



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 LaurierSt./ 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**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**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT.

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Maintenance & Professional Consulting Services

Division (FK)

L'Esplanade Laurier

140 O'Connor St. 4th Floor

140, rue O'Connor, 4ème étage

Ottawa

Ontario

K1A 0S5

<b>Title - Sujet</b> GROUND MAINTENANCE	
<b>Solicitation No. - N° de l'invitation</b> EJ196-183027/B	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 20183027	<b>Date</b> 2019-01-09
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FK-292-75957	
<b>File No. - N° de dossier</b> fk292.EJ196-183027	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-01-14</b>	
<b>Time Zone</b> Fuseau horaire Eastern Standard Time EST	
<b>F.O.B. - F.A.B.</b>	
<b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mirza, Bushra	<b>Buyer Id - Id de l'acheteur</b> fk292
<b>Telephone No. - N° de téléphone</b> (613) 296-8782 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation Amendment 002 EJ196-183027/B  
LEL, 158 Gloucester, 149 Somerset and Cartier Drill Hall

This amendment is raised to add the Site Visit minutes as follows:

Site Visit Minutes EJ196-183027/B Dec 18/18 9:00am  
LEL, 158 Gloucester, 149 Somerset and Cartier Drill Hall

Meet and start at LEL (300 Laurier)

Site Visit Start Time: 9:10am

Site Visit end Time: 9:55am

In attendance from PWGSC: Angela Lougheed (MOA Horticultural), Cris Hill (RPCD),  
Bidders in Attendance: Prebbel Enterprises Inc., Munro & Scullion, Burns Landscape  
Maintenance, Lafleur, CSL Group and Caltrio

Dreamscape did not show up

- Introduced myself and the technical authority.
- reviewed with the contractors on how to complete the Reference Chart concerning the years of experience, it should show 3 completed years
- Advised the bidders, if they are not charging for an item they are to insert a \$0, if pricing is missing or part of the table has nothing in it they will be non-responsive
- Reminded the Bidders to complete pricing clearly and legible writing
- notified them that there is a Financial Security 5% and it will be required within 14 days of award to the winning bidder
- reminded them that Security is Reliability at bid closing for both the company and employees
- reminded the bidders to review the SOW
- Reminded bidders to be registered with Buy and Sell as the government does not use MERX and all new tenders and amendments will go through Buy and Sell
- Remind bidders that they make sure that the company name they are using to bid with is Cleared with the requested Security at bid closing and that all their employee names listed in the bid are cleared at Reliability or higher at bid closing, as an example if one out of 10 names listed has no security at bid closing they will be deemed non-responsive
- Advised the bidders that they need to complete Employee Information List in Part 6 Security at bid closing for all the intended employees, if they wish they may add a separate sheet with all the legal names and date of births. If the list in Part 6 is not completed or there is no separate sheet attached they will be considered non-responsive.
- reviewed with the bidders on how to complete the Reference Chart concerning the years of experience, it should show 3 completed years
- ensure that the day, month & year is completed – they were told not to write “since such a year to present”
- The bidders were told that when the TA is reviewing and evaluating the references they will only try 3 times up to 4pm within 5 working days to contact the reference so that it does not hold up the process

Solicitation Amendment 002 EJ196-183027/B  
LEL, 158 Gloucester, 149 Somerset and Cartier Drill Hall

- Bidders were reminded to ensure that they contact their references to let them know that they will be using them and to let them know someone from Public Works will be contacting them by phone or email or both. Also they were told to ensure that the references in the chart have the proper names, telephone number and email address. They were reminded to make sure the reference name submitted is still with that company or make sure they get the replacement name.
- Bidders were reminded to review Part 4 Evaluation of the RFP as this will show them what mandatory requirements are required at bid closing
- bidders were reminded to forward any other questions in writing to the CA (Cris Hill) 5 days before closing date

The TA took over the site visit.

- Cartier requires fencing for snow falling from the roof
  - it was noted that the snow destroys the fence – who is responsible to replace the fence?TA advised to take photos of the condition of the fencing at the beginning of the season and then to also take photos during the winter if they observe damage due to snow piling up and to alert TA immediately at which point she will contact the PFM and discuss the possibility of compensation.
- bidders were reminded that the planters outside to be done with list supplied by TA. Also reminded that winter planters may be requested.
- bidders were reminded that smaller planters will be moved by the Contractor to a location specified by the TA at the end of each growing season and replaced to their previous location at the start of the following growing season.
- bidders were reminded that by the Bank/Laurier entrance the tables may still be out in November
- bidders were made aware that sections of the stairs at LEL may be blocked every now and then. They are not required to clear the blocked off areas.
- Bidders were reminded there is no temporary snow dump at L'Esplande Laurier and 158 Gloucester
- bidders were shown the small planter at 158 Gloucester
- bidders were reminded to do the fire escape at 158 Gloucester
  - TA confirmed with the PFM that the Fire escape will remain in the site plan as is currently illustrated.

All bidders agreed that seeing LEL and 158 Gloucester was good and they did not have to see the other sites.