



<p><b>RETURN BIDS TO: RETOURNER LES SOUMISSIONS</b> À:</p> <p><b>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</b></p> <p><b>Electronic Copy:</b> ec.soumissions-bids.ec@canada.ca</p>  <p><b>BID SOLICITATION AMENDMENT MODIFICATION DE LA DEMANDE DE SOUMISSIONS</b></p> <p>The referenced Bid Solicitation is revised in this document; unless otherwise indicated, all other terms and conditions of the Bid Solicitation remain the same.</p> <p>La demande de soumissions citée en référence est modifiée dans ce document; sauf indication contraire, les modalités de la demande de soumissions demeurent les mêmes.</p>	<p><b>Title – Titre</b> Occupational Health and Safety Training of Hydrometric Technicians – Winter</p>	
	<p><b>EC Bid Solicitation No./SAP PR No. - N° de la demande de soumissions EC / N° SAP PR</b> 5000043888</p>	<p><b>Amendment No. - N° de modif.</b> 002</p>
	<p><b>Date of Bid Solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</b> 2019-11-26</p>	
	<p><b>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</b>  at – à 3:00 P.M. on – le 2019-12-02</p>	<p><b>Time Zone – Fuseau horaire</b>  Eastern Standard Time</p>
	<p><b>F.O.B – F.A.B</b></p>	
	<p><b>Address Enquiries to - Adresser toutes questions à</b> Heidi Noble <a href="mailto:heidi.noble@canada.ca">heidi.noble@canada.ca</a></p>	
	<p><b>Telephone No. – No de téléphone</b> 905-319-6982</p>	<p><b>Fax No. – No de Fax</b></p>
	<p><b>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ)</b> 2020-03-31</p>	
	<p><b>Destination of Services / Destination des services</b> Canada</p>	
	<p><b>Security / Sécurité</b> There is no security requirement associated with this requirement</p>	

The amendment to the bid solicitation is to address the enquiries received:

Response(s) (R) to Question(s) (Q):

Q1.

Mandatory Technical Criterion 1 requires a “suggested overall training agenda”. Should this agenda be for a training session involving 15 participants, 25 participants, or a different number of participants?

R1

Bidders must propose a suggested overall training agenda for 15 and/or 25 participants. Please refer to Mandatory Criterion 1.

Q2

For the financial bid, is the evaluation based on the “Total Price of All Periods (excluding tax)” that appears in the box on the bottom line of page 33 of the solicitation?

R2

Yes, the financial evaluation is based on the “Total Price of All Periods (excluding tax)”.

Q3

Mandatory Technical Criterion 3 requires “The Bidder must demonstrate that it has delivered two training sessions for a duration of 2 continuous weeks and each session within the last 2 years”. In order to qualify, does a training session need to be a minimum of 14 days in length? Does a day off in the middle of the session disqualify the session from being considered “continuous”? Do two days off in the middle of the session disqualify it from being considered continuous?

R3

A bidder can meet Mandatory Technical Criterion 3 if its proposed training sessions:

- Were less than 14 days in length
- Had one to two days off in the middle of a session

Q4

In Appendix A to Annex A, the training objectives for Wilderness Survival include that “Students must be able to...explain the physiology of the human body”. This seems somewhat broad in scope. Would it be possible to provide clarification as to the specific desired training point on this?

R4

In context of survival and prevention of health risks, students must understand how harsh environmental conditions (for example exposure to low temperatures) may influence human physiology. Knowledge of human physiology must be broad in nature, to help understand cause and effects related to survival choices and priorities.

Q5

Annex 1-Statement of Work clearly indicates the maximum participant to instructor ratios for each course. These ratios all seem reasonable and I understand them to be based on the risks involved in the particular training course. I’m curious however, if these ratios need to be followed for all portions of the course for which they are indicated, or only for the practical training portions. For example, a wilderness survival course would include a classroom portion on the first day. At a ratio of 5:1, a course of 25 participants would require 5 instructors. Would 5 instructors be required for the entirety of the classroom portion, or can it be understood that the ratios apply to the practical training portions, and the classroom portion are exempt from these (or at least can be taken to be 20:1 as they are for other classroom-based training courses described in Annex 1).

R5

The maximum participant per instructor ratio is provided for each course and is applicable for all portions of the course.

The ratio for each course can be found under Annex A, Statement of Work, Approach and Methodology section.

**ANNEX C**

**MANDATORY TECHNICAL CRITERIA AND POINT RATED TECHNICAL CRITERIA**

**DELETE:**

**Mandatory Technical Criteria:**

	<b>Mandatory Criteria</b>	<b>Cross Reference to Proposal (Bidding Company to Insert Page #)</b>	<b>Met/Not Met</b>	<b>Comments (Client to Insert at Evaluation)</b>
<b>M1</b>	<p>The Bidder must provide a suggested overall training agenda that includes the requirements listed in Appendix A of Annex A as well as those listed in the “Business and/or Technical Environment” and “Location of Work and Travel” sections of the Statement of Work. Agenda and Course Outline must include:  <u>Suggested overall training agenda, including</u></p> <ul style="list-style-type: none"> <li>- Length in hours (convert to days using 7.5 hours as a full day)</li> <li>- Course schedule</li> <li>- Travel days and time off</li> </ul> <p><u>For each training course, an outline explaining how the Contractor plans to deliver the training must be provided. It should contain:</u></p> <ul style="list-style-type: none"> <li>- Specific methodologies</li> <li>- The number of hours required, above and beyond minimum expected</li> <li>- The number of hours of overtime required</li> <li>- The location and description of classrooms, facilities and field training sites suggested</li> <li>- The total daily travel time expected to reach the training location</li> <li>- The equipment that will be provided by the Contractor</li> <li>- The ratio of participants per instructor</li> <li>- The name of instructors that will provide training</li> <li>- Whether any expertise will be sub-contracted or not, as well as identifying what work will be sub-contracted (if applicable)</li> <li>- A contingency plan, for unforeseen conditions such as illness or bad weather</li> </ul>			

**INSERT:**

**Mandatory Technical Criteria:**

	<b>Mandatory Criteria</b>	<b>Cross Reference to Proposal (Bidding Company to Insert Page #)</b>	<b>Met/Not Met</b>	<b>Comments (Client to Insert at Evaluation)</b>
<b>M1</b>	<p>The Bidder must provide a suggested overall training agenda that includes the requirements listed in Appendix A of Annex A as well as those listed in the “Business and/or Technical Environment” and “Location of Work and Travel” sections of the Statement of Work. Agenda and Course Outline must include: <u>Suggested overall training agenda, including</u></p> <ul style="list-style-type: none"><li>- Length in hours (convert to days using 7.5 hours as a full day)</li><li>- Course schedule</li><li>- Travel days and time off</li><li>- Training session for 15 and/or 25 participants</li></ul> <p><u>For each training course, an outline explaining how the Contractor plans to deliver the training must be provided. It should contain:</u></p> <ul style="list-style-type: none"><li>- Specific methodologies</li><li>- The number of hours required, above and beyond minimum expected</li><li>- The number of hours of overtime required</li><li>- The location and description of classrooms, facilities and field training sites suggested</li><li>- The total daily travel time expected to reach the training location</li><li>- The equipment that will be provided by the Contractor</li><li>- The ratio of participants per instructor</li><li>- The name of instructors that will provide training</li><li>- Whether any expertise will be sub-contracted or not, as well as identifying what work will be sub-contracted (if applicable)</li><li>- A contingency plan, for unforeseen conditions such as illness or bad weather</li></ul>			