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**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**

Training and Specialized Services Division/Division  
de la formation et des services spécialisés  
Terrasses de la Chaudière 5th Floor  
Terrasses de la Chaudière 5e étage  
10 Wellington Street,  
10, rue Wellington,  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Fairness Monitoring Services	
<b>Solicitation No. - N° de l'invitation</b> EP740-191512/C	<b>Date</b> 2020-01-27
<b>Client Reference No. - N° de référence du client</b> 20191512	<b>Amendment No. - N° modif.</b> 003
<b>File No. - N° de dossier</b> 150zh.EP740-191512	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$ZH-150-37154	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2019-12-12	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-02-12</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time EST	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Hall, Mark	<b>Buyer Id - Id de l'acheteur</b> 150zh
<b>Telephone No. - N° de téléphone</b> (613) 858-8626 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See herein	
<b>Security - Sécurité</b> 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**

<b>Acknowledgement copy required</b>	<b>Yes - Oui</b>	<b>No - Non</b>
<b>Accusé de réception requis</b>	<input type="checkbox"/>	<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>		

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### Solicitation Amendment 003

This amendment is raised to:

- A) respond to questions submitted by Industry; and
- B) make changes to the RF50 document.

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#### A. Questions and Answers:

**Q5. If the Offeror's Contactor Representative has a professional designation, can that person sign the FM reports?**

A5. In order for the Contractor Representative to sign FM Reports they would have to be pre-qualified on the Standing Offer as a Fairness Monitor.

For each call-up, one of the proposed Fairness Monitors must have a professional designation. There is no limit to the number of Fairness Monitors who can work on a call-up (project) as long as they meet the security requirement.

**Q6. The Team Leader was typically someone who possessed a significant number of years of experience in FM and who could help the FM Specialist and Back-up to sort out specific fairness concerns when they arose. Because the Team Leader was part of the call-up, he/she could become involved to resolve fairness issues, if needed. Without a Team Leader, we fear we are losing that necessary expertise. Will it still be possible to consult Offeror resources who might not be part of the call-up? The answer to that will impact our ability to bid.**

A6. No, it will not be possible to consult Offeror resources who are not part of the call-up regarding a fairness concern.

In order for a resource to be consulted to help resolve fairness issues they would have to be pre-qualified as a Fairness Monitor on the Standing Offer and meet the security requirements associated with each call-up (project). The role of Team Leader and Specialist are now one role: Fairness Monitor. As there is no limit to the number of Fairness Monitors who can work on a call-up (project), the necessary expertise can be accessed among the other Fairness Monitors from the firm.

**Q7. Considering that 4 to 10 FM resources is a fairly significant number, some FM resources might have to travel to the NCR to attend meetings in person. It is difficult to estimate competitive rates when the level of attendance required in person in Ottawa is unknown and can vary significantly from one call-up to the next. Is there any way for Canada to estimate the number of hours/days that require physical presence in Ottawa? The answer to that will impact our ability to bid.**

A7. Canada is unable to estimate the number of hours/days that require a physical presence in the National Capital Region (NCR).

In order to qualify on the Standing Offer, a Firm must have a minimum of 4 qualified resources. This is to ensure that there will be resources available to fulfill multiple call-up requests, act as replacement Fairness Monitors and/or be available for any call-ups (projects) that require more than 1 fairness monitor to work concurrently.

**Q8. Can the following professional designation be accepted as 'professional designations' under this RFP?**

- **RPP – Registered Professional Planner and**
- **MCIP – Member of the Canadian Institute of Planners**

A8. Professional designations that meet the definition/criteria below will be accepted. It is the offeror's responsibility to provide proof that the proposed professional designation meets this definition.

Professional Designation is defined as:

A third-party attestation of an individual's level of knowledge or proficiency in a certain industry or profession and is earned by a person who has met the standards of their professional associations and licensing bodies. A professional code of conduct for the designation must exist to maintain standards for the individuals within that profession to adhere to and to bring about accountability, responsibility and trust to the individual that the profession serves.

The Offeror must provide proof of the Professional Designation for the proposed FM Resource(s).

**Q9. MT3 states that «For the FM Resources proposed above in MT2, the Offeror must clearly demonstrate that each of the proposed FM Resources have a minimum of 75 days of experience in government procurement at the federal and/or provincial and/or municipal level... ».**

**Can the Crown please confirm that this criteria includes departments, agencies, Crown corporations and all other Broader Public Sector (BPS) organizations such as colleges, hospitals, universities, which are subject to governmental procurement rules and directives relevant for Fairness Monitoring Services?**

A9. Yes. Experience from departments, agencies, crown corporations and Broader Public Sector organizations such as colleges, hospitals and universities which are subject to governmental procurement rules and directives can be included within MT3.

**Q10. We would like to please request a two week extension to the above mentioned RFSO.**

A10. Canada will extend the closing date to February 12, 2020.

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**B. Changes to the RFSO document**

1. The RFSO closing date has been changed to:

**February 12, 2020 at 2:00pm EST**

**All other Terms and Conditions remain unchanged.**