



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions -
TPSGC**

11 Laurier St. / 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

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Electrical & Electronics Products Division
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
K1A 0S5

Title - Sujet OGP Audio Visual Services	
Solicitation No. - N° de l'invitation 08A33-180620/A	Amendment No. - N° modif. 001
Client Reference No. - N° de référence du client 20180620	Date 2019-04-09
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-458-76786	
File No. - N° de dossier hn458.08A33-180620	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-04-15	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lee, Carlos	Buyer Id - Id de l'acheteur hn458
Telephone No. - N° de téléphone (613) 296-6475 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

Amendment 001 is raised to provide answers to the following questions:

Questions 1: Regarding Power

Power bars for registration, lounge and offices. Our understanding is that Freeman Electrical Services is exclusive for this service at the Shaw Centre. Could you confirm if there has been an exemption granted for this event to allow AV suppliers to handle and provide extension cords and power bars or if all power distribution including cabling and power bars must be coordinated through Freeman Electrical?

Answer 1: Coordination with Freeman must only occur in the event that supplemental shore power (i.e. additional capacity that is not readily available via the existing 15A circuits in a room) is required.

Question 2: Regarding Computer Workstations:

- a) In the SUMMARY OF FUNCTIONAL EVENT SPACE / EVENT TECHNOLOGY REQUIREMENTS section of the RFP, computer workstations are listed but the computers are not listed in Appendix A. Could you please confirm we do not need to include computer workstations in our proposal, only power for these workstations?
- b) No IT, networking or internet services is requested in the RFP. Could you confirm it will be sourced directly or if it should be included in the AV proposal?

Answer 2:

- a) Correct. Computers listed in Sections 9, 11 & 12 will be provided by the SMO.
- b) All HSIA connectivity is being arranged directly with the venue.

Question 3: Regarding Presentation Management System:

- a) A VPN must be setup to connect Plenary and concurrent sessions room to the PMDS. Our understanding is that Freeman Audio Visual is exclusive for IT services, internet and networking at the Shaw Centre, no side network can be created unless approved by Freeman AV, and fees may apply for setting up side network. Could you confirm if this is accurate or if an exemption has been granted? And if Freeman AV's services must be used for the PMDS, could you confirm if this cost should be included in our proposal or if it will be contracted separately?
- b) Only Plenary and concurrent sessions are listed in the rooms that need to be connected to the PMDS. Could you confirm other rooms such as Breakout rooms, POC meeting rooms, Steering Committee room, etc., do not need to be connected to the PMDS?

Answer 3:

- a) As the exclusive service provider, Freeman is responsible for the configuration/management of the infrastructure required to support the PMDS. Associated costs should be included in the vendor's proposal.
- b) TBC. Weighing on the side of caution, POC meeting rooms, Breakout (Concurrent Session) rooms and the Steering Committee room should be included as part of the PMDS.

Question 4: Regarding Lighting System (LS)

Sections 13.1, 14.1, 15.3, 23.4, 25.3, 27.4, 31.4, 32.4, 33.5, and 34.3, request for a lighting system that provides a minimum of 75fc/750lux of illumination and offers an even coverage throughout the work area. Could you define the size of the work area for each of these sections as the number of illuminants required will be dependent on the area we need to light up. i.e.: Are we lighting up the stage, certain areas of the room or the whole room and what would be the size of the stage (when not identified in Appendix A) or the areas we need to light up if we don't need to light up the whole room?

Answer 4: Sections 13 – 15 reference Bilateral Meeting spaces. Physical installation in all three rooms is a fire-side chat (two armchairs, small table, + printed backdrop). Section 23 requires a general stage wash (24 x 8) w. podium specials and backdrop uplighting + 3 x Q &A microphone positions on May 28th, 30th & 31st. Section 25 requires a general stage wash (30 x 8) w. podium specials and backdrop uplighting. Section 27 requires a general stage wash (18 x 8). Sections 31 requires a general stage wash (30 x 8) w. podium specials and backdrop uplighting. Section 32 requires a general stage wash (18 x 8) w. podium specials and backdrop uplighting. Section 33 requires a general stage wash (24 x 56) w. podium specials, backdrop uplighting, additional specials (4 to 6) for 3D set pieces + 6 x Q & A microphone positions. Section 34 requires two general stage washes (20 x 8 / 24 x 8) and backdrop uplighting to accommodate a family photo and press conference respectively.

Question 5: Regarding section 15. CIVIL SOCIETY & POC BREAK-OUT ROOM #1 – MAY 28TH and other rooms

15.2. A 12 channel mixer is requested but only 4 sources are listed, can we provide a mixer with less than 12 channels but enough input to accommodate the equipment listed?

Answer 5: Absolutely.

Question 6: Regarding section 23. POC MEETING ROOM (MAY 28TH) / STEERING COMMITTEE MEETING ROOM (MAY 29TH) / CONCURRENT SESSION ROOMS #4 & 5 (MAY 30TH & 31ST) - ROOM 205/207

In Appendix A, Simultaneous Interpretation is listed under room 205/207 for May 28, 30 & 31 but the room is divided on May 30-31. Can you confirm the SI equipment goes in room 205 and no SI equipment is required for room 207 for May 30-31? Same goes for webcasting.

Answer 6: Correct. No SI or livestreaming is needed in room 207 at this time.

Question 7: Regarding LESA

- a) Could you confirm how many remote viewers are anticipated per single stream?
- b) HD streaming. Could you confirm if you prefer 720 or 1080?
- c) For YouTube and Facebook live streaming, we will need the end client to provide us with these accounts.

Answer 7:

- a) TBC. Initial provision to support a maximum of 250 simultaneous users per stream.
- b) 720 is sufficient.
- c) Understood and acknowledged.

Question 8: Regarding section 25. ROOM 208

Can you confirm the reset on May 29 is just adding power bars?

Answer 8:

Correct. The physical room installation changes from theatre-style to classroom. All existing AV equipment remains as is.

All other terms and conditions remain unchanged.