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11 Laurier St. / 11 rue Laurier
Place du Portage, Phase III
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Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of
the Offer remain the same.

Ce document est par la présente révisé; sauf
indication contraire, les modalités de l'offre demeurent
les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Consultant Services Division/Division des services
d'experts-conseils
L'Esplanade Laurier
4th floor, East Tower
140 O'Connor Street
Ottawa
Ontario
K1A 0S5

Title - Sujet Environmental - Geotechnical SO	
Solicitation No. - N° de l'invitation EP913-191532/A	Date 2019-07-10
Client Reference No. - N° de référence du client 20191532	Amendment No. - N° modif. 002
File No. - N° de dossier fe170.EP913-191532	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$\$FE-170-77302	
Date of Original Request for Standing Offer 2019-06-17	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-07-31	
Time Zone Fuseau horaire Eastern Daylight Saving Time EDT	
Address Enquiries to: - Adresser toutes questions à: Lanthier(fe170), Marc	Buyer Id - Id de l'acheteur fe170
Telephone No. - N° de téléphone (613) 296-6110 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: National Capital Area	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
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)		
For the Minister - Pour le Ministre		

The following changes in the Request for Standing Offer document are effective immediately. This amendment will form part of the contract documents.

1) SRE 3.2.3 Past Experience – Environmental Engineering

DELETE

1. What we are looking for:

Demonstration that over **at least** the past five years, the Proponent has participated in a range of projects requiring a full scope of services in accordance with the Required Services (RS) section relevant to the environmental engineering discipline (RS 1 to RS 5 and RS 12 and 13). The Proponent's participation in these projects should have involved the scope of services listed in the Required Services (RS) section.

REPLACE WITH

1. What we are looking for:

Demonstration that over the past five years, the Proponent has participated in a range of projects requiring a full scope of services in accordance with the Required Services (RS) section relevant to the environmental engineering discipline (RS 1 to RS 5 and RS 12 and 13). The Proponent's participation in these projects should have involved the scope of services listed in the Required Services (RS) section.

2) SRE 3.2.4 Past Experience – Geotechnical Engineering

DELETE

1. What we are looking for:

Demonstration that over **at least** the past five years, the Proponent has participated in a range of projects requiring a full scope of services in accordance with the Required Services (RS) section, i.e. RS 6 to RS 13. The Proponent's participation in these projects should have involved the scope of services listed in the Required Services (RS) section.

REPLACE WITH

1. What we are looking for:

Demonstration that over the past five years, the Proponent has participated in a range of projects requiring a full scope of services in accordance with the Required Services (RS) section, i.e. RS 6 to RS 13. The Proponent's participation in these projects should have involved the scope of services listed in the Required Services (RS) section.

3) SRE 3.2.3 Past Experience – Environmental Engineering

DELETE

2. What the Proponent should provide:

- a) A brief description of a maximum of seven significant Environmental Engineering projects completed over the last five years by the Proponent. At a minimum, the projects must include:
 - i. two significant environmental site assessment projects. These projects shall include Phase I, II and III Environmental Site Assessments;
 - ii. two risk assessments (as per RS 2);
 - iii. one remediation project (as per RS 3);
 - iv. One example of the development of soil and groundwater management plans in support of significant construction projects (as per RS 1); and

- v. One project involving the development of best practices and tools related to contaminated sites management (as per RS 5).

REPLACE WITH

2. What the Proponent should provide:

- a) A brief description of a maximum of seven significant Environmental Engineering projects completed over the last five years by the Proponent. At a minimum, the projects must include: i. two significant environmental site assessment projects. These projects shall include Phase I, II and III Environmental Site Assessments;
- ii. two risk assessments (as per RS 2);
- iii. one remediation project (as per RS 3);
- iv. One example of the development of soil and groundwater management plans in support of significant construction projects (as per RS 1); and
- v. One project involving the development of best practices and tools related to contaminated sites management (as per RS 4).

4) SRE 3.2.5 Senior Environmental Personnel Expertise and Experience

DELETE

1. What we are looking for:

A demonstration that the Proponent has senior personnel in-house with the capability, capacity and expertise in each area listed in the Required Services (RS) section (RS 1 through 5 and RS 13).

*2. What the Proponent should provide: (approximately two (2) pages **per** senior personnel)*

- a) submit a maximum of four c.v.'s of senior personnel. Each curriculum vitae should clearly indicate the years of experience the senior personnel has in the provision of the services specified in the Required Services (RS) section; The selection of the senior project team members should cover the range of expertise and skill sets required to deliver on the provision of the full range of services specified in the Required Services (RS) sections RS1 through RS5 and RS 13.; and

REPLACE WITH

*2. What the Proponent should provide: (approximately two (2) pages **per** senior personnel)*

- a) submit a maximum of four c.v.'s of senior personnel. Each curriculum vitae should clearly indicate the years of experience the senior personnel has in the provision of the services specified in the Required Services (RS) section; The selection of the senior project team members should cover the range of expertise and skill sets required to deliver on the provision of the full range of services specified in the Required Services (RS) sections RS1 through RS5, **RS12** and RS 13.; and

1. What we are looking for:

A demonstration that the Proponent has senior personnel in-house with the capability, capacity and expertise in each area listed in the Required Services (RS) section (RS 1 through 5, **RS12** and RS 13).

5) SRE 3.2.7 Environmental Project Personnel Expertise and Experience

DELETE

- 1. What we are looking for: (approximately two pages **per** project personnel)* A demonstration that the Proponent has project personnel in-house with the capability, capacity and expertise to

provide the required services and deliverables listed in Required Services (RS) sections RS1 through 5 and RS 13.

REPLACE WITH

1. *What we are looking for: (approximately two pages **per** project personnel)* A demonstration that the Proponent has project personnel in-house with the capability, capacity and expertise to provide the required services and deliverables listed in Required Services (RS) sections RS1 through 5, **RS 12** and RS 13.

The following is in response to inquiries received in relation to this solicitation. This amendment will form part of the contract documents.

Question 1

Q1: SRE 3.2.3 and 3.2.4 – 1 asks for a demonstration of experience over at least the last 5 years which implies that some of the project examples need to be more than 5 years old, while 3.2.3 and 3.2.4 -2 says that projects have to be completed within the last 5 years. Please clarify.

A1: Projects demonstrating past experience should be completed within the last 5 years. At Sections SRE 3.2.3 and 3.2.4 – 1, the sentence should have read as follows: " Demonstration that over the past five years, the Proponent in a range of projects requiring a full scope of services (...)"

Question 2

Q2: Section SRE3.2.3,2.v. requests a project showing development of best practices and project tools, training... and references RS5 which is for Project Management Support. Is RS5 a typo and should read RS4?

A2: Section SRE 3.2.3 2.v should reference RS4.

Question 3

Q3: In terms of project experience, if a project is partially complete can a proponent refer to the parts that are complete to demonstrate relevant project experience? In terms of scoring, would this be eligible for the maximum points available?

A3: Completed Phases of large multi-phased projects may be used to demonstrate experience. Scoring will be conducted in accordance with the Submission Requirements and Evaluation (SRE) section of the request for standing offer.

Question 4

Q14: Can the Contracting Authority confirm that it is the intention to bill Key Personnel under Call-Ups in accordance with the Fixed Hourly Rates and as such, the Key Personnel are subject to the range of years of experience set out in the Price Proposal, as follows:

Key Personnel	Years of experience	Category
Senior Environmental Personnel	12+	Senior
Senior Geotechnical Personnel	12+	Senior
Environmental Project Personnel	5 to 11	Intermediate
Geotechnical Project Personnel	5 to 11	Intermediate
Geotechnical Field Technician	5 or 0-4 (?)	Junior

A4 : Personnel listed in sections SRE 3.25 to 3.29 shall be charged in accordance with the hourly fixed rates which will be provided in the proponent's bid submission in Appendix B – Price Proposal, Table 1 and 2.

Question 5

Q5: Following the years of experience brackets above, does this exclude personnel detaining above 11 years of experience, who meet the criteria of 'perform the majority of the work resulting from the individual call-ups' from being presented in the Environmental and Geotechnical Project Personnel categories? Should they be considered, are they constrained to the intermediate hourly rate category?

A5: Senior Personnel must be licensed as a professional, having a minimum of twelve (12) years' relevant environmental and/or geotechnical engineering experience. Intermediate Personnel must be licensed as a professional, having a minimum of five (5) – eleven (11) years' relevant environmental and/or geotechnical engineering experience. Field Technician/Junior Personnel must have a minimum of five (5) years' experience as a field technician or have a relevant environmental and/or geotechnical engineering university degree with no minimum experience requirement. Drafting Support have no minimum experience requirements.

Question 6

Q6: Can the Contracting Authority confirm that the Geotechnical Field Technician category can also be fulfilled by junior level Geotechnical or Environmental professionals (with university degrees), having less than 5 years of experience, as instructed in Appendix B – Price Proposal?

A6: As specified in Appendix B – Price Proposal, the Geotechnical Field Technician category can also be fulfilled by junior level Geotechnical or Environmental professionals (with university degrees), having less than 5 years of experience.

Question 7

Q7: Do Key Personnel experienced/qualified in both Environmental and Geotechnical score differently/higher than personnel proposed respectively (Environmental – Geotech) (per items 3.2.5.4, 3.2.6.4, 3.2.7.4, etc.)?

A7: Key Personnel demonstrating past experience of working on combined Environmental and Geotechnical projects will score higher than personnel who do not demonstrate such experience.

Question 8

Q8: Are archeological personnel/skills required, per GPO 1 General Objectives “[...] Such assessments can include extensive geotechnical, hydrogeological, and possibly archaeological components in the scope of work”?

A8: Please refer to SRE 3.2 for the details about the required personnel and skills. The proponent may use the services of sub-contractor if required in a Call-up.

Question 9

Q9: Does the Contracting Authority consider Arial Narrow 11 an equivalent font to Times New Roman?

A9: Arial Narrow font 11 is accepted.

Question 10

Q10: Item 3.2.6.1 «Considerations will be given to Proponent’s team members who are licensed in both provinces». Is this applicable for each category of Key Personnel or limited to the Senior Geotechnical Personnel only.

A10: As specified under section SRE 3.2.8.1, this is also valid for Geotechnical Project Engineers.

Question 11

Q11: Please confirm if a Proponent front cover is permitted in addition to Appendix dividers, or will these be counted against the page numbers.

A11: The maximum number of pages to be submitted for the Rated Requirements under SRE section 3.2 is 49 pages. The front cover or any dividers will not form part of the Rated Requirements.

Question 12

Q12: Do the integrity provisions requested in Section 3.1.3 count against the page limit.

A12: No, Please refer to SRE section 2.2.

Question 13

Q13: Are the seven project examples all that will be evaluated by PWGSC for Section 3.2.3 Past Experience Environmental Engineering?

A13: Please refer to SRE 3.2.3.2.a.

Question 14

Q14: Are the four project examples all that will be evaluated by PWGSC for Section 3.2.4 Past Experience Geotechnical Engineering?

A14: Please refer to SRE 3.2.4.2.a.

Question 15

Q15: Are the four CVs for senior environmental staff all that will be evaluated by PWGSC for Section 3.2.5 Senior Environmental Personnel Expertise and Experience or is other information requested?

A15: Please refer to SRE 3.2.5.2.a.

Question 16

Q16: Are the two CVs for senior geotechnical staff all that will be evaluated by PWGSC for Section 3.2.6 Senior Geotechnical Personnel Expertise and Experience or is other information requested?

A16: Please refer to SRE 3.2.6.2.a.

Question 17

Q17: Are the five CVs for environmental project personnel all that will be evaluated by PWGSC for Section 3.2.7 Environmental Project Personnel Expertise and Experience or is more information required?

A17: Please refer to SRE 3.2.7.2.a.

Question 18

Q18: Are the two CVs for geotechnical project personnel all that will be evaluated by PWGSC for Section 3.2.8 Geotechnical Project Personnel Expertise and Experience or is more information required?

A18: Please refer to SRE 3.2.8.2.a.

Question 19

Q19: Are the two CVs for field personnel all that will be evaluated by PWGSC for Section 3.2.9 Geotechnical Field Technician Personnel Expertise and Experience or is more information required?

A19: Please refer to SRE 3.2.9.2.a.

Question 20

Q20: If more information is needed in addition to the CVs please specify what is required in each section.

A20: There is no information requested in addition to what is requested in the Request for Standing Offer.

Question 21

Q21: Could PWGSC provide an example format and content that all bidders can follow? Similarly can an example format for a one page project example be provided for all bidders to follow since the projects account for almost 25% of the submitted pages?

A21: PWGSC does not have an example format. Please provide the information requested for each Rated Requirement.

Question 22

Q22: Previously PWGSC allowed for project descriptions to be on 11 x 17 paper and for this to count as a single page. Can this be allowed in this RFP? If not please advise how we are to demonstrate completion

of Required Services RS1 to RS11 in a single 8.5 x 11 inch page when the requirements listed for each take up more than a page of content in the RFSO .

A22: A paper format of 11 x 17 inch is allowed, but it will count as 2 pages. It is up to each proponent to determine how to use the page limit to best meet the requirements of the Request for Standing Offer.

Question 23

Q23: Are we to understand that all Key Personnel are to be presented as primary resources (section 3.2.5 to 3.2.9), **in addition** to identifying back-up personnel in section 3.2.2.2.b), or, are we to understand that of the Key Personnel presented, some are to be identified as back-up personnel.

A23: Key personnel shall be presented as primary resources in sections SRE 3.2.5 to 3.2.9. Back-up personnel may be presented in SRE section 3.2.2.b.

Question 24

Q24: Is it intentional that SRE 3.2.5 Senior Environmental Personnel as well as SRE 3.2.7 Environmental Project Personnel are not required to perform RS 12, Peer Review?

A24: Senior Environmental Personnel (SRE 3.2.5) as well as Environmental Project Personnel (SRE 3.2.7) should demonstrate their ability to perform RS12.

Question 25

Q25: Could you confirm if there are any specific security requirements needed at the time of submission?

A25: There are no security requirements at time of bid solicitation closing or Standing Offer award.

END