01 August 2020 – 31 July 2021 inclusive**

<b>Category of Personnel</b>	<b>Estimated Hours (A)</b>	<b>Fixed Hourly Rate (B)</b>	<b>Total (A X B)</b>
<b>Project Management</b>			
Senior Project Manager	300	\$	\$
Intermediate Project Manager	200	\$	\$
Junior Project Manager	100	\$	\$
<b>Engineers</b>			
Senior Engineers	65	\$	\$
Intermediate Engineers	205	\$	\$
Junior Engineers	205	\$	\$
<b>Environmental Scientists</b>			
Senior Environmental Scientist	50	\$	\$
Intermediate Environmental Scientist	175	\$	\$
Junior Environmental Scientist	200	\$	\$
<b>Risk Assessor</b>			
Senior Risk Assessor	50	\$	\$
Intermediate Risk Assessor	175	\$	\$
Junior Risk Assessor	200	\$	\$
<b>Environmental Auditor</b>			
Senior Environmental Auditor	50	\$	\$
Intermediate Environmental Auditor	175	\$	\$
Junior Environmental Auditor	200	\$	\$
<b>Technologists</b>			
Senior Technologist	50	\$	\$
Intermediate Technologist	150	\$	\$
Junior Technologist	150	\$	\$
<b>Technical Personnel</b>			
CADD/Draftsperson	20	\$	\$
Field Technician	50	\$	\$
Administration	40	\$	\$
<b>3. Sub-Total For Evaluation Option Year 1 of Standing Offer</b>			\$

**4. OPTION YEAR 2: 01 August 2021 – 31 July 2022 inclusive**

Category of Personnel	Estimated Hours (A)	Fixed Hourly Rate (B)	Total (A X B)
<b>Project Management</b>			
Senior Project Manager	300	\$	\$
Intermediate Project Manager	200	\$	\$
Junior Project Manager	100	\$	\$
<b>Engineers</b>			
Senior Engineers	65	\$	\$
Intermediate Engineers	205	\$	\$
Junior Engineers	205	\$	\$
<b>Environmental Scientists</b>			
Senior Environmental Scientist	50	\$	\$
Intermediate Environmental Scientist	175	\$	\$
Junior Environmental Scientist	200	\$	\$
<b>Risk Assessor</b>			
Senior Risk Assessor	50	\$	\$
Intermediate Risk Assessor	175	\$	\$
Junior Risk Assessor	200	\$	\$
<b>Environmental Auditor</b>			
Senior Environmental Auditor	50	\$	\$
Intermediate Environmental Auditor	175	\$	\$
Junior Environmental Auditor	200	\$	\$
<b>Technologists</b>			
Senior Technologist	50	\$	\$
Intermediate Technologist	150	\$	\$
Junior Technologist	150	\$	\$
<b>Technical Personnel</b>			
CADD/Draftsperson	20	\$	\$
Field Technician	50	\$	\$
Administration	40	\$	\$
<b>4. Sub-Total For Evaluation</b>	<b>Option Year 2 Of Standing Offer</b>		\$

**5. Option Year 3: 01 August 2021 – 31 July 2022 inclusive**

Category of Personnel	Estimated Hours (A)	Fixed Hourly Rate (B)	Total (A X B)
<b>Project Management</b>			
Senior Project Manager	300	\$	\$
Intermediate Project Manager	200	\$	\$
Junior Project Manager	100	\$	\$
<b>Engineers</b>			
Senior Engineers	65	\$	\$
Intermediate Engineers	205	\$	\$
Junior Engineers	205	\$	\$
<b>Environmental Scientists</b>			
Senior Environmental Scientist	50	\$	\$
Intermediate Environmental Scientist	175	\$	\$
Junior Environmental Scientist	200	\$	\$
<b>Risk Assessor</b>			
Senior Risk Assessor	50	\$	\$
Intermediate Risk Assessor	175	\$	\$
Junior Risk Assessor	200	\$	\$
<b>Environmental Auditor</b>			
Senior Environmental Auditor	50	\$	\$
Intermediate Environmental Auditor	175	\$	\$
Junior Environmental Auditor	200	\$	\$
<b>Technologists</b>			
Senior Technologist	50	\$	\$
Intermediate Technologist	150	\$	\$
Junior Technologist	150	\$	\$
<b>Technical Personnel</b>			
CADD/Draftsperson	20	\$	\$
Field Technician	50	\$	\$
Administration	40	\$	\$
<b>5. Sub-Total For Evaluation</b>	<b>Option Year 3 Of Standing Offer</b>		\$

**B. Total Evaluated Offer Price**

<b>1. Year 1 Sub-Total</b>	<b>\$</b>
<b>2. Year 2 Sub-Total</b>	<b>\$</b>
<b>3. OPTION YEAR 1 Sub-Total</b>	<b>\$</b>
<b>4. OPTION YEAR 2 Sub-Total</b>	<b>\$</b>
<b>5. OPTION YEAR 3 Sub-Total</b>	<b>\$</b>
<b>TOTAL EVALUATED OFFER PRICE <u>EXCLUDING</u> APPLICABLE TAX(ES)</b>	<b>\$</b>

**SIGNATURE OF CONSULTANT OR JOINT VENTURE CONSULTANTS**

The Consultant agrees to provide services, as required for each call up, in accordance with the time based rates quoted above. Time based rates do not apply to sub-consultants services engaged by the Architect acting as Prime Consultant. Rates charged for sub-consultants shall not exceed rates for the parallel functional activities identified above.

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..... capacity	..... capacity
..... signature	..... signature
..... capacity	..... capacity

**END OF PRICE PROPOSAL FORM**