



**RETURN BIDS TO :**

Parks Canada Agency Bid Receiving Unit  
National Contracting Services  
Suite 720, 220 – 4<sup>th</sup> Avenue S.E.  
Calgary, AB T2G 4X3

# SOLICITATION AMENDMENT 01

The referenced document is hereby amended:  
unless otherwise indicated, all other terms and  
conditions of the contract remain the same.

**COMMENTS:**

An acknowledged copy of this amendment must  
be submitted with the bid

**ISSUING OFFICE :**

Parks Canada Agency  
National Contracting Services  
Suite 720, 220 – 4 Avenue S.E.  
Calgary, Alberta T2G 4X3

<b>Title :</b> Temporary Accommodation Facilities – Jasper National Park		
<b>Solicitation No.:</b> 5P420-18-0481/A	<b>Amendment No. :</b> 01	<b>Date:</b> February 06, 2019
<b>Client Reference No. - N° de référence du client</b> n/a		
<b>GETS Reference No.   N° de référence de SEAG</b> PW-19-00858677		
<b>Solicitation Closes :</b>		
<b>At:</b> 14:00	<b>On :</b> February 19, 2019	<b>Time Zone :</b> <b>MST</b>
<b>F.O.B. :</b> <b>Plant:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other:</b> <input type="checkbox"/>		
<b>Address Inquiries to :</b>  Kirsten Sage		
<b>Telephone No. :</b> (587) 436-5795	<b>Fax No.:</b> 1-866-246-6893	<b>Email Address :</b> <a href="mailto:Kirsten.sage@canada.ca">Kirsten.sage@canada.ca</a>

<b>TO BE COMPLETED BY THE BIDDER (type or print)</b> We hereby acknowledge receipt of the amended instructions and confirm that provisions therefore have been made in our bid	
<b>Vendor/Firm Name</b>	
<b>Address</b>	
<b>Name of person authorized to sign on behalf of the Vendor/Firm</b>	
<b>Title</b>	
<b>Signature</b>	<b>Date</b>



## AMENDMENT NO. 01

This amendment is raised to address bidder questions and to increase the number of people to be using the facilities from 54 to 60:

- A) Bidder Questions
- B) Amend section 6.4.1 Period of the Contract
- C) Amend Annex "A" – STATEMENT OF WORK
- D) Amend Annex "B" – BASIS OF PAYMENT

### A) Bidder Questions

- Q1: *"Is there any site civil work to do (can the site handle heavy trucks and is it level), with regards to the laydown area? If so, will that be outside of the bid scope?"*
- A1: **The site is fairly level and has housed mobile trailers for the past two summer seasons. The site has housed trails for 34 people previously and has room for the remainder. As per Annex "B" – Basis of Payment, the firm price must include all costs.**
- Q2: *"Will Parks Canada Agency (PCA) provide a compacted truck accessible site for the delivery of the trailer units or is any site preparation required?"*
- A2: **The site is accessible by truck for delivery and has been used for this function before. In the areas where previous trailers have been situated, it is anticipated no additional work is required. In areas where new trailers will be located, additional level/civil work may be required.**
- Q3: *"Do the power and sewer have to be dug in to the ground or can it be laid on the surface? If the lines have to be dug in, can PCA provide details of the required depths and hookups?"*
- A3: **Utilities can be laid on the ground. No lines can be laid above surface in the driving lanes of the site.**
- Q4: *"Will PCA supply a propane tank to service the whole site? If so, where will it be located?"*
- A4: **Contractor must supply full propane tank(s) for the site and PCA will be responsible for filling over the duration of the contract.**
- Q5: *"During the Contract period, will PCA be responsible for propane supply and power costs?"*
- A5: **Please see A4 above with regards to propane. PCA will be responsible for power costs after the initial hook up. The contractor is responsible for the initial hook up.**
- Q6: *"What type of ground is it? Is it potentially muddy or finished gravel?"*
- A6: **The site is potentially muddy. More of a grassy area than gravel area.**
- Q7: *"Should the septic utility collection lines be heated traced or just installed above ground?"*
- A7: **No heat tape or trace is required. Lines can be installed above ground.**
- Q8: *"The modular industry commonly uses trailers mounted extension cords to connect to power supply. Hard wired can be done but at a greater cost. Can this requirement be relaxed?"*
- A8: **Each individual trailer can be plug and play, but the contractor must install a subpanel that can be hooked to PCA panel.**
- Q9: *"How long prior to the start date will the site be available to do the setup of the facilities?"*



- A9:** The successful Contractor can start prepping the area and mobilizing to the site once the contract has been awarded. Snow and other factors may make early prep difficult.
- Q10: *“Since this is a short term rental project, will the Contractor be providing all risk insurance on the facilities and equipment or is that to be separate charge in the bid?”*
- A10:** As per section 6.13 SACC Manual Clauses, [G1005C](#) Insurance – No Specific Requirement, *The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract. As per Annex “B” – Basis of Payment, the firm price must be inclusive of all costs.*
- Q11: *“Who is responsible for the cost of solid waste removal, including refuse bins on site and related costs?”*
- A11:** PCA is responsible for all waste removal costs.
- Q12: *“Does PCA want walkways connecting the various facilities?”*
- A12:** Walkways are to be built by the Contractor. This can be done via boardwalk, gravel, and woodchips. Decided method must be approved by the PCA Project Authority.
- Q13: *“Is the Contractor expected to have an onsite maintenance person?”*
- A13:** No. Urgent maintenance can be done by PCA. PCA will bill for any parts used to fix the trailer. Non-urgent maintenance is to be done by the Contractor.
- Q14: *“Who pays for or provides for costs of television or satellite service and/or IT?”*
- A14:** No TV service or IT is to be provided, just the televisions.
- Q15: *“Can the installation crew stay on site with campers?”*
- A15:** Proper permits are required to allow the Contractor to stay on site. If the installation crew is staying in the trailers, they are responsible for cleaning used trailers prior to departure.
- Q16: *“Can potential bidders visit the site?”*
- A16:** The site is accessible to potential bidders and the public. If the gate is closed, a walk to the site is allowed and not far from the gate.
- Q17: *“Individual dishwashers are not typically provided in any modular camp buildings and the request for these is very difficult to provide, can this be removed or are portable dishwashers acceptable?”*
- A17:** Portable dishwashers are an appropriate substitute for built in dishwashers.

## **B) Amend section 6.4.1 Period of the Contract**

Delete section 6.4.1 Period of the Contract in its entirety and replace it with the following:

### **INSERT**

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

The period of the Contract is from **date of Contract** to October 31, 2019 inclusive.



## C) Amend Annex "A" – STATEMENT OF WORK

Delete Annex "A" – STATEMENT OF WORK in its entirety and replace it with the following:

**Bidders MUST submit bids in accordance with the amended version of Annex "A" – STATEMENT OF WORK contained herein.**

### **INSERT:**

#### **1. Title**

Temporary Accommodations Facilities - Jasper National Park, AB

#### **2. Scope**

The Contractor must provide **Temporary Accommodations Facilities** within the site identified in Jasper National Park for **Sixty (60)** people. The Contractor must deliver these facilities to the specified location within the Jasper National Park Woodlot area for a seven (7) month period of time commencing 1 April, 2019 to 31 October, 2019 with an option to extend the rental period for all or a portion of the temporary accommodation facilities to 31 October, 2020. All trailers are to be located at the above area.

#### **3. Infrastructure Requirements and Standards**

The Contractor is responsible for the following:

**3.1.** The Contractor must submit a cost estimate with a breakdown of the firm price. The cost estimation will be for information purposes only to provide a framework for the PCA Project Authority and must not supersede the Firm Price established in Annex B – Basis of Payment. The Contractor must submit the cost estimate within one (1) week of contract award. The Contractor must then attend a teleconference start-up meeting to review the cost estimate and overall project with the Parks Canada Agency (PCA) Project Authority.

**3.2.** The Contractor must provide the following packages within the facilities:

(a) **Self-Serve Kitchen and Lounge Area**

A minimum of **ten (10)** self-serve domestic kitchen/ lounge areas

(b) **Sleeping/ Washroom Package**

Individual room accommodations for a minimum of **sixty (60)** people with a minimum of **twenty (20)** combination washroom/ shower units.

**3.3.** All trailers supplied throughout the term of the Contract must:

(a) Meet or exceed all applicable codes e.g. Electrical, Propane, Building;

(b) Meet the National and Provincial building codes

(c) Be free-standing, hard walled, framed units;

(d) Be securely anchored and blocked up for stability. Wind loading to be in accordance with the National Building Code;

(e) Be equipped with stairs and railings to the outside if required as per code;

(f) Be equipped with indoor lighting;

(g) Be equipped with potable water tank;

(h) Be equipped with fire extinguishers and smoke alarms to the Provincial Fire Code standard (ex: *Alberta Fire Code*);

(i) Be equipped with windows that open, complete with screens;

Be equipped with wall-mounted heating and air conditioning systems;



- (j) Be non-smoking facilities;
- (k) Be equipped with interior and exterior doors with locks and keys; and
- (l) Trailers must be new within the last ten (10) years, or renovated in the last five (5) years.

**3.4.** The following are the mandatory applicable guidelines:

**3.4.1** Kitchen and Lounge Facilities

- (a) Self-serve kitchen facilities with full size fridge, stove, microwave oven, dishwasher, sinks with hot and cold water taps, storage cupboards and food preparation counter.
- (b) Kitchen eating areas must meet the required numbers of tables and chairs to satisfy 60 individuals.
- (c) Lounge areas adjacent to kitchen with armchairs, couch and flat screen TV.
- (d) Equipped with smoke alarms and where gas-heating devices are used to be equipped with gas detectors and carbon monoxide detectors.
- (e) Equipped with potable water tank.

**3.4.2** Latrine and Washing Facilities

- (a) Equipped with a maximum 3:1 ratio of people to washrooms, adequate numbers of flush toilets; showers; sinks; which can be divided between the genders.
- (b) Supplied with vents to the outside.
- (c) Supplied with fans for air circulation.
- (d) Equipped with potable water tank.
- (e) Washer and dryer, one set per trailer.

**3.4.3** Sleeping Trailers

- (a) Each room to accommodate personnel on a single occupancy basis.
- (b) Locking rooms with keys.
- (c) Equipped with potable water tank.
- (d) Beds with covered mattresses must be provided for each room. Frames must be less than ten (10) years old.

**3.5.** The Contractor must supply, install and connect the following utilities:

- (a) Sewer Lines from each trailer unit to sewer manhole on site. The sewer manhole will be a maximum of 100m away from the farthest unit.
- (b) Electrical Lines from each trailer to electrical panel on site. Bidders to use ½ the distance between the furthest trailers plus 10m.
- (c) Power supply on site is maximum 600 amp 120/240 single phase service. Electrical demand must be not exceed this amount including line losses etc.
- (d) Trailers will need to be either hard wired into the electrical panel or individual plug and play but in that case, the contractor must install a subpanel that must be hooked to the existing panel.

**3.6.** The Contractor must setup facilities including anchoring, blocking and leveling as required.

**3.7.** The Contractor must have the ability to decrease the number of units from being able to support 60 people to a lower number (approximately 54). This decrease in beds would require the proportional decrease to all other amenities. Parks Canada will notify if the decrease is required upon contract award.

**4. Compliance with Laws**

**4.1.** The Contractor must adhere to and abide by all provincial and federal laws and regulations; the Provincial Building Code, Public Health Act and Regulations, Occupational Health and Safety Act and Regulations, Traffic Safety Act and Regulations, Environmental Protection and Enhancement Act and Regulations, and the Dangerous Goods Transportation and Handling Act and Regulations and other applicable legislation.

**4.2.** All materials and supplies utilized by the Contractor must be handled and stored in



accordance with the provincial *Dangerous Goods Transportation and Handling Act and Regulations* and the provincial *Occupational Health and Safety Act and Regulations*.

- 4.3. All vehicles utilized by the Contractor in carrying out the Contract will be operated, equipped, and maintained in accordance with the *Provincial Traffic Safety Act and Regulations* and the *Dangerous Goods Transportation and Handling Act and Regulations*.

## 5. Mobilization/ Demobilization

- 5.1. The Contractor must:

- (a) Provide expertise in the planning for mobilization/ demobilization of the Contractor's infrastructure;
- (b) Provide initial full propane tank(s); and
- (c) Mobilize/ demobilize the facility infrastructure at the start of and upon completion of the requested rental period including the dismantling of support facilities, cleaning and packaging of all support equipment and arranging transportation.

## 6. Contractor's Representative

- 6.1. The Contractor agrees that the Contractor's Representative must:

- (a) Deal directly with the Parks Canada Agency's (PCA) Project Authority in respect of all matters arising at the facility site;
- (b) Be responsible for the performance, health, safety, welfare of the contractor's personnel and keep accurate records of services provided.

## 7. Inspections

- 7.1. The Contractor agrees to:

- (a) Permit a Representative of the PCA to inspect and approve any and all facilities that the Contractor may utilize in the performance of the services.
- (b) An inspection to determine any existing damage or issues with the trailers, will occur upon arrival. Upon demobilization of the trailers a second inspection will occur investigating the same items. These inspections will determine if any damage occurred during the tenure with Parks Canada. A PCA representative will be present for both inspections. Parks Canada will not be held accountable for any issues not raised by these inspections

## 8. PCA's Representative

- 8.1. The PCA agrees to appoint an on-site Representative, normally the Asset Manager or designate, at the facilities location.

- 8.2. During operations, the PCA's Representative will routinely inspect facilities, equipment, and supplies to ensure compliance with the terms of this Agreement.

8.3. **PCA will provide the following:**

- (a) Propane refills;
- (b) Waste removal;
- (c) Power costs after the initial hook up;
- (d) Urgent maintenance (the cost of additional parts to fix the trailer will be billed to the Contractor).



## 9. Briefings

- 9.1. The PCA shall provide the Contractor's Representative an initial briefing upon arrival at the location in regard to work and service requirements and safety measures.

## 10. Additional Information

- 10.1. Wood lot is located on Highway 93A - opposite the Old Fort Point road intersection, just outside of the town of Jasper.
- 10.2. All units must be located at the same site. Cleared area is approximately 45m wide x 120m. Units to be located as close to the access road of 93A as possible.
- 10.3. The distance from the sewer manhole to the units is approximately 100m.
- 10.4. **The units must be hardwired into the electrical panel or plug and play with an installed subpanel (at the responsibility of the Contractor) that can be hooked to the PCA existing panel.** Power supply on site is maximum 600 amp 120/240 single phase service. Electrical demand must not exceed this amount including line losses, etc.
- 10.5. Laundry facilities must be at a ratio of 1 (washer, dryer) to 6 (people).
- 10.6. Water hook ups from the trailers to lines supplied by Parks Canada is required.



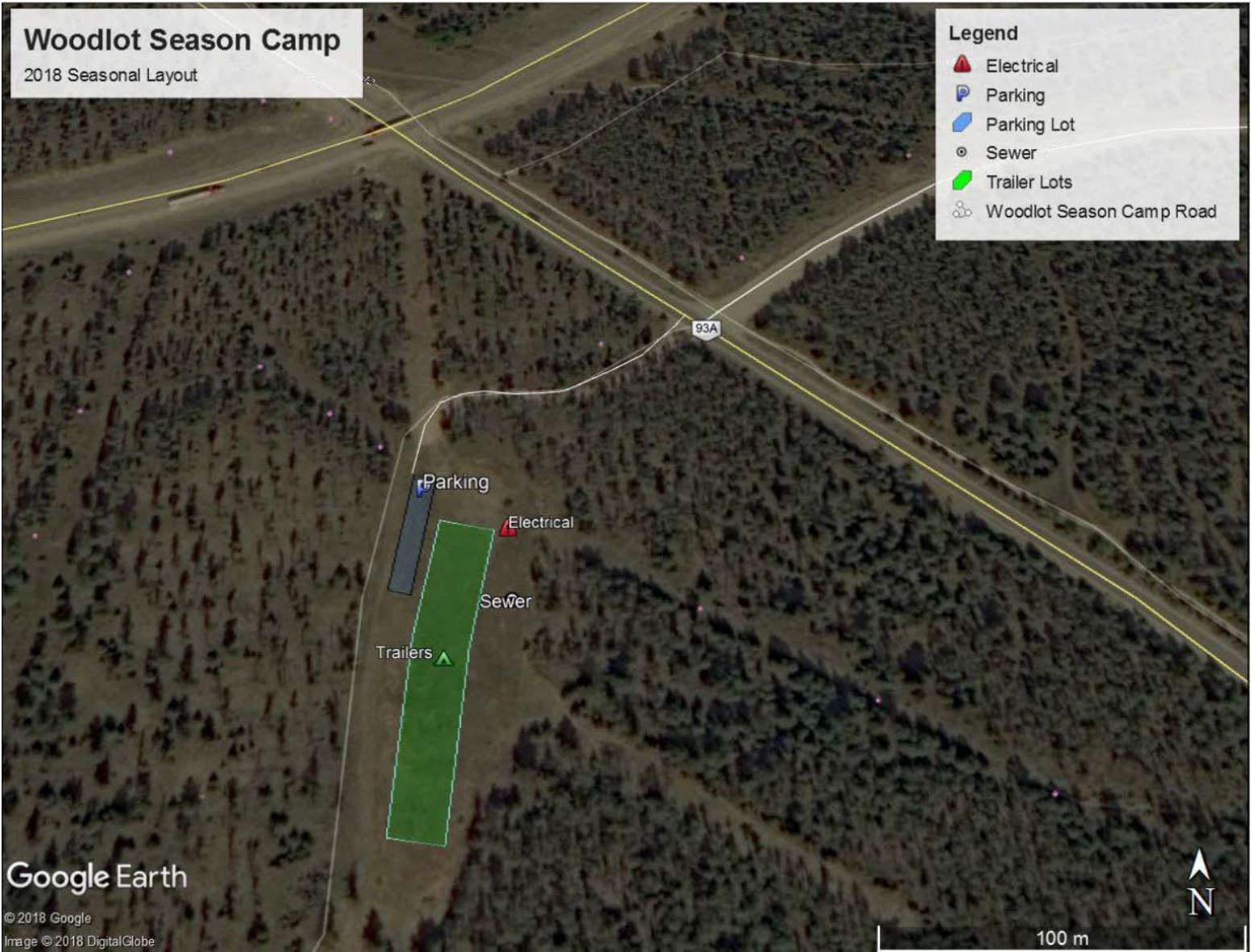
### Appendix A – Woodlot Season Camp

## Woodlot Season Camp

2018 Seasonal Layout

**Legend**

- Electrical
- Parking
- Parking Lot
- Sewer
- Trailer Lots
- Woodlot Season Camp Road







## D) Amend Annex “B” – BASIS OF PAYMENT

Under Annex “B” – BASIS OF PAYMENT, delete **Financial Bid Submission Requirements** in its entirety and replace it with the following:

**Bidders MUST submit bids in accordance with the amended version of Annex “B” – BASIS OF PAYMENT contained herein.**

### **INSERT:**

#### **Financial Bid Submission Requirements**

- (a) For evaluation purposes, the Bidder is to assume a 60 bed set.
- (b) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (c) The Bidder must submit their financial bid in accordance with the Basis of Payment.
- (d) All prices are in Canadian dollars, FOB destination
- (e) Customs duties are included and Applicable Taxes are extra.
- (f) Total Combined Evaluated Estimated Bid Price Calculation:

For the purposes of evaluation, the evaluated bid price will be comprised of the combined total of Table 1 and Table 2.

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