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Public Works and Government Services Canada  
ATB Place North Tower  
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Edmonton  
Alberta  
T5J 1S6  
Bid Fax: (780) 497-3510

## Revision to a Request for Supply Arrangement - Révision à une demande pour un arrangement en matière d'approvisionnement

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  
Northern Contaminated Site Program  
ATB Place North Tower  
10025 Jasper Avenue  
Edmonton  
Alberta  
T5J 1S6

<b>Title - Sujet</b> Remediation Const. Services for NCS	
<b>Solicitation No. - N° de l'invitation</b> EW479-192534/A	<b>Date</b> 2019-04-08
<b>Client Reference No. - N° de référence du client</b> EW479-192534	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> NCS-8-41248 (014)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$NCS-014-11594	
<b>Date of Original Request for Supply Arrangement</b> 2019-03-08 <b>Date de demande pour un arrangement en matière d'app. originale</b>	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-04-23</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Giguere, Mario	<b>Buyer Id - Id de l'acheteur</b> ncs014
<b>Telephone No. - N° de téléphone</b> (780) 246-0393 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the solicitation. Cette révision ne change pas les besoins en matière de sécurité de l'invitation.	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

## Remediation Construction Services for Northern Contaminated Sites

### SOLICITATION AMENDMENT 001

*This solicitation amendment presents the following:*

- Answer questions from the supplier conference on 2019-03-20 as well as subsequent questions submitted by e-mail.
- Distribute the attendance register from the supplier conference on during the supplier conference on 2019-03-20.
- Distribute the presentation deck and speaking notes from the supplier conference on 2019-03-20.

### Questions and Answers

- Q1 During the evaluation of the hypothetical statement of objectives, is it safe to assume that meeting the minimum 60% will determine whether or not one will qualify for a supply arrangement?
- A1 Annex "D," on page 33 of the RFSA, presents an evaluation grid. Table 1 includes the mandatory criteria that will be evaluated on a met/not met basis. Table 2, which pertains to your question, includes the point-rated criteria for your proposal to the hypothetical statement of objectives. There is a column for minimum points and a column for available points. In order to pass, one must achieve a minimum of 60% for each criteria.
- Q2 If one does not achieve 60%, then one does not meet the criteria?
- A2 That is correct. PSPC will still provide feedback for your submission. Since this RFSA features an ongoing opportunity for qualification, one will have the opportunity to submit another arrangement to improve any unsuccessful responses that one may have in order to qualify for a supply arrangement. One will not miss their chance to qualify should one submit their arrangement after the closing date, since one can submit an arrangement at the time of their choosing.
- Q3 Will suppliers who score higher in the point-rated criteria be given priority in the bid solicitation process?
- A3 No, the evaluation of the hypothetical statement of objectives is not ranked. If one meets the evaluation criteria in Annex "C" according to the evaluation grid in Annex "D," one will qualify for a supply arrangement. When inviting supply arrangement holders to bid on a RFP, the contracting authority will follow the bid solicitation process outlined in the presentation and the RFSA. The bid solicitation process states the order of preference:
- 1) Aboriginal suppliers within the administrative zone of the work site.
  - 2) Aboriginal suppliers within other administrative zones of the same territory.
  - 3) Non-Aboriginal suppliers within the administrative zone of the work site.
  - 4) Non-Aboriginal suppliers within other administrative zones of the same territory.
  - 5) Any supplier that is qualified to perform work in the territory, but who do not have a base of operations within the territory.
- Q4 There is no mention of joint ventures in the document. Is this because you are looking only for individual suppliers to qualify?

- 
- A4 No. Joint ventures and partnerships are both encouraged to submit arrangements. It is worth noting that joint ventures tend to be project-specific, while supply arrangements are meant to pre-qualify suppliers for bidding opportunities on numerous projects.
- Q5 Assume a supplier has joint ventures in the three territories and in several administrative areas. Should supplier submit one proposal for each joint venture or just one proposal?
- A5 Suppliers must submit an arrangement based on the name of the entity.
- Q6 To confirm, one arrangement per entity?
- A6 Yes. Assume one is planning joint ventures for three separate companies, then three separate submissions are required. For partnerships, it is especially important to identify the company that will be the main point of contact and include their Procurement Business Number (PBN).
- Q7 As mentioned earlier in the presentation, the list of participants will be shared on the tender notice on [buyandsell.gc.ca/tenders](http://buyandsell.gc.ca/tenders). Will the presentation be shared as well?
- A7 Yes.
- Q8 We are submitting via E-Post Connect to the Bid Receiving Unit. We are submitting a separate proposal for each territory, each under a different company/partnering agreement. Do we open a separate conversation for each proposal and submit each proposal in a separate e-mail?
- A8 If a supplier were to submit two or more arrangements, they can both be submitted in the same conversation. Make sure each arrangement is identified under the appropriate name of the company/partnering agreement.
- Q9 Given that we don't know where/when projects will be undertaken, please confirm that at this stage we are listing core positions only and not providing names of the personnel assigned to these positions.
- A9 That is correct. In Annex "C" – Evaluation Criteria, Mandatory Criteria, section 3 "Organizational Depth," suppliers are asked to list core positions with position titles, not the names of the personnel assigned to those positions.
- Q10 Please clarify the solicitation number for the proposal. The solicitation on the front cover is EW479-192534/A and on the header throughout the document, it is EW479-192535/A.
- A10 The requisition number is EW479-192534/A.
- Q11 Are CVs or company profiles required?
- A11 A supplier profile is required as defined in Annex "C," section 1 (page 28 of 40). The organizational criteria at Annex "C," section 3 (page 30 or 40) is asking for positions rather than individual personnel, so CVs are not required.
- Q12 Is the entire proposal limited to 10 pages or just the proposal for the hypothetical project?
- A12 The proposal for the hypothetical statement of objectives is limited to 10 pages.

Solicitation No. - N° de l'invitation  
EW479-192534/A  
Client Ref. No. - N° de réf. du client  
EW479-192534

Amd. No. - N° de la modif.  
001  
File No. - N° du dossier  
NCS-8-41248

Buyer ID - Id de l'acheteur  
NCS014  
CCC No./N° CCC - FMS No./N° VME

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**Attendance Register**

See attached.

**Presentation Deck and Speaking Notes**

See attached.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

**ATTENDANCE REGISTER / REGISTRE DES PRÉSENCES**  
**PUBLIC WORKS AND GOVERNMENT SERVICES CANADA / TRAVAUX PUBLICS ET SERVICES GOUVERNEMENTAUX CANADA**  
**SITE VISIT / VISITE DU SITE**

PROJECT: Remediation Construction Services for Northern Contaminated Sites	PROJET: Services de construction et d'assainissement pour les sites contaminés du Nord
NOTIFICATION NO. / NO. DE NOTIFICATION: EW479-192534/A	DATE: 2019-03-20
LOCATION / EMPLACEMENT: Webex	

COMPANY NAME / NOM D'ENTREPRISE	PRINT NAME / NOM EN LETTRES MOULÉES	E-MAIL ADDRESS / ADRESSE DE COURRIEL	PHONE NO. / NO. DE TÉLÉPHONE	SIGNATURE
Englobe Corp.	Jean-Pierre Pelletier	<a href="mailto:Jean-Pierre.Pelletier@englobecorp.com">Jean-Pierre.Pelletier@englobecorp.com</a>	418-704-8091 x 105892	
QM LP (QM Environmental)	Garricks Elechi	<a href="mailto:Garricks.Elechi@QMenv.com">Garricks.Elechi@QMenv.com</a>		
QM LP (QM Environmental)	Gavin Domiter	<a href="mailto:Gavin.Domitter@QMenv.com">Gavin.Domitter@QMenv.com</a>		
West Industrial	Eliza Georgopoulos	<a href="mailto:egeoropoulos@westindustrial.com">egeoropoulos@westindustrial.com</a>	403-269-0312	
West Industrial	Tal Hogbin	<a href="mailto:thogbin@westenvironmental.ca">thogbin@westenvironmental.ca</a>		
West Industrial	Vanessa James-Davies	<a href="mailto:viamedavies@westenvironmental.ca">viamedavies@westenvironmental.ca</a>		
West Industrial	Holly Greer	<a href="mailto:hgreer@westenvironmental.ca">hgreer@westenvironmental.ca</a>		
West Industrial	Wade Simpson	<a href="mailto:wsimpson@westenvironmental.ca">wsimpson@westenvironmental.ca</a>		
Dillon Consulting	Matthew Hopps	<a href="mailto:tbarkhouse@dillon.ca">tbarkhouse@dillon.ca</a>	506-444-8820 ext 5149	
Golder Associates Ltd.	Cameron Ofoske	<a href="mailto:Cameron_ofoske@golder.com">Cameron_ofoske@golder.com</a>	403-299-5600	
Milestone Environmental Contracting Inc.	Emmanuel (Manny) Saydeh	<a href="mailto:esaydeh@milestoneenv.ca">esaydeh@milestoneenv.ca</a>	613-666-4173 ext 511	
Kudlik Construction Ltd.	François Bourassa	<a href="mailto:fbourassa@kudlik.biz">fbourassa@kudlik.biz</a>	418-930-0850	
Cobalt Construction Inc.	Lauren Humble	<a href="mailto:Travel@cobaltconstruction.ca">Travel@cobaltconstruction.ca</a>	867-668-3004	
Cobalt Construction Inc.	Bruce Maclean			

CHAIRPERSON / PRÉSIDENT(E): Mario Giguère PHONE / TÉLÉPHONE: 780-246-0393



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# Supplier Conference

EW479-192534/A Request for Supply Arrangement (RFSA)  
Remediation Construction Services for Northern Contaminated Sites

## PSPC Western Region Representatives

- Mario Giguère – Supply Arrangement Authority  
[mario.giguere@pwgsc-tpsgc.gc.ca](mailto:mario.giguere@pwgsc-tpsgc.gc.ca)
- Jordanna Allen – Procurement Team Leader  
[jordanna.allen@pwgsc-tpsgc.gc.ca](mailto:jordanna.allen@pwgsc-tpsgc.gc.ca)
- Dallas Scott – Procurement Officer  
[dallas.scott@pwgsc-tpsgc.gc.ca](mailto:dallas.scott@pwgsc-tpsgc.gc.ca)
- Leanne Barenz – Procurement Specialist  
[leanne.barenz@pwgsc-tpsgc.gc.ca](mailto:leanne.barenz@pwgsc-tpsgc.gc.ca)
- Michael Bernardin – Environmental Services Project Manager  
[michael.bernardin@pwgsc-tpsgc.gc.ca](mailto:michael.bernardin@pwgsc-tpsgc.gc.ca)
- Giselle Cotta – Northern Contaminated Sites Manager  
[giselle.cotta@pwgsc-tpsgc.gc.ca](mailto:giselle.cotta@pwgsc-tpsgc.gc.ca)

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Mario will introduce himself and the representatives from PSPC:

Mario Giguère – PSPC Supply Arrangement Authority

Jordanna Allen – PSPC Procurement Team Leader

Dallas Scott – PSPC Procurement Officer (recording questions and answers)

Leanne Barenz – PSPC Procurement Specialist (participating for learning purposes)

Michael Bernardin – PSPC Environmental Services Project Manager (Technical Authority)

Giselle Cotta - PSPC Northern Contaminated Sites Manager (Technical Authority)

## Registered Suppliers

COMPANY NAME / NOM D'ENTREPRISE	PRINT NAME / NOM EN LETTRES MOULÉES	E-MAIL ADDRESS / ADRESSE DE COURRIEL	PHONE NO. / NO. DE TÉLÉPHONE
Englobe Corp.	Jean-Pierre Pelletier	<a href="mailto:Jean-Pierre.Pelletier@englobecorp.com">Jean-Pierre.Pelletier@englobecorp.com</a>	418-704-8091 x 105892
QM LP (QM Environmental)	Garricks Elechi	<a href="mailto:Garricks.Elechi@QMenV.com">Garricks.Elechi@QMenV.com</a>	
QM LP (QM Environmental)	Gavin Domitter	<a href="mailto:Gavin.Domitter@QMenV.com">Gavin.Domitter@QMenV.com</a>	
West Industrial	Eliza Georgopoulos	<a href="mailto:egeorgopoulos@westindustrial.com">egeorgopoulos@westindustrial.com</a>	403-269-0312
West Industrial	Tal Hogbin	<a href="mailto:thogbin@westenvironmental.ca">thogbin@westenvironmental.ca</a>	
West Industrial	Vanessa James-Davies	<a href="mailto:vjamesdavies@westenvironmental.ca">vjamesdavies@westenvironmental.ca</a>	
West Industrial	Holly Greer	<a href="mailto:hgreer@westenvironmental.ca">hgreer@westenvironmental.ca</a>	
West Industrial	Wade Simpson	<a href="mailto:wsimpson@westenvironmental.ca">wsimpson@westenvironmental.ca</a>	
Dillon Consulting	Matthew Hoops	<a href="mailto:tbarkhouse@dillon.ca">tbarkhouse@dillon.ca</a>	506-444-8820 ext 5149
Golder Associates Ltd.	Cameron Ofoske	<a href="mailto:Cameron_ofoske@golder.com">Cameron_ofoske@golder.com</a>	403-299-5600
Milestone Environmental Contracting Inc.	Emmanuel (Manny) Saydeh	<a href="mailto:esaydeh@milestoneenv.ca">esaydeh@milestoneenv.ca</a>	613-656-4173 ext 511
Kudlik Construction Ltd.	François Bourassa	<a href="mailto:fbourassa@kudlik.biz">fbourassa@kudlik.biz</a>	418-930-0850
Cobalt Construction Inc.	Lauren Humble	<a href="mailto:Travel@cobaltconstruction.ca">Travel@cobaltconstruction.ca</a>	867-668-3004
Cobalt Construction Inc.	Bruce Maclean		

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Mario: I will read the list of registered attendees. Attendees will be asked to confirm their presence once their company and names are read. If anyone is present that was not mentioned, they will be asked to introduce themselves at the end. A copy of the attendance list will be posted to [buyandsell.gc.ca/tenders](http://buyandsell.gc.ca/tenders) and it will include company and individual names, the materials presented, as well as the questions and answers.



## Agenda

- Opening statements and introductions
- Review of the technical requirements
- Review of the supply arrangement framework
- Review of the solicitation requirements
- Questions and answers

Please submit questions in writing to [mario.giguere@pwgsc-tpsgc.gc.ca](mailto:mario.giguere@pwgsc-tpsgc.gc.ca)

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Mario: I would like everyone to mute their phones as we proceed through the presentation. I will propose the following agenda, beginning with opening statements and introductions, a review of the technical requirements, a review of the supply arrangement framework, a review of the solicitation requirements, and finally a questions and answers period. Please leave your questions to the end of the presentation. Questions can be submitted in writing to Mario by e-mail at [mario.giguere@pwgsc-tpsgc.gc.ca](mailto:mario.giguere@pwgsc-tpsgc.gc.ca).



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# Technical Requirements

Michael Bernardin

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Mario will introduce Michael Bernardin, who will then take control of the presentation to speak about the technical requirements for the anticipated remediation projects as part of the Northern Contaminated Sites program.

## Estimated Value of the Requirements

- Northern Contaminated Sites Overview and future outlook
- Each requirement under this arrangement will vary in complexity and cost
- Maximum value for individual contracts under this arrangement is \$2M
- Don't currently have a definitive list of upcoming projects

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Bullet 1 – Very high level overview of our program. The NCS program established about a decade ago to reduce the Crown liabilities as it relates to Northern Contaminated Sites. We have since addressed many of the high priority sites. These sites had relatively large capital costs associated with them and for the most part were contracted through PSPC using open, competitive processes. While there are still some large scale projects to be tendered in the future, this SA is intended to be used to address those smaller scale sites that are either lower priority, or in some cases returning to sites to do upkeep or maintenance on failing structures.

Bullet 2 - Under this requirement projects will vary in complexity and cost. From simple assignments requiring a small team of laborers for a day or two, to more complex requirements necessitating mobilizing heavy equipment, fuel, camp and specialized staff.

Bullet 3 - That said, the max limit for each contract is \$2M

Bullet 4 - We don't currently have a list that I can provide of upcoming projects. Government priorities and budgets vary from year to year and we don't currently have committed funds to address specific sites, so this tool is somewhat speculative. That said, we do anticipate that it may be used as early as this summer.

## Description of Typical Work

- Examples of project sites include former mine sites, oil and gas exploration and/or extraction sites, former DEW line, weather station and other military sites.
- Sites are typically remote, often requiring fly in, sea lift, winter road or cat train access.
- Remote camp supply and operation is a common requirement.
- Detailed list of possible work disciplines is shown on pg 21 & 22
  - C&M; Construction; Demolition; Earthworks; Hazardous materials handling and abatement; Various heavy and small equipment requirements

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Read each bullet.

Again want to stress that projects will vary in complexity. We've tried to be exhaustive in the list of potential scopes of work and included all of the disciplines that are common to these types of projects, however we may be simply looking to build a fence around a collapsed mine opening, or clean up a drum cache that was identified by a local hunter, or conduct a drilling program for groundwater monitoring, etc. list of possibilities goes on and on.

## Qualifications

- Qualifying contractors do not need experience in all disciplines
- Opportunity to contract services of various suppliers or specialized service providers (pg 22)
- No limits to size of qualifying companies
- Experience working in the north and with northern logistics is an asset

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This is a high level list to emphasis some key points. Mario will touch on it again later in the presentation.

1<sup>st</sup> bullet – you will have the opportunity to select which disciplines your company has experience in. Do not be intimidated if your company does not have extensive experience in all disciplines.

2<sup>nd</sup> bullet – it is common for contractors to subcontract things such as camp supply, charter services, lab services, surveying, etc. Having these capabilities in house does not hurt either.

Third bullet – we want to encourage contractors small, medium and large to apply for this Supply arrangement.

4<sup>th</sup> bullet – it is essential to have experience operating in the north.



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# Supply Arrangement Framework

Mario Giguère

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Mario will now take control of the presentation to discuss the supply arrangement framework.

## Methods of Supply

Method of Supply	Deliverable	Quantity (Level of Effort)	Schedule (Timing)
Contract	Defined	Defined	Defined
Standing Offer	Defined	Unknown	Unknown
Supply Arrangement	Not fully defined	Not fully defined	Not fully defined

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Brief overview of supply arrangements as a method of supply.

Supply Arrangements are used when there is a recurring need for a certain type of requirement, but it is not possible to fully define the requirement in advance. By prequalifying suppliers against a minimum set of conditions, Supply Arrangements establish a pool of suppliers (commonly known as a source list). This allows for the expeditious processing of individual bid solicitations, which result in contracts.

Supply arrangements are useful to streamline bid solicitations.

Unlike standing offer call-ups, competitive bid solicitations obtain best value.

## Tiers

### 1) < \$100,000

- 1) One (1) or more SA holders
- 2) Minimum five (5) day solicitation period

### 2) ≤ \$100,000 to \$2,000,000

- Three (3) or more SA holders
- Minimum ten (10) day solicitation period

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There are two tiers of requirements with separate instructions for bid solicitations:

Smaller than \$100,000: must invite one or more SA holder(s) with a minimum 5 calendar day solicitation period.

\$100,000 to \$2,000,000: must invite three or more SA holder(s) with a minimum 10 calendar day solicitation period.

The majority of the bid solicitations will be for requirements applicable to tier 2.



## Defining “Local”

- “Administrative zones” in Annex B (pages 23-27) based on:
  - Areas currently recognized by the territorial governments
  - Population densities
  - Simplicity
- “Base of operations” is defined as (page 14):
  - A company facility that holds a meaningful presence in a local community. The facility must:
    - Be staffed by employees residing in the corresponding administrative zone
    - Store equipment that is related to the supplier’s services.

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For this set of supply arrangements, PSPC and its client departments set a number of objectives:

- 1) Preference towards Aboriginal procurement.
- 2) Preference towards suppliers based in proximity to the work site (local suppliers).
- 3) Design a supply arrangement framework that is convenient and easy to use.

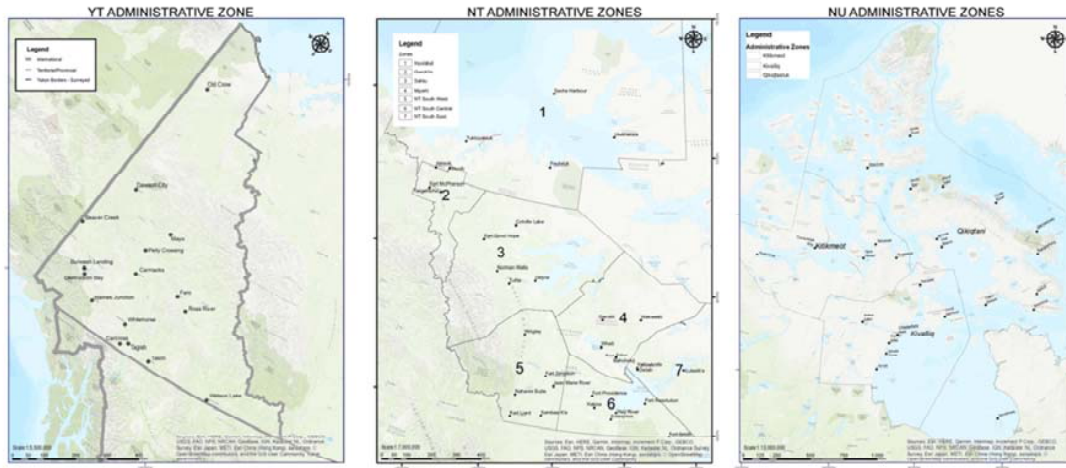
I mentioned earlier that supply arrangements are used to create a source list of qualified suppliers that PSPC can use when soliciting bids for a certain type of requirement. Our solution was to create a set of lists and sub-lists for each of the three Territories that correspond to different sets of criteria.

One of these criteria is defining lists of “local” suppliers for different geographic areas within a Territory. PSPC worked closely with CIRNAC representatives to define “administrative zones” within the Yukon Territory, the Northwest Territories and Nunavut that will be used solely for the purposes of this procurement tool. The administrative zones are based on current administrative areas defined by the governments of those territories in addition to the density of certain populations in

certain areas of those territories.

To determine whether or not a supplier is “local” to any particular administrative zone, PSPC is also introducing the concept of a “base of operations.” This refers to a company facility that holds a meaningful presence in a local community, whereby the facility must be staffed from employees residing within the corresponding administrative zone and where the facility must store equipment that is related to the supplier’s services.

## Defining “Local” (Part 2)



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In the Yukon, there is one administrative zone that covers the whole territory. This is due to a number of unique circumstances where most of the population lives in Whitehorse and where most other communities are relatively close and accessible to it.

In the Northwest Territories, there are seven administrative zones: 1) Inuvialuit Zone, 2) Gwich'in Zone, 3) Sahtu Zone, 4) Mowh'i Zone, 5) NT South West Zone, 6) NT South Central Zone and 7) NT South East Zone.

In Nunavut, there are three administrative zones: 1) Kitikmeot Zone, 2) Kivalliq Zone and 3) Qikiqtani Zone.

With the exception of the Yukon, the municipalities shown on these maps are for reference only.

## Defining “Local” (Part 3)

Administrative Zone	Base of Operations	Qualification
Inuvialuit Zone		
Gwich'in Zone		
Sahtu Zone		
Mowhì Zone		
NT South West Zone		
NT South Central Zone		
NT South East Zone		

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In the evaluation criteria (on pages 28 and 29 of the RFSA), suppliers are expected to complete the tables specific to each Territory. Shown here is Table 2 – Northwest Territories, which I will use as an example.

Under the “base of operations” column, suppliers can indicate if they operate a base of operations in any one or more of the territory’s administrative zones. A supplier may still qualify for a supply arrangement if they have multiple bases of operations or, conversely, if they don’t have any.

Under the “Qualification” column, a supplier can specify if it would like to be considered for any work requirements in any of the territory’s administrative zones.

In sum, the supplier’s responses to these tables will determine if they will be included in 1) a list for a given territory and 2) a sub-list for a given administrative zone.

## Defining “Aboriginal”

- Preference towards Aboriginal procurement.
- An “Aboriginal” supplier refers to any one that is registered or identified in one or more of the following Aboriginal business directories or lists:
  - Aboriginal Business Directory
  - Gwich’in Business Directory
  - Inuit Firm Registry
  - Inuvialuit Business List
  - Sahtu Business List
  - Tlicho Business Website

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Another objective of the supply arrangements is to offer preference towards Aboriginal procurement. The source lists for 1) each territory and 2) each administrative zone will discriminate between Aboriginal and non-Aboriginal suppliers.

An “Aboriginal” firm, business, supplier or SA holder is defined (on page 14 of the RFSA) as one that is registered or identified in one or more of the Aboriginal business directories or lists specified here.

On page 28 of the RFSA, mandatory criteria 1 “supplier profile” requires an Aboriginal supplier to identify which business directory or list it is registered with.

If an Aboriginal supplier is not registered on any of these lists, I would encourage them to register on the Aboriginal Business Directory, which is the tool maintained and operated by CIRNAC and ISEDC (formerly Industry Canada) for the Procurement Strategy for Aboriginal Business (PSAB). Provided that a supplier meets the PSAB definition of “Aboriginal,” it is relatively quick and simple to register on the Aboriginal Business Directory.

## Aboriginal Procurement

- The administrative zones are not based on Comprehensive Land Claim Agreements (CLCAs).
- Aboriginal Opportunities Considerations (AOCs) will satisfy CLCA obligations.
- Procurements will not be set-aside under the Procurement Strategy for Aboriginal Business (PSAB).
- The bid solicitation process ensures that local Aboriginal suppliers are the most likely to be invited to bid on a RFP.

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It bears repeating that the administrative zones presented in Annex “B” are only relevant to the RFSA and the resulting supply arrangements. The geographic boundaries of the administrative zones are not based on CLCA areas, nor do they necessarily align with them.

To satisfy PSPC’s obligations towards CLCAs, all of the RFPs that will be distributed to supply arrangement holders will include Aboriginal Opportunities Considerations (AOCs). Each AOC will identify the applicable CLCA(s) and provide incentives to suppliers to have their headquarters located within the CLCA, to provide training, to commit to hiring labour, and to commit to hiring sub-contractors among the Aboriginal land claimant group(s). The incentives come as point-rated technical evaluation scores. An example of the AOC is provided under Annex “F” of the RFSA (pages 36 to 39).

The Procurement Strategy for Aboriginal Business (PSAB) ensures that bid solicitations are exclusive to Aboriginal suppliers, but it opens them to Aboriginal suppliers from across the country. To achieve our objective of favouring local Aboriginal suppliers, PSAB does not apply to these supply arrangements.

Rather, the bid solicitation process outlined in the supply arrangements will ensure that local Aboriginal suppliers are the most likely to be invited to bid on a RFP. This goes beyond PSPC’s standard procurement practices in terms of meeting CLCA objectives.

## Bid Solicitation Process

- Preference towards Aboriginal and local suppliers.
  - Aboriginal suppliers within the administrative zone of the work site.
  - Aboriginal suppliers within other administrative zones of the same territory.
  - Non-Aboriginal suppliers within the administrative zone of the work site.
  - Non-Aboriginal suppliers within other administrative zones of the same territory.
  - Any supplier that is qualified to perform work in the territory, but who do not have a base of operations within the territory.
- In the Yukon, replace “administrative zone” with “community in closest proximity to the work site.”

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The bid solicitation process (outlined on pages 15-18 of the RFSA) offers preference towards Aboriginal suppliers and local suppliers without excluding the other suppliers that are qualified to perform work in the territory.

For both tiers, preference goes in the following order:

- 1) Aboriginal suppliers within the administrative zone.
- 2) Aboriginal suppliers within other administrative zones of the same territory.
- 3) Non-Aboriginal suppliers within the administrative zone.
- 4) Non-Aboriginal suppliers within other administrative zones of the same territory.
- 5) Any supplier qualified to perform work in the territory.

In the case of the Yukon, where the whole territory is one administrative zone, preference is given to the community listed in Annex “B” that is in closest proximity to the work site. Therefore, the preference towards Aboriginal and local suppliers is listed as:

- 1) Aboriginal suppliers within the community that is in closest proximity to the work site.
- 2) Aboriginal suppliers within other communities of the Yukon.
- 3) Non-Aboriginal suppliers within the community that is in closest proximity to the work

site.

- 4) Non-Aboriginal suppliers within other communities of the Yukon.
- 5) Any supplier qualified to perform work in the Yukon.



## Specifications and Problem Statements

- Specifications documents tend to be long and prescriptive. They are solutions focusing on the *how*.
- Problem statements tend to be short and descriptive. They are asking for solutions and focusing on the *need*.
  - Purpose
  - Scope or mission
  - Period and place of performance
  - Background
  - Performance objectives
  - Operating constraints

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Section 3 “Bid Solicitation Documents,” subsection b) of the RFSA (page 19) states that the bid solicitation will contain “a complete description of the Work to be performed, either with a specifications document or a problem statement.”

PSPC’s contracting and technical authorities will have the flexibility to choose either approach when defining their requirements.

Specifications documents tend to prescribe a solution and require the contractor to execute them. This is typical of projects that include architecture and engineering (A&E) drawings or specifications. Most RFPs under these supply arrangements will likely include specifications documents.

Problem statements tend to be short and descriptive, thus requiring the contractor to provide a solution. Problem statement RFPs may be used under these supply arrangements for simple construction requirements that do not require A&E services.

A statement of objectives is another way of saying “problem statement.” A statement of objectives identifies the following elements at most:

- 1) Purpose of the work

- 2) The scope or mission of the work
- 3) The period and place
- 4) Background information
- 5) Performance objectives
- 6) Operating constraints.

The three “hypothetical statement of objectives” listed in Annex “C” – Evaluation Criteria are examples of problem statements that could form part of an RFP. To qualify for a supply arrangement, suppliers are required to respond to one of the three hypothetical statement of objectives. The supplier’s proposal will be evaluated against the criteria listed below them on page 32.

## Usage Reports

- Allow the arrangement authority to track the amount of work performed by each SA holder.
- Submitted by the SA holder to the SA authority.
- Submitted quarterly:
  - 1) 1 April to 30 June
  - 2) 1 July to 30 September
  - 3) 1 October to 31 December
  - 4) 1 January to 31 March

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Usage reports, such as the template provided in Annex “G” on page 40 of the RFSA, allows the Supply Arrangement Authority to track how much work is being performed by each supply arrangement holder.

Usage reports must be completed by each supplier and submitted quarterly to the e-mail address stated on the form.



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# Solicitation Requirements

Mario Giguère

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Mario will now discuss the solicitation requirements.

## Solicitation Requirements

- [buyandsell.gc.ca/tenders](http://buyandsell.gc.ca/tenders) for all information concerning this RFSA.
- The front page of the RFSA shows the **closing date and time** and the **Bid Receiving Unit address**.
- Ongoing opportunity for qualification.
- All enquiries must be submitted to the supply arrangement authority.
- Certifications may be submitted along with arrangement or prior to the award of the supply arrangement.
- Arrangements may be submitted by mail, fax or e-Post.

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Suppliers must ensure they are visiting [buyandsell.gc.ca/tenders](http://buyandsell.gc.ca/tenders) for all information related to this RFSA. Other websites may not have the most correct and up to date information required to bid. Bidders are strongly encouraged to sign up to access notifications for changes with RSS Feed.

The front page of the RFSA states the closing date (23 April 2019) and the bid receiving unit (ATB Place North Tower, 5<sup>th</sup> Floor, 10025 Jasper Ave NW in Edmonton, Alberta). All arrangements must be received at the address by the date and time shown to be part of the initial pool of supply arrangement holders.

Once the initial solicitation period for the RFSA/A closes on 23 April 2019, an identical RFSA/B will be posted to [buyandsell.gc.ca/tenders](http://buyandsell.gc.ca/tenders) on an indeterminate basis. Since the solicitation will be always open, there will be no periodic refreshes. Suppliers may submit their arrangement at the time of their choosing.

All enquiries, even those of a technical nature, must be submitted to the supply arrangement authority.

Certifications, such as information related to the integrity provisions, should be submitted

long with your arrangement to speed-up the evaluation. However, it may be submitted afterwards. Failure to provide the certifications and additional information requested by the supply arrangement authority may render the arrangement non-responsive.

As outlined on page 8 of the RFSA, arrangements must be submitted by mail, fax or e-Post. Should a supplier submit a hard-copy arrangement, please submit two copies of the technical arrangement and one copy of the certifications. Should a supplier send copies of their arrangement using multiple delivery methods, the electronic copy provided through the e-Post connect services have priority over other copies.

## Solicitation Requirements (Part 2)

- Official languages
- No pricing will be evaluated under this RFSA.
- No maximum amount of supply arrangements.
- No end date to supply arrangements.

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As per page 12 of the RFSA, the supplier must indicate its official language(s) of choice: English, French or both. This will determine the language of all correspondence, bid solicitations and resulting contracts related to the supply arrangement.

Pricing will be evaluated on a per project basis in the RFPs that are distributed to supply arrangement holders.

As long as arrangements meet the evaluation criteria, there is no maximum amount of supply arrangements that can be awarded as a result of this RFSA.

The supply arrangements have no end date. They will remain valid until PSPC decides they are no longer useful.



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# Questions and Answers

Mario Giguère, Jordanna Allen, Michael Bernardin & Giselle Cotta



## Questions

- Please submit questions in writing to [mario.giguere@pwgsc-tpsgc.gc.ca](mailto:mario.giguere@pwgsc-tpsgc.gc.ca)



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Thank you